



MINUTES

Access and Inclusion Advisory Committee Meeting Tuesday, 12 March 2019

Date: Tuesday, 12 March 2019

Time: 10.32am

Location: Council Chambers, York Town Hall, York

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**MINUTES OF SHIRE OF YORK
ACCESS AND INCLUSION ADVISORY COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS, YORK TOWN HALL, YORK
ON TUESDAY, 12 MARCH 2019 AT 10.32AM**

The York Shire Council acknowledges the traditional owners of the land on which this meeting will be held.

1 OPENING

1.1 Declaration of Opening

Ms Bev Penny, Chairperson, declared the meeting open at 10.32am.

1.2 Disclaimer

The Chairperson advised the following:

"I wish to draw attention to the Disclaimer Notice contained within the agenda document and advise members of the public that any decisions made at the meeting today, can be revoked, pursuant to the Local Government Act 1995.

Therefore members of the public should not rely on any decisions until formal notification in writing by Council has been received. Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material."

The Chairperson also reminded the Committee that documents are confidential until made public in the Council Minutes.

1.3 Standing Orders

Nil

1.4 Announcement of Visitors

The Chairperson introduced Mr Darren Wallace, Executive Manager Infrastructure and Development Services who provided technical information regarding safe crossing for pedestrians at a point midway along Avon Terrace.

1.5 Declarations of Interest that Might Cause a Conflict

Nil

1.6 Declaration of Financial Interests

Nil

1.7 Disclosure of Interests that May Affect Impartiality

Nil

2 ATTENDANCE

2.1 Members

Ms Bev Penny, Chairperson; Cr Denese Smythe, Cr Jane Ferro, Ms Liz Christmas, Ms Marie Forster; Ms Wendy Hoare; Ms Rosemary Parker

2.2 Staff

Suzie Haslehurst, Executive Manager Corporate Community Services; Darren Wallace, Executive Manager Infrastructure & Development Services; Joanna Bryant, YRCC Project Officer

2.3 Apologies

Ms Nicola Burton

Ms Haslehurst informed the meeting that as Ms Burton is no longer working in the Wheatbelt on Tuesdays, she is unable to attend meetings.

Ms Haslehurst further informed the Committee that Ms Heather Bates' role with Alzheimers WA no longer exists which means that she is no longer a member of the Committee in accordance with Section 5.11 (1) of the *Local Government Act 1995*.

2.4 Leave of Absence Previously Approved

Nil

3 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

4 PRESENTATIONS

Nil

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**COMMITTEE RECOMMENDATION**

Moved: Cr Denese Smythe

Seconded: Cr Jane Ferro

That the minutes of the Access and Inclusion Advisory Committee Meeting held on 27 November 2018 be confirmed.

CARRIED: 7/0

6 ANNOUNCEMENTS BY THE CHAIRPERSON WITHOUT DISCUSSION

Nil

7 OFFICER'S REPORTS

7.1 APPOINTMENT TO THE ACCESS AND INCLUSION ADVISORY COMMITTEE

File Number:	CS.SSP.1
Author:	Joanna Bryant, YRCC Project Officer
Authoriser:	Suzie Haslehurst, Executive Manager, Corporate & Community Services
Previously before Council:	N/A
Appendices:	Nil

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report introduces Tegan Walsh to the Access and Inclusion Advisory Committee as a potential new committee member to provide input into early years childhood needs.

BACKGROUND

Teagan Walsh is Wanslea's Inclusion Support Professional in the Wheatbelt.

The WA Inclusion Support Program is designed to facilitate and assist educators with resources and funding to offer care and early childhood support services that are inclusive of all children.

With support from the WA Inclusion Agency, Wanslea supports early childcare services in the Wheatbelt for children:

- With a disability
- Being diagnosed with a disability or undergoing disability assessment
- From diverse cultural and language backgrounds
- Settled in Australia from humanitarian and refugee intervention backgrounds
- From Aboriginal and Torres Strait Islander backgrounds
- Presenting with disruptive behaviours or language and speech delays
- With a serious medical condition
- Deemed as vulnerable

Through the support of the Inclusion Support Program, Wanslea is able to increase the skills of its educators, along with increasing the capacity of its child care and early childhood support services to offer care for children, and support to families who need it the most.

Comments and Details

In view of Tegan's relevant experience and interest in joining the Committee, Officers recommend that the Committee requests Council to consider inviting Tegan to join the Shire of York's Access and Inclusion Advisory Committee.

Officers propose that Tegan's experience and expertise in the early childhood sector may add value and a different perspective to the Access and Inclusion Advisory Committee and its advice to Council.

OPTIONS

The Committee could decide sufficient representation in this area exists and to not issue further invitations for membership.

IMPLICATIONS TO CONSIDER

Consultative

One of the integral requirements of the DAIP is community consultation with broad representation of all sectors of our community.

Strategic

Strong and Effective Leadership

- 5.1 Effective and informed decision-making
- 5.6 High levels of community engagement
- 5.9 Community networks supported to increase civic involvement

Policy Related

G2.9 Community Engagement and Consultation

Financial

Not applicable

Legal and Statutory

Local Government Act 1995

The Access and Inclusion Committee is established under Part 5 – Division 2 (Subdivision 2) of the *Local Government Act 1995 – Committees and their meetings*. No authority is delegated to the Committee and all recommendations made by the Committee will be brought to Council for decision.

5.10. Committee members, appointment of

- (1) *A committee is to have as its members —*
 - (a) *persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and*
 - (b) *persons who are appointed to be members of the committee under subsection (4) or (5).*

** Absolute majority required.*

Risk Related

Not applicable

Workforce

Not applicable

VOTING REQUIREMENTS

Absolute Majority: Yes

COMMITTEE RECOMMENDATION

Moved: Cr Denese Smythe

Seconded: Ms Rosemary Parker

That the Access and Inclusion Advisory Committee recommends that Council:

- 1. Appoints Ms Walsh to the Committee.**
- 2. Requests the Chief Executive Officer to amend the Terms of Reference for the Access and Inclusion Advisory Committee accordingly.**

CARRIED BY ABSOLUTE MAJORITY: 7/0

7.2 ACCESS AND INCLUSION AUDIT OUTCOMES

File Number:	OR.CMA.9; CS.SSP.1
Author:	Suzie Haslehurst, Executive Manager, Corporate & Community Services
Authoriser:	Suzie Haslehurst, Executive Manager, Corporate & Community Services
Previously before Council:	N/A
Appendices:	<ol style="list-style-type: none">1. DAI Audit - Executive Summary2. DAI Audit - Avon Park3. DAI Audit - York CBD4. DAI Audit - York Town Hall5. DAI Audit - YRCC6. DAI Audit - Residency Museum7. DAI Audit - Swimming Pool8. DAI Audit - Old Rec Stadium9. DAI Audit - Admin Centre10. DAI Audit - Depot

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report presents the outcomes of the Disability Access and Inclusion Audit undertaken by O'Brien Harrop Access for the Committee's consideration and recommendation to Council.

BACKGROUND

In June 2018, Council adopted the Shire of York Disability Access and Inclusion Plan 2018-2023 (DAIP) which was developed with community consultation and oversight by the Shire's Access and Inclusion Advisory Committee of Council (AIAC). One of the actions in the DAIP is to undertake an accessibility audit of Shire buildings and the York CBD and make recommendations to Council.

A scope for the audit was developed and presented to the AIAC and subsequently approved by Council at the August 2018 Ordinary Council Meeting. It was agreed that the audit would focus on Shire owned and operated buildings and the York CBD. Officers then sought quotations from suitably qualified and experienced consultants with five consultants specialising in disability access approached. Three quotes were received by the closing date which were evaluated against the criteria of:

- Previous experience and qualifications
- Capacity to deliver
- Price
- Reference checks

O'Brien Harrop Access was engaged to undertake the Shire of York's Disability Access and inclusion Audit 2018.

A representative of O'Brien Harrop Access met with the AIAC on 3 December 2018 to provide an opportunity for questions and also met with various members of the AIAC one-on-one to determine priority concerns to be considered during the audit. An opportunity was also extended to the broader community for this to occur with limited take-up. However, as the AIAC is a representative committee

of people invested in access and inclusion, the consultants were satisfied that key issues had been raised.

Following a physical audit undertaken by O'Brien Harrop Access during the second week of January, an Executive Summary was developed (attached at Appendix 1). This outlined relevant legislative requirements compliance, methodology, underlying issues for the Shire of York with regards to access and inclusion, and findings related to:

- York CBD
- Shire Administration Building
- York Town Hall and Visitor Centre
- Avon Park
- York Residency Museum
- YRCC
- York Memorial Swimming Pool
- Old Recreation Stadium
- Shire of York Depot

Following this, detailed spreadsheets for each of the buildings and precincts above were received and are attached at Appendices 2-10. Given the comprehensive nature of the reports provided, officers are recommending that the Committee and Council receive the report and a subsequent workshop is held to determine an action plan and timeline.

COMMENTS AND DETAILS

It should be noted that the consultants have rated each recommendation on a priority basis from low to high (based on standards, legislation and risk). The costings provided indicate that in order to address only the high priority actions recommended, Council will need to commit to approximately \$500,000 in one year to address these priorities. This equates to an 8.8% rate increase to address this issue alone which is unlikely to be supported by the majority of the community given competing priorities.

Notwithstanding this, the Shire is committed to the provision of accessible and inclusive facilities, particularly in light of Council's adopted Age-Friendly Community Plan and DAIP (in which priorities and actions often overlap). However, it is recognised that in this economic climate, improvements will by necessity, be incremental. Therefore, officers are seeking to establish a list of priorities that can be addressed through the annual budget process.

Consequently, officers are proposing that a workshop is held with the Access and Inclusion Committee, Councillors and senior officers to develop an action plan and timeline that identifies short, medium and long-term actions to be included in the Shire's annual budget process for implementation over the coming years. This will provide relevant stakeholders the time to fully consider the reports followed by an opportunity to discuss and agree on the priorities to be addressed.

OPTIONS

Council could choose to reject the officer recommendation and instead adopt in its entirety, the report and costings provide by O'Brien Harrop Access. However, given the financial implications, officers are not recommending this option.

Council could choose to reject some or all of the recommendations made by O'Brien Harrop Access. The reports were undertaken on an objective basis and the consultants have provided recommendations based on their professional opinion with regard for operational, safety, strategic and reputational risk.

Officers are proposing that the Committee recommends that Council receives the report and requests the CEO to hold a workshop with the Access and Inclusion Advisory Committee, Councillors and senior staff to develop an action plan and timeline to address the recommendations made in the Access and Inclusion Audit Report attached as appendices to this report.

IMPLICATIONS TO CONSIDER

Consultative

O'Brien Harrop Access

Strategic

Theme 1: A Place to Live

1.4 There are few barriers to people moving safely, freely and easily around the town of York and rural townships and to other communities.

Theme 4: Built for Resilience

4.6 The town of York has a network of well-maintained and well-integrated, safe and reliable, roads, footpaths and cycle paths.

Policy Related

Nil

Financial

As mentioned above, the estimated cost to implement only those rated as high priorities in the audit is approximately \$500,000. Officers are proposing that a workshop is held with the Access and Inclusion Advisory Committee to develop an action plan and timeline that will see the identified priorities addressed in coming years.

Legal and Statutory

Local Government Act 1995

The Access and Inclusion Committee is established under Part 5 – Division 2 (Subdivision 2) of the *Local Government Act 1995 – Committees and their meetings*. No authority is delegated to the Committee and all recommendations made by the Committee will be brought to Council for decision.

The reports reference the following legislation and standards;

Disability Discrimination Act 1992

Building Code of Australia

Australian Standards on Access and Mobility

Risk Related

There is a high reputational risk to the Shire should the actions recommended in the Access and Inclusion audit are not implemented in a structured and timely manner. The proposal to hold a workshop with relevant stakeholders to agree on an action plan and timeline will mitigate this risk.

Workforce

It is anticipated that workforce resources will be required to implement the actions identified. It is proposed that this is considered as part of the annual budget process.

VOTING REQUIREMENTS

Absolute Majority: No

Mr Darren Wallace left the meeting at 10.57am, prior to the Resolution.

COMMITTEE RECOMMENDATION**Moved: Cr Denese Smythe****Seconded: Cr Jane Ferro****That the Committee recommends that Council;**

- 1. Receives the Draft Access and Inclusion Audit 2019 Report attached as appendices to this report.**
- 2. Requests the Chief Executive Officer to:**
 - (a) conduct a workshop with the Access and Inclusion Advisory Committee, Councillors and senior officers to determine a timeline and action plan to implement agreed priorities; and**
 - (b) present the results to Council for consideration as part of the annual budget process.**

CARRIED: 7/0

Shire of York

**Access and Inclusion Audit
Executive Summary Report**

OHA

DRAFT

20 February 2019



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DRAFT



1. Introduction and background

O'Brien Harrop Access was engaged by Suzie Hazelhurst, Executive Manager, Corporate & Community Services, Shire of York, to undertake onsite audits of nine sites for the York Access and Inclusion Audit.

The sites are listed as follows:

- 1 York CBD
- 2 Shire of York Administration Building
- 3 York Town Hall and York Visitors Centre
- 4 Avon Park
- 5 York Residency Museum
- 6 York Recreation and Convention Centre
- 7 York Memorial Swimming Pool
- 8 Old Recreation Stadium
- 9 Shire of York Depot

On 26 November 2018 Anita Harrop, Access Consultant O'Brien Harrop Access (OHA) participated in consultation with two community members at the Shire of York Administration building. The Consultant also met with the Shire of York Councillors, to gain an understanding of the background to the project, gain an insight into access strategies previously undertaken as well as any access issues that residents and Shire of York staff and Councillors currently require investigation and rectification.

On 10 January 2019 Access Consultants Anita Harrop, Silvia Rossi, and Judi Donald and project assistant Ann O'Brien, undertook a site visit of each of the facilities.

The Executive Summary for each site is provided below and the Excel Spreadsheets for each site, are attached.

2. Legislative compliance

The most contemporary publication of the Building Code of Australia and consequent referenced Australian Standards on Access and Mobility are not retrospective to existing buildings. A building may have been compliant with applicable building codes at the time of construction or at the time that new building works were undertaken.

For the purpose of the disability access audit, each building was assessed to the requirements of the most current BCA / the Premises Standard and the relevant, referenced Australian Standards on Access and Mobility, as upgrade works to these codes and referenced standards would ensure any future works are contemporary and in line with current standards of practice and community expectations.

In instances where structures within the buildings have been constructed to meet AS1428.1 2001 (now superseded by AS1428.1 2009) it would not be reasonable to expect that major structural work is undertaken to deliver a small gain in access compliance. Examples include door widths (where there are minimal discrepancies), some latch side clearances at doorways, lever door hardware or retention



of a unisex accessible toilet constructed to the rigours of AS1428.1 2001. Where these minimal discrepancies have been identified, typically no changes are recommended.

The disability access audit considered all areas that are mandatory under legislation to meet the access requirements of people with disabilities including external access, car parking, entrances, internal accessways, doorways and circulation space, vertical access including stairs, lifts and ramps, statutory signage, hearing augmentation, application of tactile ground surface indicators, wheelchair seating, glazing and application of luminance contrast requirements and accessible sanitary facilities.

Where there is no specific legislative requirement, for example parks and playgrounds, OHA has assessed these facilities against our knowledge of the intent of the DDA, in particular the equity, dignity and safety for people of all ages and abilities. Where there is limited or no specific information in the mandatory Australian Standards (used as guidance), OHA has referenced non-mandatory Australian Standards and other advisory documents. More specific information on this subject is provided below under the heading Disability Discrimination Act.

References

- Disability (Access to Premises – Buildings) Standard 2010
- National Construction Code Series Volume One. Building Code of Australia Class 2 to Class 9 Buildings
- AS1428.1 2001 – Design for Access and Mobility – General Requirements for Access – New Building Works (*superseded*)
- AS1428.1 2009 – Design for Access and Mobility – General Requirements for Access – New Building Works
- AS1428.4.1 2009 – Design for Access and Mobility – Means to assist the orientation of people with a vision impairment - Tactile ground surface indicators
- AS1735.12 1999 – Lifts, escalators and moving walks – Facilities for persons with disabilities
- AS2890.6 2009 – Parking Facilities – Off-street parking for people with disabilities
- AS2890.1 2004 – Parking Facilities – Off-street Car Parking
- AS2890.1 1993 – Parking Facilities – Off-street Car Parking (*superseded*)



3. New and affected part

The Premises Standards set out specific criteria for when existing buildings are required to comply with the Premises Standard. Should the Shire of York undertake any new work for any of the built forms and an application for building approval is required to be submitted, the requirements of the Premises Standard are triggered. The Premises Standard will apply to both:

1. The part of the building being modified or extended (referred to as the **new part**); and
2. The continuous accessible path of travel from the principal pedestrian entrance to the **new part** (referred to as the **affected part**).

At the time of any **new work** being undertaken, where building approval will be required, it is recommended the organisation engage an accredited access consultant to ensure all provisions of the Premises Standard, as they apply to the **new or affected part**, are being met.

4. Toilet concession

Part 4.5 Toilet Concession of the Disability (Access to Premises – Buildings) Standard 2010 states:

- (1) Paragraphs F2.4 (c) and (e) of the Access Code, to the extent that they require compliance with AS1428.1—2009, *Design for access and mobility, Part 1: General requirements for access—New building work*, do not apply to the following:
 - (a) existing accessible sanitary compartments;
 - (b) existing sanitary compartments suitable for use by people with a disability.
- (2) For subsection (1) to apply, a sanitary compartment mentioned in paragraph (a) or (b) must:
 - (a) comply with AS 1428.1—2001, *Design for access and mobility, Part 1: General requirements for access—New building work*; and
 - (b) be located in either a new part, or an affected part, of a building.

As detailed in the Guideline on the Application of the Premises Standards, Version 2 (2013), in regards this Toilet Concession:

“Section 4.5 provides a concession for existing accessible sanitary compartments or existing sanitary compartments suitable for use by people with ambulant disabilities that are included in an application for new building work approval and as a result trigger the Premises Standards. The concession states that certain existing accessible sanitary compartments or existing sanitary compartments suitable for use by people with ambulant disabilities do not have to comply with AS1428.1 2009 as generally required by the Access Code.

The concession, however, is available only where an existing sanitary compartment or existing sanitary compartments suitable for use by people with ambulant disabilities complies with the circulation and fitout requirements of AS1428.1 2001. If an existing accessible sanitary compartment triggers a requirement for upgrading because it is subject to new work and it does not even meet the



requirements of AS1428.1 2001, it would be required to upgrade to meet the requirements of AS1428.1 2009 subject to the defence of unjustifiable hardship¹.

So, for example, if an existing toilet undergoing new work met the circulation space requirements of AS1428.1-2001 but did not have AS1428.1-2001 compliant grabrails there would be a requirement to upgrade the grabrails to meet the AS1428.1-2009 requirements.

However, if the only way to meet the AS1428.1 2009 fitout requirements were to extend the size of the compartment this would be inconsistent with the concession, in which case consideration might be given to proposing an Alternative Solution that allows for the concession to be applied.

This concession recognises that the significant cost of upgrading the circulation space in existing sanitary facilities would not be justified where those facilities meet previous accessibility requirements.

It is intended that this concession will be reflected in building law through changes to state and territory building legislation or regulation. Some states and territories have now achieved this and building professionals should refer to their relevant state and territory building laws and regulations for clarification.

Note on effect of upgrade on the provision of ambulant accessible toilets

Where an existing accessible toilet is required to be upgraded to comply with AS 1428.1 2009 this would not trigger the need for an upgrade of the other male and female toilets at the bank to provide for ambulant accessible toilets unless those other toilets were the subject of new work.

There is, however, nothing to stop any developer from providing ambulant accessible toilets at the time of upgrade to the accessible toilet.”

Reference: Guideline on the application of the Premises Standards, Version 2 (2013), page 50.

Implications for the Shire of York are that unless major upgrades are undertaken in the male and female toilets of the audited buildings, such that an application for building approval is required to be submitted, there is no requirement to design and construct toilets suitable for people with ambulant disabilities.

¹ Building Commission Advisory Note June 2011

Refer to the Building Commission Advisory Note June 2011 for an explanation regarding the non-recognition of the concept of ‘unjustifiable hardship’ under Western Australian building law.



5. Disability Discrimination Act

All organisations have a responsibility, under the federally legislated Disability Discrimination Act (1992) to provide equitable access to goods and services and to premises used by the public. Premises are broadly defined and would include all areas within a building.

The DDA provides uniform protection against unfair and unfavourable treatment for people with a disability in Australia. It also makes it unlawful to discriminate against a person who is an associate, such as a carer, friend or family member. The Act supports the principle that people with a disability have the same fundamental rights as the rest of the community and this includes the opportunity to be employed, purchase goods and services, gain access to premises used by the public and the like. Equitable and dignified access must be provided and a complaint can be made under the DDA if appropriate access is not provided.

Compliance with the Premises Standard and referenced Australian Standards addresses the mandatory requirements for the provision of access for people with a disability. Meeting the intent of the Disability Discrimination Act (1992) and therefore protecting the Shire of York against a complaint under the DDA may require consideration of the provision of access to the following areas that fall out of the mandatory requirements of the BCA /Premises Standards, for example:

- The landscaped environment
- Play areas
- Ticketing, gateways and entrance processes
- Counters
- Staff tea preparation areas and the like
- Change areas
- Drinking fountains
- Seating
- Operation of some controls
- Wayfinding and associated signage
- Emergency egress
- Provision of enhanced sanitary facilities such as a Changing Places facility

Recommendations in regard to the above are based on the following Australian Standards that are not referenced in the BCA or Premises Standard, advisory notes, Universal Design source documents, and the knowledge and experience of the consultants:

- AS1428.5 2010 - Design for access and mobility – Communication for people who are deaf or hearing impaired
- AS1428.2 1992 – Design for Access and Mobility – Enhanced and Additional Requirements – Buildings and Facilities
- AS1428.4.2 – Design for access and mobility – Means to assist the orientation of people with a vision impairment – Wayfinding signs



- Advisory Note on streetscape, public outdoor areas, fixtures, fittings and furniture. Human Rights Commission, 8 February 2013
- AS3745 2010 – Planning for emergencies and facilities
- Design Resources DR – 09 Scooters in the Built Environment, published by The Centre for Inclusive Design and Environmental Access (2010)
- Design Resources DR – 15 Clear Floor Area for Wheeled Mobility: Redefining the ‘common wheelchair’, published by The Centre for Inclusive Design and Environmental Access (2010)

6. Report outline

This executive summary includes a summary of each building audited for the Shire of York, including information regarding access achievements at each facility and summarises the access barriers and general recommendations. It is strongly advised that executive summaries are read with the information provided in the excel spreadsheet (the technical data) as discussed below, however, the summaries have been written as standalone documents provide the reader with a snapshot of each building/location.

Accompanying this overarching report, OHA has provided a PDF copy of an Excel spreadsheet for each of the nine sites audited. Each Excel spreadsheet provide a summary of the issues, barriers and priorities and costed recommendations for each site. The searchable Excel spreadsheets will enable the Shire to sort the recommended remediation works into low, medium and high priority, plus add any additional priority ratings or the like, as desired.

Priority rating

The documented priority rating has been based on the Consultant’s professional experiences on the considered risk of each barrier and their assumed knowledge of the function of each facility, as well as information provided by staff at the various sites.

It should be noted that a risk assessment only documents those risks relative to access barriers that were identified during the audit. As risks are dynamic, it would be expected that some unforeseen risks may eventuate and therefore require further risk mitigation / treatments applied to minimise those risks at that time.

The risk column documents an overall priority rating. This rating for each access issue has been arrived at using the following criteria:

The probability of a risk, that is the probability of the access issue being raised as a barrier to people with disability. Issues such availability of other means of access or other wayfinding cues, the impact on a person with a disability, the chance of injury or denial of access and the impact on participation are considered.

The likely consequence of a complaint, that is the possible outcome for a person with a disability or the organisation. This may involve a perceived level of inconvenience, requirement for assistance, the likelihood of sustaining an injury or denial of access.



7. Costings

Costings have been developed by Brian Coram, a qualified HND Civil Engineering, RICS Part 1 and is a member of AAIQS. All costs are indicative as sourced in February 2019.

Assumptions in this section of the report include:

- All items have been costed on the basis of supply, installation & completion of works as group/trade packages as part of maintenance contracts.
- The costing includes a 'make good' element. For example, where signage is removed it is assumed that surface on which the signage was installed is repaired to be indiscernible from the adjacent surface.
- All costings exclude contingencies.
- All costings exclude the Shire of York supervision, administration, project management and professional fees unless otherwise stated.
- All professional fees related items are for the initial consultant reports only and exclude allowances for design documentation and contract administration etc.
- All costings exclude allowances for testing, management, containment, disposal, etc. of hazardous materials.
- All costings include 'supply & install' of the recommended product.
- The costing and product examples are indicative and are based on internet searching or experience or observation of what is already in-situ in Shire of York infrastructure. OHA does not necessarily endorse any particular product and acknowledge that there may be other like products that would be suitable.
- All costings exclude escalation beyond February 2019.
- All costings exclude GST.



Common issues for the Shire of York

1. Heritage

OHA have been informed by the Shire of York that the Residency Museum and the Town Hall have significant heritage features and as such modifications to the fabric of the building are limited, in accordance with the Heritage Act of WA.

Whilst the Consultants are mindful of the heritage restrictions, legally the Disability Discrimination Act overrides the Heritage Act and as such a reasonable level of access must be achieved regardless of the heritage status of a building. With this in mind, OHA have endeavoured to take a reasonable approach by ensuring people with disability are not treated less favourably than other members of the community whilst still retaining the heritage fabric of each building. Reasonable approaches may include adopting an alternative approach, such as making more accessible spaces with similar resources available as and when required, or, creating virtual tours of non-accessible spaces within museums.

2. Mobility scooters

Existing design guidelines and current access standards are based on the requirements of a manual or powered wheelchair. Mobility scooters are generally larger and less manoeuvrable than a manual or powered wheelchair. Whilst there are no available, conclusive research findings on the footprint (clear floor space dimensions) and turning spaces required for scooters, USA based, ongoing, research provides some information on an indicative scooter footprint and required passing and turning spaces and the like.

Generally, mobility scooters are larger, more cumbersome, and are less manoeuvrable than a powered or manual wheelchair. There is no Australian based dimensional information in regards manoeuvring areas or reach requirements for scooter users. However, research indicates the following dimensions:

- Accommodating the 95th percentile for both occupied width and length requires a minimum clear floor space dimension of 837mm x 1435mm.
Design Resources DR – 14 Clear Floor Area for Wheeled Mobility: Redefining the ‘common wheelchair’, by The Centre for Inclusive Design and Environmental Access
- To enable the 95th percentile of scooter users to undertake a 360° turn a clear floor space dimension of 2500mm x 2500mm is required.
Evidence Based Standards: Wheelchair Usability Centre for Inclusive Design and Environmental Access | The State University of New York at Buffalo

Whilst the information and references in the Excel spreadsheets refers to 90th percentile for wheelchairs, the Consultants have given consideration to the apparent higher than average number of older residents who use mobility scooters to move around the town. Readers must be mindful that the recommended circulation spaces (that meet the needs of wheelchair users) may accommodate



smaller style scooters, however in some instances, due to existing constraints, more generous circulation spaces may not be achievable.

