

Mackay Regional Council

Disability Access Audit – West Mackay



Source: Google Earth, accessed 3 December 2013

Prepared by

Eric Martin and Associates

For

Mackay Regional Council

EMA

**ERIC MARTIN & ASSOCIATES
ARCHITECTS**

10/68 Jardine Street
KINGSTON ACT 2604

Ph: 02 6260 6395

Fax: 02 6260 6413

Email: emaa@emaa.com.au

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1.0 INTRODUCTION

1.1 Background and Brief

Mackay Regional Council has considerable obligations under the Commonwealth Disability Discrimination Act (DDA 92), the Queensland Anti-Discrimination Act (1991) and the Equal Opportunity in Public Employment Act (1992) to ensure that the facilities, services, programs and activities are accessible and provide equitable services to all members of the community. To fulfil these obligations they are undertaking a series of audits of areas in the Council area.

The brief can be summarized as requiring a disability access audit of the nominated parts of West Mackay. The audit is to identify what does not meet access requirements as per AS 1428.1 and other relevant codes and standards. After the audit, recommendations are prepared to define the works required, and budget costs prepared for all proposed work. (Refer Attachment 1 for full copy of Brief)

In addition, there is a requirement to look at other Council parks and facilities in the area and provide an indicative fee for access audits of these.

Only aerial photographs were available as no surveys of the areas to be audited were available.

1.2 Methodology

To achieve the brief the following methodology was adopted:

Project initiation

The areas were divided into a series of A3 plans at a scale of 1:200 and aerial photograph of each prepared.

The access requirements were defined from AS 1428.1, AS 1428.4.1, AS 2890.6, the NCC 2013 Vol 1 (BCA), the Disability (Access to Premises-Buildings) Standard 2010 and Council requirements. This was prepared for Council on previous audits of regional towns, North Mackay and Northern Beaches and reused for this project.

The local Equitable Access Advisory Committee was aware of the project and they provided feedback on issues that they are aware of that may need to be considered in the report.

Audit

Each area was inspected. The aerial photograph was overlayed with tracing paper and non-conformances for each site were identified on plans by annotations and photographs taken of the whole area and each issue.

Review of Council Parks and Facilities

The only facilities that were identified were the Botanic Gardens plus the Cemetery. These were visited so the scope of work for a future access audit assessed. A budget for an access audit was prepared as a separate letter.

Draft report

A draft report on the audit was prepared which also included a descriptive component as well as the audit plan and photographs. The report included recommendations, a description and the base plans sketched up to indicate the scope of work. This provided the quantity surveyor sufficient information to prepare budget costs. There has been a priority added to the recommendations to assist Council.

The draft report was presented to the local Equitable Access Advisory Committee for review and a meeting arranged with Council Equitable Advisory Access Committee for discussion.

Final Report

This has considered comments on the draft report and incorporated the budget costs for the work recommended.

A separate report has suggested fees to undertake the access audit of the Council parks in these areas.

The final report is to be presented to Council.

1.3 Team

The team includes:

Access Consultants and Project Team Leaders:

Eric Martin and Associates Eric Martin - Accredited Access Consultant
Paul Martin - Technical Support
Caren Connor - Administrative Support

Quantity Surveyors:

WT Partnership James Osenton

1.4 Acknowledgements

The support and access to you information from Graeme Hawes, Landscape Architect with Mackay Regional Council is appreciated.

1.5 Limitations

The aerial photographs did not always clearly define the roads, footpaths or details as sometimes trees screened the details. However with the site recording these details were added on the overlay. The recording of levels is from a 600 mm long digital level which records the information correctly where measured but there may be minor variations as you move away from the spot recording. Levels were recorded at regular intervals especially in areas where potential issues exist. Lighting levels were not recorded but were visually assessed to see if there was considered to be adequate light. This information is for general appreciation by Council. No recommendations have been prepared for lighting.

The audit is restricted to verge or public areas but sometimes a comment may be made about an item or issue within properties which relate to public facilities.

2.0 DESIGN REQUIREMENTS

2.1 General

Although Public Areas are not regulated by the National Construction Code (NCC), it is still the best basis to assess compliance. Therefore the following Standards and Codes have been used for this audit:

- National Construction Code (NCC) 2013 Volume 1, Building Code of Australia (BCA);
- The Disability (Access to Premises – Buildings) Standard 2010 (or Premises Standard);
- The Manual of Uniform Traffic Control Devices (Queensland);
- Disability Standards for Accessible Public Transport 2002 (DSAPT) - Many parts of DSAPT refer to AS 1428.2 which has been substantially replaced by AS 1428.1 except for fitout items where it is still relevant.
- Australian Standards:
 - AS 1428.1–2009 Design for access and mobility Part1: General requirements for access - New building work.
 - AS 1428.2–1992 Australian Standard Design for access and mobility Part 2: Enhanced and additional requirements - Buildings and facilities.
 - AS 1428.4.1-2009 Design for access and mobility Part 4.1: Means to assist the orientation of people with vision impairment – Tactile ground surface indicators.
 - AS 1742.14-1996 Manual of uniform traffic control devices - Traffic signals.
 - AS 2890.5 On Street Car Parking Code.
NOTE: Parking designated for PWD should adopt AS2890.6 as this is current and DDA compliant and AS2890.5 is out-dated.
 - AS 2890.6-2009 Parking facilities Part 6: Off-street parking for people with disabilities.
 - AS 3769-1990 Automatic teller machines - User access.
 - AS/NZS 1158.3.1-2005 Lighting for roads and public spaces - Pedestrian area (Category P) lighting - Performance and design requirements.
 - AUSTROADS Guide to road Design Part 6A – Pedestrian and Cyclist Paths.
 - AHRC - Advisory Note on streetscape, public outdoor areas, fixtures, fittings and furniture 8 February 2013.
 - UK Environment Agency - Access for all Design Guide September 2012.

The following details define the requirements of the above Standards/Codes and are the basis of the audit, the recommendations and the budget costs.

2.2 Car Parking

A minimum of 1% of spaces provided to be designated for people with disabilities generally with 2% of spaces to be provided for parking associated with retail, assembly buildings and hospitals. They should be located as close to the main entry as is possible. Size to be to AS 2890.6. Gradient not to exceed 1 in 40 (2.5%) and signage to include

ground and pole signs. There should be direct access to an access way. Angled and parallel parking are not preferred.

