ACCESS REPORT

DEVELOPMENT APPLICATION

"SUMMER HILL FLOUR MILL" - STAGE 1

Smith Street SUMMER HILL

MIXED RESIDENTIAL / COMMERCIAL DEVELOPMENT

Prepared By Mark Relf 28th February 2013



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Introduction

This report has been prepared to provide an accessibility and adaptable housing review for a proposed mixed multi-unit residential and retail/commercial development on a site at Smith Street, Summer Hill.

This development proposes:

- Nine (9) townhouses and thirty-five (35) apartments including four (4) adaptable apartments.
- Commercial tenancy areas on the ground and first floor.
- 53 parking spaces within a basement car park including 5 accessible spaces (plus visitor).
- Common domain landscaped areas associated with the development, which includes an outdoor accessway to a future Light Rail Stop.

The purpose of this report is to provide an accessibility review of the subject development to ascertain whether the development is consistent with Part D3 of the BCA 2012 / DDA Premises Standards for the commercial aspects and common domain areas of the development and SEPP 65 pertaining to accessibility of common domain areas and adaptability of at least 10% of dwellings within the multi-unit residential development.

Assessment Criteria

This assessment considers the following legislation, planning instruments and standards pertaining to access for people with disabilities:

- (1) Parts D3, E3.6, F2.4 of the Building Code of Australia (BCA) (2012)
- (2) DDA Premises Standards (2010).
- (3) Masterplan Conditions of Consent specifying that a minimum of 10% of all dwellings shall be adaptable within the meaning of AS4299 Class C.
- (4) Australian Standard AS1428.1 (2009) Design for Access and Mobility and referenced standards.
- (5) Australian Standard AS1428.4.1 (2009) Tactile Ground Surface Indicators.
- (6) Australian Standard AS2890.6 (2009) Parking for People with Disabilities.
- (7) Australian Standard AS4299 (1995) Adaptable Housing.
- (8) Australian Standard AS1735.12 (1999) Lifts.

Report Format

The report provides the following Parts to reflect the various elements:

- Part A Commercial / Common domain Areas: provides a general assessment of the commercial areas on ground floor against the relevant Australian Standards AS1428 (Parts I and 4.1) in accordance with Parts D3, E3.6 and F2.4 of the BCA and DDA Premises Standards regarding common domain area accessibility.
- Part B Residential: provides a regulatory review of the residential component of the development against the accessibility and adaptability requirements of the Adaptable Housing standard AS4299 to class C.



Development Application Plans

The plans relied upon for this accessibility assessment include the following:

Drawing No.	Issue	Description
3430 – DA-001	-	Cover Sheet
3430 – DA-011	-	Location Plan
3430 – DA-012	-	Sub Division Plan
3430 – DA-040	-	Construction Management Plan
3430 – DA-050	-	Demolition Plan
3430 – DA-099	-	Basement Level Plan – Site I
3430 – DA-101	-	Level I – Site I
3430 – DA-102	-	Level 2 – Site I
3430 – DA-103	-	Level 3 – Site I
3430 – DA-104	-	Level 4 – Site I
3430 – DA-105	-	Level 5 – Site I
3430 – DA-106	-	Roof Plan – Site I
3430 – DA-110	-	Adaptable Apartment
3430 – DA-200	-	Ground Level – Site 2
3430 – DA-201	-	Level I – Site 2
3430 – DA-300	-	Elevation I – Site I
3430 – DA-301	-	Elevation 2 – Site I
3430 – DA-302	-	Elevation 3 – Site I
3430 – DA-303	-	Elevation 4 – Site I
3430 – DA-500	-	Section I – Site I
3430 – DA-501	-	Section 2 – Site I
3430 – DA-1000	-	Landscape Plan
3430 – DA-1001	-	Streetscape Design
3430 – DA-1002	-	Through Site Link
3430 – DA-1003	-	Community Courtyard
3430 – DA-1009	-	Streetscape Sections



Part A – Commercial & Common Domain Access

Accessibility Assessment

Assessment Methodology

Part A of the review considers the accessibility requirements of the Building Code of Australia as expressed by Parts D3, E3.6 and F2.4 and Schedule I of the DDA Premises Standards the various referenced standards AS1428.1–Design for Access and Mobility and AS1735.12–Lifts.

The comments do not cover detail issues pertaining to construction documentation such as internal design of accessible toilet facilities, evaluation of slip resistant floor materials, lift specification, door schedule, tactile ground surface indicators, signage and the like, which will be confirmed at construction certificate stage.