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Executive summaries of all audited sites

1. York CBD

The York CBD was assessed to identify potential barriers to access for people with mobility disability. The areas assessed were contained to the CBD, as demonstrated in the image, right, provided by the Shire.

During OHA's consultation with community members, key areas of concern were identified as:

- Access for people who are scooter users, via gravel / uneven paths, particularly from Balladong Village.
- The reported difficulty of people attempting to cross Avon Terrace (due to the frequency of vehicles and challenge of crossing the relatively wide road), particularly in the heart of the CBD.
- Non-provision of flush or kerb ramped crossing points at CBD intersections.
- Lack of accessible parking on Avon Terrace and the physical constraints (due to distance) and physical barriers (associated with Smales Lane next to the pharmacy) associated with any person attempting to move between the accessible parking in the Howick Street car park and Avon Terrace amenities.



In OHA's assessment it is confirmed that each of the broad issues raised through the community consultation, as described above, are valid.

Footpaths

Generally, the brick paved footpaths were found to be in good condition, with some isolated pit lids where the paved surrounds, and sections of paving, provide some unevenness, and therefore risk of tripping or "tram-lining" wheelchair / wheeled walker wheels in the paving gaps. These should be resolved promptly, as part of the Shire's ongoing maintenance routine.

Near the Stephen Street intersection with Avon Terrace it is understood some new paving has been installed, to replace what was a gravel surface. This is commended, as it is understood that many residents from Balladong Village, whether walking or using a wheelchair / walker or scooter, use the Avon Terrace footpath as their primary route to the CBD (and its amenities). OHA would advise, as a priority, that any additional paving* required to create a traversable, accessible path of travel from



Balladong Village to the York CBD (and any other identified key amenities, such as the Wellness Centre) is undertaken, as a matter of urgency.

A footpath that is at least 1500mm wide will allow a wheelchair user to turn, a path that is 1800mm will allow two wheelchair users to pass. A path of 2.2 metre wide is ideal.

*This was not documented in the audit report excel spreadsheet, because these footpaths fell out of the CBD audit area.

Avon Terrace - Footpath

An 1000mm path of travel is the minimum allowable width for an *accessible path of travel*, additional 600mm wide "shoulders" to each side of this accessible pathway (or a shop front or similar), provides additional width to accommodate inaccuracies of people manoeuvring a mobility device along a footpath. Requirements of AS1428.2 1992 (the enhanced Australian Standard for access and mobility) recommends a 1200mm clear width for an accessible path of travel, with the additional safety shoulders.

An unobstructed 1800mm will allow two wheelchair users (or people using prams or mobility scooters) to pass, and this would be considered the absolute, functional minimum width the footpath should be, through the length of Avon Terrace.

An unobstructed *shoreline*, set against the *building line*, will enable a person who is blind, or vision impaired to use the tactually robust building to confidently navigate the footpath, so long as this *building line* (and thus *shoreline*) is unobstructed as far as is practical, particularly unobstructed from unnecessary loose furniture including alfresco dining furniture, shop displays and advertising signage.

OHA would recommend the Shire explore developing a guideline for shop and business owners that aims to:

- Set alfresco dining off the building line; and
- Removes all advertising signage and shop displays from the shop fronts (at ground level and up to a height of 2000mm).

In addition to the above, the Shire raised the issue of the various heights of steps at shop fronts, and the challenge in providing access options into shops for people with disability, including people who are aged and who use mobility devices.

OHA would recommend the Shire explores working with shop and business owners to develop a guideline for shop /business access options that will improve access into Avon Terrace goods and services. For example, a maximum threshold height at which a shop /business owner could install a semi-permanent or portable ramp and suppliers of such ramps (see below). The Shire could explore whether they would accept shop owners installing threshold ramps at shop doorways, particularly in the instance the step may extend into the footpath. Examples include the [Raven Threshold Ramps](#) and [Tyrex Ramps](#).





OHA would advocate that portable ramps installed at shop fronts do not exceed 1:10 gradients and all safety measures are considered, such as protecting pedestrians from tripping on ramp sides.

Avon Terrace – Access



Through the community consultation it was raised that there is concern as to the lack of accessible parking on Avon Terrace, particularly in what was described as a key area of use, particularly by the older community members (pharmacy, Bendigo Bank, tea shop and newsagency). It is understood, for a person requiring an accessible parking bay, they would park to the rear of the pharmacy (Howick Street car park) and would be required to negotiate the narrow Smales Lane. This laneway does not form an accessible path of travel and is not likely to enable access for people who use walkers, wheelchairs or scooters.

OHA has therefore recommended accessible parallel parking in this area of Avon Terrace be provided, ideally to the western side of the road (as parking outside IGA is to the eastern side of Avon Terrace).

Avon Terrace – Accessible parking

As described above, it is recommended additional accessible, parallel parking bays are provided on Avon Terrace. There are specific requirements for accessible, parallel parking bays and OHA refers the Shire to the AS2890.6 2009 requirements for parallel bays.

The Shire could consider line marking accessible parking at the road level, noting to provide an accessible parking bay with sufficient safe width to facilitate a vehicle transfer, the accessible bay is to be 3200mm wide (and thus additional protection to the rear of the bays should be considered). Where street-side parallel accessible parking bays are required, a kerb ramp is also required.



The parallel, accessible parking could also be raised to footpath level (i.e. the parking bay and adjacent footpath (shared area) are at the same level). Care would need to be taken to ensure the footpath width is however not compromised if this approach was adopted in the York CBD.

The City of Perth provides exemplar information in their Design and Construction Notes (Book 300), that the Shire may find informative.

Avon Terrace - Midblock crossings

There appears to be significant issues for pedestrians crossing Avon Terrace at the designated mid-block crossings due to the frequency of vehicles, no opportunity to pause at a central median island to re-evaluate safety to cross the road and sightlines associated with the mid-block crossings.

As demonstrated in the images below, the mid-block crossing points do set the pedestrian at the road edge, however as there is no set back of the parallel street-side bays, pedestrians are required to



enter the roadway in order to visually assess whether it is safe to cross the road. The risk associated with this is the gradient of any ramp, that will increase the momentum of a wheeled mobility device user as they descend the ramp, and people who use a wheelchair (or scooter), as they sit to middle/rear of the mobility device, therefore their device will be on the roadway before they will have clear vision of any oncoming vehicle traffic.

Please be mindful that OHA are not qualified in road engineering, and these barriers are observational only and any solution to address the barriers must be professionally executed by an appropriately qualified and experienced engineer.



Avon Terrace – Directional TGSIs

People who are blind or have significant vision impairment may benefit from the provision of directional tactile ground surface indicators (TGSIs) as a wayfinding strategy to the midblock crossing points on Avon Terrace. Install a 600-800mm wide band of directional TGSIs set perpendicular to the path of travel (i.e. footpath). Extend the directional TGSIs from the building line across the full width of the footpath to abut with the top of the kerb ramp (at midblock crossing points) or if a flush crossing, the warning TGSIs. Ensure the band of directional TGSIs are to the design and placement requirements of AS1428.4.12009 Clause 3.2 and in the required luminance contrast to the underlying red brick pavers as per AS1428.4.1 Clause 2.2.

Pedestrian crossing points

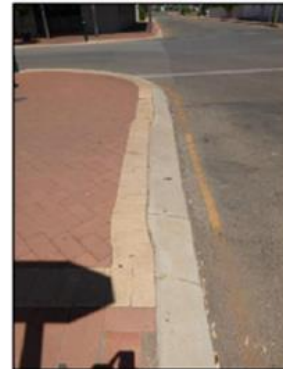
In order to allow access for people who use a mobility device (e.g. a walking aid, wheelchair and scooter), points of crossing for pedestrians must transition the barrier kerb set between the footpath and roadway. Broadly, barriers identified with the “kerb ramp” crossings are as follows:

- A mountable kerb is an inadequate and non-compliant ramp design, as the gradient, typically 1:5 to 1:6 is in excess of the maximum allowable 1:8 for a kerb ramp. For all mountable kerb ramp crossing points we have recommended these are replaced with a compliant designed kerb ramp, to AS1428.1 2009 requirements.
- Kerb ramp crossings are typically set at low barrier kerbs in the York CBD. This results in a shallow transition which will be challenging to tactually identify for people with poor vision. In this instance warning tactile ground surface indicators (TGSIs) must be installed to warn pedestrians of the hazard (the roadway). TGSIs must be in luminance contrast to the underlying surface and while not formally assessed, our experience would suggest that charcoal TGSIs will not achieve 30% luminance contrast when assessed against red brick pavers (see the image right).
- Areas of lumpy bitumen at the base of ramps are a hazard to pedestrians and must be repaired.





- Further, extending bitumen onto the roadway to create a kerb ramp is not a satisfactory solution to ramp the transition from the footpath to roadway. Kerb ramps are to be fully inset into the footpath, ensuring in all instances that a 1500mm deep, flat landing is preserved at the top of the kerb ramp, to allow for a 90° turn (where required).



- Crossing points without specific alignment of the intended crossing point can be misleading from a wayfinding perspective for people with poor vision. AS1428.1 2009 Clause 10.7 and associated Figures states that *“the centre-line of kerb ramps and pedestrian refuges shall align across the road”* and *“top and bottom of kerb ramps shall be aligned at 90° to path of travel”*.

- Kerb ramps that have no visual difference to the footpath surface can also reduce ease of navigation for people with poor vision and can pose a significant tripping / stumbling hazard, as the ramp slope may be unanticipated by people walking along the footpath. This was particularly notable at the Macartney / Avon Terrace intersection. Further, AS1428.1 2009 Clause 10.7.2(ii) states that *“the sloping sides of a kerb ramp shall be tapered or splayed as indicated in Figures 24(A) and 24(B)”*. These figures demonstrate the sides being splayed 45°, ensuring they are traversable for transverse pedestrian traffic. At these same crossing points the sides of the kerb ramp are steep / not splayed to 45°, and can pose an unanticipated tripping / stumbling hazard, compounded by the lack of visual distinction between level footpath (grey concrete) and ramped surface (grey concrete). OHA would advocate that when re-making kerb ramps that the footpath surface is retained as the typical red brick paver, and the kerb ramp is constructed to the rigours of AS1428.1 2009 Clause 10.7 from a different material, ideally grey concrete.



The Shire could consider an additional enhancement, demonstrated in the photos below, providing additional visual cue as to the location of the kerb ramp and its splayed sides can be of benefit to all pedestrians as per AS1428.2 1992 which reads *the ramp and sloping sides shall be slip-resistant and of a colour that contrasts with the adjoining surface”*.





2. Shire of York Administration Building

The Shire of York Administration Building is located within the York CBD and is in close proximity to significant and key community locations and amenities, such as the Town Hall and Visitors Centre, the library, shopping precinct and soon to be upgraded Avon Park.

Two on-street parallel accessible parking bays are located on Joaquina Street with direct access to the principal entrance of the Administration building. Built just short of the superseded Australian Standard requirements in terms of dimensional requirements, the accessible bays require upgrade to meet the contemporary standard, ensuring a level surface is achieved to enable a person with a disability to safely transfer in and out of their vehicle with a smooth kerb ramp transition provided to the abutting footpath.



A wide, traversable path to the entrance of the Administration Centre comprises a slope that may be challenging for people with a mobility impairment or a medical condition that depletes physical endurance. Provision of handrails along the sloped section of path is worthy of consideration as this provides additional support to community members and visitors when approaching and exiting from the main entrance.

The customer service counter is attended by helpful staff. With the counter at a consistent height however there is limited possibility for a visitor in a wheelchair to be attended to at this counter. A lowered section of counter would be of benefit to visitors and staff where a seated option is required. It was noted that a moveable call bell is provided on the counter top to alert staff of a customer. To enhance customer service, provision of a counter based hearing augmentation may be a welcome addition for visitors to the Administration Centre who have a hearing impairment, once installed appropriate signage that informs visitors of the availability of the hearing loop would be beneficial.

The staff areas are comprised of open work space and offices. Generally, in lieu of the occasional clutter, the manoeuvring space through the central office area is spacious, however the doors into the offices do not meet the superseded 800mm Australian Standard requirements for door width. Given the internal office set out is comprised of moveable partitioning, doors can be modified and adjusted, as necessary, to suit the access needs of a staff member who uses a wheelchair or large mobility device.

Staff amenity located to the rear of the building is not accessible. The kitchen is situated off a narrow corridor that requires a 90 degree turn and the sanitary facilities comprise standard male and female toilets only.

In keeping with the Shire of York's DAIP and commendable approach to community inclusivity, it is assumed that any interim and /or long-term plan to upgrade and revitalise the Shire's Administration Centre will incorporate provision of amenity that will meet the needs of all prospective employees including employees with disabilities. An initial evaluation approach in order to ascertain the feasibility of providing accessible amenity (such as a unisex accessible toilet, sanitary compartments



suitable for people with an ambulant disability and kitchen facilities that can be accessed and utilised independently) within the existing building structure should be planned for.

Similarly, the rear egress door is not accessible, as above the inherent structural limitations such as the narrow corridor makes remediation of this barrier in the short term challenging and will need addressing as part of the overarching evaluation and design approach as discussed earlier. In the interim the step in the door threshold can be addressed by placing a threshold ramp at the door. Lowering the door handle and swipe panel as addressed in the body of the report will also improve access at this staff entry /exit point.

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3. York Town Hall and York Visitors Centre

The York Town Hall is an iconic West Australian landmark, constructed in 1911. This impressive building, with its vital historical significance is heritage listed by the National Trust of Australia.

This two-storey building comprises an entry foyer with sweeping jarrah staircase to the upper level, a Main Hall with a central stage and mezzanine, a Lesser Hall, gallery/exhibition space on the First Floor off which the Town of York Council Chambers are located. The Ground Floor also houses the Visitors Centre.

Despite the heritage significance of the Town Hall, to the credit and ongoing commitment of the Shire and its residents, this facility continues to be utilized extensively by the local community. Community events, functions and concerts are held in the Main Hall and the Lesser Hall operates to accommodate workshops, group activities and Council meetings when the number of attendees cannot be accommodated in the upper level Public Gallery. The exhibition hall on the upper level regularly showcases curated artwork and historical displays. The first floor of the Town Hall houses the Town of York's Council Chambers.

In order to retain the efficacy of the Town Hall as a vital and usable space, the building has undergone several upgrades to maintain and improve functionality. In terms of accommodating the access requirements for people with a disability a well signed, accessible entrance with a wide automatic sliding door has been installed. Access to the upper level, is now via a 'through' lift operated by an external constant pressure control. With a managed approach the lift is available to people with a disability during the Visitors Centre and Town Hall operational hours including sitting times for Council Chambers, community events and the like. At the time of the site visit it was noted that the lift whilst operational, required maintenance particularly to the ground floor lift entrance as the door would not fully open. A robust maintenance and external servicing programme would be of benefit to ensure optimal functioning of this lift.

The external stairs, whilst we assume were originally intended as egress, are widely used to gain access to the upper level Chambers particularly after hours. Details concerning a comprehensive upgrade of the stairs to achieve full compliance has been addressed within the body of the report.

The Main Hall stage, accessible from the front via two sets of stairs only, has no provision for a person in a wheelchair to access the stage from the front of the stage. Similarly access to the 'back of stage' area comprises stair access only. Internally narrow doorways and corridors significantly restricts the circulation space a person in a wheelchair would require in order to manoeuvre freely to the rear of the stage. These inherent structural limitations coupled with the heritage significance of the building present significant challenges to achieving compliant access to the stage either from the front or the rear.

The stage has a significant fall from rear to front with no level landings. This would present a considerable safety concern for a person using a wheeled mobility device whilst on stage. Additionally, the angle of the stage with no level landing at the front negates the option of providing a platform lift as level landings are required at the ground and stage levels. Moreover, the height of the stage at 1300mm falls out of the 1000mm height limitation for a low rise platform lift as stipulated in the Premises Standards Table E 3.6(a).

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An overall design approach is suggested should the feasibility of achieving compliant access to the stage be determined. An alternative option may include investigating the possibility of acquiring and storing a portable stage with compliant ramp and steps to be made available by the Shire when the need for a stage arises.

The Mezzanine, accessible via a central entrance aisle off the First Floor foyer is understood to be a popular vantage and viewing point for patrons attending cinematic events and performances. Given access to the upper level for people using a wheelchair is available via the lift, it is considered prudent that wheelchair seating spaces be reserved on this level. Given it is acknowledged that the historical layout of the mezzanine must be preserved, achieving the required number of compliant seating spaces by removing existing seating on this level may not be practicable, instead a management plan that ensures the 1600 x 1300mm space located off to both sides of the entry level aisle (i.e. adjacent the low curved wall) be reserved as wheelchair seating spaces as part of event planning processes.

In addition, access and safety for people with mobility impairment to the upper and lower mezzanine levels, via the steps, can be addressed by considering the following;

- Installing grabrails to the wall side of the steps to the upper seating level (both sides of the roadway);
- Modifying the outer and central aisle steps to the lower seating levels by providing a safer and more comfortable step configuration (i.e. by addressing the height of the rise, depth of the tread and enclosing the open riser) and installing a supportive grab rail; and
- Installing a rail or similar to the balustrade so as to meet contemporary balustrade height requirements for safety.

Male and female sanitary facilities on the lower and upper levels have standard signage that require an upgrade that incorporates contemporary Braille and tactile characters. These signs are to be located as addressed within the body of the report.

A unisex accessible toilet (UAT) provided on the Ground Floor pre-dates the superseded AS1428.1 2001 requirements. Internally the pan, door and basin circulation spaces are significantly restricted and externally the narrow corridor on approach to the UAT (i.e. from the direction of the Town Hall foyer and the external forecourt) is likely to prevent a significant number of people using wheelchairs from accessing and exiting the UAT.

Worthy of consideration is the provision of a new unisex accessible toilet facility to service this popular central precinct (the Town Hall, Administration Centre and Library). Further investigation by way of an engineered approach is recommended to ascertain the feasibility of either constructing a new UAT to the full rigours of contemporary AS1428.1 2009 requirements or alternatively, providing a pre-constructed UAT such as an Exeloo / Landmark style product.

It is suggested the existing UAT be retained as given the aging population of the Town, this amenity could be converted meet the needs of people with an ambulant impairment. With the addition of a drop-down rail on the outer side of the pan, additional support may be provided to assist a person to sit and stand from the pan.



The Visitors Centre located on the Ground Floor of the historical Town Hall is spacious with wide doorways providing amenable access. Brochures and information are located within the required reach ranges for people who are sitting or standing. The customer enquiry counter at a height of 1100mm is too high for people in a seated position, lowering the desk or part of the desk is recommended to meet the needs of all.

The Shire should also explore installing a counter top audio loop and making available a hearing augmentation system suitable for a meeting room in the Council Chamber and in the Visitors Centre

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4. Avon Park

Avon Park is an important destination for York residents and visitors. It is understood the park will undergo a refurbishment and upgrade, with an objective to both improve the river edge, but also the park amenity, for all users.



Key for the upgrade to this park is the provision of an accessible path of travel to key park amenities and the provision of accessible park amenities such as accessible seating, barbeques, picnic tables and play elements. Not all park amenities need to be accessible, but it is recommended the Shire provide a selection of accessible amenities, perhaps clustering them together (particularly in the picnic and play areas).

Accessible parking and tricycle

It is recommended accessible parking is provided and the Shire may consider providing more than the minimum requirement, particularly to satisfy demand in peak times, e.g. when the park is in event mode. Two, 90° angled accessible parking bays may be appropriate in this small car park.

A priority to enhance access to the park is to provide pedestrian access points from council footpaths into the park to allow for mobility scooter and wheelchair user access. During the community consultation for the Access and Inclusion Audit, it was identified that a local community group (through Cycling Without Age) is seeking funding for a two-passenger / one-rider tricycle, that may make use of the Avon Park amenities. It is presumed a 2200mm wide path would allow such a trike to travel, with larger areas potentially needed to allow turning for such a tricycle.

Principles of good signage

Currently signage at the park is limited to plaques and memorials, each of which are set into the grassed areas of the park, or up the steps of the gazebo.

The Concept Design Plan documents that interpretive signage is proposed for the park upgrade.

When the park is upgraded, it is recommended that interpretive signage about the ecology, views, history and the like is provided in an accessible location and format. Consider the following principles of good signage:

- Any information provided on signs should be clear and unambiguous to read;
- Lettering (size, type, layout) to be clear and legible, with the lettering in 30% luminance contrast to the sign, and the sign to the background surface;
- Avoid signage colour within the red/green/yellow 'tomato' colour range.
- The sign is not to reflect light;
- Signage is to be provided ideally between 1200–1600mm high, where the sign is visible to people both seated and standing;



- Informative signage can be provided on a sloped signage board and the recently published AS1428.4.2 2018 provides relevant details;
- Signage where a person is to read and review information and the like should have sufficient hardstand in front of the sign to enable people to stop and read the sign, without obstructing other pedestrians moving along walkways.

In addition, for any directional signage, locate signage:

- where it is clearly visible to people seated and standing;
- at changes in direction;
- at sites where directional decisions are made to enable appropriate decisions to be made before a change in direction occurs.

Directional signage (e.g. finger signage) can be located above 2000mm high (so it does not create a head height obstruction) and should be enhanced with simple, clear text and where appropriate, internationally recognised symbols.

Accessible picnic table

To meet access requirements a picnic table is to meet the following parameters:

- 750±20mm high;
- Knee and footplate clearance according to Figure 25 of AS1428.2 and Clause 24.1 (OHA would advocate that a minimum 720mm underneath clearance be achieved);
- Underneath clearance width, between the legs or other fixture beneath the table, a minimum of 800mm, at the approach side of the table. This may be achieved either by:
 - removing a whole or part of a bench seat at the side of the picnic table* and ensuring the table legs are greater than 800mm apart; or
 - ensuring the cantilevered table end (620-640mm deep) is free from obstruction underneath, where a wheelchair user could make an approach to the table end.

*In regards the associated bench seat, this is ideal to have a seat height of 450mm with a clearance of at least 200mm between the seat and table, with the seat no more than 320mm from the tabletop.

In addition:

- Provide a minimum 1500mm (width) and 2000mm (in the direction of travel), clear space on approach to the accessible part of the table. Ensure the accessible component of the picnic table is orientated toward the wheelchair approach.
- For new structures, include a firm, level, 1500mm wide traversable surface around the perimeter of the picnic table (unobstructed by shelter support columns) as this will provide comfortable and usable access to the table for all people.
- Ensure the picnic table is connected to other park amenities (accessible barbeque, bin, drinking fountain etc) via a continuous accessible path of travel.
- Ideally provide a minimum of one accessible picnic table under a shelter on a firm, level and even ground surface.



Accessible barbeque

It is recommended that at that at least one accessible barbeque option is provided. Key access elements to include when an accessible barbeque is provided are as follows:

- Specify an accessible style of barbeque that features (ideally) a 720mm knee clearance height;
- Provide an accessible path of travel to the barbeque area that also links to the other picnic facilities that are provided at the park (e.g. bins, shelter, picnic table, drinking fountain);
- Provide sufficient hardstand so that a person with a mobility impairment can move around the barbeque and approach the accessible side, this should include a minimum 1000mm wide path of travel up to and alongside the barbeque and 1500x2000mm turning space in front of the barbeque.

Accessible drinking fountain

Consider the following inclusions for any drinking fountain and / or water bottle refill station. Provide an accessible style of drinking fountain that:

- Is located on a traversable surface with circulation space that enables all users, including people using wheeled mobility devices, to manoeuvre into a position to operate all functions;
- Orientated so it is accessible but does not obstruct pedestrian traffic;
- Has a circulation space of 1540x2070mm (minimum) allowing a front or side-on approach on of a firm, traversable, even and level surface.
- Provides knee clearance underneath of at least 720mm with sufficient clearance for wheelchair footplates (washbasin diagram for an accessible sole occupancy unit – AS1428.1 2009 Figure 45);
- Has functional components (drinking bottle refill), that meet the height and depth reach ranges, to be operated by all people from either a standing or seated position, with push button or lever control 800-1000mm high; located on the front of the fountain, that is light to operate;
- Has a finish that achieves 30% luminance contrast between the drinking fountain and the surrounding surfaces against which it is viewed.

Accessible seating

No one style, or size of seating will suit all users, however the following provides a benchmark for usability for a range of people:

- Ensure the bench seat has a backrest and armrests;
- Seat height of 450mm;
- A preferred seat base depth of 450mm;
- Have a seat front where there is a clear space between the legs at ground level to within 150mm of the front edge of the seat and to within 100mm of the seat height to allow for rearward adjustment of feet when rising.



In all instances, seating should:

- Not protrude into any accessible path of travel and be set back 500mm from the accessible path of travel (this is to allow people to be seated, without their feet and other items such as bags, obstructing the access path);
- Be of a material that does not absorb heat;
- Be connected to other amenities via a continuous accessible path of travel;
- Include a hardstand in front of the seat to enable a mobility device user to manoeuvre to the front of the seat* and sit down (a depth of 1500mm is ideal);

*This may be the **access path**, where the access path is at the front edge of the seat.

- Include a hardstand to the side (or to both sides) of the seat so that a wheelchair user can be seated next to the park bench (this space also allows a pram to be parked next to the seat). This is described as a **wheelchair seating space** and is to be at least 800mm wide (1000mm preferred, for comfort) and 1300mm in length, ensuring the 1300mm does not protrude into a busy **access path**.

- Have a surface underneath that is firm, stable and flush with the adjacent pathway.

Ensure when choosing the orientation of park benches, that they offer desired views / sightlines, e.g. the river. This may mean the seat faces towards the path or is set with the seat back closest to the path.

In the instance a seat is located with the seat back closest to the path, provide an **access path** to the side of the seat (this may also serve as the **wheelchair seating space**), then provide manoeuvring space to the front of the seat (to allow people with a walking aid or pram approach the seat and sit down). This manoeuvring space should be ideally 1500mm deep, although 1200mm will suffice.

References: AS1428.1 1992 Clause 27.1 and 27.2 *and* Sport and Recreation Access for All. 1996. Sport and Recreation Victoria.

In regards frequency of the provision of seating, it is recommended an opportunity for seating with the above-mentioned accessible features as per AS1428.2 1992 Clause 27.2 are provided at intervals no less than 60m apart, to provide an opportunity for rest along the new Avon Park paths.



Artwork

Artwork can provide an important wayfinding and navigational tool for all people, including people with a disability and using artwork as a landmark or a marker at a decision-making point or destination is in keeping with Universal Design Principles and is appropriately proposed to the end of Macartney Street.

Give consideration to the following:

Artwork to be located where it can be accessed by all people.

Artwork to be located adjacent to or off the accessible path of travel, or where located within an open piazza area, that there is sufficient circulation space around the artwork to allow wheelchair users to manoeuvre (ideally 1800mm).

Artwork or any landmark architectural features should be located where they do not create a barrier to users.

Designed and orientated to avoid a head height obstruction.

Where located within an accessible path of travel, the base should be tactually detectable for a minimum height of 350mm above the floor / ground surface by a person using a long cane where located adjacent to or within any accessible path of travel.

The size and luminance contrast of any landmark feature should be sufficient to be perceived by as many people as possible.