2.3 Access Ways

An access way should be provided on every street to meet the above guidelines. The standards specify a minimum 1000 mm wide but this should be a minimum 1000mm for low volume areas and be up to 1800mm for high volume areas. This minimum width must be clear of any obstruction. An access way is not necessarily the full width of pavement. It should be kept free at all times including no tables, seats, advertising signs (A frames) or merchandise. There should also be a cue or shoreline for people with vision impairment to track along.

Passing spaces need to be provided at maximum 20m intervals in high-volume areas but could extend to 50m in low volume areas (Note: 20m is set for interior spaces). Passing spaces are 2800mm long 1800mm wide (AS 1428.1 Figure 3). The passing spaces can be vehicle crossovers. Corners of access ways to be widened out to 1500mm with splayed corners (AS 1428.1 Figure 4).

What would be considered high volume areas are access ways to shops and public facilities such as libraries, post office, schools etc.

Accessways to have a wall a minimum 450mm high or a kerb or a minimum 600mm either side at the same grade and of firm and stable material (i.e. a minimum 2200mm width if the access way drops away both sides but wider in high-volume areas i.e. 3000mm).

Any bollards to maintain a minimum 1000mm clear opening and have a 30% luminance contrast to the background.

Ramps and stairs to AS 1428.1 and AS 1428.4.1. (Refer also 2.12)

Material and finish to meet the AS 1428.1 and include a smooth transition between different surfaces.

Grates to have a maximum 13mm diameter openings or if less than 8mm, opening can continue.

Maximum step in paving to be 3mm vertical or 5mm bevelled or rounded.

Minimum 2000mm clear height above pavement level provided along path.

Finish to be slip resistant.

Gradients are a maximum of 1 in 20 (5%) and a cross fall or turning spaces maximum 1 in 40 (2.5%). Where gradient is 1 in 20, landings should be provided at a maximum 15m. Any area steeper than 1 in 20 is a ramp.

NOTE: 1. AUSTRROADS Guide to Road Design Part 6A Pedestrian and Cyclist Paths table 6.1 specifies the desired width of footpaths to be 1000-1200mm in areas of low demand and 2400mm in high pedestrian volume areas such as commercial and shopping areas. Mackay Regional Council normally require paths a minimum 1500mm wide.

2. None of the above allows for shared paths with cyclists. Any such requirements need to be added to the accessways.

2.4 Access from Car Parking, Drop off Areas and Bus Stops

This to include a continuous accessible path with gradients not exceeding 1 in 20 (5%) and cross fall of 1 in 40 (2.5%).

The path network includes:

- Path from designated car parks for People with Disabilities (PWD).
- Path from bus stop and bus set down areas.
- Path from set down areas.

2.5 Kerb Ramps

These are an essential part of providing an access way. They should meet AS 1428.1 and be in the line of travel and along the access way. The minimum width is 1000 mm and maximum gradient 1 in 8 (12.5%). The angle of kerb ramp to road to be more than 166 degrees or the sum of the kerb ramp gradient (as a percentage) and the road gradient (as a percentage) to be a maximum of 25%. Cross fall not to exceed 1 in 40 (2.5%).

2.6 Tactiles

These are needed to:

- Direct vision impaired people to bus stops, safe crossing points, etc;
- warn vision impaired people of hazards such as roads, vehicle crossovers etc.

All details to meet AS 1428.1 and AS 1428.4.1.

The placement of directional tactiles is usually from one cue or shoreline (such as the building façade or edge of path) to the relevant feature such as a crossing point or another edge of path.

Tactile indicators are not required for kerb ramps associated with designated parking spaces for people with disabilities or taxi ranks/set down areas.

Tactiles are essential in high-volume areas but less so in low volume areas and residential areas as potential users are normally educated to negotiate these areas.

2.7 Toilets

A unisex accessible toilet be provided to AS 1428.1 (pan circulation area 2.3m x 1.9m) at each bank of toilets.

Provide a back rest with support as per AS 1428.1.

Toilet seats to have a 30% contrast to background (pan, cistern, wall, floor).

Toilet layout to be alternated to provide left and right handed facilities where there are two or more facilities.

Toilets to include a shelf/bench.

Accessible shower facilities to AS 1428.1 be provided if showers are included/required.

One cubicle suitable for a person with an ambulant disability must be provided for each sex. Details to AS 1428.1.

2.8 Facilities

Any rubbish bins to be at heights not exceeding 1100mm.

Drinking fountains to be at dual heights (900 and 750mm suggested) to suit different people. Accessible ones need clear space under them.

External Seating to be preferably timber or reconstituted plastic and include back and arm rests and be adjacent to main circulation routes at max 50m intervals. Seats should be 400-450mm high, 400-450mm deep. (Refer AS 1428.2 Figure 32)

Tables should be 850 +/- 20mm high or 750 +/- 20mm high with clear access under.

Any public telephone to be accessible and include TTY. (Sufficient circulation space and controls between 900-1100mm above floor/ground level.)

Other facilities such as mail boxes and ATMs to be assessable. Locate fittings at 900–1100mm to operational elements.

2.9 Traffic Lights

The correct positioning of controls and incorporation of audible and visual information is required.

2.10 Signage

Should be clear, using Helvetica Medium, Arial or similar font and achieve a 30% luminance contrast with background. Upper and lower case text to be used and lettering height to suit viewing distance.

If there are toilets, the signage to be raised Tactiles/Braille as per NCC 2013 Vol 1 (BCA) Specification D3.6.

In public areas the controlled signage is limited to toilets.

2.11 Lighting

Good lighting is essential to all paths and should comply with Australian Standards.

2.12 Stairs and Ramps

All stairs and ramps to AS 1428.1 including handrails, contrast nosings, tactile indicators, opaque risers, no projecting nosings or lips.

Handrails at top and bottom to extend as per AS 1428.1 and not project into walkways.

Step ramps to be a maximum 1 in 10. Kerb ramps to be a maximum 1 in 8. Maximum rise of step and kerb ramps is 190mm. Minimum landing of 1500mm.

2.13 Trees and Shrubs

These are encouraged but to be located so that they do not impact on paving or reduce clearance along accessways to below 2000mm.

3.0 AUDIT

3.1 Location

The audit covers the areas shown in Figure 1. An aerial photograph of the area is provided in Figure 2.