External Pathway Links and Building Entrances (Parts D3.2 & D3.3 of the BCA)

Site I (Residential/Retail) and Site 2 (Through site Link to Light Rail Stop)



	BCA / DDA Access Code Review	Complies
	Common Domain Entrances – The development proposes multiple rian site entrances to enter the site including the following;	
(a)	Smith Street proposes level on-grade access at the north-east corner of the site from the public domain footpath @RL9.83 to the forecourt area which facilitates graded walkway access to the principal entrance lobby to access a platform lift @RL10.240 which facilitate access to the ground floor podium @RL10.600 residential areas and the retail tenancy entrance @RL9.960.	YES
	• The north-western Smith Street entrance adjacent to the townhouses provides a stairway entry. Given the close proximity to the north-eastern entry gate this entrance is not required to be accessible.	N/a
	• Notwithstanding this the stairway is recessed at least 900mm from the boundary to accommodate handrails and tactile ground surface indicators within the site as required by AS1428.1 and AS1428.4.1 to satisfy Parts D3.3 and D3.8 of the BCA.	YES
(b)	Proposed Internal Street East proposes several on-street parking spaces with individual stairway entrances to the ground floor units directly adjacent.	N/a
(c)	Proposed Internal Street South proposes several on-street parking spaces and the car park entrance driveway. The plans show two pedestrian entrance gates;	
	• The eastern entrance adjacent to the Unit block provides a level entry with appropriate circulation spaces to enter/exit @RLII.70 to comply with ASI428.1.	YES
	• The western entrance adjacent to the townhouses provides a level entry with limited circulation spaces to enter/exit. Given the close	N/a

BCA / DDA Access Code Review	Complies
proximity to the eastern entry gate this entrance is not requir be accessible.	ed to
(d) Edward Street proposes several on-street parking spaces individual stairway entrances to the townhouse apartments di adjacent.	
2. Overall, the development proposes four (4) "common entrances" with two being accessible which satisfies Part D3.2 and Table D3.1 of the BCA.	(2)
 Residential Entry Lobbies – The abovementioned accessible entrance pr access to the ground floor podium ad the two (2) lifts which travel to all lev the apartment buildings and basement car park in accordance with AS1428 satisfy D3.2 and Table D3.1 of the BCA. 	vels of
4. Site 2. Through Site Link To Light Rail Stop – The Stage I plans proppedestrian Through Site Link to the future light rail stop, which indicate moderate undulating slopes not exceeding 1:20 as the accessway commented RL10.250 and then travels east for approximately 40 metres to RL9.10 and at 1:21 to 9.75 and the boundary of works @RL10.90.	tes a YES ces at
5. This pathway will comply with AS1428.1 and will be consistent with Part the BCA relating to accessible pedestrian infrastructure.	H2 of YES
AMPHITHEATRE/ ENTERTAINMENT SPACE THROUGH SITE LINK FUTURE LIGHT RAIL STOP	
6. Site 2 includes a small café with an outdoor door dining area, landscaping small amphitheatre.	and a YES
7. The café will provide on-grade level entry access from the adjacent pa @RL9.75 and incorporate a unisex accessible toilet and outdoor deck area construction certificate documentation shall confirm the design complies AS1428.1 to satisfy Parts D3.2 and D3.3 and F2.4 of the BCA and DDA Pre Standards.	a. The CC stage with
8. The amphitheatre indicates several stairways that will require detailing a construction certificate stage to ensure the stair risers are setback from transverse pathway by at least 650mm at bottom landings and 350mm a landings to ensure handrail extensions to do project into the pathways to co with AS1428.1 to satisfy Part D3.3 of the BCA.	m any YES at tt top CC stage

Parking (Part D3.5 of the BCA)

BCA / DDA Acces	s Code Review	Complies
 9. The development proposes 53 basement car spaces which includes 2 spaces for the retail/commercial areas of the development. 10. There will be at least 1 accessible space for the retail/commercial areas designed to comply with AS2890.6 and located within the basement adjoining the Lift for the northern buildings, which could be space 39 or 18 as illustrated. 	17 HOLISIN	YES at CC stage

Internal Accessways (Part D3.3 of the BCA)