Ideally illuminate the artwork for night time orientation.

Ensure the use of illumination as an artwork installation does not create visual confusion along principal access routes or at entrances, does not dazzle or create reflections or glare that may impede navigation of an environment.

Accessible and inclusive playgrounds

In providing accessible play elements at Avon Park, OHA would recommend the Shire explores the very broad variety of play items that are available through a number of play equipment providers. Some play ideas are provided below, to assist the Shire to commence the planning process. The selection of play elements will likely be influenced by the anticipated age of the users and in some instances the anticipated needs.

OHA recommend that where inclusive play elements are provided, that these are also shaded, as some people with disability may take medication or have conditions where harsh light or high UV may affect their vision and/or skin. Some people may have hypersensitivity or have reduced sensation, thus selection of materials that are less heat absorbent is recommended.

Meeting a variety of needs in one playground, whilst retaining some measure of physical challenge, should be considered, to ensure that children can play together, rather than segregating the play areas into physically challenging play areas set over sand or mulch (inaccessible), set adjacent a portion of soft fall material with a couple of very linear play elements. Strategies to integrate existing sandy (inaccessible) play areas with a new soft fall play area, could be to:



Install talking tubes in a higher (inaccessible fort area) with a corresponding ground level (accessible) talking tube;

Provide sand scooping play equipment, abutting the equipment up to the sand, but with the accessible componentry set on the adjacent soft fall;

Providing swings that can be enjoyed by small groups of children, older children and children with physical impairment, such as a large hammock swing;

Where a bank of swings is provided, replace a swing with a one that provides trunk support;

Where a slide is provided, replace with a double slide (so that children can slide together, or a parent can slide adjacent a child);

Where significant play equipment items are provided in a playground that is not specifically designated as all-inclusive, specify the accessible version, such as a see-saw with a backrest; an inclusive orbit, a flying fox with a supportive seat, a tunnel with an accessible path of travel through the centre, sensory panels or musical instruments, sand and water play or a shop front all set on a traversable surface.

Where elements can be used by all children including those with mobility devices, ensure that the equipment is connected to any dominant pathway with an accessible path of travel and equipment is on an accessible surface, for example, soft fall.

Key accessible / inclusive design inclusions for the playground

- Accessible path of travel to and within the play equipment, that links to surrounding path network
- Good sightlines to play equipment
- Avoid raised lips around play equipment
- Shade protection to protect play surfaces from extremes of heat
- Shaded seating for parents and carers
- Choice of play equipment at ground level where access for all is possible
- Choice of climbing structures to offer a variety of options in regards physical challenge and child ability
- Consider, if swings are to be provided, that a swing with body support is provided (e.g. hammock swing)
- Any ramp to meet access requirements with a double handrail and appropriate gradient and kerb edge for safety
- Handrails should be provided on raised areas that are accessible to children who are wheelchair users
- Any drinking fountain and picnic facilities provided in the vicinity to have accessible features



Boardwalks

In designing the boardwalk, it is recommended that where a handrail or balustrade is provided, that at a minimum the balustrade meet BCA requirements for design and height, where the balustrade is to provide safety from falls.

If a support handrail and kick rail or kerb only are required, OHA would recommend that the principle of AS1428.1 2009 for kerbs and kerb rails and handrails are adopted.

Accessible paths of travel and circulation spaces are to be traversable by people who use a wheelchair, use mobility devices and those who have an ambulant, cognitive or sensory disability. Details regarding construction tolerances for abutment of surfaces are provided in AS1428.1 2009 Clause 7.2. There is no specific detail in regards decking, however OHA recommend slotted openings are no more than 8mm wide.

AS1428.1 2009 Clause 7.5, 7.1 and 7.2

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5. York Residency Museum

The York Residency Museum was originally part of York's Convict Depot and then the official residence of York's early magistrate. This 1850's heritage building currently houses a rich variety of displays all with a local theme. O'Brien Harrop Access has been advised that the heritage status of the building and site severely restricts how the building can be altered or added to. Recommendations within the report have been guided by the heritage status of this original old building.



Given the constraints on increasing circulation spaces and levelling floors, the curator is mindful of providing the best access possible for all visitors and generally access through the rooms has been provided, either independently or with the offer of minimal assistance. We note that the museum has a staff member in attendance during operating hours.

Whilst an accessible parking space has been provided on the same (lower) level as the building, the space provided is not marked out and the ground surface is sloped and uneven. OHA has recommended that a hard stand with markings be provided at the accessible bay location with a hard path linking the new bay to the paved forecourt.

The stairs to the carpark are generally well constructed however the hazard markings on the nosings are fading. Further the bottom riser is considerably lower than the other risers, potentially causing a hazard to people who rely on predictable tactual information. As rectification would require major work and changes of levels, OHA believes that it is imperative that rectification of the handrails, to provide support at the base of the stairway, is essential to offset the inconsistent risers.

Two older style timber ramps provide access from the courtyard to the wide verandah. These are in poor condition and have a significant lip at the base. Replacement with more suitable ramps that have appropriate side barriers should be undertaken in the short term.

Whilst the entrance door has some shortfalls from the contemporary standards, we understand that both leaves are held open during operating hours and the required width is achieved. As the 70mm change in level at the threshold cannot be remediated with any fixtures, OHA has recommended provision of a portable threshold ramp. AS1428.1 2009 dictates that a threshold ramp cannot be used for any rise over 35mm, however given the heritage restrictions, a rubber style threshold ramp is the best fit and it is not anticipated that this solution will impede access to any visitors.

Internally, slightly relocating some displays may improve access throughout. Where barriers such as narrow entrances, small changes in level and restricted space for wheelchairs to change direction towards the rear rooms of the museum, there appears to be no avenue for rectification. Consideration could be given to developing a virtual tour through these more inaccessible rooms in the longer term and more immediately staff should assist by fetching small items on request of where requested provide assistance to wheelchair users. We note that staff are already well versed in the access shortfalls and have a detailed understanding of equitable and dignified solutions for all visitors.



On the paved forecourt there are picnic tables that could not accommodate a person in a wheelchair and consideration could be given to supplying one accessible picnic table.

We note that there is no sanitary facility suitable for use by a person using a wheelchair and with limited capacity to add on such a facility, there is capacity for large female toilet rooms to be converted to a fully accessible toilet. We note that the office and toilet block does not have heritage status and assume that this recommendation could be implemented. As access for visitors to the existing female toilet is via steps to a raised walkway, an additional ramp would need to be constructed. All visitors are required to access the sanitary facilities from the outside of the building as the rear connecting door to the museum is locked and can only be utilised by staff.

We note that the male toilet is accessed via a narrow and undulating side path to a set of steps up to the toilet cubicle. OHA have assessed that this path could be difficult to negotiate for a range of people including men with ambulant disabilities. This path of travel should be widened and stabilised to provide a safe path of travel for all.

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6. York Recreation and Convention Centre

This contemporary building, co-located with the Old Recreation Centre and recreation and sports facilities, including netball, football, bowling and tennis. The building was opened in 2012 and houses a spacious Convention Centre / Bar, gymnasium on one side of the building and sports change facilities on the oval side of the building.



Seven accessible bays have been provided, designed and constructed to the contemporary 2009 parking standard.

The bays are set away from the entrance and with no elevated signage they may not be evident to any person driving into the carpark. Elevated signage is recommended at the accessible bays as well as provision of bollards in the shared areas.

Well-designed kerb ramps have been provided to wide pathways that lead to the stairs and ramps up to the wide verandah /walkways around the building.

Ramps meet all circulation space requirements other than the vertical supports of handrails which are set into the base of the ramp, having the capacity to entrap a wheelchair footplate. This can be remediated by installing a compliant kerb rail on both sides of the ramp. Some TGSIS are incorrectly located and it is recommended that they be relocated to the top of ramps rather than the entrance to landings. The north east ramp has a section at the base that has a significant slope and the body of the report provides recommendations on a practical and functional remediation.

Stairways are all of a similar design and are generally well appointed. The warning strips on each nosing have faded and in some instances are difficult to see and these should be replaced. Handrails at the base of two sets of stairs extend into the transverse pedestrian path at the base and this should be rectified to eliminate a trip hazard.

Access into the Convention Centre meets the requirements and internally all areas are spacious. Although the bar is high, table service is available. Seating is moveable and can be easily relocated in the event that a person using a larger style wheelchair or scooter requires access.

The public toilets are off a wide corridor and the unisex accessible toilet has minimal short falls in the width. There are minor discrepancies in the fittings and fixtures and the body of the report refers to these as well as fittings such as a shelf and toilet backrest that have been omitted. Signage needs to be replaced to reflect the provision of a shower and relocated to the wall on the latch side of the doorway.

Whilst there is no mandatory requirement to provide ambulant toilets in this existing building, recommendations for a functional approach have been addressed in the body of the report.

Access into the gymnasium meets the requirements for all people. The body of the report addresses the toilet in the parent room as it falls somewhat short in terms of space and fittings, from the superseded AS1428.1 2001. OHA have not made any major recommendations as the toilet will suffice given that there is a compliant accessible toilet and shower within the gymnasium.



Change rooms on the oval side of the building can be accessed by a person using a wheelchair, however the sanitary facilities are a standard style only. To this end OHA has considered provision of an accessible toilet for spectators with a disability, that could also be used by injured participants, if required. Two options have been put forward for consideration:

Option 1

Make available the staff toilet by opening the door to the Service Entry and the door to the sanitary facilities, when sporting functions are underway and access into the Centre is not available. This would necessitate a management plan to lock the door to the Convention Room and Cleaners Room. This UAT could be then available to spectators and any participants who may require a UAT. Directional signage would be required at the entrance door into the Service Entry.

On the day of the audit this toilet was used as a store room and therefore would be required to be emptied and cleaned should this option be pursued.

Option 2

As the precinct has the Old Recreation Centre, bowling greens, netball courts and tennis courts, all without a dedicated sanitary facility for people with disabilities, consider providing an external standalone UAT, such as an Exceloo or Landmark product that is centrally located and could be accessed by all people participating or viewing the above activities.

The playground offers no accessible equipment and there is a step at the entry. Consideration could be given to remediating the entrance and providing more accessible equipment.

There is no visible identification signage on the building and as sections of the building are not connected, the Shire of York would be well advised to provide additional signage, with emphasis on the path of travel to the more public areas such as the Convention Room /bar.



7. York Memorial Swimming Pool

The York Memorial Swimming Pool is an older facility with one large, multiple lane swimming pool and two smaller pools. It is open seasonally and on the day of the audit had dedicated staff who are well versed in the range of issues relating to disability, customer service and a willingness to assist patrons as/when required.

Dedicated accessible parking has not been provided. Provision of a marked accessible bay adjacent the front entrance is recommended. Due to the layout of the existing bays, this may be best accommodated in the grass verge. In addition, a kerb ramp will be required to assist in access from the car park.



The front entrance currently has a narrow non-compliant step ramp that is obstructed at the base by a drain pipe, and, does not have kerb edges to prevent wheeled mobility aids from leaving the ramp unexpectedly. In addition, there is a single step with a lip at the base. To accommodate the needs of all users including those who may use a scooter or larger wheelchair it is recommended the front entry ramp and step be remodelled to make a more inclusive and attractive entry statement, with a wider ramp and step all contained within the opening from the footpath to the raised entry. Handrails on the step have been recommended in order to offer support to all patrons.

There is well designed semi-permanent stair entry into the main pool. A handrail to assist entry into the two smaller pools is recommended. A pool hoist is stored away in an on-site shed; however, it does not appear to have been used for some time and patrons may not be aware that it is available for use. It is recommended the Shire of York promotes the pool hoist availability for patrons requiring access into the pool. OHA is of the opinion that it is essential that staff have appropriate training in operating the hoist, as well as manual handling training in relation to moving the device around the pool site, as it is heavy and cumbersome.

The unisex accessible toilet is located around the side of the building with no directional or identifying signage. In addition, the path to and into the facility does not meet requirements for an accessible path of travel or meet the circulation spaces required for a wheelchair. Rectification of these elements is imperative if independent use of this facility by a person using a wheelchair is to be achieved. There are some minimal discrepancies related to the toilet such as toilet paper position which can be easily rectified. The shower in this facility has a shower rose and a capstan tap and does not meet the accessible requirements for fixtures and fittings, consideration should be given as to the function of the facility and changes made accordingly.

The picnic tables and some of the seating has no provision to accommodate a person using a wheelchair, consideration should be given to a more inclusive approach.



8. Old Recreation Stadium

This older building is a large open hall marked with basketball and badminton courts used/hired by school groups and other sporting/dancing organisations.

There is no formalised parking associated with this building. It is recommended that, to provide equal opportunities for people with disability, consideration be given to creating one accessible bay under the covered hardstand adjacent the building with an accessible path of travel to the netball courts.



The entrance door has a step externally and a lip internally, both of which will require ramping to remediate.

The upstairs room is accessed via a stairway with many non-complying elements including open risers, non-provision of warning strips on stair nosings, non-provision of warning tactile ground surface indicators and a balustrade style handrail which does not meet contemporary requirements. As this upper area is relatively small and currently leased to a dance studio it is understood in general participants and staff would require a level of mobility that would enable them to negotiate a set of stairs. The Shire should monitor use of this space and where required the current stairway should be replaced with a stairway that complies with all elements of an accessible stairway. OHA has not considered it necessary to recommend a lift as other more accessible spaces are available within the Shire should a lessee require an accessible space.

Male and female sanitary facilities (toilets and showers) have been provided in the hall and a unisex accessible toilet has not. To provide an opportunity for inclusion it is recommended a unisex accessible toilet and shower be provided at this location which may also be used by the netball club as required. As an alternative option, the report on the Recreation and Convention Centre offers as an option the provision of a centrally located stand alone UAT, such as an Exceloo /Landmark Product that services the Old Recreation Centre and sporting spectators when the required.

Signage in any format, either directional, informative has not been provided to or into or throughout the building. Provision of identification signage for the building is particularly important for people unfamiliar with the location. Further accessible emergency egress signage at the ramped exit would be a beneficial inclusion for people unable to negotiate a step.



9. Shire of York Depot

The Shire of York Depot is a restricted site for members of the public and OHA have been advised that there is a short-term plan to install an electronic gate as the whole of site is considered to operate in the same manner as a construction site with robust occupational health and safety restrictions. We have been informed that currently where a staff member is required to meet with a member of the public with a disability an alternative location is sourced. Currently and in the future there is no necessity for



members of the public to enter the site and when the electronic gate is installed it will not be possible for members of the public to enter the site, without an invitation /supervision.

On discussion with the staff, it was ascertained that all staff are required to undertake physical activities, such that would render the site exempt for staff with disabilities.

Given the limited access OHA is of the view that further changes to improve accessibility are not required.

It is noted that the York Wildflower Society does meet at this site, although it is unclear what path of travel/ specific areas are accessed by this group. As the site is relatively inaccessible should a person with disability wish to join the York Wildflower Society an alternative meeting space may need to be explored at that time.



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Item	Element	Issue/Barrier assessed onsite	Concept Design Plan Review	Recommendation based on existing condition and plan review	Rationale	Reference	Priority	Photo 1	Photo 2
Accessible parking	Provision	No accessible parking provided to service this park.	Street-side car park with 90° angled parking is proposed. At this early stage of design, the accessible parking bay is not noted.	It is required that an accessible parking bay be provided, ideally in the car park proposed adjacent the park and in close proximity to accessible amenities such as the unisex accessible toilet. The bay is to be designed to the rigours of AS2890.6 2009 with particular attention paid to <ul style="list-style-type: none"> Slope / cross slope of the bay and the adjacent and rear shared area; Accessible path of travel to the principal footpath and paths through the park, linking all key amenities. 	Equity, inclusion and compliance.	AS2890.6 2009	HIGH		
Accessible parking	Number of bays		At this early stage of design, the proposed number of accessible parking is not known. It is noted on the Concept Design - "Overflow parking - could be moved to the other side of the river at swing bridge".	Determine if the anticipated number of accessible parking bays to this park. The number is likely to exceed the minimum bay numbers required under the BCA D3.5 (i.e. 1:50 ratio). Further, as the "swing bridge" does not provide an accessible path of travel, it would be inappropriate to locate overflow accessible parking to the opposite side of the river.	Equity.	Access Code /BCA D3.5			
Bus bay	Provision	Currently, the parking throughout Avon Park is informal, with all vehicle types and sizes able to park as it suits their individual requirement.	The Concept Design includes a designated bus bay.	Design the bus bay to the width (and minimum length) requirements of AS2890.6 2009 for a parallel parking bay, as this will allow the bay to also be used for drop off and pick up, for example by people who use a small bus or modified van with a rear or side mounted hoist or ramp. Ensure when designed and constructed, that the bay is connected by an accessible path of travel to the main access paths throughout the park. Provide kerb ramp access from the bus bay to the adjacent accessible path of travel.	Safety, equity and inclusion.	AS2890.6 2009 Clauses 2.2.2, 2.3 & Section 3 and all associated Figures	MEDIUM		
Pedestrian crossings	Provision	At this time there are no formal crossing points between the paved council footpath and other town footpaths (i.e. flush or kerb ramp crossing points).	The Concept Design Plan reads "improve accessways into park and to town centre". Also, it is noted that a Pump Track and Dog Park are proposed to the opposite side of Glebe Street.	Provide safe, accessible crossing points between Avon Park and associated amenities, over the road at Glebe Street. On an assumption that kerb ramp crossings will be provided, the following key elements must be achieved: <ul style="list-style-type: none"> Designed to AS1428.1 2009 Clause 10.7; Designed with a flat landing at the top of the kerb ramp, to the depth specified in AS1428.1 2009 Clause 10.8.3; The Centre-line of kerb ramps are to align across the roadway; The top and bottom of kerb ramps are to be aligned at 90° to the path of travel; Warning TGSIs are to be installed into the face of the kerb ramps if the gradient is shallower than 1:8; Design as discussed under the "pedestrian crossing points" section of the York CBD Executive Summary. 	Compliance, safety and equity.	AS1428.1 2009 Clause 10.7 & 10.8.3 & associated Figures	HIGH		



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Item	Element	Issue/Barrier assessed onsite	Concept Design Plan Review	Recommendation based on existing condition and plan review	Rationale	Reference	Priority	Photo 1	Photo 2
Feature paving	Access	Currently, along Lowe Street there are no defined crossing points (e.g. Lowe/Glebe intersection, access across Lowe Street near Macartney Street and the laneway), kerb ramp crossing points without a receiving kerb ramp, a receiving pathway with out kerb ramp access to it (outside the toilet block).	The Concept Design is inclusive of feature paving (and speed control mound). At this early stage of design it is not known if the feature paving will be designed both as a path way and a pedestrian crossing point, or simply a visual paving feature.	Where feature paving is provided, it may serve as a visual cue to pedestrians, and drivers, that the paving band also serves as a pedestrian crossing point. Therefore, in order to aid visual navigation and wayfinding, it is recommended that pedestrian crossing points (such as raised, flush crossing points, or kerb ramp crossing points) also be provided with the feature paving.	Wayfinding & intuitive use.	AS1428.1 2009 Clause 10.7 & 10.8.3 & associated Figures	HIGH		
Access Paths	Provision	An access path has not been provided to key park amenities such as seating, picnic tables, barbeques or the playground.	On review of the Concept Design Report, access paths are documented linking all park amenities and this is commended.	Ensure access paths meet requirements for walkways, with a gradient not in excess of 1:20, flat landings at the appropriate intervals and a width of 2200mm, which will allow wheelchair and mobility scooter turning and passing. Ensure the paths have a traversable surface and any grates do not exceed the aperture requirements of AS1428.1 2009 Clause 7.5.	Compliance and inclusion.	AS1428.1 2009 Clause 6, 7 and 10			
Drinking fountain	Provision / accessible features	No drinking fountain currently provided at this park.	Two drinking fountains are shown on the Concept Design Plan.	When specifying the drinking fountain, specify both as an accessible drinking fountain . Refer to the Executive Summary for more detail.	Equity & inclusion.				
Accessible picnic tables	Provision	There are no accessible picnic tables at this park. There are linking, brick paved paths to the picnic shelters, however there is insufficient hardstand for a wheelchair user to approach the picnic tables or manoeuvre around the picnic table.	Bespoke shelters are documented on the plans, set adjacent the access paths /set on a hardstand.	Provide an option of accessible picnic tables at key locations throughout the park (or ensure all picnic tables are accessible). Ensure there is sufficient hardstand onto which the picnic tables are set, with required manoeuvring space to allow a wheelchair user to turn and approach the accessible section of the table. Refer to the executive summary for more detail.	Equity & inclusion.	AS1428.2 1992 Clause 24, 27 & Figures 25 & 31	HIGH		
Shelter	Access	A variety of picnic tables and shelters are provided through the park, as discussed above.	Bespoke shelters are documented on the plans, set adjacent the access paths /set on a hardstand.	If shelters are provided over standard picnic tables, shelters should also be provided over accessible picnic tables.	Equity & inclusion.		HIGH		
Barbeque	Access	Currently the barbeques provided in the park are a non-accessible style, and while set on a spacious hardstand, are not linked to the access paths through the park.	On review of the Concept Design it appears a barbeque is proposed in one location, on a large area of hardstand, where sufficient circulation space to accommodate small groups and a wheelchair user is achieved. This is commended.	Ensure when specifying the barbeque that either all barbeques are an accessible style, or where a mix of accessible and non-accessible styles are proposed, that the accessible style of barbeque is co-located with key accessible amenities such as accessible parking, accessible play elements, accessible picnic table, accessible drinking fountain. Ensure at a minimum that a 1540mm deep hardstand is provided in front of the accessible part of the accessible barbeque and this hardstand is connected to the dominant access path through the park. Refer to additional information in the Executive Summary .	Equity & inclusion.	AS1428.2 1992 Clause 24	MEDIUM		
Bins	Access	Bins at Avon Park are provided at various locations, set away from pathways.	The Concept Design Plan reads "Carry concept of Avon Tce bins down to Avon Park". The height and capacity to reach into the Avon Terrace bins was not evaluated.	In specifying bins, ideally have the outlet at a height range of 700-1200mm (the <i>height of common reach</i>). Further, ensure bins are connected to but not located on (so as to cause an obstruction), the accessible path of travel.	Accessible amenity.	AS1428.2 1992 Figure 23 & 27 & Figure 31			



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Item	Element	Issue/Barrier assessed onsite	Concept Design Plan Review	Recommendation based on existing condition and plan review	Rationale	Reference	Priority	Photo 1	Photo 2
Park bench seating	Access features	Currently, park benches are set on the grass, not connected to any path of travel. The park benches either do not have armrests and a backrest, or do not have armrests, and therefore are not considered to be "accessible".	Seating is proposed to a variety of locations around Avon Park, each near or on access paths.	Ensure there is a choice of accessible seating at the park, installed in key locations such as at the playground, where sightlines are afforded of the river, and the like. Provide an access path to the predominance of seating, ensuring there is sufficient manoeuvring space to allow a mobility device user to manoeuvre and sit. Refer to the Executive Summary for more detail.	Inclusion.	AS1428.2 1992 27 & Figure 32			
Stairs	Design	The stairs do not meet access requirements, summarised as: <ul style="list-style-type: none"> • Poor condition, with inconsistent riser height; • No warning strip in luminance contrast to the nosing of the stair tread; • Handrails are a non-compliant design; • Warning TGSis have not been installed at the top or base of the stairs (no handstand at the base). 	On review of the Concept Design Plans, there are no stairs connecting the council footpath, into the park.	If stairs are proposed into the park they are to meet all the contemporary requirements of AS1428.1 2009 Clause 11.1 & 11.2 (stairs), Clause 12 (handrails) and AS1428.4.1 2009 (TGSis).		AS1428.1 2009 Clause 9, 11 & 12 AS1428.4.1 2009 Clauses 2.1(a), 2.2 & 2.3	HIGH		
Stairs	Set back	The required handrail end extensions cannot be achieved, as the top of the stairs are set immediately adjacent the council footpath.		If stairs are proposed into the park they are to be set back sufficiently, so that the required handrail end extensions or warning TGSis do not intrude into the council footpath.	Compliance & safety.	AS1428.1 2009 Clause 11.1(a)	HIGH		
Stairs	Alternative access	The alternative route to other key park features, e.g. the bridge, from the base of the stairs, for a person unable to negotiate stairs, is via the car park near the toilet block, and Lowe Street.		If stairs are proposed into the park, an alternative, accessible path of travel is to be provided nearby. Given the level change near this set of steps, it is likely this will be required to be constructed as a formalised pedestrian ramp, unless the ground levels can be managed so that walkway access (preferred) between the park and Glebe Street can be achieved.	Equity.	AS1428.1 2009 Clause 10	HIGH		
Male and female toilets	Signage	The signage for the female toilets is located on the inner face of the door. While this is not traditional, as the door would be held open when the facility is operational, the signage offers a practical solution. However, while this signage has Braille and tactile elements, these are installed too high at 1640mm. The male toilet signage does not have information in Braille or tactile text or symbols.	No detail provided.	Braille and tactile signage with the appropriate internationally recognised symbols and colour treatment is required to identify the male and female toilets. The sign to be installed on the wall, on the latch side of the door, 1200-1600mm high, with the leading edge of the sign located between 50 and 300mm from the architrave. The sign to be installed so that the Braille is at a height of 1250 - 1350mm.		Access Code of the Premises Standards Clause D3.6 & Part D4 AS1428.1 2009 Clause 8			



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Item	Element	Issue/Barrier assessed onsite	Concept Design Plan Review	Recommendation based on existing condition and plan review	Rationale	Reference	Priority	Photo 1	Photo 2
Unisex accessible toilet	Access path	An access path is provided from the car park. The wide brick paved path is in good condition.		Ensure the access path to the toilet block meets minimum compliance requirements for an accessible path of travel, walkway and passing spaces.	Compliance.	AS1428.1 2009 Clauses 6.3, 6.4, 6.5.3	HIGH		
Unisex accessible toilet	Provision	A unisex accessible toilet is provided, in addition to male and female toilets. Meeting compliance requirements for provision, however noting that the facility does not meet the superseded Australian Standards for access and mobility, for accessible toilet circulation space, fittings and fixtures. The principal non-compliance is a 60mm shortfall in WC pan circulation space, which results in the toilet not meeting the Premises Standards Toilet Concession 4.5 [refer to the executive summary for additional information in regards the toilet concession].	No detail provided.	It is recommended the Shire consider whether to proceed with refurbishment works of the existing facility, noting the shortfall in pan circulation space. In refurbishing the toilet, the fittings and fixtures, as discussed below, are to be upgraded to contemporary AS1428.1 2009 requirements.	Toilet Concession may be argued by the Shire, to be met as far as is practical.	Premises Standards Toilet Concession [4.5] AS1428.1 2009 Clause 15			
Unisex accessible toilet	Circulation space	With a width across the rear wall of 1540mm (a shortfall of 60mm) the facility falls slightly short of AS1428.1 2001 requirements for WC pan circulation space, where 1600mm is required. The cubicle length allows for sufficient circulation space forward of the pan.	No detail provided.	It is recommended the Shire consider whether to proceed with refurbishment works of the existing facility, noting the shortfall in pan circulation space. In refurbishing the toilet, the fittings and fixtures, as discussed below, are to be upgraded to contemporary AS1428.1 2009 requirements.	Toilet Concession may be argued by the Shire, to be met as far as is practical.				
Unisex accessible toilet	Signage	The signage to the unisex accessible toilet is located on the wall, to the latch side, without any information in tactile text, tactile symbols or Braille.	No detail provided.	Braille and tactile signage with the appropriate internationally recognised symbols and colour treatment is required to identify the unisex accessible toilet (male, female and international symbol of access). The sign is to inform whether the toilet is left or right hand transfer. The sign is to be installed on the wall, on the latch side of the door, 1200- 1600mm high, with the leading edge of the sign located between 50 and 300mm from the architrave. The sign to be installed so that the Braille is at a height of 1250 - 1350mm.	Compliance.	Access Code of the Premises Standards Clause D3.6 & Part D4 AS1428.1 2009 Clause 8			
Unisex accessible toilet	Lighting	Sensor light, meeting requirements.	No detail provided.	Nil.					
Unisex accessible toilet	Door	The clear open width of the door is 810mm, meeting the superseded AS1428.1 2001 (800mm), but falling 40mm short of contemporary requirements (850mm).	No detail provided.	If the toilet is retained to the existing dimension, retain.	Toilet Concession may be argued by the Shire, to be met as far as is practical.				
Unisex accessible toilet	Door threshold	10mm lip at the door threshold.	No detail provided.	Resurface internally / externally, to eliminate the lip.	Compliance.	AS1428.1 2009 Clause 6.1 & 7			