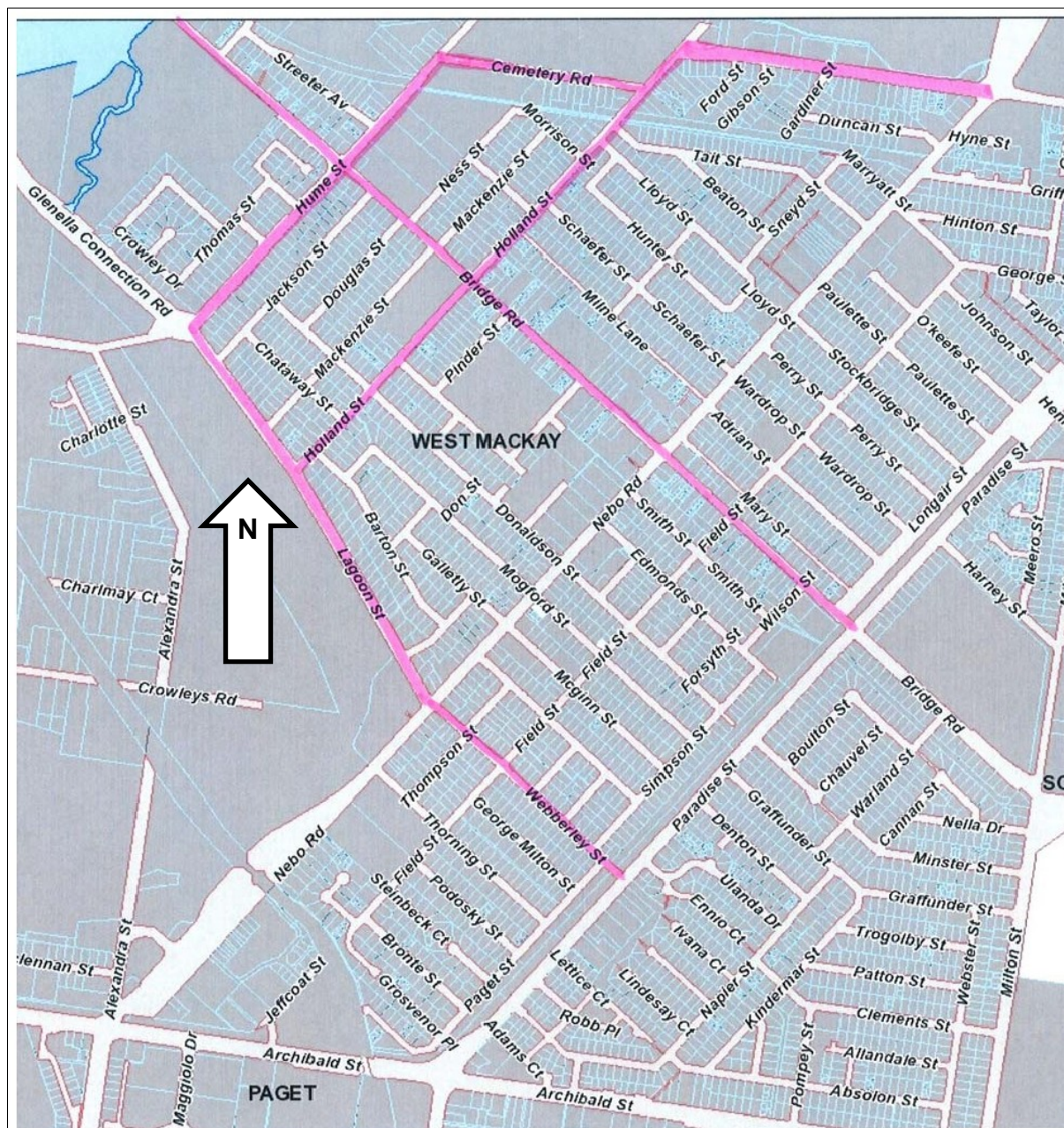


Figure 1: West Mackay Access Audit Area

Source: Mackay Regional Council Consultant Brief



Figure 2: Aerial Photo

Source: Google Maps accessed 3 December 2013

3.2 General

The audit site record was recorded on overlay plans which are included in Attachment 2 and a photographic record taken and provided in Attachment 3. The non-conforming and some additional condition and gradient information from the audit have been detailed on the plans (Attachment 2). Where work is recommended it is detailed on the plans (Attachment 4) and summarised in the Table at the end of this section which also includes priorities and costs. The audit photographs record information which provides additional details for general reference. The recommendations and priority order defines the order for which work should be programmed. Further general recommendations are provided in Section 4. The lighting condition is at the end of Attachment 2.

The priority order is:

A	Highest priority	A non-conformance in more critical areas such as near public facilities (schools, pools, shops) and trip hazards
B	Middle priority	Non-conformances in less critical areas such as local bus stops which should be rectified.
C	Lowest priority	Minor non-conformances or non-conformances in less critical areas such as residential areas. Managed items are also in this category.

However when undertaking any works in an area especially if it is a general upgrading, all non-conformances should be rectified regardless of priority. As a consequence the priorities have concentrated on streets or sections of streets rather than items.

Budget Costings are detailed in Attachment 5 which have been prepared by WT Partnership and provide an estimated cost for the item based on the assumption (that work to any item) will be part of other works so the overheads are spread across several items. Break down of costs and areas of work are also provided so if smaller sections of work are proposed the details can be found.

3.3 Audit Notes

Access ways (footpath) cracks are noted but do not necessarily create a problem with access. Where there are sections of paving lifting, holes or uneven surfaces which affect access and safety these are identified and listed in recommendations.

There are some records in the audit for information and noting.

Sections or sides of the street/roads/avenues not listed in the table and within the audit area have been audited and details recorded in the audit but include no specific recommendations.

Items outside Council control such as mail boxes, telephones etc have been identified for information and the need to request action of the relevant authority but are not listed as work. Access to any such facilities is included in the audit and recommendations as necessary.

Where grass is overgrown edges of footpath - these items have not been included in the recommendations as they are usually maintenance items for local owner/resident action.

Kerb ramps on corners and corner details can be included in either street but are normally related to the street they affect.

Tactiles are used to identify mid block crossings, at main roads or roads beyond areas for residential use only.

3.4 Pinder Street

The Equitable Access Advisory Committee raised concerns with Pinder Street and although outside the area defined in the Brief it was inspected and some details recorded and is included in the recommendations.

3.5 Audit Tables

The following table summarizes the audit findings and recommendations.

We have assumed that work under construction to be completed satisfactorily including repair or replacement of footpaths adjacent to the area.

Short or small local non-conformances in gradients are not included in recommendations.

Some kerb ramps that lead nowhere are left as is.

Not all maintenance items are included in programmed new work recommendations but will need to be monitored.