BCA / DDA Access Code Review	Complies
11. Ground Floor Retail - The ground floor retail / commercial area provides an internal 1:14 ramp from the entry @RL9.960 to the internal floor level of	YES
RL10.600 which has an open plan layout enabling access to all areas in accordance with AS1428.1 and Part D3.3 of the BCA.	YES at
12. Future DA shall be prepared relating to the internal fitout of this area, including sanitary facilities.	CC stage
13. Doors and Door Hardware - The construction documentation shall confirm 920mm minimum doors (butt hinge) providing 850mm clear opening width with lever handles, 20 N maximum force to open doors, which have appropriate luminance contrast to adjoining walls and level thresholds in accordance with AS1428.1 to satisfy Part D3.3 of the BCA.	YES at CC stage

Accessibility of Common Domain Areas (Table D3.1, Parts D3.2 & D3.3 of the BCA)

BCA / DDA Access Code Review	Complies
14. In accordance with Table D3.1 of the BCA a development is required for Class 2 Areas of a development (residential flat buildings);	
• To provide a pedestrian entrance to be accessible to at least one (1) floor co occupancy units and to the entrance doorway of each sole occupancy unit loc level, and	•
• To and within not less than one (1) of each type of room or space for use in common b the residents, including a cooking facility, sauna, gymnasium, swimming pool, common laundry, games room, individual shop, eating area, or the like.	
• Where a ramp complying with AS 1428.1 or a passenger lift is installed —	
a) to the entrance doorway of each sole-occupancy unit; and	
 b) to and within rooms or spaces for use in common by the residents, located levels served by the lift or ramp. 	l on the

BCA / DDA Acc	ess Code Review	Complies
	tess to enter the ground floor podium ne ground floor, which travel to all upper e residential development and ultimately to rty-five (35) apartments (excluding	YES
Residential Lift Lobbies		
16. The north-eastern residential lobby incorporates a stair and platform lift to ensure equitable access from the entry to the ground floor podium and the open plan lift which travels to all levels of the apartments.		YES
 17. The construction documentation shall ensure that the north-eastern lift shall provide a 1400 X 1100mm lift car and other features to satisfy AS1735.15 and Part E3.6 of the BCA. 	RETAIL RL 11.50 RL 11.50	.YES at CC stage
18. The lobby doorways will incorporate level landings and threshold ramps (max 1:8 X 35mm X 280mm) while details of door schedule and door hardware shall confirm 850mm clear opening widths with lever and D-pull handles and other features to comply with AS1428.1 and satisfy Parts D3.2 and D3.3 of the BCA.	RL 10.24 RL 9.96 +RL 9.83	YES at CC stage
19. The south-eastern residential entrance adjacent to the Unit block provides a level entry with appropriate circulation spaces to enter/exit @RL11.700 to comply with AS1428.1.	RL 11.70	YES
20. The ramp adjacent to the lift shall enable access to the podium level @RL11.970 and the adjoining ground floor apartments, which will incorporate threshold ramps to enter the apartments @RL12.000 to comply with AS1428.1 and satisfy Parts D3.2 and D3.3 of the BCA.		YES at CC stage
	vel landings while details of door schedule om clear opening widths with lever and D- ply with AS1428.1 and satisfy Parts D3.2	YES at CC stage

Summer Hill Floor Mill, Smith Stri	EET, STAGE I
BCA / DDA Access Code Review	Complies
 and D3.3 of the BCA. 22. Security Intercom systems shall be detailed at construction documentation stage to comply with AS1428.1 in terms if height and reach access to satisfy Parts D3.2 and D3.3 of the BCA. 	YES at CC stage
Grounds Floor Podium Access – Site I	<u>I</u>
<complex-block><image/></complex-block>	FL 150
23. The ground floor podium shall provide moderately graded accessways not exceeding 1:20 from the two primary residential lobby areas to all ground floor apartments and at least one raised terrace area to satisfy Table D3.1 of the BCA.	YES
24. Northern lobby area is at RL11.50 which provides a minimal 1:40 slope to a central outdoor pathway @RL11.70 to RL11.95 which continues to the 1:14 ramp adjacent to the raised terrace seating area to comply with AS1428.1 to satisfy Part D3.3 and Table D3.1 of the BCA.	YES
25. Southern lobby area is at RL11.94 which provides a minimal 1:40 slope to a central outdoor pathway @RL11.80 to RL12.00 which continues to the 1:14 ramp adjacent to the raised terrace seating area to comply with AS1428.1 to satisfy Part D3.3 and Table D3.1 of the BCA.	YES
26. Pedestrian Pathways propose 1200mm minimum width with other sections providing 1550mm and 1800mm width to comply with AS1428.1 and part D3.3 of the BCA for Turning and Passing Areas, except for the east-west portion over the driveway which must be increased to 1800mm width.	YES at CC stage