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Item	Element	Issue/Barrier assessed onsite	Concept Design Plan Review	Recommendation based on existing condition and plan review	Rationale	Reference	Priority	Photo 1	Photo 2
Unisex accessible toilet	Door hardware	The D handle and locking snib are in the correct height range. The locking snib is small.	No detail provided.	Replace the snib with a style that measures 45mm from the centre of the spindle.	Compliance.	AS1428.1 2009 Clause 15.2.9(b)			
Unisex accessible toilet	Grab rails	The grab rails have the following barriers: • The bracket is not an underslung style, therefore there is insufficient surface for the hand to move along the upper 270° of the rail, unobstructed. • As two grab rails have been used to the side and rear of the pan, there is a 5mm pinch point in the internal corner of the bathroom.	No detail provided.	Replace the grab rails, providing new, compliant grab rails to contemporary requirements.	Compliance.	AS1428.1 2009 15.2.7 & Clause 17			
Unisex accessible toilet	WC pan	The WC pan has the seat at the correct height, however the set out, at 760mm is insufficient, as 800mm is required.	No detail provided.	Replace the WC pan to meet contemporary requirements for seat height, pan set out, provision of a backrest and toilet seat luminance contrast.	Compliance.	AS1428.1 2009 Clause 15.2.3 & Figure 38			
Unisex accessible toilet	Fittings and fixtures	The fittings and fixtures do not meet superseded or contemporary requirements: • The basin is 790mm high, meeting the superseded requirements of AS1428.1 2001. • Access to the basin is obstructed by the bin. • The sharps container is installed too high at 1200mm (outlet at 900-1100mm required), located 270mm from the internal corner. • The clearance around the capstan tap, at 25mm, is less than the minimum required (50mm).	No detail provided.	Ideally, as the large bin is obstructive to the general circulation space, remove the bin and install a shallower style where it will not impact key circulation spaces or provide a moveable waste bin. Reposition the sharps container so that the outlet is 900-1100mm high, set at least 500mm from an internal corner. Replace the capstan tap with a lever style.		AS1428.1 2009 Clause 15 Clause 15.2.8.1, 15.4.3 and 15.2.1			
Interpretive signage	Provision and design	There is limited signage in the park, predominantly plaques on memorials.	The Concept Design Plan indicates interpretive signage will be provided at various locations throughout the park.	Refer to the discussion under interpretive signage in the Executive Summary for location and design recommendations.					
Interpretive signage	Access path	There are no access paths to the memorials or associated plaques.	At this time there is no detailed proposal as to the relationship between access paths and retained memorials /plaques, and interpretive signage.	Refer to the discussion under interpretive signage , for location and design recommendations. In principle: • Locate memorials and interpretive signage adjacent and connected to the accessible path of travel through the park. • Orientate signage so that it is visible from the connected, accessible path of travel, but also orientated to align with any landscaping feature to which the sign relates; • Meets good signage principles . Also consider providing directional signage to key park amenities, should there not be good sightlines to these amenities (e.g. Pump Track / Dog Park, toilets, pedestrian footbridge etc.					



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AVON PARK



Item	Element	Issue/Barrier assessed onsite	Concept Design Plan Review	Recommendation based on existing condition and plan review	Rationale	Reference	Priority	Photo 1	Photo 2
Public artwork	Access	Currently, memorials and the like are set off the path of travel, or up steps, where they are not accessible to all people.	A public art sculpture is proposed in Avon Park, at the end of Macartney Street.	Artwork can provide an important wayfinding and navigational tool for all people, including people with a disability. Using artwork as a landmark or a marker at a decision making point or destination is in keeping with Universal Design Principles and is appropriately proposed to the end of Macartney Street. As artwork, when inappropriately designed or positioned, may pose a barrier or hazard, and therefore some key design principles are discussed in the Executive Summary .	Safety, orientation & wayfinding, and inclusion.		MEDIUM		
Gazebo	Access	Step only access to the gazebo.	On review of the Concept Design for Avon Park it appears the gazebo is not being retained.	If any gazebo or similar is proposed, any steps up to the gazebo are to meet all the Australian Standards requirements for stairways, stairway handrails and warning TGSIs. Further, ramp access will be required as an alternative to the steps.	Equity, inclusion & compliance.	AS1428.1 2009 Clauses 9, 10, 11 & 12	HIGH		
Playground	Access	The shaded playground is set up 160mm above the grass level, with a limestone retaining wall around the perimeter.	A Nature Playground is proposed, set adjacent and connected to the dominant park pathways.	Replace the playground with a play area into which all people can enter, including people using a mobility device and people with prams. Use a mix of natural materials and soft fall, to enable child to play side by side. Provide seating for caregivers, to enable supervision of small children. Refer to the further discussion in the Executive Summary .	Equity & inclusion.				
Playground	Play elements	The playground is set on soft fall material (that is in poor condition), with an access ramp to a slide.		As above. Further, include accessible play elements. Refer to the further discussion in the Executive Summary .					
Boardwalk	Inclusion	Avon Park, at this time has no access path to the river's edge or any view point to enjoy the river views.	A "boardwalk with handrails and signage" is proposed to some key vantage points at the river's edge. On review of the plans an access path is proposed to the boardwalk, linking the boardwalk to other park facilities.	In designing the boardwalk, it is suggested that both the surface of the decking and the handrail / balustrade, do not pose an access barrier to people with disability. Refer to the Executive Summary for more information.	Equity & inclusion.	AS1428.1 2009 Clause 7 & Clause 10.3(i) & (j) & 12			
Amphitheatre style seating	Access	Currently there is a grassy bank to the river's edge, with no amphitheatre or tiered seating.	Formalised tiered seating is proposed, in accordance with the Concept Design Plan. At this stage the methodology for access from top to base of the tiered seating is not known.	An accessible path of travel is to be provided to wheelchair seating spaces in line with the provisions stipulated in the Access Code of the Premises Standards D3.9 (noting that this clause pertains to wheelchair seating spaces in a class 9b building, it is considered that application of a similar number of allocated seating spaces is appropriate in this outdoor location). Further, the wheelchair seating spaces are to be designed to AS1428.1 2009 Clause 18, dependent on whether seating spaces are provided at the top or base of the tier. Further, the method of descent must meet the requirements of AS1428.1 2009, for stairs, walkways or ramps, as provided in this outdoor environment. Refer to the Executive Summary for more detail.	Equity & inclusion.	Access Code D3.9 AS1428.1 2009 Clause 9, 10, 11, 12 & 18	HIGH		



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Item	Element	Issue/Barrier assessed onsite	Concept Design Plan Review	Recommendation based on existing condition and plan review	Rationale	Reference	Priority	Photo 1	Photo 2
Stage	Equitable access	There is no stage (other than the gazebo) at Avon Park, currently.	A stage is proposed to the base of the tiered seating / amphitheatre. There is no exemption from providing access for people with disability to a stage.	Provide ramped access to the stage. Ideally, provide a flush transition to the stage, or a step ramp at a rise no higher than 190mm. The step ramp will require a safety balustrade to any open side and flat landings at the correct dimension at the top and base.		AS1428.1 2009 Clause 10.6 & 10.8.2	HIGH		
Events	Equitable access		The Concept Design reads: "Infrastructure to provide for future community events"	For events and the like, consider whether additional infrastructure will be required for events to occur and be managed by either the Shire or an event management company. Ensure the design can allow for: <ul style="list-style-type: none"> • Additional portable accessible toilets to be set down on the site, adjacent an existing accessible path of travel. • That required sound and light cables and the like are not required to be run across access paths, when in event mode (i.e. location of power domes and anticipated location of food trucks, sound and lighting etc.). • Ramped access to the stage. • Hardstand / access path to food trucks and marquees etc. 					
Skate park	Access		On review of the Concept Design Plan, a skate park is proposed.	Ensure an accessible path of travel is provided to the skate park, to enable the skate park to be used by all people, but also to allow parents and caregivers the capacity to sit and supervise children playing. Ensure a minimum of one accessible, park bench seat is provided, with an adjacent wheelchair seating space, to allow family groups and supervisors to sit together.	Equity & inclusion.				



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Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment
Avon Terrace	Existing accessible parking bays	Dimensions	Two on-street parallel accessible parking bays are provided on Avon Terrace (in front of IGA). The bays at 2700mm wide do not meet the contemporary 3200mm for width (but are of sufficient length at 8000mm, slightly exceeding the required 7800mm minimum).	Reconstruct accessible parking bays to contemporary dimensions i.e. 3200mm x 7800mm as per AS2890.6 Clause 2.2.2. This may necessitate cutting into the existing brick paved footpath, or extending the bay width into the roadway (which OHA presume would be undesirable and would require an engineered approach to ensure all relevant road safety conditions can be achieved).	Compliance and safety for people with disability.	AS2890.6 Clause 2.2.2	Low			\$12,500.00	Construct 2 x on-street parallel bays (current 2 parallel bays with bitumen surface). Please cost for cutting into a brick paved footpath for a depth of 500mm and length of 7800mm (x2).
Avon Terrace	Existing accessible parking bays	Kerb ramp	A mountable kerb between the two bays has a gradient of 1:6 (steeper than the maximum allowable gradient for a kerb ramp which is 1:8).	Construct a kerb ramp to the requirements of AS2890.6 Clause 2.5 and AS1428.1 2009 Clause 10.7.	Compliance.	AS2890.6 2009 Clause 2.5 & Figure 2.6 AS1428.1 2009 Clause 10.7	Med			\$2,000.00	Remove mountable kerb and construct x1 (concrete) kerb ramp.
Joaquina Street	Existing accessible parking bays	Dimensions, cross slope and kerb ramps	Refer to York Administration Centre report for information and recommendations regarding accessible parking.	Refer York Administration Centre report.	NA.						N/A.
Howick Street car park	Accessible path of travel	From Howick Street accessible parking to Avon Tce (CBD) shops and amenity	The two accessible bays (constructed to the superseded AS2890.1 1993 requirements) located in the carpark off Howick Street to the rear of the pharmacy are approximately 70m from the rear entrance to the pharmacy and the laneway that connects to Avon Tce.	Refer to Executive Summary for discussion. Provide additional accessible carparking amenity on Avon Tce.	The two accessible parking bays within the Howick St carpark (to the rear of the pharmacy) requires negotiation of a very narrow laneway that would not be considered an accessible path of travel (due to the surface and the width). An alternative circuitous route is required (i.e. via Howick St and South or McCartney Street footpaths) which may be deemed inequitable by some visitors or residents with disability. Refer to discussion in Executive Summary.	DDA	High				
Avon Terrace	Accessible parking	Provision / Equity	There is insufficient provision and unequal distribution of accessible parking bays on Avon Terrace. This was a particular issue identified in the community consultation for this project.	Provide additional on-street accessible parking on Avon Terrace, preferably in close proximity to essential and frequently visited Town amenity such as the Pharmacy, Newsagent, Bendigo Bank and bakery, which are the areas identified in the community consultation that are frequented by people with disability, in particular people with physical disability, for whom the circuitous route from the Howick Street public parking may pose a physical barrier.	Equity. As discussed in the Executive Summary, access to Avon Terrace from accessible parking in the Howick St carpark is deemed inequitable given rear parking bays given no provision of an accessible continuous path of travel from the accessible parking to Avon Terrace.	DDA AS2890.6 Clause 2.2.2 & Figure 2.4	Med			Option 1 - \$7,500 Option 2 - \$6,500	Option 1: Construct x2 on-street accessible parallel parking bays, designed as a raised style (set at the same level as the footpath) Option 2: Cost of line marking 2 x new parallel bays at road level and construction cost of 2 x inset, concrete kerb ramps.
Macartney Street	Parallel parking	Provision	Accessible parking is not provided on Macartney Street.	In light of the upgrade to Avon Park, provision of a compliant parallel accessible bay(s) on Macartney Street is worthy of consideration. Upgrade to the existing kerb ramps will be required to allow for pedestrian access from road level to footpath level (or consider elevating the newly constructed parallel accessible parking bays to pedestrian footpath level).	DDA and equity.	DDA AS2890.6 Clause 2.2.2 Figure 2.4	Low			Option 1 - \$5,500 Option 2 - \$4,250	Option 1: Construct one on-street accessible parallel parking bay, designed as a raised style (set at the same level as the footpath) Option 2: Cost of line marking 1 x new parallel bay at road level and construction cost of 1 x inset, concrete kerb ramp.
Macartney Street	Parallel parking	Kerb ramp	The kerb ramp associated with parking bays has a 1:28 gradient on the landing with no splayed sides to the kerb ramp, which may pose a trip hazard to transverse pedestrian traffic.	Reconstruct a kerb ramp to the full requirements of AS1428.1 2009 Clause 10.7 and 10.8	Compliance & safety.	AS1428.1 2009 Clause 10.7 and 10.8	Med				Refer to costing above.



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Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment
Avon Terrace	Attachment 1 Crossing 1A & 1B	Design and alignment	Both kerb ramps are comprised of a mountable kerb with steep gradient of 1:5. Luminance contrast of installed TGSIs will not achieve 30% luminance contrast to adjacent red brick pavers. Set back of TGSIs for Crossing 1A is 550mm, where 300mm is required. Bike racks at Crossing 1A may obstruct circulation space on approach to the crossing.	<ul style="list-style-type: none"> Remove mountable kerbs and construct kerb ramps to the full requirements of AS1428.1 2009 Clause 10.7 ensuring kerb ramps align. If the newly constructed kerb ramps have a gradient shallower than 1:8, install warning TGSIs as required, meeting a minimum 30% luminance contrast. Consider relocating the bike racks away from the crossing. 	Compliance and safety	AS1428.1 2009 Clause 10.7, 10.8	High			\$5,250.00	Remake x2 kerb ramps. Install 1200x600mm warning TGSIs pavers. Relocate x2 bike racks
Avon Terrace	Attachment 1 Crossing 2A & 2B	Design and alignment	The mountable kerb 2A does not align with the concrete kerb ramp 2B. The concrete kerb ramp 2B is shallow and has no visual difference to the footpath surface. The sides of this kerb ramp are steep not splayed posing an unanticipated tripping hazard.	<ul style="list-style-type: none"> Remove mountable kerb 2A and construct kerb ramp to AS1428.1 2009 Clause 10.7 with level landing to AS1428.1 2009 Clause 10.8. Remake kerb ramp 2B to align with opposite kerb ramp 2A. Ensure the abutment transition at the base of the ramp is traversable to the requirements of AS1428.1 2009 Clause 7. Note the sight line at crossing 2A is occluded reposition crossing to improve sight lines. When repositioning crossing relocate kerb 	Compliance and safety	AS1428.1 2009 Clause 10.7, 10.8	High			\$4,250.00	Remake x2 kerb ramps. Install 1200x600mm warning TGSIs pavers.
Avon Terrace	Attachment 1 Crossing 3A & 3B	Design and alignment	The kerb ramps comprising this crossing are shallow and have no visual difference to the footpath surface. The sides of the kerb ramps are steep not splayed posing an unanticipated tripping hazard.	<ul style="list-style-type: none"> Remake kerb ramps to the full requirements of AS1428.1 2009 ensuring the kerb ramp has sharp transitions and splayed sides. Note TGSIs are required on the face of the ramp if the gradient of the face of the ramp is shallower than 1:8. Ensure the abutting surfaces at the base of the ramp meet AS1428.1 2009 Clause 7. 	Compliance and safety	AS1428.1 2009 Clause 10.7, 10.8	High			\$4,250.00	Remake x2 kerb ramps. Install 1200x600mm warning TGSIs pavers.
Avon Terrace	Attachment 1 Crossing 4A & 4B	Design and alignment	The concrete kerb ramp 4A and mountable kerb 4B do not align. The concrete ramp 4A has no visual difference to the footpath surface. The sides of the kerb ramps are steep not splayed posing an unanticipated tripping hazard. The bitumen lump at the base of the kerb ramp is non traversable.	<ul style="list-style-type: none"> Remake kerb ramp 4A and mountable kerb 4B to meet kerb ramp requirements of AS1428.1 2009 Clause 10.7 ensuring kerb ramps align. 	Compliance and safety	AS1428.1 2009 Clause 10.7, 10.8	High			\$4,500.00	Remake x2 kerb ramps. Install 1200x600mm warning TGSIs pavers.
South Street and Avon Terrace	Attachment 2 Crossing 5A & 5B	Design and alignment	The mountable kerb 5A does not align with the red concrete kerb ramp 5B. The sight line from the mountable kerb to Avon terrace looking north is significantly occluded. The concrete kerb ramp 5B has no visual difference to the footpath surface. The sides of this kerb ramp are steep not splayed posing an unanticipated tripping hazard. The landing has a gradient of 1:18.	<ul style="list-style-type: none"> Remake kerb ramp 5A and mountable kerb 5B to meet kerb ramp requirements of AS1428.1 2009 Clause 10.7 ensuring kerb ramps align. 	Compliance and safety. Given the sight line to Avon Terrace when standing at 5A is significantly occluded and that the crossing does not align it is recommended that the Shire investigate further and consider an engineered solution to achieve alignment of compliant kerb ramps across crossing 5 and 6 with emphasis given to achieving clear sight lines.	AS1428.1 2009 Clause 10.7, 10.8	High			\$8,500.00	Cost to engage a consultant /engineer to evaluate and re-design safe pedestrian crossing points at this complex and busy road intersection.
South Street and Avon Terrace	Attachment 2 Crossing 6A & 6B	Design and alignment	There is no designated crossing points at 6A, the kerb is damaged and cracked. A mountable kerb 6B does not align with the footpath on the opposite side.	<ul style="list-style-type: none"> Construct kerb ramps to 6A and mountable kerb 6B to meet kerb ramp requirements of AS1428.1 2009 Clause 10.7 ensuring kerb ramps align. 	Refer above.	AS1428.1 2009 Clause 10.7, 10.8	High			\$8,500.00	Cost to engage a consultant /engineer to evaluate and re-design safe pedestrian crossing points at this complex and busy road intersection.
Avon Terrace	Attachment 2 Midblock crossing 7A & 7B	Warning TGSIs	This midblock crossing consisting of fully aligned flush transitions at 7A and 7B has warning TGSIs that are not in the required luminance contrast to the underlying red brick paver.	<ul style="list-style-type: none"> Replace warning TGSIs with a product that is in the required minimum 30% luminance contrast to the underlying red brick paver. 	Compliance.	AS1428.4.1 Clause 2.2	High			\$1,250.00	Supply and install 2 x 1200mm x 600mm wide band of warning TGSIs.



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Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment
Joaquina Street	Accessible pedestrian crossing	Design and alignment	There are no accessible pedestrian crossings at this intersection.	Engage a consultant to assess and design safe and compliant kerb ramp /pedestrian crossing at this T junction.	Given the location of significant Shire amenity and key locations such as the Town Hall, Administration Centre and Library, remediation of this intersection in terms of providing safe and compliant accessible pedestrian crossings is deemed a high priority. The requirement for designated crossings in this area is deemed a necessity due to the increase in the number of residents who use the footpaths at this intersection / roadway (from the Balladong Village). This was raised as a concern during the community consultation for this project.	AS1428.1 2009 Clause 10.7, 10.8	High				Engage a consultant /engineer to assess and design safe and accessible pedestrian /kerb ramp crossing points.
Stephen Street	Accessible pedestrian crossing	Design and alignment	The crossing point (south of Stephen Street) has an 600mm wide band of yellow warning TGSIs. Flush damaged and broken kerb between brick paving and the roadway bitumen resulting in significant lips and gaps 20-40mm. On the opposite side of this crossing (north) there is broken brick paving and kerbing result in significant lips and gaps.	Reconstruct this crossing by providing compliant kerb ramps on both sides. Ensure that where the grade of the newly constructed kerb ramp is shallower than 1:8 that warning TGSIs be applied to the face of the kerb ramp, set back 300mm from the hazard (roadway) and are in the required luminance contrast to the underlying surface.	Safety and compliance. This is deemed a high priority as it is noted the footpath /crossing is frequently used by residents of Balladong Village (as reported by the proprietors of a nearby commercial business and in the community consultation undertaken for this project) and any persons approaching the CBD from the south.	AS1428.1 2009 Clause 10.7, 10.8 AS1428.4.1 2009 Section 2	High			\$4250 \$1200	Construct 2x concrete kerb ramps. Supply and install 2 x 1200mm x 600mm wide band of warning TGSIs.
Avon Tce (south of Christie Retreat)	Accessible pedestrian crossing	Design and alignment	Raised kerbs on both sides of the crossing with no accessible pedestrian crossing points.	Provide compliant kerb ramps that align across the road (Avon Terrace).	Compliance and safety.	AS1428.1 2009 Clause 10.7, 10.8.	Med			\$4,250.00	Construct 2x concrete kerb ramps.
Avon Tce (north of Christie Retreat)	Accessible pedestrian crossing	Design and alignment	Significantly damaged kerb with no accessible pedestrian crossing points and a non-traversable footpath (due to the loose gravel surface in front of the Churches of Christ).	Provide accessible kerb ramp crossing points and replace the gravel footpath surfaces with a suitable, traversable footpath surface.	Amenity, compliance, safety.	AS1428.1 2009 Clause 10.7, 10.8.	Med			\$12,500.00	Construct 4x concrete kerb ramps and upgrade footpath surface to paving (approx. 5x2m for indicative cost purposes only).
Christie Retreat (West of Avon Tce)	Accessible pedestrian crossing	Design and alignment	A mountable kerb south of this crossing is opposite the gravel footpath. The mountable kerb "kerb ramp" does not align with the opposite mountable kerb/gravel path. Due to the shallow gradient of the transition, wayfinding, and warning to a person with vision impairment or who is blind, is compromised.	Provide an accessible kerb ramp crossing point and replace the gravel footpath surfaces with a suitable, traversable footpath surface. Should the kerb ramp have a gradient shallower than 1:8, install warning TGSIs for the width of the crossing point, set out, and meeting luminance contrast requirements of AS1428.4.1 2009.	Amenity, compliance, safety.	AS1428.1 2009 Clause 10.7, 10.8.	Med			\$9,000 \$1,250	Construct 2x concrete kerb ramps and upgrade footpath surface to paving (approx. 10x2m for indicative cost purposes only). Supply and install 2 x 1200mm x 600mm wide band of warning TGSIs..