TABLE OF AUDIT/RECOMMENDATIONS

Street Name	Audit Sheets Refer Attachment 2	Photograph References Refer Attachment 3	Lighting	Recommendation to overcome Non compliance Refer Attachment 4	Priority	Cost Refer Attachment 5
Bridge Street (beyond Hume St)	052 - 062	670 - 711	Poor west of Hume Street, Reasonable near Nebo Road, Rest Fair	Path 1200mm but retained as in good condition. Minor work (kerb ramps, regrade paving to bus stop, TGSI). Phone and post box too high (work by others).	B	\$30,984
Bridge/Nebo Roads Intersection	138 – 140	810 – 819 831 - 838	Good	Rebuild sections, add kerb ramps and TGSI.	A	\$97,256
Bridge Street (from Holland – Hume Streets)	109 - 116	339 - 413	Fair	Minor work (maintenance, TGSI, kerb ramps). Repave around bus stop (may involve work to bus stop).	B	\$80,544
Bridge Street (from Holland – Paradise Streets)	129 – 151	789 – 809 820 – 830 839 - 902	Reasonable/ Fair	Minor work (maintenance, kerb ramps, TGSI, regrade some paving). Some extra paving.	B	\$249,357
Cemetery Road	070 – 077	726 – 732	Fair	Add new footpath.	B	\$108,060
Holland Street	094 – 108 117 – 128	259 – 338 415 - 492	Reasonable/ Fair	Add new footpath. New crossing near Cemetery Road. Minor work (kerb ramps, TGSI, infill sections of paving, repair seat). Repave around bus stop (may involve work to bus stop). Phone not accessible (by others).	B	\$382,732
				Work to Bridge Street intersection. Add extra path opposite school.	A	\$28,109
Hume Street	037 – 051 063 - 070	618 - 625 632 – 669 712 - 725	Fair	Reconstruct crossing at Lagoon Street. Reconstruct kerb ramps to Bridge Street intersection. New path at east end. Remove old crossing point.	B	\$124,298

Street Name	Audit Sheets Refer Attachment 2	Photograph References Refer Attachment 3	Lighting	Recommendation to overcome Non compliance Refer Attachment 4	Priority	Cost Refer Attachment 5
Lagoon Street	013 - 037	547 – 617 626 - 631	Reasonable	Minor work (landings, repair bitumen path, infill path, reconstruct one crossing). Path 1200mm but retained as in good condition. Bus stop regrading. Footpath in park considered to provide access on one side.	B	\$37,778
Pinder Street	-	911 – 913	-	1200mm wide older path with cracks and some unevenness. Upgrade/replace with 1500mm wide path from Bridge Street to past school.	C	\$120,362
Shakespeare Street	078 – 093	733 – 788	Fair/ Reasonable	Minor work (kerb ramps).	C	\$46,377
Shakespeare Street/Nebo Road	091	750 - 758	Good	Reconstruct kerb ramps.	B	\$34,089
Webberley Street	001 - 011	493 - 534	Fair	Replace bitumen path with concrete path 1500mm wide. Some kerb ramp replacement and addition of tactiles.	B	\$312,473
Webberley/ Lagoon Streets & Nebo Road Intersection	012	535 – 546	Good	Rebuild intersection connections including paths and kerb ramps.	A	\$43,968

4.0 RECOMMENDATIONS

4.1 General

The following are general recommendations:

4.2 Access Ways

The objective in the recommendations is to have at least one footpath or accessway to each street that complies with access standards. The areas near public facilities have higher priority. These footpaths to be linked with correct kerb crossings to enable a continuous access way around the area.

Where there is no footpath or access way in a street then one should be provided on at least one side of a street.

Where there is no current footpath or access way on one side of a street but one exists on the other side of the street then no work is recommended.

This means some level of discrimination remains as each house is not service directly with an access way or footpath.

4.3 Footpaths

Some kerb ramps may slightly exceed gradients of AS 1428.1 but if no other work is required they are not recommended for change.

Where replacement footpaths are recommended all the associated issues should be included in the work program.

Not all drop off at edge of path, cracks or uneven paving has been included in replacement program but need to be monitored and may need maintenance over time.

4.4 Crossovers

Many of the crossovers or vehicle crossing points do not consider the requirement to maintain an access way (minimum 1000 mm wide (1800mm wide in high-volume areas) plus 600mm each side) at a maximum 1 in 40m cross fall along the verge area. This needs to be part of the design and approval of crossovers by Council.

4.5 Facilities

This includes Bus stops which need to meet DSAPT requirements. Telephones and mail boxes are the responsibility of other authorities.

4.6 Seating

Generally if seat is functional we have not included any recommendations to change them even though they may not specifically comply with AS1428.2. If there are some specific issues identified (e.g. damaged, no back rest, too narrow) recommendations have been included.

4.7 Disability Access Design Guidelines

It would be useful if Council adopted a set of disability access design guidelines that can ensure consistency in application and specific details that suit any particular conditions required by Council.

There are some standard Council details such as:

A2-500 B	Standard concrete footpath.
A2-576 A	Standard kerb ramp
A3-773 F	Invert type vehicle crossing for kerb and channel
A3-859 A	Bus Stop Urban – Elevation and Details

A3-860 A	Bus Stop Urban – Structural Notes and Slab Details
A3-861 A	Bus Stop Rural – Elevation and Details
A3-862 B	Bus Stop Rural – Structural Notes and Slab Details
A3-871	Bus Stops – Regular Stop
A3-872	Bus Stops – Intermediate
A3-873	Bus Stops – Premium Stop
A3-874	Bus Stops – Signature Stop
A3-875	Bus Stops – Rural Bus Stop
A3-876	Bus Stops – Indented Bus Bay
A3-989 C	Standard footpath treatment to CBD
A4-184 A	Street threshold for new construction projects
A4-40 A	Street threshold for reconstruction projects
A4-46 D	Round timber Bollard: Vehicle Barrier

These are useful and assist but do not necessarily cover all design conditions so additional guidelines would be useful.

These guidelines would then confirm the acceptable widths of footpaths (note clause 2.3 which has a minimum 1000mm, Austroads preferred 1200mm and Mackay Regional Council preference is for 1500mm) in different circumstances such as low and high demand areas.