27. **Stairways** – There are several stairways (and two ramps) within the outdoor podium that will require detailing at the construction certificate stage to ensure the bottom stair riser is setback from any transverse pathway by at least 650mm **YES at CC stage**

BCA / DDA Access Code Review	Complies
to ensure handrail extensions to do project into the pathways to comply with AS1428.1 to satisfy Part D3.3 of the BCA.	
28. Lifts -The plans indicate the Residential lift cars will be at least 2000mm X 1400mm or 1600mm X 1400mm to satisfy the E3.6 of the BCA and will be detailed to comply with AS1735.12 – Lifts For People With Disabilities.	YES
 29. Common Corridor Access to Apartment Entrance Doorways – On the upper levels I to 4 the plans show I800mm width lift landings at the northern lift which provide direct access to I500mm minimum width access ad 2500mm minimum width apartment entrance doorway landings to comply with ASI428.1 for Turning and Passing and satisfy Part D3.3 and Table D3.1 of the BCA. 	YES
30. On the upper levels 1 to 5 the plans show 3400mm width X 6800mm lift landings at the southern lift which provide direct access to the apartment entrance doorway landings to comply with AS1428.1 for Turning and Passing and satisfy Part D3.3 and Table D3.1 of the BCA.	YES
31. The combination of the lift landings and common corridors provide the configurations and spatial areas to facilitate Passing Areas in accordance with AS1428.1 and Part D3.3 of the BCA.	YES
32. Stairways - In accordance with part D3.3(a)(ii) of the BCA the common area stairs adjoining the lobby areas will be detailed at construction certificate stage with handrails on both sides, closed stair risers with no overhanging lip and step nosings to the requirements of AS1428.1 to satisfy Parts D3.3(a)(ii) and D3.8 of the BCA.	YES at CC stage
33. Garbage Room – The plans illustrate garbage room in the basement which provides 1500mm X 2000mm+ internal circulation area with the door providing appropriate latchside clearance to comply with AS1428.1 and satisfy Table D3.1 and Part D3.3 of the BCA.	YES

BCA / DDA Access Code Review	Complies
34. Doors and Door Hardware - The construction documentation shall confirm 920mm minimum doors (butt hinge) providing 850mm clear opening width with lever handles, 20 N maximum force to open doors, which have appropriate luminance contrast to adjoining walls and level thresholds in accordance with AS1428.1 to satisfy Part D3.3 of the BCA.	YES

Lifts (Part E3.6 of the BCA)

BCA / DDA Access Code Review	Complies
35. While the development provides lifts to comply with Table D3.1 / Part D3.3 BCA in enabling vertical access to various details of lift car controls, handrails and the like will be provided at construction documentation stage to confirm compliance with AS1735.12 to satisfy Part E3.6 of the BCA and DDA Premises Standards.	YES at CC stage

Accessible Sanitary Facilities (Part F2.4 of the BCA)

BCA / DDA Access Code Review	Complies
36. Retail - The ground floor retail areas shall provide details of unisex wheelchair accessible at a future design stage to comply with AS1428.1 and satisfy Part F2.4 of the BCA and DDA Access Code.	YES at CC stage

Identification – Braille and tactile signage (Part D3.6 of the BCA)

BCA / DDA Access Code Review	Complies
37. Details concerning the provision of raised tactile and Braille signage for the commercial and common area as required by AS1428.1, Part D3.6 and Specification D3.6 of the BCA will be provided at construction certificate stage.	YES

Tactile ground surface indicators (Part D3.8 of the BCA)

BCA / DDA Access Code Review	Complies
38. The ramps and stairways within the development shall of documented at construction certificate stage with tactile ground surface indicators (TGSI's) in accordance with AS1428.4.1 to satisfy Parts D3.3 and D3.8 of the BCA on he following areas;	YES at CC stage
(a) Pedestrian ramps steeper than 1:20 (excluding 1:10 step ramps);(b) Non fire-isolated stairways.	



Part B - Adaptability Assessment

The following provides an assessment of the designated "adaptable" apartments in accordance with Category C of the Adaptable Housing Standard – AS4299 for 10% of the thirty-five (35) residential apartments (BCA Class 2), that being a minimum of four (4) apartments.