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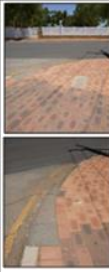







Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment
Christie Retreat (East of Avon Tce)	Accessible pedestrian crossing	Design and alignment	A mountable kerb south of this crossing is opposite a gravel pathway, the mountable kerb does not align with the opposite gravel path.	Provide an accessible kerb ramp crossing point and replace the gravel footpath surfaces with a suitable, traversable footpath surface. Should the kerb ramp have a gradient shallower than 1:8, install warning TGSIs for the width of the crossing point, set out and meeting luminance contrast requirements of AS1428.4.1 2009.	Amenity, compliance, safety.	AS1428.1 2009 Clause 10.7, 10.8	Med			\$9,500 \$1,250	Construct 2x concrete kerb ramps and upgrade footpath surface to paving (approx. 100m for indicative cost purposes only). Supply and install 2 x 1200mm x 600mm wide band of warning TGSIs.
Harvey St west of Avon Tce	Accessible pedestrian crossing	Design	Concrete kerb ramps on both sides of this crossing align. Bitumen abutting the base of both crossings create significant lips. Both concrete kerb ramps have gradients that are shallower than 1:8 (allowable for a kerb ramp, however challenging for wayfinding and safety for persons with vision impairment or who are blind).	Mark the concrete kerb ramps to define and delineate transitions for enhanced detectability and remediate the base of both ramps to achieve a smooth and traversable transition. Install 600-800mm deep warning TGSIs for the full width of the face of each kerb ramp set back 300mm from the roadway. Ensure the TGSIs are in the required luminance contrast to the underlying light grey concrete surface.	Compliance and safety.	AS1428.1 2009 Clause 7 & 10.7 AS1428.4.1 2009 Section 2	High			\$2,750 \$1,250	Line mark kerb ramps x2 Supply and install 2 x 1200mm x 600mm wide band of warning TGSIs.
Howick St (near Macartney Street)	Accessible pedestrian crossing	Design	Kerb ramp west: • The concrete kerb ramp with a 1:8 gradient set into brick paving has an 870mm deep landing, where a 1500 x 1500mm flat landing (dimension) is required for a person using a wheelchair to turn 90°. • The landing has a 1:30 cross slope where a landing is to be flat. • Bitumen abutting the base of the landing forms a lumpy and uneven surface. Kerb ramp east: • This concrete kerb ramp at a gradient of 1:13 is less than the maximum allowable 1:8 gradient, which may make wayfinding challenging for a person who is blind or vision impaired (and there is no discernible difference between the safe footpath and unsafe roadway).	Kerb ramp west: Extend the landing to provide the required 1500 x 1500mm circulation space. Ensure the landing has maximum falls of 1:40. Remediate the bitumen abutment at the base of each kerb ramp to achieve a smooth and traversable transition. Kerb ramp east: Install 600-800mm deep warning TGSIs for the full width of the face of the ramp transition, set back 300mm from the roadway. Ensure the TGSIs are in the required luminance contrast to the underlying light grey concrete surface.	DDA. Compliance and safety.	AS1428.1 2009 Clause 7 & 10.8	High			\$4,000 \$1,250	Reconstruct kerb ramp x1, remediate the lumpy bitumen roadway surface at the base of the ramp and relay the brick paved landing (1500 x 1500mm) to create a level and even surface. Supply and install 2 x 1200mm x 600mm wide band of warning TGSIs.
Howick St from York Wellness Centre to carpark	Accessible pedestrian crossing	Design and alignment	A narrow concrete kerb ramp set into brick paving adjacent the York Wellness with a gradient of 1:6 aligns with a drop off zone on the opposite side of Howick Street (adjacent car park). The top landing has a 1:16 gradient and the base has a lumpy bitumen transition. The kerb ramp does not align to any accessible path of travel or point of access / safety.	Construct a kerb ramp pedestrian crossing that provides safe pedestrian access from the Wellness Centre to the Howick Street footpath. Ensure new kerb ramps align and a maximum 1:40 gradient is achieved on the landing and an accessible path of travel is provided from this crossing point to key, nearby amenities.	DDA. Safety and Compliance	AS1428.1 2009 Clause 7, 10.7 & 10.8	Med			\$4,250.00	Construct x2 kerb ramps



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Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment
T Junction Howick and South Street	Accessible pedestrian crossing	Design and alignment	The abutment between concrete footpath (east) brick paving (west) on Howick Street and the bitumen roadway is uneven forming lips, cracks and gaps. These crossing points align to the middle of the T Junction. Both east and west crossing points do not have a receiving kerb ramp on the opposite (south) side of the crossing point, opposite the kerb ramp.	Remake T junction pedestrian crossing points, to provide compliant kerb ramps that align with a receiving kerb ramp on the opposite side of the road.	DDA safety and compliance.	AS1428.1 2009 Clause 7, 10.7 & 10.8	Med			\$3,500.00	Engage a consultant /engineer to assess and design safe and accessible pedestrian /kerb ramp crossing points.
Midblock crossing Avon Tce (Settlers Village Courtyard /York Auto Museum)	Accessible pedestrian crossing	Design and sightline	This midblock crossing consists of a flush transition on the western side and a mountable kerb on the eastern side. *The flush transition has warning TSSis set back 300mm from roadway. Given this crossing point is set back from the roadway the sight lines are significantly occluded. *The mountable kerb on the eastern side has a 1:5 gradient. This crossing is built out however depending on parked vehicles the sightlines may be occluded.	Occlusion of sightlines at this crossing is of primary safety concern and may be alleviated by building out walkway on both sides of the crossing as shown in photo adjacent. Replace mountable kerb with compliant kerb ramp design (or a well engineered flush pedestrian crossing). OHA do not have skills in the area of traffic engineering and therefore we advise all options for improving sightlines and safety for pedestrians at this midblock crossing is rigorously explored with a suitably qualified and experienced engineer.	Safety and compliance.	AS1428.1 2009 Clause 10.7	High			\$15,000.00	Extend walkway outward 3.2m wide x 10m long. Consulting fees for an engineer to investigate sightlines / improvements for safe crossing at this midblock crossing point.
Midblock Crossing Avon Tce	Accessible pedestrian crossing	Provision	Should the Shire consider providing additional accessible parallel parking bays along Avon Terrace, co-locate a mid-block crossing with the accessible parking to enable access to footpaths on both sides of the road.	Ensure the midblock crossing consist of compliant kerb ramps or flush crossing and ensure unobstructed sightlines.	Compliance, safety DDA		Med			\$4,000.00	Construct crossing x2 concrete kerb ramps.
Footpaths general	Accessible path of travel	Unobstructed path of travel	The wide footpaths along Avon Terrace are wide, level and traversable. Generally through the CBD shopping precinct the required minimum 1000mm unobstructed clear width for an accessible path of travel is maintained. It was noted on the day of the audit that the following items encroached into the path of travel that potentially may result in a barrier to access: • A frames • Novelty items such as gum ball machines • Alfresco dining furniture tables and chairs • Steps into shop entrances • Planters and planter boxes • Bench seating, power box and telephone cabling and bins.	Refer to the Executive Summary for discussion regarding the preservation of an accessible path of travel and unobstructed shoreline, alfresco policy and entrances into shops /tenancies.	Maintaining a clear and unobstructed accessible path of travel is paramount to the access requirements of a person using a wheelchair, mobility aid, scooter or pram. An 1200mm path of travel is the minimum allowable width for an accessible path of travel. Requirements of AS1428.2 (the enhanced Australian Standard for access and mobility) specifies a 1200mm clear width for an accessible path of travel. An unobstructed 1800mm will allow two wheelchair users (or people using prams or mobility scooters) to pass, and this would be considered the absolute, functional minimum width the footpath should be, through the length of Avon Terrace. An unobstructed shoreline will enable a person who is blind to use the building line to navigate their environment.	DDA	Med				
Footpaths general	Accessible path of travel	Grates	Non-compliant grate footpath Joaquina Street.	Replace with compliant style grate.	Compliance.	AS1428.1 2009 Clause 7.5	Med			\$1,000.00	Supply and install compliant grate x 1 (with apertures less than 8mm (or 13mm if laid transverse to the dominant footpath direction).



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YORK CBD



Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment
Footpaths general	Accessible path of travel	Traversable surfaces	McCartney Street west of Cob Webs Op Shop, subsidence in pavers for approximately 8 meters	Re-lay pavers to achieve a level and traversable surface.	Compliance and safety	AS1429.1 2009 Clause 7	Med			\$1,500.00	Relay/repair a section of pavers 8m long x 2m wide
Footpaths general	Accessible path of travel	Traversable surfaces	In some locations, the brick paving surrounding some service pit lids was cracked, creating lips and gaps.	Re-lay the brick paving surrounding service pit lids in all CBD footpaths, as part of the Shire's ongoing maintenance schedule, to achieve a smooth and traversable surface for all pedestrians.	Compliance and safety.	AS1429.1 2009 Clause 7	Med			\$250.00	Cost to re-lay 1x header course of brick paving surrounding 1x service pit lid - indicative cost only for information purposes.
Joaquina Street Footpath	Accessible path of travel	Gradients /cross slopes	On Joaquina Street (north side) the footpath has a cross slope of 1:16 that extends for approximately 3.0 metres.	Re-lay the footpath to eliminate the cross slope to ensure a cross fall of 1:40.	Compliance and safety.	AS1429.1 2009 Clause 10	Med			\$750.00	Re-lay 3 metres of paving to address cross slope issues.
Howick Street Footpath	Accessible path of travel	Gradients and cross slopes	Howick Street footpath from eastern carpark crossing on approach to the public toilets at Johanna Whitley Park has a significant 1:16 cross slope for approximately 10 metres.	Repair (which will require the concrete path to be re-laid) to achieve a maximum 1:40 cross slope.	Compliance and safety.	AS1429.1 2009 Clause 10	Med			\$4,000.00	Relay a section (10 m by 2.5 m) of concrete footpath.
Howick Street Footpath	Accessible path of travel	Gradients and cross slopes	Due to the slope of the vehicle crossover associated with the Wellness Centre carpark, this has created a significant cross slope on the footpath.	Remediate footpaths and driveway crossing to achieve a compliant cross fall.	Compliance and safety.	AS1429.1 2009 Clause 10	Med			\$10,000.00	Remediate footpath to eliminate cross fall for a distance of 10m x 2.5m, engaging consultant engineer to assess/review to achieve all necessary road / pedestrian access requirements.
Howick Street Footpath	Accessible path of travel	Gradients and cross slopes	T Junction of Howick and Macartney Street and footpath on McCartney Street, west of Howick Street	The footpath from the kerb ramp (Howick Street) ascending west along Macartney Street to the railway line has significant gradients ranging from 1:13 at the base to 1:12 at the top and a gradient of 1:8 at its steepest point. The footpath also comprises a 1:27 cross fall at the change in direction (corner) where a person using a wheeled mobility device, in descent, is at significant risk of tipping or unintentionally exiting the footpath and entering the road.	Given the inherent topography of the site, remediating this path to achieve compliant falls and gradients will be challenging. It is recommended that an engineered approach be undertaken with falls and cross falls surveyed and an overall solution to remediate this footpath (and crossing) is undertaken.	AS1429.1 2009 Clause 10	High			\$3,250.00	Engage a consultant engineer to assess falls and cross falls, to propose a redesign of the Macartney Street footpath to provide a safe methodology for people to negotiate these footpaths and crossing points.
Howick Street Footpath	Accessible path of travel	Continuous accessible path of travel	The footpath terminates abruptly at the drop off zone adjacent the Howick Street carpark and opposite the kerb ramp to Wellness Centre.	Achieve continuity of this footpath by way of evaluations and assessment. Incorporate access to the carpark by way of compliant kerb ramps and accessible pedestrian crossing to the Wellness Centre	Compliance and safety.	AS1429.1 2009 Clause 10	High			\$3,250.00	Engage a consultant engineer to assess and redesign Howick street crossing and continuation of the footpath to provide a safe methodology for people to negotiate these footpaths and crossing points.



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Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment
Adjoining footpath from Avon Park to Avon Terrace CBD	Accessible path of travel	Gradients and cross slopes	The footpath linking Avon Park to Avon Terrace has a gradient of 1:12 at its steepest point and a 1:15 cross slope (where tree is located along the footpath.)	Remediate the footpath to achieve a consistent maximum 1:20 walkway gradient with landings at the required intervals. Ensure a maximum fall of 1:40.	DDA compliance and safety. In conjunction with new works proposed to Avon park remediation of this footpath is deemed a high priority.	AS1428.1 2009 Clause 10.2	High			\$3,250.00	Engage a consultant engineer to assess/review to achieve all necessary gradients and crossfalls requirements along this connecting pedestrian accessway.



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Attachment 2





SHIRE OF YORK ACCESSIBILITY AUDIT
YORK CBD



Attachment 1





SHIRE OF YORK ACCESSIBILITY AUDIT
TOWN HALL









Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
External	Accessible parking	Provision	There are two parallel accessible parking bays on Joaquina Street in close proximity to the rear sliding door entrance to the Town Hall. The accessible parking bays have been addressed as part of the Administration Centre audit. Refer to accessible parking York Administration Centre.	Refer Recommendations Administration Centre.								
External	Council footpath Avon Terrace to principal entrance	Stairs	The following barriers are noted: <ul style="list-style-type: none"> stair nosings project beyond the face of the riser; no warning strips on stair nosings; no warning TGSIs on the top and bottom landings; the cross section of the handrail is flat where a circular or elliptical shape is required. 	Should the stairs undergo maintenance i.e. repainting, provide a warning strip on nosing to the requirements of AS1428.1 2009 Clause 11.1(f) and (g) ensuring that the warning strip is in the required luminance contrast to the underlying surface.	Given the principal entrance to the Town Hall is heritage listed, it is acknowledged that there are inherent limitations to achieving full compliance, providing warning strips on nosings, using contrasting paint with non-slip properties is considered a feasible upgrade that will provide a visual cue to a person who has low vision. Whilst the central handrail does not comply with standard requirements under design of handrails, it is deemed fit for purpose and will not require replacement. Given the location of the doors on the top landing and the limited set back of the stairs in relation to the footpath, warning TGSIs are not required on the top and bottom landings.		Low			\$750	Repaint stairs and apply warning strips 2 x 4m lengths.	
External	Council footpath Avon Terrace to principal entrance	Directional signage	Directional signage to the accessible entrance is noted at this entrance and is commended.	When a future signage upgrade occurs, apply good signage principles to ensure this sign is readily identifiable and legible by all.	In the meantime, install a sign adjacent / above the existing sign, that displays the international symbol of access and an arrow.	Good signage principles	Med			\$50	Cost for 1 x access sign with symbol and arrow.	
External	First Floor Town Hall / Council Chambers	Stairs	The following barriers are noted: <ul style="list-style-type: none"> open risers; the bull nosing protrudes 40mm past the toe stop on the tread below; the warning strips on nosings extend 40mm down the riser; at 920mm the handrail height is too high; the handrail on the upper landing turns upward (forming a vertical section) to form the 1150mm high balustrade; the handrails on the bottom landing turns down and terminates just forward of the bottom nosing; the cross section of the handrail is flat where a circular or elliptical shape is required for an effective hand grip. 	Enclosing the risers will result in reducing the depth of the tread thus introducing a potential hazard. Remake the stairs ensuring the full rigours of AS1428.1 2009 Clause 11.1, 11.2 and 12 are met.	Compliance and safety. It is acknowledged that initially the stairs were intended for egress, however we are aware that the stairs are commonly used to access the Council Chambers located on the first floor.	AS1428.1 2009 Clause 11.1, 11.2 & 12	High			\$25,000	Reconstruct stairs	



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TOWN HALL






Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
External	First Floor Town Hall / Council Chambers	Lift	At the time of the audit the Cibes A 5000 constant pressure lift door on the ground floor could not be fully opened.	Repair the lift door to ensure it fully opens and apply a robust maintenance programme that schedules regular servicing of the lift.	Equitable access and function.	AS1428.1 2009 Clause 13 & AS1735.12, 1999	High			\$2,500	Lift service and repair of door	
External	First Floor Town Hall / Council Chambers	Lift	On the upper landing there is a 1300mm dimension between the lift door and the external threshold ramp to the theatre door.	A dimension of 1500 x 1500mm is required for a person in a wheelchair to turn 90 degrees into/out of the lift. Remove or shorten the threshold ramp to achieve this dimension.	Compliance and safety.	AS1428.1 2009 Clause 6	High			\$500	Supply and install new threshold ramp.	
Town Hall & Visitor Centre	Principal entrance - Rear	Glazing - luminance contrast	The rear accessible entrance to the ground floor Town Hall is a fully framed glazed auto sliding door. The dark grey frame against the tinted glass does not provide the required luminance contrast and the warning strip on glazing is not a solid opaque strip.	Finish the door frames in a colour that contrasts sufficiently against the dark tinted glazed panels. Provide visual indicators on glazing that is not less than 75mm wide and extends across the full width of the glazed panel ensuring it is located between 900mm and 1000mm above the floor. The contrasting line must provide a minimum 30% luminance contrast when viewed against the floor surfaces on either side of the door.	Compliance and safety.	AS1428.1 2009 Clause 6.6	Med			\$850	Repaint door frames and apply warning strips on glazing 2m long	
Town Hall & Visitor Centre	Internal access	Stairs	The internal stairs linking the ground and upper floor foyers have black warning strips on nosings which do not contrast sufficiently with the underlying jarrah surface and there are no warning TGSIs on the top and bottom landings.	Whilst it is acknowledged that the heritage significance of the stairs present a limited opportunity to undertake a comprehensive upgrade to achieve full compliance, it is recommended the following be addressed; - replace warning strips on stair nosings with warning strips that are in the required minimum 30% luminance contrast to the underlying jarrah surface; - install 600-800mm wide bands of warning TGSIs to the top and bottom landings, set back 300mm from the closest riser and in the required luminance contrast to the underlying surface.	Compliance and safety	AS1428.1 2009 Clause 11.1 (f) & 2009 (g) and AS1429.4.1 Clause 2.2 and 2.3	Med	  		\$4,000	Supply and install warning strips 28 x 1.8m. Supply and install 600-800mm wide band warning TGSIs 3.6m	
Lesser Hall	Amenity	Chairs	It is assumed stackable chairs without armrests are provided for group functions in the Lesser Hall.	Provide a variety of chairs that include - A seat with a backrest and armrests set at approximately 250mm above the seat; - A supportive base; - A seat base depth of approximately 400mm - 450mm. - In general a mix of sizes varying from 350mm high seats to 520mm high seats, particularly where higher populations of older people are expected, is recommended.	DDA. OHA were advised that the Lesser Hall is regularly used as a venue for holding workshops and group activities. On occasion Council meetings are held in the Lesser Hall when numbers exceed the Chamber's capacity.	AS1428.2 1992 Figure 32	Med			\$150	Unit cost of stackable chair with armrests	



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Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	DHA Costing Comment	QS costing comments
Town Hall	Stage	Stairs	Two sets of stairs provide access to the stage. As is typical for a stairway to a stage, the handrail is to the wall-side of the stage, rather than the open side, so as to ensure there is no visual obstruction to the stage. As two stair options are provided (left and right stage), this is an acceptable approach in regards to providing left and right hand options. However, during the community consultation it was identified the lack of 2 x handrails was of a safety and functional concern. The following barriers are noted: <ul style="list-style-type: none"> • nosings protrude 15mm beyond the riser; • no warning strips on nosings; • no warning TGSIs on the top and bottom landings; • the handrail at 720mm high is too low and does not extend for one tread depth at the base. 	Ideally remediate the stairs to achieve full compliance however, given the heritage significance of the stairs remediating the stair nosings may be restricted, should upgrade of the stairs be considered explore strategies to reduce the impact of protruding nosings by filling the riser, splaying it backwards to maximise the tread depth. Provide the following <ul style="list-style-type: none"> • warning strips to nosings; • replace the single handrail with one that meets full requirements. • Install a second handrail to the open side of the stairs. 	Compliance and safety. Given the heritage significance of this building and the location of the door on the top landings, provision of warning TGSIs are not required.		Low			\$9,000	Supply and install x4 handrails 2.4m long, supply and install warning strips 1000m long x 8.	
Town Hall	Back stage	Rear stairs	The rear stairs to 'back of stage' has the following barriers; <ul style="list-style-type: none"> • open risers; • handrail on one side only; • no warning strips on nosings; • no warning TGSIs on the top and bottom landings; • The bottom landing is comprised of dirt. 	Given these stairs have a non traversable bottom landing, a low priority has been given to upgrading these stairs to meet full requirements.	Should the Shire take an overall engineering approach to achieving access to the rear of the building the priority in relation to upgrading these stairs to full AS1428.1 2009 requirements may increase.	AS1428.1 2009 Clause 11.1, 11.2, 12	Low					
Town Hall	Back stage	Side stairs	The side entry stairs to the 'back of stage' has the following barriers; <ul style="list-style-type: none"> • open risers; • a handrail on one side; • no warning strips on nosings; • no warning TGSIs on the top and bottom landings. A metal mesh landing with large apertures is provided on the top landing.	Given these stairs are set on traversable pavers remediate these stairs to achieve the following; <ul style="list-style-type: none"> • closed in risers; • a handrail on the wall side; • warning strips on nosings; • replace the mesh on the top landing with a solid material; • provide warning TGSIs on the top and bottom landing. 	It is recommended that the Shire adopt an overall approach to the feasibility of achieving compliant access to the back of stage area given the multiple barriers and restraints, a design consultant engineer may be required to assess the feasibility of providing compliant access, which may include a ramp or lift. Refer to comment below.	AS1428.1 2009 Clause 11.1, 11.2 & 12				\$3,000	Supply and install handrail 3m long, supply and install warning strips 1.3m long x 7, replace mesh landing with solid timber or metal checker plate 1.2 x 1.2m.	



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TOWN HALL



Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Town Hall	Back stage	Equity	There are significant restraints to access at the rear of the stage, these include: - Stairway access to the rear entrance; - Stairway access to the rear/side entrance, there is an overall 1370mm change in level to these elevated rear /side entrances. - 770mm wide doorways; - 900mm wide corridors; and - a 190mm rear internal step.	Engage a design consultant engineer to assess the feasibility of providing rear access to the stage and back stage amenity.	Given the change in level and internal layout achieving access to the rear of the stage will be challenging. It is suggested a consultant be engaged to determine the feasibility of providing ramp or lift access to one rear entrance and modifying the internal back of stage layout to achieve an accessible path of travel from the rear entrance to the stage and provide access to back of stage amenity such as change room and green room.		Low	   		\$2,500	Engage an engineer to conduct a feasibility study.	
Town Hall	Stage	Raked stage design	At a gradient of 1:16 the stage surface slopes downward from the rear to the front.	Refer to Executive Summary for discussion regarding alternative stage options	DDA. In the event of a performance, presentation or the like the significant slope of the stage is likely to prevent a person using a mobility device such as a wheelchair or walker from safely negotiating the stage. Additionally, in exploring the option to install a stage lift, the Shire must be mindful that the stage slopes rear to front and there is insufficient level landing to enter/exit the lift. It is recommended that if access is provided to the stage that: • The stage is levelled (i.e. the rake is eliminated); or • If there are significant (heritage, structural, design) constraints to doing this, ensure any audience member / performer who is a wheelchair user is advised there is a slope rear to front. It is OHA's opinion that enabling wheelchair access to the stage, with the significant slope, is a significant risk to the Shire. The backstage access barriers are significant.		Low			\$35,000	Portable stage with ramp and steps	
Town Hall	Stage	Equity	There is no equitable access to the stage for people unable to negotiate stairs to the stage either from the front or the rear of the stage. There are significant constraints to achieving equitable access for a person who uses a wheelchair onto the stage. These include a stage height of 1300mm, stairway access to the rear, 770mm wide doorways, 900mm wide corridors and a 190mm rear internal step. This is further impacted by the rear to front slope of the stage.	Explore a lift option to the stage front either permanent or portable. As the stage is 1300mm high and platform lifts have a rise limitation of 1000mm [Premises Standards / BCA Table E3.6(a)], a solution that meets compliance requirements (a performance approach may be necessary) but provides a non-visually intrusive outcome would need to be sought. OHA cannot confirm this can be achieved unless a stairway is replaced and access is provided via the side door. Further, if the City sought to replace one of the front stairs with a stage lift, the outcome would be singular stairway access only to the stage.	DDA. Refer to Executive Summary for discussion regarding alternative stage option.	[Premises Standards / BCA Table E3.6(a)].	Med			LU100 Platform lift - \$35,000 Easy Step Platform - \$60,000	Supply and install platform lift	LU100 max travel height 1000mm Easy Step Platform max travel height 1250mm



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Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	DDA Costing Comment	QS costing comments
Town Hall	Council Chambers	Doors	While at 850mm and 860mm clear width the entry doors to the refreshments room and Council Chamber meet the contemporary requirements, the ornate door between the Council Chamber and adjoining refreshments room has a clear width of 810mm this dimension exceeds the superseded minimum 800mm requirement of AS1428.1 2001.	No action required.								
Town Hall	Council Chambers	Door hardware	The knob style handles on all Chamber doors are too low at 840mm.	If deemed appropriate given the heritage significance of this building, replace the knob handles with a lever style handle and locate at a height of 900-1100mm high. Alternatively ensure staff are always available to open and close doors, as required by the community attending Council Meetings.	DDA and compliance.	AS1428.1 2009 Clause 13.5.2 13.5.3	Low			\$1,500	Supply and install x 6 door lever door handles.	
Town Hall	Council Chambers / Public Gallery	Seating	The movable visitors chairs in the Public Gallery can be configured to allow sufficient space for a person using a wheelchair. The chairs do not have armrests.	Provide a variety of chairs that include <ul style="list-style-type: none"> • A seat with a backrest and armrests set at approximately 250mm above the seat; • A supportive base; • A seat base depth of approximately 400mm - 450mm. • In general a mix of sizes varying from 350mm high seats to 520mm high seats, particularly where higher populations of older people are expected, is recommended. 	DDA	AS1428.2, 1992 Figure 32	Med			\$150	Unit cost of similar seating with armrests.	
Town Hall	Council Chambers / Public Gallery	Lectern	A fixed height lectern with the sloped surface at 1050mm high is provided in the Public Gallery.	Consider providing an adjustable height or dual height lectern.	DDA		Low			\$1,000	1 x adjustable height lectern.	
Town Hall	Council Chambers	Desks	At a height of 770mm to the top of the table and 600mm knee clearance, the tables are not likely to accommodate the access needs of a person using a wheelchair.	Have available a table that can be provided when required with the following elements: <ul style="list-style-type: none"> -750±20mm high; -Knee and footplate clearance according to Figure 25 of AS1428.2 and Clause 24.1 (minimum 720mm clearance underneath is ideal); -Undereath clearance width, between the legs or other fixture beneath the table, a minimum of 800mm. [Ideally an electric, height adjustable desk will allow flexibility of use]. 	DDA.	AS1428.2 1992 Clause 24.1	Med			\$500 \$1,300	1 x portable table 1x electric height adjustable table	Cost based on Folding Tables direct - Folding Market table 2400 x 750. Electric height adjustable desk
Town Hall	Council Chambers	Light switch	The light switches at 1730mm are too high.	If deemed appropriate given the heritage significance of this building, lower the light switches to a height of 900-1100mm high.	Compliance.	AS1428.1 2009 Clause 14	Low			\$750	Relocate x 2 light switches.	



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Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Town Hall	Council Chambers	Hearing augmentation	A hearing augmentation system is not available for Chamber meetings.	The Shire to explore a suitable hearing augmentation system that would suit this small meeting room (and other such spaces). Potentially portable.	Equity and inclusion.					\$1,100	Unit cost of portable hearing augmentation system for meeting room.	
Town Hall	Mezzanine	Wheelchair seating spaces	There are no designated wheelchair seating spaces on the mezzanine level.	Given the structural restraints of this facility, building in wheelchair seating spaces is considered challenging. The Shire in conjunction with a robust management plan may consider designating the 1600 x 1300mm clear space on the entry level (adjacent the curved low wall), that is located off the central entry aisle as a space to be reserved for wheelchair seating when planning events such as concerts and the like.	DDA.		Low					
Town Hall	Mezzanine	Steps - Upper level	Steps off both sides of the entry aisle to the upper seating level do not have handrails or warning strips on nosings.	Provide a 600mm long grabrail to the wall side of the steps, this will ensure the grabrail terminates just inside of the door frame so as not to damage the doorframe nor encroach into the adjacent door space. Where permitted given the heritage significance of the building, provide warning strips on nosings that are in the required luminance contrast to the underlying red carpet.	DDA, functional support and safety.	AS1428.1 2009 Clause 12	High			\$1,250	Supply and install 2 x grabrails each 600mm long.	
Town Hall	Mezzanine	Steps - Lower level	The steps located in the outer and central aisles to the lower two levels have a 250mm rise, 280mm tread and a 45mm overhang.	It is acknowledged that any remediation to these steps may be restricted by the heritage significance of the building. In the event that modifications are possible enclose the riser, reduce the height of the riser to 150-165mm and extend the tread to a more comfortable dimension of 275 - 300mm.	Safety.	AS1428.2 1992 Clause 13 Figure 8	High			\$2,000	Remake x 6 steps.	



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Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Visitor Centre	Visitor Centre	Customer service counter	At 1100mm the customer service counter is too high for a person who is seated.	Provide a lowered, accessible counter. An accessible counter should have the following features: <ul style="list-style-type: none"> • 550±20mm high; • With a height of clearance from the finished floor 820±20mm; • Underneath clearance width, between the legs or other fixture beneath the counter, to be a minimum of 800mm; • Knee and footplate clearance. 		AS1428.2 1992 Figure 25	High			\$3,500	Supply and install low counter.	
Visitor Centre	Visitor Centre	Hearing Augmentation	No counter-top system was provided at the customer service counter.	Ideally, install a counter based hearing augmentation system and ensure the sign has the international symbol for deafness.	DDA.		High			\$595	Counter top hearing augmentations system such as the https://vom.com.au/hearing-augmentation/sound-shuttle .	
Lesser Hall	Egress doors	Doorway	Egress doors in the Lesser Hall are double doors with a 710mm clear width one side.	Widen doorways to achieve a minimum of 850mm clear open width to the active leaf. Ensure that door opening devices can be operated by the majority of people, and install threshold ramps to eliminate the step at the egress door.	Provision of egress for people with disabilities remains challenging and should be addressed through the physical structure of the building and robust management procedures.	AS1428.1 2009 Clause 13 & Clause 10.5 / 10.6	High			\$2,500	Widen door and provide threshold ramp.	
Lesser Hall	Egress doors	Threshold	There is a 60mm lip in the door threshold.	Install a threshold ramp (e.g. Tyres) that extends the full double door width of the door.	Emergency egress.	AS1428.1 2009 Clause 10.5	high			\$275	Supply and install threshold ramp.	
Main Hall	Egress doors	Threshold	The two double egress doors from the Main Hall have an external step onto the Avon Terrace footpath.	Provide removable 1:8 egress ramps for these egress doors, this must be addressed as part of the buildings robust emergency procedures.	Emergency egress.		High			\$1,000	Supply and install egress ramps x2.	