NOTE: The following comments are provided on some guidelines:

A2-576 A	The preferred kerb ramp should be type A as this meets AS 1428.1. The maximum length of a kerb ramp is 1520mm (Section CC is incorrect but plan type A is correct). The minimum landing is 1500mm. It would be useful to include a kerb ramp detail on a curve.
A3-173	An access way along the property alignment needs to be maintained at all times as shown in sections. Amend section A-A.
A3 872 A3 873 A3 874	TGSI to kerb ramp to be 600mm deep. The path location shown clashes with bus stop sign. Options are required for footpath on property boundary, along kerb and mid verge. Details to meet AS 1428.4.1 and Bus Stop Guidelines from AHRC especially for TGSI. Note: 1 needs to change as 1 in 40 is required to all Landings and cross falls. Note: 10 needs rewording as the DDA is a complaints based legislation.
A3-875	Note: 1 needs to change as 1 in 40 is required to all landings and cross falls. Note: 10 needs rewording as the DDA is a complaints based legislation.
A3-871 A3 876	TGSI to kerb ramp to be 600mm deep. The path location shown clashes with bus stop sign. Options are required for footpath on property boundary along kerb and mid verge. Details to meet AS 1428.4.1 and Bus Stop Guidelines for AHRC especially for TGSI. Note: 1 needs to change as 1 in 40 is required to all Landings and cross falls.
A3-989 C	TGSI to direct to kerb ramp and on kerb ramp should be shown.

A4 184 A	Kerb ramp detail not correct and does not include TGSI.
A4 40 A	Mid road island needs TGSI.
A4 46 D	Bollard should have a luminance contrast to background.

5.0 PRIORITY

The budget costs for each of the priorities in the table in Section 3.4 are:

Priority A (Highest)	\$ 169,333.00
Priority B (Middle)	\$ 1,360,315.00
Priority C (Lowest)	<u>\$ 166,739.00</u>
	\$ 1,696,387.00

NOTE: That these are based on current costs and exclude GST.

Attachment 1: Brief



MACKAY REGIONAL COUNCIL

Consultation Brief

West Mackay – Access Audit & Recommendations

September 2013

1.0 EXTENT OF WORKS

Mackay Regional Council has considerable obligations under the Commonwealth Discrimination Act (DDA'92), The Queensland Anti-Discrimination Act (1991) and the Equal Opportunity in Public Employment Act (1992) to ensure that their facilities, services programs and activities are accessible and provide equitable services to all members of the community. To fulfil these responsibilities, Mackay Regional Council has determined the need to recruit the services of an access consultant to assist with an audit of specific locations within its jurisdiction. The Consultant will be required to conduct an access audit to identify and document all DDA non-compliant Council managed streetscapes, footpath, parking and open space features within the road reserve areas noted below based on MUTCD, DDA '92, AS 1742 and AS 1428. The consultant will also provide advice and recommendations regarding rectification of the non-compliant items located within the noted road reserve areas. The intent of the audit is to identify specific non-compliant items within these localities within Mackay so that Council can bring it's managed infrastructure and facilities into compliance with the Commonwealth Disability Discrimination Act 1992 and Australian Standard 1428 as well as preparing a prioritised and costed works program associated with the audit outcomes. The access consultant will also be required to brief Council and liaise with the local Equitable Access Advisory Committee during this process.

2.0 LOCATION OF WORKS

The required access audit will include specific zones and streets within the West Mackay area as nominated below. A detailed description for the areas to be included within the audits is shown in figures 1 in Appendix A. These include public footpath areas adjacent to and leading to schools, hospitals, commercial areas, and other significant public facilities with or without footpath routes deemed necessary for the audit. Refer to item 4.3.1 under Scope of Works for the program items to be included within the access audit. These areas will hereafter be referred to as "the Project"

West Mackay Audit area to include:

- Bridge Rd. from old Hospital Bridge to Paradise St.
- Hume St. from Lagoon St. to Cemetery Rd.
- Holland St. from Lagoon St. to Shakespeare St.
- Shakespeare St. from Nebo Rd. to Holland St.
- Lagoon St. from Nebo Rd. to Hume St.
- Webberley St. from Nebo Rd. to Paradise St.
- Cemetery Rd. from Hume St. to Holland St.

Refer attached : West Mackay Access Audit Area "Appendix A", figure 1.

3.0 NATURE OF CONTRACT

This is a Lump Sum Contract and shall be carried out in accordance with AS 4122-2000 "General Conditions of Contract for Engagements of Consultants". Progress payments will be made on submission of accounts detailing project expenditures at nominated milestones as follows:

- Stage 1 - Completion of 'Draft Report'
- Stage 2 - Completion of 'Final Report'
- Stage 3 – Completion of engagement

4.0 SCOPE OF WORKS

4.1 Site Visits

It is expected that a series of detailed site visits will be initiated during the access audit. We anticipate that at least three different visits to Mackay will be required and will be in conjunction with other meetings. The length of stay for each visit will be determined by the consultant to allow enough time to research specific information, conduct the access audit, meet with council committee members, and brief MRC staff and councillors.

4.2 Meetings & Consultation

All meetings and consultation relating to the access audit are to be included within the scope of works. All meetings & consultation will take place in Mackay. There will be approximately two (2) required formal meetings with the Mackay Regional Council to brief and discuss relevant access issues relating to the Project. The first of the two meetings will include a brief to the local Equitable Access Advisory Committee. The second meeting will include a brief and report to Council following the completion of access audit. It is anticipated that additional informal meetings with Mackay Regional Council staff may be required during the access audit process and will be included in the scope works.

4.3 Access Audit Report and Recommendations

Following initial site visits and inventories, the consultant shall prepare a detailed report identifying all non compliant elements currently within the Project and supply it to Council. The report will include recommendations to rectify the noted discrepancies. The report will be used to initiate a detailed program to bring into compliance all Mackay Regional Council managed streetscapes, footpath and open space areas relating to the Project boundary. The consultant will be required to cost, prioritise and prepare a future works programme for rectifying the non-compliant items identified.

4.3.1 Report & Recommendations Criteria

Issues regarding continuous accessible paths of travel that should be considered within the audit include, but are not limited to, the following:

- A. Paths (width / surface / gradient / cross fall)
- B. Kerb Ramps
- C. Car Parking
- D. T.G.S.I. Installations & Requirements
- E. Landscape Design
- F. Seating
- G. Signage
- H. Lighting
- I. Public Transport
- J. Public Toilets

- K. Public Telephones
- L. Links with adjoining uses
- M. Installations e.g. litter bins, drinking fountains
- N. Pedestrian / vehicle conflicts
- O. Local law appropriateness

4.4 Future Access Audit Information

The consultant will also be required to provide a prioritised program for future access audit reports targeting areas within close proximity to the study area that have been excluded from this audit area. This will be based on demographics, high usage areas and significant places of interest. These may include, but are not limited to:

- A. Council Facilities & Parks
- B. Commercial, Recreation, Education Precincts
- C. Transport Hubs
- D. Other significant pedestrian circulation routes

Anticipated costs associate with these future access audits will need to be provided so that budgets can be established within Council and additional consultation solicited when required.