The plans indicate four (4) adaptable apartments as shown below;

4 X 2 bedroom Units 4A-G.2, 4A-I.2, 4A2.2, 4A3.2.



Pre Adaptation Plan

Clause **Adaptability Assessment** Compliance

AS4299 Common Resident Entry Lobbies – Section A describes the site Clauses 3.3 accessways to all residential apartments which confirms equitable access and 3.5 to the adaptable units in accordance with AS1428.1 to satisfy Parts D3.2/D3.3 of the BCA.

> Overall I am satisfied that the principal building entrances and access to the lifts will provide appropriate access for people with disabilities in accordance with AS1428.1 / AS4299.

AS4299 **Car Parking**

accessibility

Cls 3.3.3, The development proposes four (4) accessible Resident car spaces YES 3.7 &

YES





The car park shall provide 2200pmm minimum height entry and aisle height and 2500mm height over the accessible spaces in accordance with AS2890.6 and the intent of AS4299.

YES

YES at

CC stage

AS2890.6 With respect to **accessible visitor parking,** the plans propose 2400mm width spaces adjoining a 2400mm shared area to enable transfers in and out of vehicles by people with mobility aids in accordance with AS2890.6.

AS4299 Letterboxes

Clause 3.8 The development will provide the letter boxes within the residential lift lobbies and will provide at least 1550mm X 1550mm level landing areas in front of all letter boxes for circulation and access to comply with AS4299.

Part E3.6 Lift Access

- of the BCA The plans indicate the lift cars will be at least 1400mm X 1600mm to satisfy Part E3.6 of the BCA and Council's Access DCP and will be detailed to comply with AS1735.12 Lifts For People With Disabilities.
- AS4299 Accessible entry The front entrances to these units provide a level Clauses threshold and will be detailed with a 920mm minimum doorway to 4.3.1, 4.3.2 achieve 850mm clear opening width.
- and 4.3.3 With respect to doorway circulation spaces the plans show the **YES** required 1500mm-1700mm X 1600mm externally in the common corridors and internally with 530mm minimum latch side clearance with a 920mm min entry door, as specified by AS4299.
- AS4299 Interior: general The pre adaptation plans provide open plan living YES Cls 4.3.7 areas with direct access to the main bedroom doorways in accordance with AS1428.1/4299.

Clause	Adaptability Assessment	Compliance
	Doors and Door Hardware While the plans do not indicate 920mm external door widths, 870mm internal door widths and lever handles these details should be provided at construction drawing stage to confirm compliance.	YES at CC stage
AS4299 Clause 4.7	Living and Dining rooms – The plans show combined living and dining area on a single level with sufficient area to provide a 2250mm diameter turning area to comply with this clause.	YES
AS4299 Clause 4.5	Kitchen – The kitchen post adaptation plans provide the required 1550mm minimum circulation space adjacent to the benches and appliances to comply with AS4299 requirements.	YES
	With regard to the "adaptability" of the kitchen the pre-adaptation plan provides an appropriate layout of sink, fridge, wall oven, cooktop while the post adaptation plan proposes a height adjustable workbench that is readily adaptable and satisfies the "ease of adaptation" guidelines outlined in section 2 – Performance Objectives of AS4299.	YES
	Therefore, subject to confirmation of the installation of kitchen cupboards, appliances and the like at the construction documentation stage it is apparent that the kitchen will comply with AS4299.	
AS4299 Clause 4.6	Main bedroom – The post adaptation plans show the main bedroom provides an area of at least 4700mm x 3000mm providing 1540mm X 2070mm circulation space on each side of the queen bed and a 1000mm minimum at the foot of a queen sized bed with appropriate doorway circulation spaces to enter/exit the room and access the robe area to satisfy AS4299/1428.	YES
AS4299 Clause 4.7	Bathroom – The post adaptation plans show the ensuite layout will be at least 2300mm X 3000mm which provides ample area to comply with AS1428.1/4299.	YES
	The construction certificate plans shall confirm an appropriate layout of sanitary facilities with dual plumbing services for the toilet relocations and shower/basin modifications to comply with AS1428/4299 to satisfy the performance requirements of AS4299.	
AS4299 Cls 4.4.3	Toilet – With respect to the provision of visitable toilets the plans indicate that the abovementioned adaptable bathrooms will provide a design with a size and layout that enables the toilet to comply with AS4299 by providing 1250mm X 900mm in front of the WC pan.	
AS4299 Clause 4.8	Laundry – The laundry facilities provide adequate space for a washing machine/drier while the adjacent area facilitates the required minimum 1550mm X 1550mm clear circulation space in front of the appliances to comply with AS4299.	
AS4299 Clause 4.11	Garbage – The plans illustrate a garbage room in the basement that provide 1500mm X 2000mm+ internal circulation area and at least 530mm latchside clearance then the design will provide appropriate access to comply with AS1428.1 and satisfy Table D3.1 and Part D3.3 of the BCA.	YES