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Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Main Hall / Lesser Hall	Egress doors	Signage	Exit signs do not provide information in raised tactile / Braille formats.	Provide Braille and tactile signage complying with the specifications of D3.6 at each door required by BCA E4.5 to be furnished with an exit sign. The sign is to read "Exit Ground Level". The sign to be installed on the wall on the latch (handle) side of the door, 1200-1600mm high (or for double doors, on the left hand side), with the leading edge of the sign located between 50 and 300mm from the architrave. The sign to be installed so that the Braille is at a height of 1250-1350mm.	Emergency egress.	BCA D3.6(a)(i)	High			\$450	Supply and install egress signs x 4.	
Town Hall / Visitor Centre	Sanitary facilities	Signage	Standard male and female toilets off the first floor Exhibition Space and on the ground floor and the unisex accessible toilet do not have Braille and tactile signs.	Provide Braille and tactile (text and symbols) signage with the appropriate internationally recognised symbols and colour treatment required to identify all sanitary facilities (male, female, unisex accessible). The sign to be installed on the wall on the latch (handle) side of the door, 1200-1600mm high, with the leading edge of the sign located between 50 and 300mm from the architrave. The sign to be installed so that the Braille is at a height of 1250-1350mm.	Compliance.	Access Code Clause D3.6 & Part D4 AS1428.1 2009 Clause 8	High			\$650	Supply and install male and female Braille and tactile signs x 6.	
Town Hall / Visitor Centre	Sanitary facilities	Entrance door from foyer	The following barriers have been identified: • no Braille and tactile signage is provided; • a knob style handle is provided. • the door has a 400mm reveal. At 810mm the clear width of the entry door meets the superseded minimum 800mm clear width.	Retain this door and ideally replace the knob style handle with a compliant lever style at the height of 900-1100mm above the floor. Install Braille and tactile signage to advise the provision of male and female toilets within the toilet corridor. As the accessible toilet is not compliant, and recommendations have been made to provide a compliant accessible toilet in another location, advise only of the provision of male and female toilets. If the accessible toilet is retained in the short term, the sign is also to include the international symbol of access.		AS1428.1 2009 Clause 13.5.2 & 13.5.3	High			\$250 \$125	Supply and install lever handle x 2. Supply and install 1 x Braille and tactile toilet sign.	
Town Hall / Visitor Centre	Sanitary facilities	External door	At a clear width of 770mm this door does not meet superseded requirements. OHA was advised that this door is held open.		Refer to recommendation below UAT.							
Town Hall / Visitor Centre	Unisex accessible toilet (existing)	Provision	A unisex accessible toilet is provided however it pre-dates the superseded AS1428.1 2001 requirements for internal door, pan and basin circulation space.	Construct a new unisex accessible toilet to the full rigours of AS1428.1 2009. Alternatively consider providing a 'pre-fabricated' facility such as the Exeloo ensuring it is within close proximity to the Town Hall and Administration Centre.	Compliance and equity.					\$175,000	Construct a new UAT, and cost of supply and install 1 x 'ready made' UAT.	Costing allows for Exeloo.



SHIRE OF YORK ACCESSIBILITY AUDIT
TOWN HALL



Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Town Hall / Visitor Centre	Unisex accessible toilet (existing)	Existing condition & amenity.	A unisex accessible toilet is provided however it pre-dates the superseded AS1428.1 2001 requirements for internal door, pan and basin circulation space.	Retain this sanitary amenity as it would benefit people with an ambulant mobility impairment such as people who use walking devices and the like. Consider replacing the vertical grabrail on the rear wall near the cistern with a drop down rail on the outer side of the pan to provide additional support to people who require assistance of a grabrail to sit and stand from the pan. In addition upgrade the following elements to improve the amenity: <ul style="list-style-type: none"> • Replace the small indicator snib with a large snib that is, with a 45mm long lever, as measured from the centre of the spindle as per AS1428.1 • Relocate the toilet roll holder to the required zone as per AS1428.1 2009 Clause 15.2.6 Figure 41; • Relocate paper towel dispenser ensuring the operable part is 900-1000 above the floor; • Relocate the soap dispenser so that it is 500mm from an internal corner. 			High	 		\$1,250	Supply and install drop down rail, supply and install large snib, relocate toilet roll holder.	
Town Hall / Visitor Centre	Unisex accessible toilet (existing)	Door circulation space.	With a corridor width of 950mm the external door circulation space for a latch and hinge side approach is significantly restricted.	Refer recommendation above, providing a new and compliant facility that achieves, in the first instance, compliant door circulations space, plus the design rigours of AS 1428.1 2009 Clause 15.								
Town Hall	Main and Lesser Halls	Hearing augmentation	It is understood that no hearing augmentation is currently provided, although it is assumed that there would be functions and events for which a public address system is used.	Under the BCA Part D3.7 the requirement for a hearing augmentation system is dependent on whether a sound amplification system is built in. The Shire may consider that, if a built-in sound amplification system is not, and will not, be installed in the Main or Lesser Halls, that a portable hearing augmentation system may be sourced by the Shire, that could be used for a range of events, both at the Town Hall, but also other venues.	Equity and inclusion.	BCA Part D3.7	High			\$1,100	Unit cost of portable hearing augmentation system compatible with public address systems.	



SHIRE OF YORK ACCESSIBILITY AUDIT
RECREATION AND CONVENTION CENTRE NEW



Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Accessible Parking	Provision	Seven accessible parking bays have been provided and assessed against AS2890.6 2009 requirements. The dimensions, line marking and symbol meet requirements.									
Accessible Parking	Surface	The surface is loose blue metal which affects the visibility of the identification of these bays. Also the loose elements may make it difficult for some people with poor balance and using a walking aid to get purchase.	Resurface with a stable material which is permanent on which the painted identification can be easily seen.	Safety.	AS2890.6 2009	Medium			\$11,500	Resurface 7 bays and 7 shared areas, each 2400x5400mm.	
Accessible Parking	Bollard	A bollard has not been provided in the shared area as per AS2890.6 2009 requirements.	Install bollards as per requirements.	Compliance.	AS2890.6 2009 Clause 2.2.1	Medium			\$5,500	7 bollards.	
Accessible Parking	Directional Signage	Directional signage has not been provided.	As the car park is large and it may be challenging when full to identify where the accessible bays are located, provide overhead signage on a post at the head of the bays that can be viewed from the entrance to the carpark.	Wayfinding.	AS2890.6 2009 Appendix A3				\$3,500	7 x accessible parking signs on posts set in concrete.	
Accessible Parking	Kerb ramps	Meets requirements. The 1:8 gradient at kerb ramps are considered sufficient to identify the change in level, underfoot, by a person with vision impairment and therefore TGSis are not required.	Nil.		AS1428.1 2009 Clause 10.7						
Accessible Parking	Accessible path of travel	Wide concrete paths are provided meeting requirements.	Nil.		AS1428.1 2009 Clause 6						
Stairs- south east, north east, south x 2	Dimensions	All four sets of stairs, each have six steps with the tread and riser dimensions meeting requirements.			AS1428.1 2009 Clause 11 and AS1428.2 1992 Clause 13.2						
Stairs- south east, north east, south x 2	Warning strip on the nosings	All four sets of stairs have 75mm wide warning strips on the treads which extend too far down the riser at 20mm. The original yellow luminance contrast strip is faded and in poor repair.	Replace the warning strips with a compliant style which extends no more than 10mm down the face of the riser. Ensure the warning strips achieve 30% luminance contrast against the concrete stairs.	Compliance.	AS1428.2 2009 Clause 11.1(f) & (g)	Medium			\$5,400	Replace 4 x 6 x 2m wide warning strips on steps.	
Stairs- south east, north east, south x 2	Handrails	The handrail dimensions and end extensions meet requirements with the exception of the north east (both handrails) and south east (one handrail). The handrail extensions at the base of these stairs continues past the intersecting footpath with the 180° turn through creating a possible hazard to transverse pedestrian traffic.	Remake the handrail ends to ensure the 180° turn through is set back from the intersecting footpath.	Safety.	AS1428.2 2009 Clause 11.1(a)	Medium			\$1,750	Remake 3 x handrail end extensions. Cut 400mm from the length and relocate the end support pole back by 400mm.	
Pedestrian ramp- south	Kerb rails	All requirements have been met for a pedestrian ramp compliant to AS1428.1 2009 with the exception of the vertical support posts which intrude into the ramp. These support posts may create a footplate entrapment for a person using wheelchair.	Install a kerb rail on both sides of the ramp on the ramp side of the handrail posts.	Safety.	AS1428.1 2009 Clause 10.3 (i) & (j)	Medium			\$1,750	Install a kerb rail on both sides of the 15.2 metre length ramp.	
Pedestrian ramp- south east	Kerb rails	The majority of requirements have been met for a pedestrian ramp to be compliant to AS1428.1 2009, with the exception of the vertical support posts which intrude into the ramp. These support posts may create a footplate entrapment for a person using wheelchair.	Install a kerb rail on both sides of the ramp on the ramp side of the handrail support posts.	Safety.	AS1428.1 2009 Clause 10.3 (i) & (j)	Medium			\$2,750	Install a kerb rail on both sides of the 25 metre length ramp.	



SHIRE OF YORK ACCESSIBILITY AUDIT
RECREATION AND CONVENTION CENTRE NEW



Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Pedestrian ramp-south east	Warning TGSIs	The warning TGSIs at the top of the ramp are set 300mm back from the landings rather than on the landing, set 300mm from the top transition of the ramp as required.	Remove the warning TGSIs adjacent the top landing and install a band of 600-800mm deep warning TGSIs for the width of the ramp set back 300mm from the top transition of the ramp.	Compliance	AS1428.1 2009 Clause 10.3 (f) and AS1428.4.1 2009 Clauses 2.3.3 & 2.4	Low			\$500	Remove existing TGSIs and install new TGSIs set back 300mm from the top of the transition of the ramp.	
Pedestrian ramp-north east	Ramp gradient	The base of the ramp has a steep 1:9 gradient for a length of 2450mm. Currently this section is not part of the ramp but forms part of the cross path at the base of the ramp and handrails have not been provided for this 2450mm.	Retain this section of the ramp and by the provision of additional handrails with kerb rails integrate the 2450mm long ramp into the existing ramp. This strategy will also protect users from tripping on the slope at the side.	A functional approach has been taken given the amount of reconstruction that would be required and given there are two other ramps to the building with compliant gradients. Further whilst OHA acknowledges that the gradient is too steep, the length is shorter and therefore energy required does not need to be sustained for 9 metres.	AS1428.1 2009 Clause 10.3 (e), (h), (i) & (j)	Low			\$6,250	Modify the end of the existing handrails and extend for 2450mm x 2 sides. Provide and install kerb rails on either side.	
Pedestrian ramp-north east	Cross path at the base	This 2450mm ramp forms part of the path across the base of the ramp. The cross path at the base of this 2450mm section terminates at the edge of the ramp where pedestrians are required to turn onto and off the sloped section to access the continuing path, where additional seating is provided.	Continue the level cross path that currently terminates for length of 3000mm and extends back to the continuing path. This will enable people to travel along a flat and level pathway to access the continued pathway that has additional seating.	Inclusion.	AS1428.1 2009 Clause 6	Low			\$1,000	3x3 metre concrete hardstand	
Pedestrian Ramp-north east	Kerb rails	The vertical support posts vertical support posts intrude into the ramp. These support posts may create a footplate entrapment for a person using wheelchair..	Install a kerb rail on both sides of the ramp on the ramp side of the handrail support posts.	Safety.	AS1428.1 2009 Clause 10.3 (i) & (j)	Medium			\$1,000	Install 18.5 metres of metal kerb rail	
Pedestrian Ramp-north east	Warning TGSIs	The warning TGSIs at the top of the ramp are set 300mm back from the landings rather than 300mm from the top transition of the ramp as required. The warning TGSIs at the base of the ramp are set on current ramp landing at the base. When the ramp is extended this will become a midway landing and the TGSIs will require relocation.	Relocate the TGSIs at the top so that they are on the top landing and set back 300mm from the transition to the slope. When the base of the ramp is modified relocate the TGSIs to be on the new bottom landing set 300mm back from the transition to the slope.	Compliance.	AS1428.1 2009 Clause 10.3 (f) and AS1428.4.1 2009 Clauses 2.3.3 & 2.4	Low			\$750	Remove existing TGSIs and install new TGSIs set back 300mm from the top of the transition of the ramp at the top and base for a width of 1600mm.	
Walkways	Gradient and width	Covered walkways around the perimeter of the building connect ramps and steps to entrance doors. All walkways are wide and level.	Nil.		AS1428.1 2009 Clause 10.1 & 10.2						
Convention Centre	Main entrance door	The main door, at the end of a long level walkway, enters into a spacious foyer. The glazed door is level with each leaf providing 850mm clear open space.	Nil.		AS1428.1 2009 Clause 13.2						
Convention Centre	Internal circulation space	The foyer and the Convention room/ bar have no circulation space barriers. There is a wide tiled section of floor around the bar and tables and chairs are moveable. Some furniture may require relocation to accommodate a visitor with a larger style wheelchair.	Nil.		AS1428.1 2009 Clause 6						



SHIRE OF YORK ACCESSIBILITY AUDIT
RECREATION AND CONVENTION CENTRE NEW









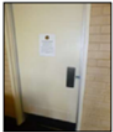



Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Convention Centre	Bar service	The bar is 1220mm high with bar stools, however table service is provided. Self serve tea and coffee facilities are provided on a low table.	Nil. Ensure that table service is provided to all people unable to access the high bar.		AS1428.2 1992 Clause 22.4						
Convention Centre	Doors	Several sets of double glazed doors connect the Convention Room to the wide verandah. When one leaf is open a clear open space of 850mm and a level threshold is achieved. Internally there are emergency push handles. Externally, D handles are set between 1130 and 1320mm high, where a height between 900 - 1100mm is allowable.	Lower the door handles so that the base is lower than the upper limit level, i.e. lower than 1100mm AFL.	Compliance and inclusion	AS1428.1 2009 13.5.3 (a)	Low			\$1,000	Lower 12 D handles on a metal frame.	
Convention Centre	Corridor	The corridor leading to sanitary facilities is accessed at either end by cat and kitten doors that are held open, providing a clear open space of 870mm. The corridor is 1420mm, providing sufficient width for a person using a wheelchair to turn into the unisex accessible toilet.	Nil.		AS1428.1 2009 Clause 13.2 & Figure 31						
Convention Centre - Unisex accessible toilet /shower	Door	The door meets all of the circulations space and door hardware requirements.	Nil.		AS1428.1 2009 Clause 13						
Convention Centre - Unisex accessible toilet /shower	Circulation space	The length of the room is longer than required, however the width falls 20mm short of the 1900mm requirement (with shower seat in the folded up position).	Nil.	This is considered to be a minimal discrepancy. The space between the side of the pan and the seat in the folded down position is 1250mm, sufficient for a person using a wheelchair to 'back in' to undertake a side transfer onto and off the pan.	AS1428.1 2009 Clause 15.2.8						
Convention Centre - Unisex accessible toilet /shower	Fittings and fixtures	Fittings and fixtures generally meet the requirements. The toilet set out is 40mm too far however as the circulation space forward of the pan, this is not considered to be a barrier.	Nil.								
Convention Centre - Unisex accessible toilet /shower	Basin	The basin is 770mm high, meeting the height requirements of the superseded AS1428.1 2001, however the contemporary height requirement is 800- 830mm high.	Nil.	The height met the requirement at the time of construction and all other aspects of the washbasin meet the requirements.	AS1428.1 2009 Figure 44(B) and AS1428.1 2001 Figure 23						
Convention Centre - Unisex accessible toilet /shower	Sanitary bin	The sanitary bin is positioned in the required circulation space at the side of the pan.	Ensure that the sanitary bin is positioned between the pan and the side wall, on an ongoing basis.	Compliance.	AS1428.1 2009 Clause 15.4.5	High					
Convention Centre - Unisex accessible toilet /shower	Shower vertical grab rail	The distance from the side wall to the vertical rail is 470mm where a distance of 580-600mm is required.		This is noted as a non compliance but as it does not impinge on the operation of the shower seat, and rectification would also require relocation of the tap as well as the grab rail, it is considered fit for purpose.	AS1428.1 2009 Figure 48						
Convention Centre - Unisex accessible toilet /shower	Baby change	The baby change is set 870mm from the floor to the base of the table and 940mm to the top, where a maximum height of 820mm with a clearance underneath of 720mm when in the folded open position, is required.	Lower the change table so that the height to the top is 820mm.	Inclusion.	AS1428.1 2009 Clause 15.2.8.2	Medium			\$100	Lower the existing baby change table.	
Convention Centre - Unisex accessible toilet /shower	Coat hook	Coat hooks have not been provided.	Provide two coat hooks within reach of the shower seat, set between 1200 and 1350mm AFL and no closer than 500mm from an internal corner.	Compliance.	AS1428.1 2009 Clause 15.5.10 and 15.4.4	High			\$150	Install two clothes hooks.	
Convention Centre - Unisex accessible toilet /shower	Shelf	There is no shelf provided.	Install a compliant shelf.	Compliance.	AS1428.1 2009 Clause 15.4.2	High			\$250	Install a shelf 120mm wide and 400mm long.	



SHIRE OF YORK ACCESSIBILITY AUDIT
RECREATION AND CONVENTION CENTRE NEW



Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Convention Centre - Unisex accessible toilet /shower	Backrest	There is no backrest on the toilet pan.	Install a compliant backrest on the toilet pan.	Safety.	Clause 15.2.4	High			\$350	Remove the toilet seat and supply and install a backrest.	PC sum of \$250 for supply of backrest allowed.
Convention Centre - Unisex accessible toilet /shower	Signage	The sign does not inform the user that a shower is available and it has been installed on the door, rather than the latch side of the door.	Provide a sign on the latch side of the door, set with the Braille information between 1250 and 1350mm afl and ensure that the sign with Braille and tactile has, in addition to current information.	Compliance.	Access Code D3.6 and D4, AS1428.1 2009 Clause 8	Low			\$150	Install RHS UAT, shower and baby change sign on latch side of door.	
Convention Centre - Male and female toilets	Signage	Signage for both male and female toilets is positioned on the door. The current sign has Braille and tactile information with the Braille at the correct height.	Relocate male and female toilet signs to the latch side of the door.	Compliance.	Access Code D3.6 and D4, AS1428.1 2009 Clause 8				\$100	Relocate M and F signs to the latch side of doors.	
Convention Centre - Male and female toilets	Ambulant toilets	Whilst there is no mandatory requirement to provide ambulant toilets unless a major upgrade of the sanitary facilities is undertaken, OHA has noted that the cubicles meet the circulation space requirements, the pan set out and height and there is a coat hook installed. The door width is 685mm where a minimum width of 700mm is required. Whilst OHA acknowledges that the door width is 15mm short of the minimum width and cannot easily be widened we are of the opinion that the recommendations should be undertaken.	Designate one cubicle in the male and female toilet to be an ambulant cubicle by installing grabrails and a compliant sign on the door.	Enhancement.	AS1428.1 2009 Clause 16	Medium			\$1,000	Install 2 ,400x400 L shaped grabrails and a reinforcing noggin on one partition. Install a Braille and tactile sign on the door.	
Staff unisex accessible toilet (UAT)	Access to and within	On the day of the audit the staff UAT was being used as a storage room and was unable to be assessed.	Remove stored items from the UAT to enable use by staff with a disability.	Inclusion.							
Gymnasium	Doors	The glazed double entrance doors into the gymnasium and parents room meet the requirements for width, level access and door hardware. The single door connecting the parents room and the gymnasium meets the requirements.	Nil								
Parents room UAT	Access to and within	The parent room toilet meets most of the requirements for a UAT to the specifications of AS1428.1 2001 other than the width of the room that is 1980mm rather than 2000mm. The parent room toilet falls short of the following compliances to AS1428.1 2009: • Door width of 820mm and has a knob handle • The basin is 30mm too low at 770mm • The pipe restricts the under basin space • There is no identification signage	Replace the knob handle with a lever handle. Give consideration to providing identification signage at the doorway, indicating that the room is a toilet. It may not be considered appropriate to provide a designated unisex accessible toilet as it is the only sanitary facility available off the parents space and provision of one toilet designated as a UAT may be confusing for some people who may believe that they are not allowed to use a UAT.	The toilet meets most of the AS1428.1 specifications and as such the toilet concession would apply. Further a compliant UAT is provided within the gymnasium.	AS1428.1 2009 Clause 13.5.2	High			\$400	Install a 'toilet' sign and replace knob handle with lever	
Gymnasium - accessible sanitary facility	Door	The door meets all of the circulation space and door hardware requirements.	Nil.								



SHIRE OF YORK ACCESSIBILITY AUDIT
RECREATION AND CONVENTION CENTRE NEW



Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Gymnasium - accessible sanitary facility	Circulation space	The room meets the dimensional requirements.	Nil.								
Gymnasium - accessible sanitary facility	Fittings and fixtures	Fittings and fixtures generally meet the requirements.	Nil.								
Gymnasium - accessible sanitary facility	Basin	The basin is 770mm high, meeting the height requirements of the superseded AS1428.1 2001, however the contemporary height requirement is 800- 830mm high. Further the waste pipe is not offset / plumbed into the rear wall and therefore creates a footplate obstruction.	Replace the basin, set at 800-830mm afl and ensure that the waste is offset or is plumbed through the rear wall, ensuring that compliant knee and footplate clear and is achieved.		AS1428.1 2009 Figure 44(B) and AS1428.1 2001 Figure 23	Medium			\$1,500	Replace the basin.	
Gymnasium - accessible sanitary facility	Shower rail	The distance from the side wall to the rail is 400mm where a distance of 580-600mm is required.	Install a new shower rail, 580 - 600mm way from the side wall, 50mm away from the tap. Ensure the rail is grab rail strength and preferably extends down to the horizontal grabrail.		AS1428.1 2009 Figure 48	Low			\$400	New shower rail, grab rail strength.	
Convention Centre - accessible sanitary facility	Coat hook	Coat hooks have not been provided.	Provide two coat hooks within reach of the shower seat, set between 1200 and 1350mm AFL and no closer than 500mm from an internal corner.		AS1428.1 2009 Clause 15.5.10 and 15.4.4	High			\$150	Install two clothes hooks	
Gymnasium - accessible sanitary facility	Shelf	There is no shelf provided.	Install a compliant shelf.		AS1428.1 2009 Clause 15.4.2	High			\$250	Install a shelf 120mm wide and 400mm long.	
Gymnasium - accessible sanitary facility	Backrest	There is no backrest on the toilet pan.	Install a compliant backrest on the toilet pan.		Clause 15.2.4	High			\$350	Remove the toilet seat and supply and install a backrest.	PC sum of \$250 for supply of backrest allowed.
Gymnasium - accessible sanitary facility	Signage	The sign does not inform the user that a shower and toilet is available and it has been installed on the door, rather than the latch side of the door.	Provide a sign on the latch side of the door, set with the Braille information between 1250 and 1350mm afl and ensure that the sign with Braille and tactile has both the shower and toilet identified, in addition to current information.		Access Code D3.6 and D4, AS1428.1 2009 Clause 8	Low			\$150	Install RHS UAT, shower and baby change sign on latch side of door.	
Change rooms	Accessibility	Both the home visitor change rooms have wide doors with D handles, there is sufficient internal space to move past the modesty wall. Sanitary facilities in both are not suitable for a person who requires an accessible toilet and shower.	Nil. Recommendations below relate to provision of an accessible sanitary facility that could be used by spectators with a disability and any participants who require a larger toilet.	Given that these change rooms are for sports people who are primarily playing on rough grass surfaces which would be challenging to traverse in a wheelchair, it would not be cost effective to provide accessible toilet and shower facilities, unless the facilities are specifically used for 'disabled sports'.							



SHIRE OF YORK ACCESSIBILITY AUDIT
RECREATION AND CONVENTION CENTRE NEW



Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Spectator facilities	Sanitary facilities	OHA notes that there are no toilets that can be accessed directly by spectators. Spectators who require a standard toilet cubicle may be able to use the toilets associated with the changerooms, however these are unsuitable for spectators with disabilities.	<u>Option 1</u> Make available the staff toilet by opening the door to the Service Entry and the door to the sanitary facilities, when sporting functions are underway and access into the Centre is not available. This would necessitate a management plan to lock the door to the Convention Room and Cleaners Room. This UAT could be then available to spectators and any participants who may require a UAT. Directional signage would be required at the entrance door into the Service Entry. <u>Option 2</u> As the precinct has the Old Recreation Centre, bowling greens, netball courts and tennis courts, all without a dedicated sanitary facility for people with disabilities, consider providing an external stand alone UAT (e.g. exeloo) that is centrally located and could be accessed by all people participating or viewing the above activities.			Medium			Option 1 - \$500 Option 2 - \$175,000	<u>Option 1</u> Directional sign to a UAT. <u>Option 2</u> A stand alone UAT such as an Exeloo.	
Playground	Access to and within	Access into the enclosed playground area is through a high 'child proof gate'. There is a 140mm limestone step around the playground that extends across the gate. Standard 'off the shelf' playground equipment is installed with no accessible features. The surface of the playground is soft fall that was covered in a thin layer of white sand.	Remove the limestone wall in front of the gate as this will allow any person unable to negotiate a step to interact with some lower elements of the play equipment and other people using the playground.			Medium					
Drinking fountains	Accessibility	There are two external accessible drinking fountains on the walkways, either side of the building. On the day of the audit neither was working. There is one water cooler on the verandah at the rear of the building, facing the tennis courts.	Ensure drinking fountains are in good working order when required.			High					
Signage	Destination signage	There is no external signage to identify the building.	Install a large sign on the front of the building to assist people who may be unfamiliar with the town and the building.	Wayfinding.		High			\$450	Large sign on the front of building	
Signage	Directional Signage	There is signage adjacent the entry from the road which is very challenging to see due to the small size of the text. Once on the site there is no wayfinding signage to direct people to the various building functions. As the building is in two sections with minimal connection and there are a number of ramps and stairs, it is difficult for visitors to determine which ramp, stairway and walkway will, for example, lead them to the Conference Centre.	Install directional signage of an adequate size to be seen/read from a car to the Conference Centre from the road and once on the site. This may be best achieved with a large sign and arrow at the base of the ramp and stairs leading to the Conference Centre. Ensure that the sign is large enough to be seen by people in the carpark. Give consideration to erecting additional finger signage near the bollards at the front of the building directing visitors to the stairs and ramps that provide best access to the Conference Centre, the gymnasium, the oval, bowling greens and tennis courts.	Wayfinding.		High			\$1,000	Pole with 6 finger signs.	