4.5 Coordination of Sub-consultants

Your proposal is to reflect the requirement of being the lead consultant on this project. If it is required that your firm will be responsible to oversee and coordinate other required sub-consultants and their associated works necessary to complete the scope of works. Submission of a fee proposal will be deemed to confirm that you have reviewed the project and the requirements for such a project and have allowed in your proposal all fees necessary to achieve the objectives stated within the scope of works.

5.0 **PROPOSAL DUE DATE, REVIEW HOLD POINTS & COMPLETION DATE**

The current work program for this project aims to have the access audit and associated meetings and report completed as soon as possible. We require that a time line and delivery schedule be submitted with your proposal. Your submission is required in our office by close of business on the 4th of October 2013 and must include copies of your state license and indemnity Insurance. The consultant will provide a preliminary report and recommendations for review and discussion (Hold Points) prior to delivery of the final report and recommendations. The preliminary report will be reviewed in-house. Feedback will be provided regarding any required additions or amendments. The consultant is to complete the Scope of Works and lodge all Deliverables, as specified in Clause 7 by March 14th 2014.

6.0 DOCUMENTATION

Council will require all reports / documentation to be supplied in both hard copy and electronic format. The Consultant shall supply Council with any associated pdf, .doc and .dwg files for any report or plan information required within the scope of works.

Report and Recommendations will include: Locality plans, Images, Detailed description of non compliant audit areas, typical details and cross sections of existing conditions and required amendments, cost estimates and a prioritised future works program.

Any site plans showing physical features must be "set up" in Council's Standard format layers and title block.

All report and recommendations documentation are to be certified by an accredited access consultant to verify that they are technically correct and comply with all relevant Standards and legislation requirements.

7.0 DELIVERABLES

The Consultant is to supply Council with the following services and information / details on, or before, the completion date:- 14 March 2014.

- Informal meetings and liaison with MRC staff
- Local Equitable Access Advisory Committee briefing and discussions
- Preliminary Access Audit Report & Recommendations
- Final Access Audit Report & Recommendations
- Provide Program & Costing Information on Future Access Audits
- Mackay Regional Council Briefing on final report
- Hard and electronic copies of all documentation referred to in Scope of Works
- All final documentation sought under this clause are to be certified by an accredited access consultant.

8.0 COUNCIL CONTACT

During the consultation period, the consultant shall liaise with Council's Landscape Architect or other nominated representative:-

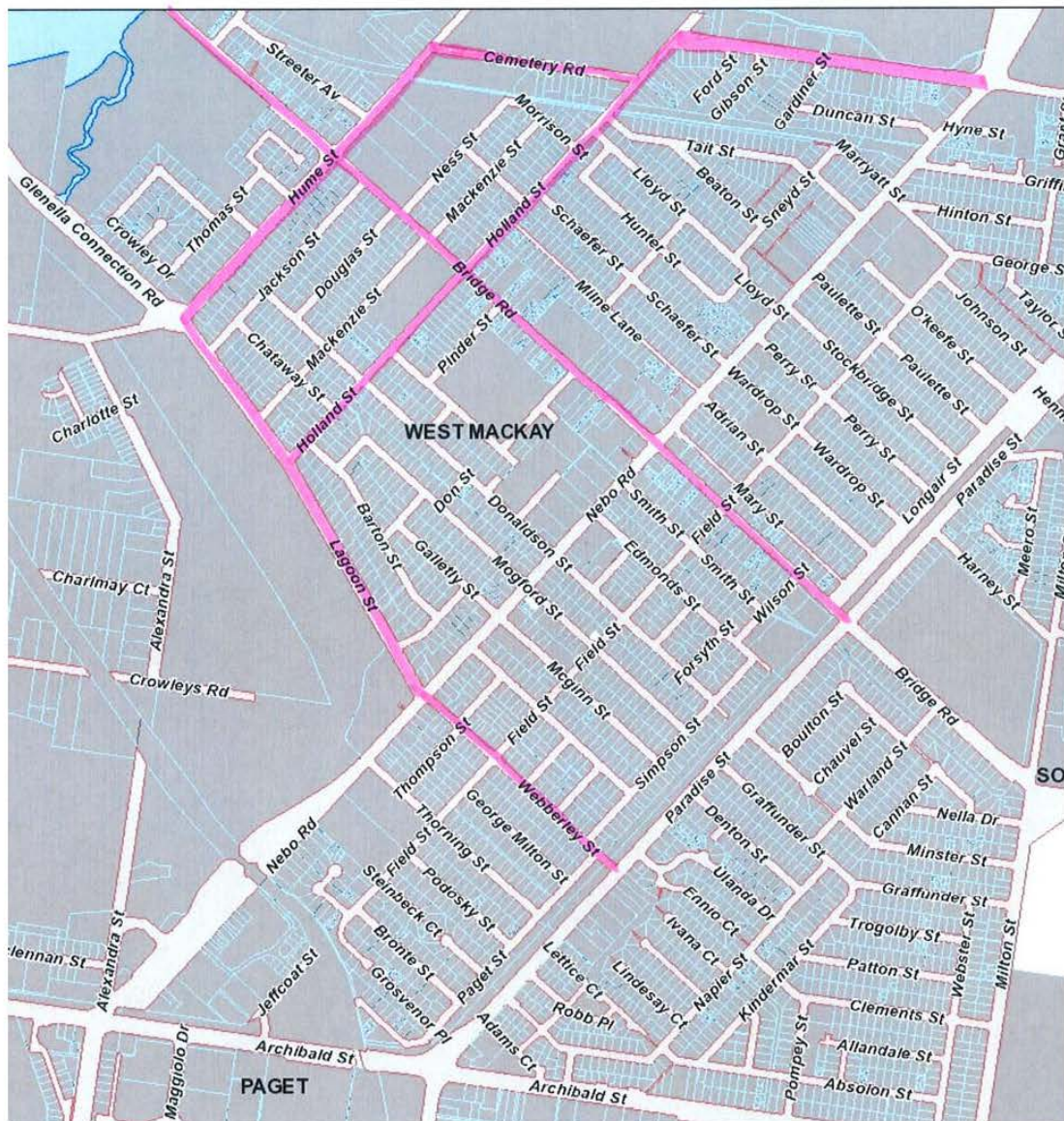
Mr Jeff Peay – Phone: 4961 9571 or Graeme Hawes - Phone: 4961 9512
Email: jeff.peay@mackay.qld.gov.au or graeme.hawes@mackay.qld.gov.au

in relation to any queries or the provision of any information by Council.