Clause	Adaptability Assessment	Compliance
AS4299 Cls 3.5(b)	Outdoor Private Open Space – The plans show outdoor balcon terrace areas adjacent living areas for each of these units with slidin doors for convenient access and an approximate, which provide at leas 2200 X 7200, which is adequate to perform a 180 degree wheelchai manoeuvre.	g t
	While the plans do not indicate thresholds the construction drawing will confirm the capability for installing in-fill decks and 35mm heigh threshold ramps over sliding door tracks to comply with AS1428/4299.	t

In summary, I conclude that these apartments and associated common domain facilities will comply with fundamental spatial design criteria of AS4299 for Adaptable Housing.



Conclusion

In summary this assessment confirms the following outcomes;

- The access to the ground level retail area and residential lift lobbies will provide appropriate access for people with disabilities in accordance with Part D3 of the BCA and DDA Premises Standards accessibility requirements; and
- The lifts provide access from the ground floor to all upper levels of the apartment buildings enabling access to all apartment entrance doorways (excluding the townhouses) to comply with Table D3.1, Parts D3.2, D3.3 of the BCA and DDA Premises Standards.
- Parking designs and allocations will provide appropriate access for people with disabilities in accordance with AS2890.6 for the retail areas to satisfy Part D3.5 of the BCA, DDA Premises Standards. The parking for adaptable units will be consistent with AS4299 design requirements; and
- There will be at least 10% of the overall residential dwellings apartments four (4) that will be adaptable in accordance with AS4299, which is consistent with SEPP 65, SEPP 65 Design Code and the Masterplan requirements.

The access and adaptability review of the development demonstrates compliance with the relevant objectives and design code requirements of SEPP 65, which is consistent with the masterplan for adaptable housing.

Therefore, given the degree of access to the commercial areas, common domain residential amenities, visitability and adaptability of residential apartments I conclude that the development satisfies the accessibility provisions of the BCA, DDA Premises Standards and relevant Conditions of consent and SEPP 65 requirements pertaining to accessible pathways, visitable, adaptable housing for people with disabilities.

Mark Relf Access Consultant (ACAA)



Appendix A – Statement of Expertise

accessibility solutions (NSW) PTY LTD

CONSULTANCY PROFILE & STATEMENT OF EXPERTISE

Accessibility Solutions consultancy offers a range to services to provide advice for clients to develop new and modify existing buildings, facilities and services to be accessible to people with disabilities to comply with legislation and regulations relevant to people with disabilities.

Relevant legislation and regulations that underpins advice includes the Disability Discrimination Act (DDA) Building Code of Australia, Australian Standards 1428, DDA Premises Standards, DDA Transport Standard, State Environment Planning Policy No. 5 Housing for Older People or People With a Disability (SEPP 5) / Seniors Living Policy, SEPP 65 – Residential Flat Buildings Design Code and various local government DCP's.

The scope of services provided by Accessibility Solutions includes:

- Plan Appraisals and design advice
- Access Reports for development applications and construction certificates
- Expert Reports for Court evidence
- Access Auditing of existing buildings, facilities, transport conveyances and infrastructure
- Policy and document reviews and development of Disability Action Plans
- Staff training in access auditing

The services consider issues concerning people with all types of disability including; physical; vision; hearing, intellectual and other cognitive impairments that may affect access for people with a disability consistent with the Disability Discrimination Act.

As principle consultant Mark Relf has considerable experience and expertise in a wide range of access related projects and is a recognised Access Adviser approved by the NSW Ageing and Disability Department and has attained accreditation with the Association of Consultants in Access Australia for the purposes of providing advice concerning access to the built environment and services for people with disabilities.

His expertise has been gained over 20 years working in management and advocacy roles within the disability sector and since 1994 providing advice to clients on access issues. Mark also participates on various key committees concerning access for people with disabilities. His qualifications and affiliations are:

- Accredited Member of the Association of Consultants in Access Australia.
- Member, Standards Australia ME/64 Committee responsible for the AS1428 suite and AS4299 Adaptable Housing.
- Member, NSW Heritage Office's Fire, Access and Services Advisory Panel.