SHIRE OF YORK ACCESSIBILITY AUDIT
RESIDENCY MUSEUM



Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
	Parking	Accessible parking dimensions and surface.	Whilst we acknowledge that an accessible parking space has been provided away from the main parking area, eliminating the need to negotiate a stairway, the accessible parking sign on the unmade surface of the blocked off driveway to the building has several barriers. The bay is not marked, the surface is uneven with a back to front gradient of 1:25.	Provide an accessible parking bay on a hard stand, either concrete or bitumen. Design and construct the bay to the requirements of AS2890.6, ensuring that the grade and cross slopes do not exceed 1:40 for concrete and 1:33 for bitumen. Provide a dedicated parking bay and a shared zone. Install a bollard within the shared zone as per AS2890.6 2009.	Compliance and safety.	AS2890.6 2009 Clause 2.2 and 2.3	High			\$7,500	7800 x 4800mm concrete slab, ground to be levelled. Install a bollard in the shared area. Linemarking.	
	Parking	Accessible parking bay space identification and delineation.	The space is unmarked and the sign with the word 'disabled' does not use contemporary language.	Mark the newly laid bay and shared area with yellow lines and install a sign at the head of the bay, including the international symbol of access and any wording should include 'accessible' rather than 'disabled'.	Compliance and wayfinding.	AS2890.6 2009 Clause 3.1, A3 and AS1428.1 2009 Clause 8.2	High			\$2,500	Paint to delineate the dedicated parking and shared area. Install a bollard sign at the head of the bay.	
	Accessible path from proposed accessible bay.	Surface	The current path of travel is across the unmade loose surface, through a 1300mm wide clear space in the blocked driveway to the brick paved forecourt. The surface is unsuitable for navigation by a person using a wheeled mobility aid.	Provide a hard path from the newly formed accessible parking bay to the existing brick paved area. The hard path to extend an additional 2500mm from the edge of the bay to the stone retaining wall for a length of 4000mm and then 1200mm wide for 7 metres to the brick paved forecourt. Ensure that the transition to the brick paving is smooth and even.	Compliance and safety.	AS1428.1 2009 Clause 7.1	High			\$2,500	Concrete path 2500x4000mm and 1200x7000mm.	
	Stairway to carpark	Geometry	Stair treads meet the requirements, however the bottom riser is only 75mm high where the other six are 140mm high. This discrepancy could create a hazard for people who have a ambulant mobility impairment or people with a vision impairment.	Nil. As lifting the paving at the base which would create a slope on the bottom landing of stairway (creating another potential barrier and uneven connection to the adjacent paved area), OHA emphasises provision of compliant handrails in order to provide adequate support and guidance for all people. Refer to recommendation below for handrail rectification.	Safety.							
	Stairway to carpark	Handrails	Handrails are provided on both sides of the stairway. Handrails have a narrow diameter of 30mm with no extensions at the base. Extensions at the top do not meet the requirements.	Construct and install compliant handrails to both sides of the stairway, with 300mm horizontal extensions past the top riser. Extensions at the base are to extend in the plane of the stairway for one tread length past the bottom riser and then 300mm in the horizontal plane before turning under 180°. Given that there will be cross pedestrian traffic entering from the new path leading to the accessible car bay, the handrail extension (accessible car bay side) should turn 90° at the bottom riser.	Compliance and safety.	AS1428.1 2009 Clause 11.2 and 12	High			\$4,500	Two handrails 40-50mm cross section, 2400mm long with 300mm extension at top and 600mm extension at base. One handrail to turn 90° at the bottom riser.	
	Stairway to carpark	Nosings	The current stair nosings are fading and extend for 30mm down the face of the riser where there is a current requirement that the extension down the riser is no more than 10mm.	Replace nosings with a style that meets the dimensional and the luminance contrast requirements.	Compliance and safety.	AS1428.1 2009 (f) and (g)	Low			\$1,250	7 stair nosing strips 2000mm wide.	
	Stairway to carpark	Tactile ground surface indicators (TGSIs)	TGSIs have not been provided at the top and base of stairway.	Install a 600 - 800mm wide strip of TGSIs at the top and base for the full width of the stairway. TGSIs to be set back 300mm from the top and bottom risers and be in correct luminance contrast, depending on the style of TGSIs to be installed.	Compliance.	AS1428.1 2009 Clause 11.1(h) and AS1428.4.1 2009	Medium			\$1,250	2x TGSIs 600mm wide on 2000mm wide stairs. Top to have a concrete base provided in the gravel surface.	



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Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	OS costing comments
	Step ramps to verandah	Design	Two timber step ramps have been provided to bridge the paved forecourt to the wooden verandah. Step ramps are in poor condition, with lips up to 20mm at the base.	Replace the step ramps with new, in keeping with the heritage fabric of the building. Ramps are required to have a gradient no steeper than 1:10 with no lips at the top or base, be a minimum of 1000mm wide (1200mm recommended) with the sides protected by a suitable barrier such as a handrail and kerb rail or wall.	Compliance and safety.	AS1428.1 2009 Clause 10.6	High			\$5,500	2x timber step ramps 1200mm wide by 950mm long with handrails on both sides - no extensions required, kerb rail required.	
	Main entrance	door width and hardware	The entrance door comprises two leaves and two shutters, both held open during public opening hours. The combined width is 930mm. There is a lever handle that is higher than the allowable 900 - 1100mm above floor level, however as the door is held open this does not currently pose a barrier.	Nil.			High					
	Main entrance	Threshold	There is a 70mm change in level at the doorway, where a 5mm change (bevelled edge) or 3mm (vertical edge) is allowable.	Whilst this change in level is greater than the allowable 35mm for a threshold ramp, OHA acknowledges that due to the heritage significance of the site it would not be possible to install a step ramp as this would need to be securely attached to the underlying verandah. A step ramp requires a top landing and a ramp with a gradient of 1:10. Purchase a recycled rubber ramp that can be cut to achieve the correct height as this would be a practical solution as the door does not have to be manually opened, negating the need for a top landing. In order to allow the outer shutters to be opened and closed the threshold ramp would need to be set in place when opening and removed when the museum is closed. It is the opinion of OHA that this solution will meet the needs of most people using mobility aids.	Ramp that does not meet the full requirements is due to the heritage significance.		High			\$250	A 1000mm wide raven threshold ramp or similar.	
	Access through rooms	Door and opening circulation space	Access to the various rooms and courtyards, featuring displays is via openings or doors that are held open. Openings and doorways provide 720 to 790mm clear open space. This width does not meet the current 850mm wide requirement or the superseded 800mm width requirement.	We understand that, due to the heritage status of this building, it would not be possible to widen doors or openings. The current level of access would allow people with ambulant disabilities to move through the rooms and may enable access by people using smaller style wheelchairs as a A80 standard wheelchair is 720mm wide. We note that the museum is always staffed and it may be necessary to provide additional verbal information, or where there is a specific request to see a smaller item, this could be carried to the patron. In some instances assistance may be offered, as, whilst independent wheelchair access may not be possible, with assisted access many wheelchairs can be more manoeuvrable. Give consideration to developing a virtual tour that can be accessed on the research computer for people unable to move through all areas of the museum.	Heritage status prohibits any structural change.	AS1428.1 2009 Figure A1	High					



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Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
	Access through rooms	Level changes	At some of the openings and doorways there are small changes in level at the thresholds. We understand that due to the heritage significance of this building it is not possible to rectify changes in level, through public access areas. The most significant change in level, has a central dip (40mm change in level at each side and 20mm change of level in the centre, due to wear and tear.	Refer to possible assistance or alternative access strategies above.	Heritage status prohibits any structural change.		High					
	Access to displays	Circulation space	Generally there is sufficient space for people using wheeled mobility aids to access displays with some pinch points reduced to 800mm. Given the size of the rooms and number of artefacts and cabinets on display, a reasonable level of access has been maintained.	Refer to possible assistance or alternative access strategies above.								
	Access to reference desk	Circulation space	On the day of the audit, access to the desk was impinged by a moveable empty cabinet that we were informed would not generally be in this position.	Ensure that the desk can be accessed by all, including people using wheeled mobility aids. A 1200mm wide path of travel with 1500x1500mm circulation space, to enable a person to make a 90° turn to the front of the desk is recommended.	Equity		High					
	Research desk	Accessibility	We acknowledge that the style of the desk is keeping with the heritage building, however the 640mm height and width of knee access may not meet the needs of all people using wheelchairs.	Given consideration to purchasing a height adjustable desk.	Given that there are significant unresolvable physical constraints throughout the museum and the recommendation for a virtual tour for people unable to comfortably move through all rooms, a fully accessible desk that can be adjusted to meet individual needs may go some way to alleviating the shortcomings.		Medium			\$1,000	Electrically height adjustable desk.	
	Displays	Accessibility	Displays are generally at a level to be visually apparent to both children and people using wheelchairs. The strategically placed glazing allows additional vision through to some cabinets to displays at the rear. Some interactive displays, where panels are lifted, are too high at 1440mm above floor level. AS1428.2 1992 recommends a side reach of 1350mm is achievable for most people using wheelchair.	Where possible lower the interactive displays so that the highest operable component is no higher than 1350mm, where there is sufficient circulation space for a side approach. This dimension should be taken into account for any further interactive displays.	Equity		Medium					
	Displays	Signage and written information	Signage is in a Sanserif font and the lettering is generally in good luminance contrast to the background. In some instances a shadow effect behind the lettering may interfere with the required contrast. Generally the print is sufficiently large and we note that large print leaflets are available. Some of the signage, where there is a lot of information on one sign, extends too high to be read by a person in a wheelchair. We note that additional written material is provided and as the museum is staffed at all times, assistance is available when required.	Where additional or future signage is developed be mindful of a requirement for 30% luminance contrast between letters and the background.								
	Seating	Picnic tables	There are several fixed picnic tables with fixed bench seating in the paved courtyard. There is no accessible table with a space for a wheelchair.	Provide one accessible picnic table on the paved forecourt.	Equity	AS1428.2 1992 Clause 24	Medium			\$6,250	One accessible picnic setting.	Cost based on Cox Urban Furniture Promenade range P.M.D. TBS-2-DA.



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Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
	Seating	Bench seating	Both bench seats on the verandah have backrests and one seat has armrests.	Nil.								
	Sanitary facilities	Unisex accessible toilet (UAT)	There is no unisex accessible toilet provided.	<p>We note that the building that houses the sanitary facilities is more contemporary and is not heritage listed, and, as the whole site is heritage listed it would not be possible to erect a separate UAT elsewhere on the site. Under these circumstances consider converting the female toilet (combined space of both rooms in this facility is 2700x2180mm). This strategy would require the following modifications:</p> <ul style="list-style-type: none"> • Constructing a ramp from the ground level paving up to the elevated walkway connecting both buildings (this item is addressed below) • Widening the door to achieve 850mm clear open space • Resolving the 45mm step at the doorway to achieve level access • Demolishing the dividing wall between the two rooms in this sanitary facility • Installing fittings and fixtures required in a UAT, complying with all of the circulation space requirements <p>• Installing signage on the latch side of the door to indicate a female and unisex accessible toilet. OHA is of the opinion that given the space constraints and the relatively low patronage, this shared facility would meet the needs of all users.</p>	Compliance and equity	AS1428.1 2009 Clause 15, 13.1 and 7.3	High			\$20,000	Widen a doorway and provide a new door with lever handle, level the threshold, remove a 2500mm long wall. Fit out for an accessible UAT. Purchase and install UAT and female toilet signage.	
	Raised walkway	Wheelchair access	External access to the raised walkway that connects the two buildings is via two steps. The door into the museum from the raised walkway is staff access only, and, given the narrow doorways within the museum an accessible path of travel to the proposed UAT via the rear museum door and raised walkway could not be achieved. Currently an accessible path of travel to the proposed UAT/female toilet is not provided.	<p>Install a ramp (minimum 1000mm wide between handrails), next to the stairs that links from ground level to raised walkway. The ramp is to meet the following requirements:</p> <ul style="list-style-type: none"> • Gradient (no steeper than 1:14) • As the rise is 340mm, the ramp (with a gradient of 1:14) will be approximately 4.7 metres long • Handrails on both sides with horizontal extensions at the top and base. The extensions at the top to turn through 90° onto the raised walkway, therefore not creating a hazard for cross pedestrian traffic • Kerbs or kerb rails on both sides • Warning style tactile ground surface indicators at the top and base. 	Equity.	AS1428.2 2009 Clause 10.3 and 12 AS1428.4.1 2009 figure 2.3(b)				\$8,500	4.7 metre long ramp with compliant handrails and kerb rails each side, turning through 90° at the top intersection. 1200mm wide x 600mm deep TGSIs x2.	
	Raised walkway	Steps	Two steps with adequate contrast strip nosings lead from the paved forecourt to the raised walkway. Stairs are 1000mm wide, therefore provision of handrails would reduce the width to be less than 1000mm, a non-compliant width. Consequently provision of a ramp with handrails. Tactile ground surface indicators have not been installed.	Install a 600 - 800mm wide strip of TGSIs at the top and base for the full width of the stairway. TGSIs to be set back 300mm from the top and bottom risers and be in correct luminance contrast, depending on the style of TGSIs to be installed.	Compliance.	AS1428.1 2009 Clause 11.1(h) and AS1428.4.1 2009	Medium			\$500	2x TGSIs 600mm width on 1000mm wide stairs.	



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Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	OS costing comments
	Male toilet	Accessible path of travel	The path at the side of the building leading to the male toilet is unstable comprising undulating gravel providing a 370mm wide pinch point between the steps that protrude into the pathway and the bricked drain that drops away. The width and the poor state of the path would be a hazard to all people, particularly people with an ambulant disabilities or people with a significant vision impairment.	Remediate and widen the path with a stable and even surface. The entire width to be no less than 600mm wide. The path to extend from the brick paved forecourt to the stairs leading to the male toilet.	Safety.		High			\$2,000	600mm x 20 metres of paving.	
	Male toilet	Steps	There are three steps up to the male toilet. Steps have adequately marked nosings, however there is no handrail or tactile ground surface indicators.	In this instance and location, OHA is of the opinion that tactile ground surface indicators would not be warranted. As the width of the stairway is less than 1000mm wide, two handrails would significantly reduce these already narrow stairs. Provide one handrail on the open side of the three steps, abutting the wall at the top.	Safety.		High			\$750	One 1200mm long handrail.	
	Male toilet	Signage	The male toilet is not evident from the main building.	Install directional signage to the male and toilet to be visible from the paving close to the female toilet.	Wayfinding.		High			\$450	One wall mounted sign.	
	Male toilet	Signage	The male toilet has a sign on the door that does not meet the current requirements.	Install a compliant sign on the door that includes Braille and tactile information.	Compliance. The recommended position is not compliant however Braille information on latch side of the door could not be tactually read due to the width of the stairway.	Access Code D3.6 and D4	High			\$150	Male toilet sign with Braille and tactile information.	
	Settlers Kitchen garden	pathway	There is a narrow undulating recycled brick paved path through the garden that would not be suitable for a person with an ambulant disability or a person using a wheelchair to navigate.	Nil. The path follows the contours of the land as it meanders through the garden. OHA is of the opinion that the features of the garden can be viewed from the brick paved area adjacent the picnic tables.								



SHIRE OF YORK ACCESSIBILITY AUDIT
YORK MEMORIAL SWIMMING POOL



Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
	Accessible Parking	Provision	Allocated accessible parking bays have not been provided.	Provide an accessible bay designed to AS2890.6 2009 requirements. As the existing angled parking bays are able to accommodate the required length, create a 45 degree angled accessible bay and adjacent shared area on the southern side of the entry driveway on Georgiana Street. (Currently a grassed verge).	Inclusion and DDA.	AS2890.6 2009	Medium			\$ 7,250	Install a AS2890.6 2009 compliant in a grass verge.	
	Accessible path of travel	Kerb ramp	A kerb ramp has not been provided from the car park to the footpath at the front of the pool.	Install a kerb ramp adjacent the base of the pedestrian ramp.	Inclusion and DDA.	AS1428.1 2009 Clause 10.7	High			\$ 1,750	Install a kerb ramp for a 60mm rise.	
	Step ramp	Dimensions	The rise is 190mm and the gradient is 1:11 with a width from the handrail to the wall of 1105mm. The barriers include: - The length of 2340mm exceeds the 1900mm maximum allowable. - A kerb rail/wall or suitable barrier has not been provided to avoid wheeled devices leaving the ramp unexpectedly. - The top landing is 1200mmx1200mm where 1500x1500mm is required for a 90 degree turn. - The landing at the base is impinged by the down pipe and pit cover (600mm from the transition of the ramp). The pit cover has gaps and lips up to 25mm high and wide. OHA have been advised that mobility scooter users do attend the pool and it is noted that the existing ramp does not address the circulation spaces required for safe access via mobility scooters.	Remove the existing ramp and replace with a more inclusive entry statement that is fully contained within the entry space at the front of the building, with the base of the ramp set away from the current barrier of the down pipe and pit. This entry statement could include both a step ramp and an adjacent step. One suggested design is: - Relocate the redesigned ramp so that the majority of the ramp length and landing is contained within the entry space, thus reducing the width of the step - The ramp to have a gradient of 1:10, be 2500mm wide with a 2500mm landing at the top, to enable easier access by people using mobility scooters - Construct a low wall, approximately 400mm high on the free standing edge of the ramp and landing - Where required construct a short 400mm high wall that extends from the façade of the building along the verandah edge of the ramp to the landing	Safety, inclusion and DDA.	AS1428.1 2009 Clauses 7, 10.6 & 10.8	High	 		\$ 6,250	Remove current step ramp and reconstruct as per recommendation, include the ramp, low wall, landing relocated step, handrails and nosing in this costing.	
	Step ramp	Handrail	The handrail has the following barriers: - there is a handrail on one side only. - the handrail terminates prior to the transition at the base of ramp.	See recommendation above	Safety and DDA.	AS1428.1 2009 Figure 22(a) and Clause 12	High				See above.	
	Steps	Dimensions	There is one step 170mm high step at the front entry. The bitumen at the base of the step a vertical gap of 30mm.	See recommendation above	Safety and DDA.	AS1428.1 2009 Clause 7	Medium				See above.	
	Steps	Handrails	A handrail has not been provided for the step and it is acknowledged that it is not a building code requirement to do so. It is noted the handrail for the step ramp is close by and some people may choose to hold this for support, however, this is not considered an appropriate or safe method of assistance to ascend the stairs.	To enhance safety of this step install a handrail to meet AS1428.1 2009 Clauses 11.2 & 12.	Safety	AS1428.1 2009 Clauses 11.2 & 12	High				Install a handrail to one side of the step.	



SHIRE OF YORK ACCESSIBILITY AUDIT
YORK MEMORIAL SWIMMING POOL



Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	OS costing comments	
	Entry gate	Accessibility	There is an external gate which is opened by staff and locked in the open position during the hours of operation of the pool. There is a turnstile gate which OHA have been informed is not generally used. There is a latched gate through which all pool users enter after payment. The gate is wide at 940mm and the latch is located at an accessible height of 1020mm above the concrete. The latch style may require two hands to use or may be challenging for a person with reduced hand dexterity.	It is noted that entrance to the pool is monitored/supervised and therefore assistance is readily available from staff if required. As children's safety takes precedence, changing the latch is not recommended and a management approach of staff assistance is appropriate in this instance.		AS1428.1 2009 Clause 13.5							
	Counter	Accessibility	The counter which is the dual use entry counter and the kiosk is 1070mm high. This is considered an accessible height for a side approach for a person using a wheelchair to pass small food and drink items across.	It is noted staff are very responsive to individual need so would be able to provide assistance if a person was not able to reach the item required.		AS1428.2 1992 Figure 23							
	Pool mobile stair entry	Accessibility	A mobile set of stairs is located within the largest/deepest pool. This wheeled set of stairs is locked in place in a semi permanent manner. These stairs are wide, have rubber nosing's and have a handrail on each side. Whilst these stairs do not meet every element of stair requirements for a building they meet the intent for safe use within an aquatic environment.	No change required.		AS1428.1 2009 Clause 11 & 12							
	Step entry into pools	Handrails	There are three pools. The 75mm deep pool has one step without a handrail. The 24mm deep pool does not have a handrail.	Install a handrail into both the 75mm and 24mm pools.	Inclusion and safety.	AS1428.1 2009 Clauses 11.2 & 12	Medium			5	1,750	Install 2 x handrail (one into each pool.)	
	Picnic tables	Accessibility	The picnic tables have no accessible features.	Provide one accessible style of picnic table.	Inclusion and DDA.	AS1428.2 1992 Figure 24	Medium			5	6,250	Provide one accessible style of picnic table.	Cost based on Cox Urban Furniture Promenade Range PMD.TB5-2-DA
	Seating	Accessibility	There is a number of seats surrounding the pools. All are 430mm high with a backrest.	Consider providing some seating with armrests.	Inclusion and DDA.	AS1428.2 1992 Clause 27.2	Medium			5	4,000	2x benches with backrests and armrests.	Cost based on Cox Urban Furniture Promenade Range PMD.5BA-2
	Wheelchair seating space	Provision	A space for a person in a wheelchair to position themselves next to the available seating, under the available shade structure has not been provided due to the position of the supporting poles.	Cut back end of one of the bench seats to create an 800mm wide x 1300mm deep wheelchair seating space.	Inclusion and DDA.	AS1428.1 2009 Figure 1	Medium			5	650	Cut back 300mm off the end of one bench seat and make good.	
	ramp entry	Provision	For a pool the with the dimensions of the large pool at York contemporary requirements as per the Premises Standard D3.10 would require ramp entry into the pool.	While there is no requirement to retrospectively provide access consider installing a ramp into the 50 metre pool which has a depth at one end of 900mm and 1830mm at the other.	Inclusion and DDA.	Premises Standard D3.10	Medium			5	2,500	Install a ramp into the 50 x 12.5 metre pool which has a depth at one end of 900mm and 1830mm at the other.	Costed for a consultant, such as an aquatic engineer to advise the Shire of York on the feasibility of installing a pool ramp



SHIRE OF YORK ACCESSIBILITY AUDIT
YORK MEMORIAL SWIMMING POOL



Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	OS costing comments
	Hoist	Provision	The seated hoist which is wheeled into place is stored in a shed and has clearly not been used for some time.	The Shire of York is encouraged to take responsibility for making the hoist available to members of the public who require assistance into the pool by: <ul style="list-style-type: none"> Relocating it to a more accessible location. This could be in the provided shed in a more appropriate location Providing regular maintenance Training staff in manual handling of this heavy piece of equipment Advertising the existence so that patrons are made aware and feel confident in requesting that the hoist is set in place and assistance is available if required 	Inclusion and DDA.		High					
	Unisex accessible toilet	Provision	A unisex accessible toilet has been provided and assessed against AS1428.1 2001 requirements.									
	Unisex accessible toilet	Path of travel - culvert	There is a culvert which is on the path of travel to the UAT which would be a barrier for a person using a wheelchair.	Provide a cover over the culvert which is traversable by a wheelchair.	Compliance	AS1428.1 2009 Clause 7	High			5	275	Install a metal plate over the culvert. The culvert is 240mm wide for a length of 1200mm.
	Unisex accessible toilet	Path of travel - grate	There is a grate across the opening in the fence to the UAT. The apertures of the grate are 15x90mm with the long length in the direction of travel which may create a barrier for a person using a wheelchair.	Replace the grate with a style which is compliant with AS1428.1 2009 Clause 7.5 requirements.	Compliance	AS1428.1 2009 Clause 7.5	Medium			5	275	Replace the grate (900mm width).
	Unisex accessible toilet	Path of travel - paving	The paving adjacent the culvert which forms the path of travel to the UAT is broken and uneven with depressions and lips. The brick paving adjacent the privacy screen has several bricks depressed by 20mm.	Replace the concrete pavers and relay the brick pavers to ensure a traversable path of travel for a wheelchair user.	Compliance	AS1428.1 2009 Clause 7	High			5	200	Replace 5x 500x500mm concrete pavers. Relay and lift 3 bricks.
	Unisex accessible toilet	Door circulation space - external	The clear open door width 870mm, this requirement is met. The external door circulation space is limited to a width of 1170mm by the privacy screen wall where 1240mm is required.	Remove or relocate the privacy screen to create the required 1240mm minimum external door circulation space to allow a person using a wheelchair to turn, open and move through the doorway.	Compliance	AS1428.1 2009 Figure 31 (b)	Medium			Option 1 - \$1000 Option 2 - \$3500	Option 1: Remove the privacy screen and install another row of brick paving to widen the path to 1240mm for approx. 1.5 m. Option 2: Remove the existing privacy screen, widen the path and install a new privacy screen.	
	Unisex accessible toilet	Door circulation space- internal	The bench that houses the basin extends for the length of the room and provides 110mm internal latch side door clearance where 470mm is required.	Remove 500mm from the length of the bench adjacent the door to provide a compliant internal door circulation space.	Compliance	AS1428.1 2009 Figure 31 (b)	High			5	350	Remove 500mm from the length of the bench adjacent the door to provide a compliant internal door circulation space.
	Unisex accessible toilet	Door hardware	Knob handle located at 1000mm high. It is noted no in use indicator has been provided.	Replace the knob handle with a compliant handle style e.g. lever or D handle and install an in use indicator.	Compliance	AS1428.1 2009 Clause 13.5.2	Medium			5	275	Replace the knob handle with a compliant handle style e.g. lever or D handle and install an in use indicator.



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YORK MEMORIAL SWIMMING POOL



Location	Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	OS costing comments
	Unisex accessible toilet	Circulation space	The pan circulation space between the basin and the pan is 950mm where 1100mm is required. It is acknowledged that the bench is used as a baby change table.	It is understood that there is a relatively small number of people who complete a 'front on' transfer onto the toilet pan therefore the 150mm impingement at the front of the pan does not warrant rectification at this time. However in the future, if a wheelchair user identifies this as a barrier, change will need to be made at this time.	Compliance	AS1428.1 2009 Clause 15 and Figure 31	Low					
	Unisex accessible toilet	Toilet paper dispenser	Toilet paper dispenser is located above the grab rail, out of the range required.	Relocate the toilet paper dispenser to be below the grab rail in the zone required by AS1428.1 2009 Clause 15.2.6.	Compliance	AS1428.1 2009 Clause 15.2.6	Medium			\$	100	Relocate the toilet paper dispenser and make good the original location.
	Unisex accessible toilet	Coat Hook	A coat hook has not been provided.	Install a coat hook between 1200-1350mm above the floor level.	Compliance	AS1428.1 2009 Clause 15.4.4	High			\$	50	Install a coat hook.
	Unisex accessible toilet	Shower	This shower is not considered an accessible shower as a fixed shower rose and capstan tap have been provided in the corner. The fittings and fixtures required of an accessible shower have not been provided.	Install all the fittings and fixtures of an accessible shower.	Inclusion and DDA.	AS1428.1 2009 Clause 15.5	Low			\$	1,200	Remove existing shower rose and capstan tap and install all the fittings and fixtures of an accessible shower.
	Unisex accessible toilet	Directional signage	No directional signage has been provided to the unisex accessible toilet and as it is located out of the line of sight from the entrance, signage is recommended.	Install directional signage from the main entrance to the unisex accessible toilet.	Inclusion and DDA.		High			\$	200	Install two wall signs with UAT symbol and arrow.
	Unisex accessible toilet	Signage	Signage has not been provided for the unisex accessible toilet.	Signage with information in text and Braille and tactile formats, with the appropriate internationally recognised symbol of access and colour treatment is required to identify the unisex accessible toilet. The signage must identify the facility is suitable for right hand use (as a right sided transfer is required onto this pan). The sign to be installed on the wall on the latch (handle) side of the door. 1200-1600mm high, with the leading edge of the sign located between 50 and 300mm from the architrave. The sign to be installed so that the Braille is at a height of 1250-1350mm.	Compliance	Premises Standard D3.6 & Part D4 AS1428.1 2009 Clause 8	High			\$	100	Install UAT signage on latch side wall.
	Change rooms	Accessibility	The male and female changerooms have a 1200x1200 entry with a 15mm lip x2. The changerooms are an open room with bench seating. The showers are an open rooms with fixed shower roses and capstan taps.	No change required at this time as there is no expectation that this space will be changed as due to it's open/wide nature it will be used by those able to use it and those that require a more specialised fixtures and fittings can use the UAT/shower.								