**West Mackay
Access Audit & Recommendations**

APPENDIX A

**WEST MACKAY
AUDIT BOUNDARY MAP**



Monday, September 2, 2013



Based on Cadastral Data provided with the permission of the Department of Natural Resources and Mines (DNRM).

While every care is taken to ensure the accuracy of the data, the Department of Natural Resources and Mines (DNRM) give no warranty in relation to the data (including accuracy, reliability, completeness or suitability) and accept no liability (including without limitation liability in negligence) for all expenses, losses, damages (including indirect or consequential damages) and costs which you might incur as

Address: Civic Centre
88 Gordon St Mackay
QLD 4740

Mailing Address:
PO Box 41 Mackay
QLD 4740






Figure 1 - West Mackay Access Audit Area

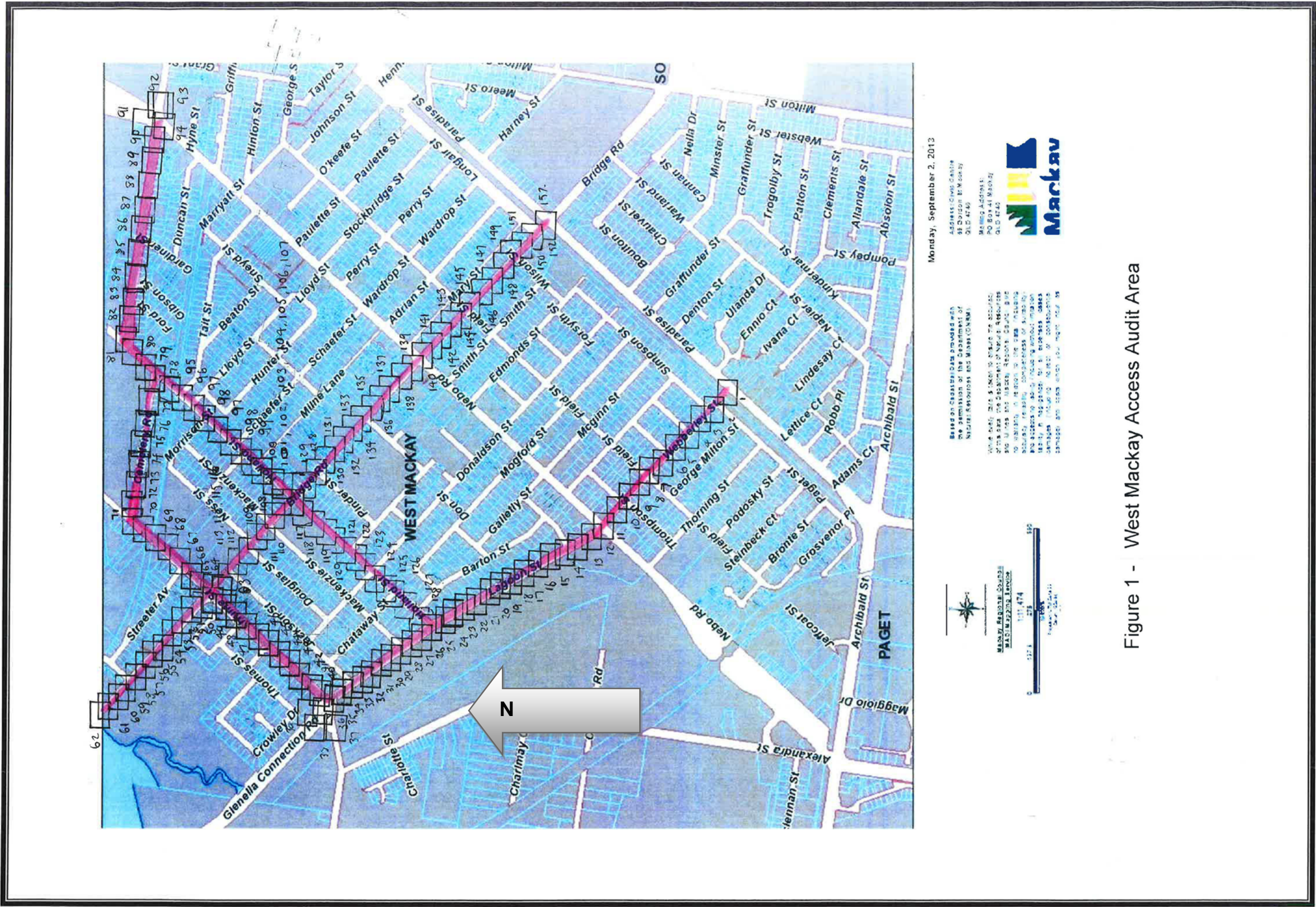
Attachment 2: Audit (Site Record)

The following is the record of the details recorded on site including location of photographs.

Audit Legend

	Footpath
1200	Footpath Width
 2.6%	Slope of Footpath
	Photograph

Note: Scale is 1:500 at A3.









