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**PRESENT**

**Members:**

Councillor Peter Alley (Chairperson)  
Anthony Clarke  
Ben Oultram  
Bruce Gibbs  
Ian Irwin  
Jeffrey Tapping  
Julie Haraksin  
Lucilla Marshall (PMHC Group Manager Community Development)  
Julie Priest (PMHC Aged & Disability Officer)

**Other Attendees:**

Pip Cox (PMHC Road Safety Officer)

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The meeting opened at 2:20pm.

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**01 ACKNOWLEDGEMENT OF COUNTRY**

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The Acknowledgement of Country was delivered.

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**02 APOLOGIES**

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CONSENSUS:

That the apologies received from Elizabeth Rose, Helen Booby, Lyndel Bosman, Max Waters, Mike Ipsen, Phil White and Sharon Beard be received.

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**03 CONFIRMATION OF MINUTES**

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CONSENSUS:

That the Minutes of the Port Macquarie-Hastings Access Sub-Committee Meeting held on 7 February 2017 be confirmed.

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## **04 DISCLOSURES OF INTEREST**

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There were no disclosures of interest presented.

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## **05 BUSINESS ARISING FROM PREVIOUS MINUTES**

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### **5.01 Access Friendly Project:**

Thank you to Julie Haraksin, Jeffrey Tapping, Sharon Beard and Ian Irwin who conducted the Access Friendly visit.

The Breakwall Kiosk and amenities were reviewed and noted that the Kiosk Manager was very helpful. Upon request the café umbrellas stored in the accessible bathroom were removed as they were a major obstruction. It was noted that the lower counter was close to a set of descending stairs, payment counter too high and EFTPOs is fixed, walkway 900 is narrow and 1200 would be recommended, ramp is very narrow and no visibility could be a collision problem, toilet door much too heavy and lack of storage solutions for the kiosk. The design received an unfavourable review in regards to accessibility and practicality.

The Town Beach Kiosk was reviewed with recommendations that a clear pathway be maintained as café furniture can create a maze. Toilet door lock too high and door too heavy and regular cleaning required as strong odour.

(The Committee reviewed the Sports Stadium Port Macquarie prior to the meeting with the Facilities Manager. The new works included two accessible bathrooms and accessible car parking.)

#### **CONSENSUS:**

That:

1. A letter be sent to the Breakwall Kiosk thanking the Manager for her co-operation.
2. That request to Facilities Manager to adjust hinge on door at Breakwall Kiosk.
3. That request to Facilities Manager to lower door lock at Town Beach Kiosk accessible toilet and adjust hinge on door and that regular cleaning is scheduled.
4. That Julie Priest will arrange the next access visit to Kmart, Pillow Talk and Pipeworks.

### **5.02.1 Lake Cathie Public Toilets:**

Update provided that the works for the new Lake Cathie Public Toilet will commence in the next few months.

### **5.02.2 Access to Town Beach:**

The Committee noted the PMHC Parks Management Officer investigation about use of mobi mats. The quote from Push Mobility is \$19,512 for matting plus \$6,200 for the roller. Feedback from Lake Macquarie Council and Avoca Surf Club who use the product is that the surface gets very hot, is very labour intensive (1.5hours to roll out), must be regularly hosed down and cleaned and there are better ways to get people to the water such as

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beach wheelchairs. Discussion about more permanent solutions and recycled products.

**CONSENSUS:**

That a more permanent solution to access Town Beach is investigated and reported to the next committee meeting.

**5.02.3 Access parking:**

Pip Cox provided an update about the car parking on Findlay Avenue and request for accessible car park at the sporting fields and tabled an aerial map. Discussion about various parking conditions.

**CONSENSUS:**

That the Committee recommend the request for an accessible car park on Findlay Avenue is assessed as a medium priority and the Committee recommend it to be located after the Bus Zone.