SHIRE OF YORK ACCESSIBILITY AUDIT
OLD RECREATION CENTRE



Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	OS costing comments
Parking	Accessible parking	There is no specific or marked parking for this Centre, however the area directly in front of the building (between the new and old Recreation Centres) appears to be a parking area. There is no designated accessible parking bay. The parking on the opposite side of the new Recreation and Convention Centre has accessible bays with an accessible path of travel to the entrance to the Old Recreation Centre, however the travel distance is considered to be excessive. Further any person requiring the use of an accessible bay would require prior knowledge of the layout and connection between the two buildings.	In order to provide equal opportunities for people with disabilities, give consideration to marking one accessible bay on the covered hardstand that is in close proximity to the main entrance door. The bay is to be designed and constructed to the contemporary accessible parking standard.	Equity.	AS2890.6 2009	Medium			\$ 1,850	Mark one accessible parking bay on the existing concrete hard stand.	
Accessible parking	Directional signage	Should an accessible bay be provided undercover at the front of the building, directional signage will be required.	Install a sign to indicate an accessible bay has been provided at the entrance to the car park on the opposite side of the road and to the entrance to the unmarked parking area at the front of the building (where an accessible bay will be provided). We note that there is no accessible bay in the car park on the opposite side of the road and there is no accessible path of travel. The opening in the fence is 940mm wide and the ground surface is soft sand / mulch.	This bay could then serve drivers with disabilities requiring access to the building or the netball courts at the rear of the building.	AS2890.6 2009 Appendix A3 (a)	Medium			\$ 950	Two elevated directional signs.	
Accessible path from proposed accessible bay to entrance	Surface	The concrete hardstand abuts an area of brick paving directly in front of the main entrance to the Old Recreation Centre.	Nil.								
Accessible path from proposed accessible bay to the courts	Surface	The path of travel at the side of the building from the brick paving to the netball courts is soft sand and mulch.	Provide a 1200mm wide hard path from the paved area in front of the main entrance along the side of the building and across the soft mulch to the netball courts.	Equity.	AS1428.1 2009 Clause 7	Medium			\$ 8,250	1200mm wide concrete path, 35 metres long.	
Entrance (external)	Change in level	There is a 140mm wide step at the entry door, externally.	Construct a step ramp for the width of the double entrance doors, ensuring a compliant landing and ramp with a gradient no steeper than 1:10. The ramp must include splayed edges or a suitable barrier.	Compliance.	AS1428.1 2009 Clause 10.6	High			\$ 3,750	1500mm wide landing 1500mm deep with a 1:10 ramp to the brick paving. Tapered sides on the 1500mm wide step ramp.	
Entrance (internal)	Change in level	There is a 40 internal lip at the door.	Set a rubber threshold ramp at the internal threshold. Whilst the height differential is 40mm with AS1428.1 stipulating a threshold ramp cannot be installed where the rise is in excess of 35mm, OHA is of the opinion that this is a cost effective solution, suitable for the environment. This solution would not deny access to any person with a disability.	Functionality.	AS1428.1 2009 Clause 10.5	High			\$ 275	1500mm wide raven style threshold ramp to bridge a 40mm high lip.	
Entrance doors	Width	Double doors with each leaf providing 740mm clear open space. When the two leaves are held open a clear open space of 1500mm is available.	It would appear that when the Centre is in use the double doors are held open and the required clear open space is achieved. Ensure that there is a robust policy stating that both doors must be held open when the Centre is in use.	Functionality and equity.		High					



SHIRE OF YORK ACCESSIBILITY AUDIT
OLD RECREATION CENTRE



Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Entrance doors	Door handles	Both doors have emergency style push handles internally and lever handles internally and externally.	Nil.								
Emergency egress		There are three double leafed emergency egress doors. Two have an external step and the third has an external ramp.	Install a sign above the accessible emergency egress door to provide information to any person in a wheelchair, requiring a step free exit. Continue the base of the ramp with a path to the proposed path to the netball courts. This will provide a safe path away from the building.	Safety		High			\$ 950	One international symbol of access sign, size of standard exit sign and a 1500mm wide concrete path approximately 2.5 metres long.	
Internal	Hall	A large open hall marked with basketball and badminton courts, with no barriers.	Nil.								
Stairway	Design	The internal stairway leads to a mezzanine level that we have been informed is leased to the Rural Dance School of WA. The school is for children and a notice on the door of the Dance School (locked on the day of the audit) requests that parents are to wait outside of the room. The stairs have the following barriers: <ul style="list-style-type: none"> Open risers 940mm width, between handrails Handrails are not circular and are too wide. They are not continuous through landings and do not have extensions at the base Hazard markings on the stair nosings extend down the small riser Tactile ground surface indicators have not been installed. 	Given that the upper space is leased for a dance studio, we would assume that in general participants and staff would require a level of mobility that would enable them to negotiate a set of stairs. The Shire should monitor use of this space and where required the current stairway should be replaced with a set that complies with all elements of an accessible stairway. OHA has not considered it necessary to recommend a lift as other more accessible spaces are available within the Shire should a lessee require an accessible space.	Functionality.	AS1428.1 2009 Clause 11 and 12	Low			\$ 25,000	Compliant stairway with 15 treads and risers, Compliant handrails, compliant hazard markings and TGSis at the top and base.	
Internal	Dance Studio	As a lift is not installed and is unlikely to ever be installed the width of the doorway does not need to meet the needs of people using wheelchairs.	Nil.								
Sanitary facilities	Unisex accessible facility	A male and female sanitary facility that includes toilets and change areas can be accessed from the hall and the outside (for use by netball participants and spectators) has been provided. There is no sanitary facility for people who require an accessible facility.	Construct a unisex accessible toilet within the hall, or an external addition that has sufficient space to change and can be accessed from the hall and the outside of the building. Ensure compliance with: <ul style="list-style-type: none"> Circulation spaces, including doorways Fittings and fixtures Controls Signage Provide a bench or seat suitable for changing and storing clothing. This bench should be outside of the required circulation space. The bench seat should meet the style and dimensions of a folding seat in an accessible shower.	Equity	AS1428.1 2009 Clause 15	Medium			\$ 38,000	Construct a fully compliant UAT on an external wall that meets all of the requirements, with a door to the hall and to the outside of the building.	



SHIRE OF YORK ACCESSIBILITY AUDIT
OLD RECREATION CENTRE



Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Sanitary facilities	Male and female toilet signage	Both the male and female toilet doors have signage on the door with no Braille or tactile components.	Install signage on the latch side of the doorways into the toilets (internal and external) ensuring the placement is correct and that the information meets the needs of all people, with the inclusion of Braille and tactile signage.	Compliance	Premises Standard D3.6(a) and Part D4				\$ 450	Four compliant signs for male and female toilets.	
Signage	Identification signage	The building did not have any prominent identification signage.	Install signage on the building that can be prominently seen from the main entrance to the property.	Wayfinding					\$ 1,000	A large sign on the building.	



SHIRE OF YORK ACCESSIBILITY AUDIT
ADMINISTRATION CENTRE



Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Parking	Accessible parking dimensions, slope and surface	Two on street parallel bays are provided on Joaquina Street in close proximity to the Administration Centre forecourt. The following barriers have been identified: <ul style="list-style-type: none"> At a width of 2.7m and a length of 7.0m the dimensions of each bay do not meet the contemporary AS2890 6 2009 3200 x 7800mm requirements. A cross slope gradient of 1.23 is steeper than the required 1.33 for a bituminous surface. 	Remake the on street accessible bays to meet the contemporary dimensional requirements. Eliminate the cross slope to achieve a compliant surface slope of 1.33 for a bituminous surface.	Compliance.	AS2860 9 2009 Clause 2.2.2 & Figure 2.4 and AS1428.1 2009 Clause 2.3.	High			\$9,000	Regrade, resurface and remark x2 accessible on-street parallel bays. 3200 x 7800mm.	
Parking	Kerb ramps	Mountable kerbs located at the front and rear of the bays have combined gradients 1:10.5 (mountable kerb), 1:5 (band of sloped bitumen) and 1:11 (pavers on the top landing)	Remake 2 x inserted kerb ramps one to the front and one to the rear of the two accessible bays to the full requirements of AS1428.1 2009 Clause 10.7, with top landings that are compliant with AS1428.1 2009 Clause 10.8.	Compliance.	AS1428.1 2009 Clause 10.7 & Figure 24 (A) and AS1428.1 2009 Clause 10.8	High			\$5,000	Construct x2 kerb insert kerb ramps and make good x2 top landings.	
Accessible path from existing accessible bays	Gradient	The slope to the principal entrance of the Administration Centre has a gradient of 1:15 at its steepest point over a distance of 6.0m. According to AS1428.1 2009 a pathway with a gradient of 1:15 is deemed a pedestrian ramp.	Provide handrails to both sides of the 6m sloped length of path, commencing at the base of the path in line with the large column, installing one handrail along the glazed library wall and the second handrail along the low red brick wall on the opposite side. Note: In order to avoid creating a pinch point between the handrail (redbrick wall) and column, commence the handrail further up the slope on this side, so as to clear the column. Ensure handrails meet design and construction requirements of AS1428.1 2009 Clause 12.	DDA and safety.	AS1428.1 2009 Clause 12.	Medium			\$6,500	Install x2 handrails each 6.0m long.	
Principal Entrance	Door threshold	A header course of red brick in the door threshold forms a 13mm lip.	Provide a threshold ramp (e.g. Raven or Tyrex or similar) for the full 1700mm width of the sliding entrance door.	Compliance.	AS1428.1 2009 Clause 6 & 7	High			\$250	Provide Raven threshold ramp 1700mm wide.	
Principal Entrance	Informative signage	Informative signage on the glazed entrance door displaying the Administration Centre's opening hours in black print may be challenging to read for a person with low vision.	Replace information on glazed door with film signage that meets good signage principles. Include lettering that is in luminance contrast to a background (i.e. black lettering on a solid white background). Install the film on the external surface so the glazing does not create a reflection.	DDA	Good Signage Principles - See Executive Summary report	Medium			\$500	Replace informative signage at main entrance door.	
Foyer	Customer service counter	At a height of 1060mm the counter is too high for people who use wheelchairs, scooters or people unable to stand for long periods due medical conditions that result in fatigue such as respiratory, cardiac, arthritic conditions and the like.	Provide a low section of counter that has the following accessible features: <ul style="list-style-type: none"> 850±20mm high; With a height of clearance from the finished floor 820±20mm; Underneath clearance width, between the legs or other fixture beneath the counter, to be a minimum of 800mm; Knee and footplate clearance according to Figure 25 of AS1428.2 1992. Where there is intent for an accessible portion of counter to also serve as a staff member's worktop refer to staff areas below.	DDA.	AS1428.2 1992. AS1428.2 1992 Clause 24.1 and Figure 25.	Medium			\$5,000	Replace a section of counter with low counter approximately 1000m wide.	



SHIRE OF YORK ACCESSIBILITY AUDIT
ADMINISTRATION CENTRE



Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Foyer	Perception Test desk	The desk at 690mm (underneath clearance) to 710mm (top of desk) and 610mm clear width under the desk, may restrict a person in a wheelchair from sitting at the desk as it is too low.	Consider replacing the desk with one that meets the following accessible requirements; <ul style="list-style-type: none"> • 850±20mm high; • With a height of clearance from the finished floor 820±10mm; • Underneath clearance width, between the legs or other fixture beneath the counter, to be a minimum of 800mm; • Knee and footplate clearance according to Figure 25 of AS1428.2 1992. AS1428.2 1992 Clause 24.1 and Figure 25.	DDA	AS1428.2 1992 Clause 24.1 and Figure 25.	Low			\$600	Provide accessible desk with dimensions as per recommendation.	
Staff areas	Entrance door	A half door to the staff counter area has a clear open width of 960mm, the following barriers are noted; <ul style="list-style-type: none"> -No internal latch side clearance; -Internal lever handle located 850mm high with no return. 	Retain the door in-situ without the required latch side clearance. Replace the lever handle with a compliant style as per AS1428.1 2009 and install at the required 900mm height.	Due to security requirements it is acknowledged that a door handle on the external side of the door has not been provided. It is therefore assumed that staff will be available to open the door to staff members as and when required, therefore modification to this door to accommodate the door circulation space is not required. Should a person be employed for whom this door poses	AS1428.1 2009 Clause 13.5.2, 13.5.3 & Figure 35(A).				\$250	Supply and install compliant lever handle.	
Staff areas	Counter	At a height of 1060mm the counter is too high for people who use wheelchairs, scooters or people unable to stand for long periods due medical conditions that result in fatigue such as respiratory, cardiac, arthritic conditions and the like.	Where there is intent for an accessible portion of counter to also serve as a staff member's worktop, give consideration for the following accessible counter height and underneath clearance as this may enable staff and approaching visitors to utilise the same surface height: <ul style="list-style-type: none"> -750±20mm high; -With a height of clearance from the finished floor 730±20mm. OHA are able to provide additional information in regards reach ranges between staff and visitors and desk depths and the like, or assist with alternative designs should a high / secure or standing height counter be required.	DDA	AS1428.1 2009 Clause 13.5.2, 13.5.3 & Figure 35(A).				\$5,000	Supply and install section of desk 1000mm wide.	
Staff areas	Office doors	The majority of office doors have clear open widths that range from 755mm to 780mm that do not meet the requirements of the superseded AS1428.1 2001 minimum 800mm requirement or the contemporary 850mm requirement. Several office doors do not meet the required door circulation space.	The Shire may consider implementing a robust management plan that addresses the needs of a staff member with a disability if and when employed. Given the internal office layout is comprised of partitioning that is conducive to modification and adjustment, as necessary the door widths can be adjusted to achieve the required contemporary 850mm clear open width. Consideration will need to be given to allocating office space that can accommodate the required door circulation space to meet contemporary AS1428.1 2009 Figure 31 requirements, and where necessary common use amenity such as the photocopy room, kitchen (refer to section below), sanitary facilities (refer to section below) and emergency egress will be required to be accessible also.	Compliance and DDA. Note the Priority rating has been set at low however in the event that a person with a disability is employed at the Administration Centre the Recommendation must become a higher priority. The Shire may consider a proactive approach by widening a selection of office doors in anticipation of offering employment to people with mobility impairments.	AS1428.1 2009 Clause 13.2 & Figure 31	Low /High					



SHIRE OF YORK ACCESSIBILITY AUDIT
ADMINISTRATION CENTRE







Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Staff areas	Kitchen corridor	An 800mm gap links the staff office area to the corridor to the rear staff kitchen. The corridor at 1020mm wide (off which the toilets are located) requires a 90 degree turn into a 1150mm wide corridor (off which the egress door is located). The corridor width meets the 1000mm requirement for an accessible path of travel, however at the 90 degree change in direction there is insufficient circulation space where a dimension of 1500 x 1500mm is required. Further, the 1150mm corridor width is insufficient to provide clear space to turn / manoeuvre at the egress door.	Given the structural limitations associated with widening the corridor and/or relocating the kitchen, the Shire may in the interim consider providing an alternative tea room facility in an accessible location if and when a person with a disability is employed. In the long term however should the Shire undertake upgrades to the Administration Centre it is advised that consideration be given to an overall redesign, construction and fit out of this area (that includes provision of an accessible unisex toilet facility and accessible emergency egress- refer to the relevant sections below).	Compliance and DDA. Note the Priority rating has been set at low however in the event that a person with a disability is employed at the Administration Centre the Recommendation must become a Higher priority.	AS1428.1 2009 Clause 6.5.1 & Figure 4	Low/High			\$2,500	Cost of design consultant to assess the feasibility of redesigning the rear corridor, kitchen, sanitary facilities and emergency egress.	
Staff areas	Kitchen door	At a clear open width of 780mm the kitchen door does not meet the superseded AS1428.1 2001 minimum 800mm requirement or the contemporary requirement. There is insufficient internal and external door circulation space.	As above.	As above.	As1428.1 2009 Clause 13.2 & Figure 31	Low/High			\$2,500	As above.	
Staff areas	Kitchen	The kitchen consists of a standard 900mm high kitchen bench, microwave set at bench height, hot water dispenser 360mm above bench height, finger capstan taps. There is sufficient circulation space in front of the bench for a person in a wheelchair to approach front or side on.	In the interim, replace the capstan taps with lever style taps and install D handles to the cupboards, this will assist people with limited hand /upper limb function such as a person with a weak grip or arthritis. As discussed above given the restrictions associated with the corridor width and turning space, clear open door width and door circulation space as identified above, remediating this existing kitchen to accommodate the access needs of a person in a wheelchair is not considered the most efficient use of resources. As discussed above an interim measure may require temporary relocation of a kitchen or tea prep area to another part of a kitchen area that is accessible. In the long term consideration must be given to the provision of a kitchen or tea preparation amenity that is fully functional and accessible to all users. For the purposes of future design and planning consider the following design elements: -A bench set at 850 - 870mm above the floor will meet the needs of all; -If a hot water dispenser is provided out of common reach range, provision of some alternative, such as an electric kettle could be made;	DDA.	DDA AS1428.2 1992 Figure 21 AS1428.1 2009 Clause 6.5.3 & Figure 44(B)	Low/High			\$3,250	As above. Plus supply and installation of lever taps, D handles x 5	
Sanitary facilities	Male and female toilets - Signage	No Braille and tactile text and symbol signage is provided to identify the entrance doors to the male and female toilets.	Provide the required Braille and tactile signs to the male and female toilets in accordance with requirements.	Compliance.	BCA Part D4 and AS1428.1 2009 Clause 8.				\$225	Supply and install M and F Braille and tactile signs x2. Unit cost of one providing one ambulant toilet with fittings and fixtures.	
Sanitary facilities	Male and female toilets - Provision of ambulant cubicles	No ambulant cubicles are provided in the male and female toilets.	Should the toilets undergo an upgrade this will necessitate provision of an ambulant cubicle in each of the male and female toilet blocks.	Compliance. (when male and female toilet refurbishment works are undertaken)	BCA Part F2 AS1428.1 2009 Clause 16						



SHIRE OF YORK ACCESSIBILITY AUDIT
ADMINISTRATION CENTRE



Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Sanitary facilities	Unisex accessible toilet	No unisex accessible toilet facility is provided.	It is understood that the Shire champions the support of people with a disability through the provision of employment opportunities and the like. In accordance with the Shire's DAP policies it is recommended that the Shire of York Administration Centre undergo upgrade to accommodate the access requirements of for staff members with a disability through the provision of contemporary amenity such as a unisex accessible toilet designed and constructed to the full rigours of AS1428.1 2009.	Compliance and DDA.	BCA Part F2, AS1428.1 2009 Clause 15.	High			\$32,500	Construct a unisex accessible toilet to AS1428.1 2009 Clause 15.	Provisional allowance of \$15,000 allowed in the costing for alterations to the building, water supplies and drainage works
Switches and controls	Location	The majority of switches and controls including light switches, air conditioner controls, alarm, swipe card sensor plate are set at a height of 1200mm - 1500mm, which exceeds the required 900-1100mm height for switches and controls.	When necessary lower switches and controls along an accessible path of travel to a height of 900-1100mm and not less than 500mm from an internal corner. The priority for this action will be escalated should it be required for an employee with a disability.	Compliance and DDA.	AS1428.1 2009 Clause 14.1	Low /High			\$600	Unit cost to relocate x1 switch.	
Rear staff entrance/Emergency egress	Door threshold	The rear egress door with swipe activation is also the secure staff entrance. The step in the door threshold is comprised of red brick at 90mm high with a 10mm threshold plate.	In the event that a staff member with a disability is employed construct a compliant step ramp at this door. Given all other access constraints there is no apparent benefit to installing a ramp at this time.	Compliance.	AS1428.1 2009 Clause 10.6	Low /High			\$5,000	Construct and install step ramp.	Costings include handrails and kerb rail both sides. If not required cost would be \$2,500
Rear staff entrance/Emergency egress	Door hardware and swipe card	At a height of 1270mm externally and 1160mm internally (from the ground /floor surface) the door handle is too high. The swipe panel at 1460mm is too high.	Lower the lever door handle and swipe panel to a height that is no lower than 900mm and no higher than 1100mm above the plane of the finished floor. Given all other access constraints there is no apparent benefit to lowering door handles and swipe cards at this time.	Compliance.	AS1428.1 2009 Clause 13.5.3 & 14.1	Low /High			\$1,000		
Rear staff entrance/Emergency egress	Door circulation space	There is insufficient internal door circulation space due to the narrow 1150mm of the corridor, a dimension of 1240mm is required.	Given the structural limitations associated with widening the corridor no action in the interim is required. However in the long term should the Shire undertake an upgrade to the Administration Centre then an overall redesign should be considered that addresses the rear corridors, rear staff door, access to the kitchen and provision of a unisex accessible toilet facility.	Compliance.	AS1428.1 2009 Figure 31				\$2,500	Cost of design consultant to assess the feasibility of redesigning the rear corridor, kitchen, sanitary facilities and emergency egress.	
Hearing Augmentation	Customer service counter	No counter-top system was provided at the customer service counter.	Explore the potential to install a counter based hearing augmentation system at the customer service counter and ensure if this is undertaken, that it is signed with the international symbol of access.	DDA.	Portable hearing loop				\$750	Cost of a counter-top (reception) hearing augmentation system (microphone, induction loop amplifier, loop cabling (pad) and signage (Braille & tactile signage).	



SHIRE OF YORK ACCESSIBILITY AUDIT
SHIRE DEPOT







Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Parking	Accessible parking	<p>Parking for visitors, including those with disabilities has not been provided at this Depot. OHA has been informed that the entrance gate into the Depot will be converted to 'electronic gates' with no public access. On the day of the audit staff described the Occupational Health and Safety requirements were similar to those required on a construction site due to the movement of vehicles and changing location of large stored items around the site. The future process will be that there will be an intercom at the electronic gate and where visitors are admitted into this 'construction type site' they will be accompanied, required to 'sign in' and required to wear a high vis vest. Should a car with a person with a mobility impairment be admitted, ample parking is available close to the office, within the site. OHA is of the opinion that there is no requirement to construct or mark accessible parking bays.</p> <p>The gate in the associated photo is the current gate prior to security measures.</p>	<p>When the electronic gate with the intercom is installed, ensure the controls are between 900-1100mm above ground level.</p>	Occupational Health and Safety requirement.		High				No costing required as the new gate is part of the current budget.	
Access to and around the site	Path of travel	<p>Whilst the ground surface appears soft, the underlying structure is relatively stable and would not prevent a person with a disability moving short distances within the compound, noting that there is the capacity to drive a car into the compound and park in close proximity to any facility, should it be required. Provision of any hard path for a person using a wheeled mobility aid would seem to be a redundant requirement given the strict conditions of 'construction type site' access, OHS requirements and policies and procedures regarding meeting with any members of the public. It is the opinion of OHA that the Workshop, Machinery store etc, other than the Office would be unsafe for any member of the public to access and has not been included in this report.</p>	<p>It is not envisaged that this building will ever need to be physically accessed by members of the public including a person with a significant disability. New security measures will severely restrict access for any members of the public to this Depot, similar to restrictive practices to a construction site. Any meetings with any members of the public are currently and can in the future be arranged at the more accessible Administration Office.</p> <p>On the day of the audit OHA noted that current staff were mindful of their responsibility to meet the needs of all people in an equitable and dignified manner. To ensure that this approach is continued, develop a management plan that clearly documents how the needs of people unable to access the site will be met, ensuring that people with disabilities are not treated in a less favourable manner than other members of the public.</p> <p>The management must address people who require face to face interaction to deal with the retrieval of an animal from the pound, fine enforcements and all other public business matters dealt with at this Depot.</p>	Occupational Health and Safety.		High				Not required, this recommendation refers to policies and procedures.	



SHIRE OF YORK ACCESSIBILITY AUDIT
SHIRE DEPOT



Item	Element	Issue/Barrier	Recommendation	Rationale	Reference	Priority	Photo 1	Photo 2	Costing Value	OHA Costing Comment	QS costing comments
Office and Rangers shed	Entrances and internal	The office has a domestic style sliding entrance door with a typical 35mm lip and track slots. Entrance to the shed is through a wide gap (sliding door held open) and a 35mm lip with 75mm deep sliding track. Neither of these entrances meet the current Australian Standard requirements, however with the robust policies and procedures, members of the public will not be required to gain access. Given the work duties of current employees, as described to OHA, it would appear that due to the physical nature of the work and associated hazards, employment at this Depot would not be suitable for people with significant mobility impairments, such that they would not be able to negotiate access into and through the buildings.	Nil.								
Sanitary facilities	Unisex accessible toilet (UAT)	Sanitary facilities suitable for a person with a disability has not been provided. Given the information above, there is no necessity to provide a UAT for employees.	Nil.								
Dog Pound	Access for people with disability	Access through the Depot compound is not possible for people with disability, due to the ground surfaces and narrow entrances. We have been informed that a suitable procedure is already in place should a member of the public wish to physically attend to outstanding matters in relation to their pet. The ranger can be met at the Administration Offices, deliver a dog to the owner, or there is a rear gate to a street where a dog could be delivered to a member of the public.	Nil.								
York Wildflower Society	Access for people with disability	We have been informed that members of the York Wildflower Society meet in this Depot. Access to the facility, via the main entrance or from the rear gate of the compound would not be possible for people with significant physical disability. OHA is unsure as to the means of access to the designated area, however this matter should be addressed and should a person be unable to access the area, it would seem that an alternative more accessible location should be sourced.	To ensure that people with disability are not denied access to the York Wildflower Society facility develop a management plan that clearly documents how access can be achieved at all times. This may require relocation of the Societies meeting venue should it not be accessible to any prospective member.							Not required, this recommendation refers to policies and procedures.	

8 QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

9 BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

Ms Marie Forster raised the issue of safe passage for residents of Balladong Lodge travelling to the CBD on foot or using a mobility scooter and the Shire's responsibility in this regard.

MOTION**COMMITTEE RECOMMENDATION**

Moved: Ms Marie Forster

Seconded: Cr Denese Smythe

That Council requests the Chief Executive Officer to present a report to the next Access and Inclusion Advisory Committee meeting regarding access issues for residents of Balladong Lodge travelling to the CBD.

CARRIED: 7/0

10 LATE REPORTS

Nil

11 LATE CONFIDENTIAL REPORTS

Nil

12 NEXT MEETING

The next Access and Inclusion Advisory Committee Meeting will be held on Tuesday, 7 May 2019 at 10.30am in Council Chambers, York Town Hall, York.

13 CLOSURE

The Chairperson thanked everyone for their attendance and closed the meeting at 11.25am.