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Google earth

feet
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Sheet 006



Google earth

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Sheet 007

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8





Sheet 009

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Sheet 010



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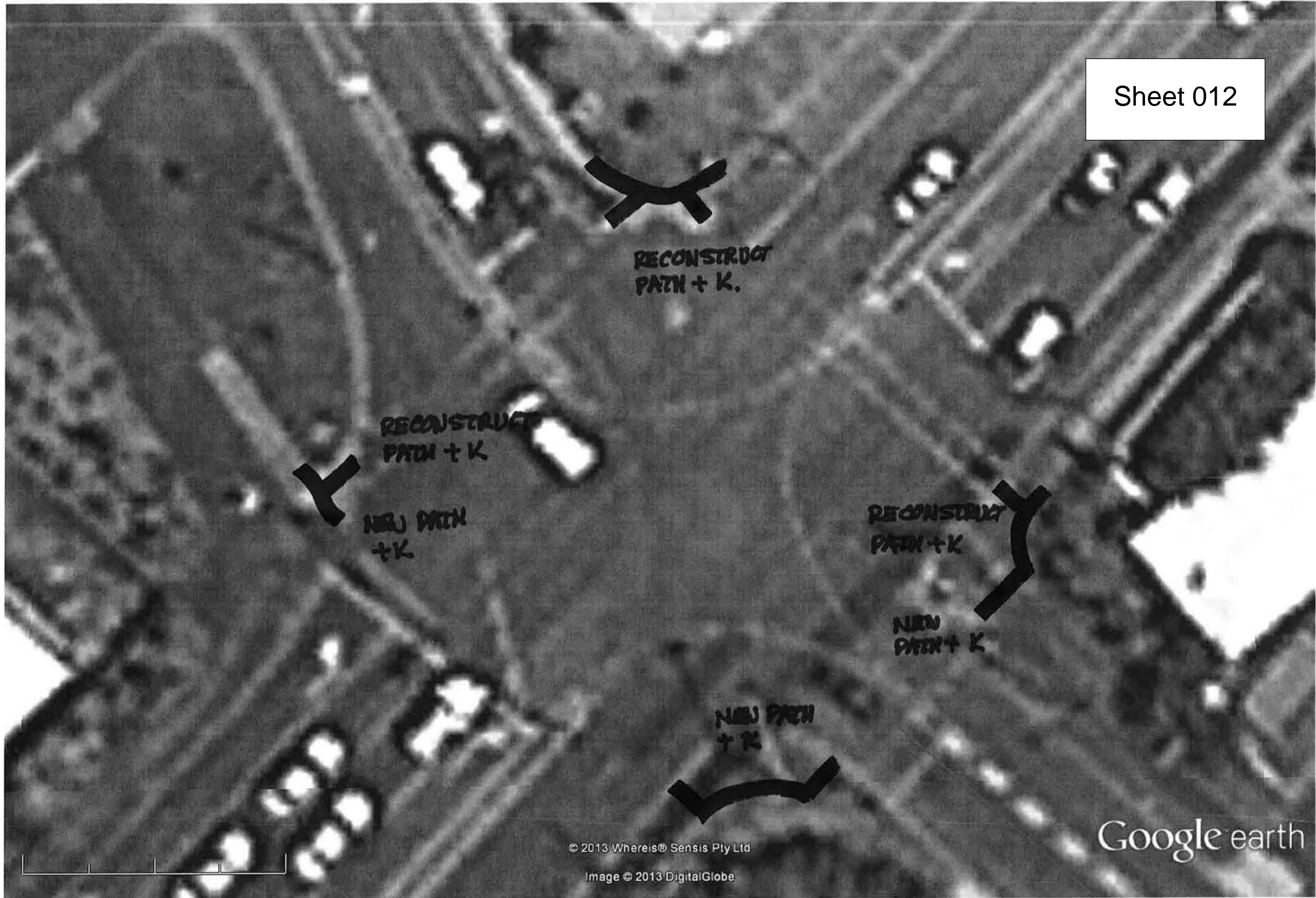
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Sheet 014

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Sheet 015



Sheet 016

BUS STOP
REGRADE PAVING
AT KERB (LOWER
WHOLE STOP)

Lagoon St, West Mackay Queensland 4740

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Sheet 017

L
1500

2300
REPAIR
BITUMEN
PATH

Sheet 018

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Sheet 028

PAVE
GRASSED
SECTION

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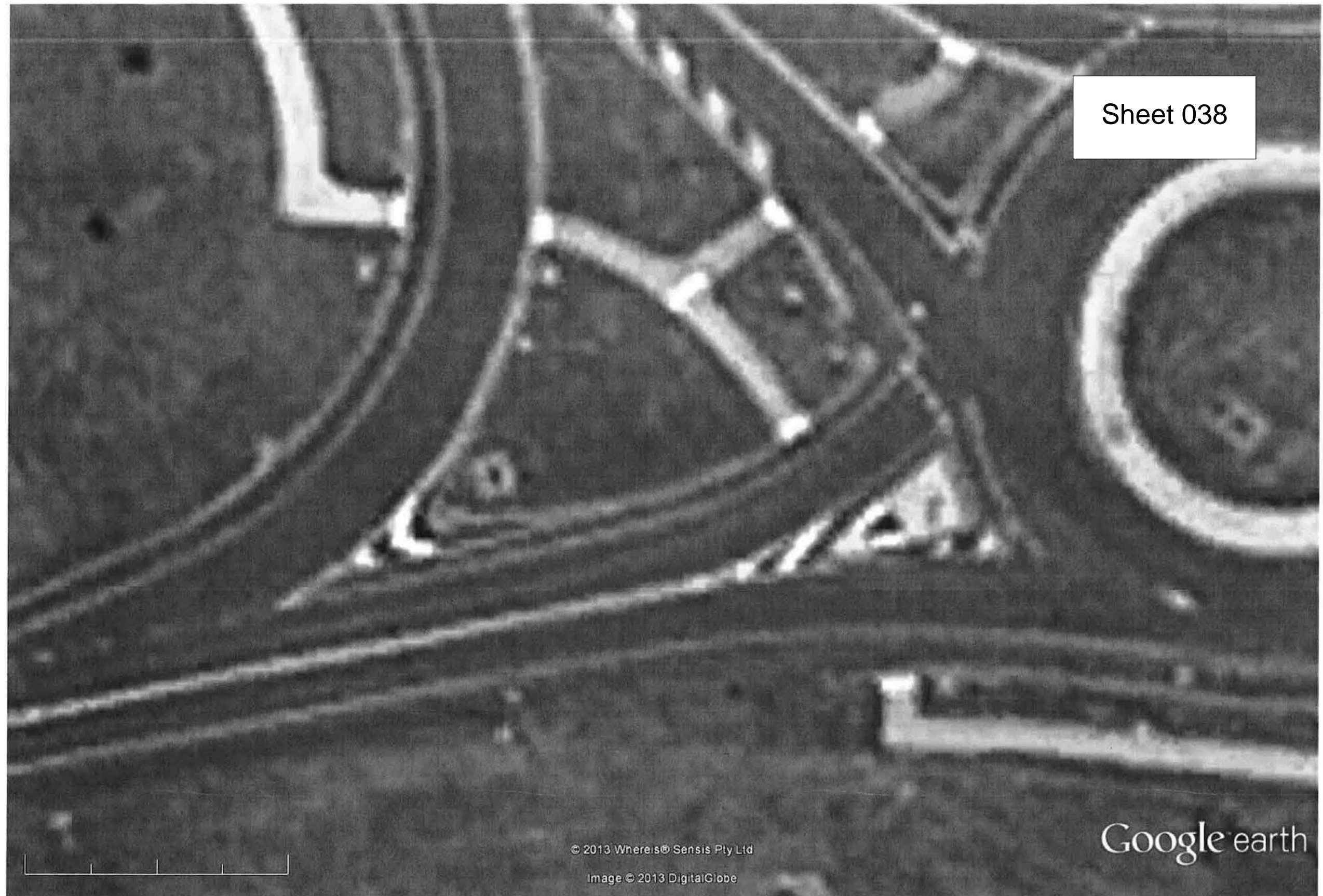
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Sheet 038



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