**5.02.4 Access updates:**

The broken TGSI's at Ocean Drive have been listed. The broken audio at the traffic signal crossing on Gordon and Grant Streets has been fixed by RMS as requested. The meeting with El Rose, Julie Priest and Community Transport will be deferred until next month (May).

**5.02.5 Town Centre Masterplan Committee:**

The Committee noted the report from Sharon Beard about new motorcycle parking in the Plaza car park and that the investigation into the upgrade of public toilets in the Plaza car park to a modular self-cleaning amenity is underway. Plans to install grates at the Taxi Rank in front of the Coles is underway.

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**06 DRAFT DISABILITY INCLUSION ACTION PLAN**

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The Committee reviewed the draft Disability Inclusion Action Plan. Submissions close 24 April 2017.

**CONSENSUS:**

That the dates be changed to 2021 and that feedback from Max Waters, Sharon Beard, Julie Haraksin and Ian Irwin be reviewed for input into the draft Plan.

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**07 GENERAL BUSINESS**

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**07.01 INVITATION TO LGNSW ACCESSIBLE TOURISM ROADSHOW**

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**CONSENSUS:**

That the Committee be advised venue location when it is announced by LGNSW.

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**07.02 MAP APP**

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Opportunity for the Access Map to be included on the new Council Map App and any accessible walking trails.

**CONSENSUS:**

That the Committee 'road test' any trails to ensure accessibility and recommend that the App is searchable. That the Committee are sent a copy of the draft Coastal masterplan maps for their reference.

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**07.03 DESIGNS FOR INTERSECTION UPGRADE AT LAKE ST AND  
SEYMOUR ST LAURIETON**

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The Committee reviewed the designs and noted that this is a pleasing outcome after the Committee's advocacy for pedestrian refuges in this location.

**CONSENSUS:**

That feedback be provided to the Engineer Designer that the Access Committee recommends that only low vegetation is planted so that the landscaping does not block sight lines.

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**07.04 FOOTPATH FROM FERN HILL PARADE TO DR PAWS**

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Julie Priest discussed customer request for linking footpath and pedestrian route to navigate the round-a-bout.

**CONSENSUS:**

That Julie Priest and Pip Cox will go on site and review the pedestrian access route.

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**07.05 POTHOLES AT HAMILTON GREEN**

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Ben Oultram discussed the large pot holes at Hamilton Green due to the recent wet weather which were creating access issues for NewIDAFE clients who use wheelchairs and requested they be filled.

**CONSENSUS:**

That the request to fill the pot holes be forwarded to the relevant Officer who liaises with Hamilton Green.

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**07.06 ACCESSIBLE CAR PARK AT EMERALD DOWNS**

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Ben Oultram advised that the accessible car parking spot at Emerald Downs had worn out paint on the road surface and no signs on poles indicating it was an accessible car park.

**CONSENSUS:**

That a letter be sent to Emerald Downs Management advising of the disrepair of the accessible car parking spot.

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**07.07 TELEGRAPH POINT UPDATE**

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Jeffrey Tapping advised that he reviewed the Pedestrian Access & Mobility Plan and provided an overview in the community newsletter. He advised that near the Sports & Recreation Club a new disability carpark is needed (opposite the Primary School).

**CONSENSUS:**

That the Committee thanked Jeffrey on informing the Telegraph Community about the Pedestrian Access & Mobility Plan. That the status of the accessible car park be reviewed and an update provided at the next meeting.

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**07.08 A USER ORGANISATION**

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Jeffrey Tapping tabled a paper proposing a user organisation is set up.

**CONSENSUS:**

The Committee to review the user organisation paper and is included as an agenda item at the next meeting for discussion.

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**07.09 GLASSHOUSE ACCESS KEY**

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Ian Irwin advised that the system for accessing the key to the lifter at the Glasshouse via a volunteer is not working.

**CONSENSUS:**

That Julie Priest contact the Glasshouse Venue Manager and request that the process be reviewed. The Committee recommend that the key be located at the Visitor Information Desk. An update to be provided at the next meeting.

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The meeting closed at 3:38pm.