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**PRESENT**

**Members:**

Councillor Peter Alley (Chair)  
Anthony Clarke  
Ben Oultram  
Bruce Gibbs  
Helen Booby  
Ian Irwin  
Max Waters  
Mike Ispen  
Sharon Beard  
Lucilla Marshall (PMHC Group Manager Community Development)  
Julie Priest (PMHC Inclusion Officer)

**Other Attendees:**

Nil

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The meeting opened at 2:07pm.

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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, Lyndel Bosman, Phil White, Julie Haraksin, Jeffrey Tapping and Cr Sharon Griffiths be accepted.

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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 4 April 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 Sharon Beard, Max Waters, Jeffrey Tapping, Bruce Gibbs and Julie Priest for conducting the Access Friendly visit. Bay St Plaza was reviewed with Pillowtalk, FSW Shoe Warehouse, McDonalds, Pipeworks, Lingerie shop and Rivers. There are two accessible car parks at the plaza and an additional two near McDonalds to be accessed via the footpath.

#### **CONSENSUS:**

1. That a letter be sent to Pillowtalk, FSW, McDonalds, Pipeworks, Lingerie to advise as access friendly.
2. That a letter be sent to Rivers to advise that they are access friendly conditional that the clothes rack on wheels be moved away from the front entrance.
3. That the TGSI's be reviewed.
4. That Julie Priest will arrange the next access visit to Kmart on 4 July.

### **5.02.1 Accessible public toilets**

Cr Alley tabled a photo of the building works of the new accessible toilet at Lake Cathie.

Discussion about the Plaza Car Park toilets. Sharon Beard spoke about Town Centre Master Plan Committee investigating a new automated accessible toilet that would be located closer to the street. Julie Priest spoke about this would be a co-production with 50/50 split between the Disability budget matched with TCMP. Would be a module it could be craned out and relocated elsewhere if needed.

### **5.02.2 Access Updates**

Discussion about Julie Haraksin's idea about Accessible Housing – Development Control Plan and opportunity for the Committee to have input into the Urban Growth Management Strategy and DCP as it relates to multi-level housing apartments and to stipulate number or ratio of accessible and universal design apartments. Ian Irwin spoke about the need to have at least two lifts.

Julie Priest advised major works in Town Green and Town Square means that the six accessible car parks and 37 car parks will be closed until November. Council will temporarily install two accessible car parks near the Mexican Café on Clarence Street and permanently install two new accessible car parks in front of the historic courthouse on Clarence Street.

Bruce Gibbs spoke about the Council website showing a community event during Heritage Week with no access information. From his idea Council has changed the online form for

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events so that event organisers have to include access information.

Glasshouse access update. Ian Irwin spoke about delay and difficulties for Glasshouse volunteers to escort patrons through building to use back of house lift. Julie Priest thought the request was about MLAK / stair lifter and they have changed their process so that the two keys are together and held at information desk. She has re-contacted Glasshouse Management to review the process for the lift.

**CONSENSUS:**

1. That Ranger figures for usage and fines for accessible car parks be advised at next meeting.
2. Julie Haraksin to research other Councils Development Control Plans about ratio's for accessible or universal design apartments.
3. That an update from the Glasshouse be provided about procedures to access the lifts and training/instruction to volunteers.

**5.03 Access Parking Audit**

Bruce tabled an assessment sheet to be used to review the accessible car parks. He spoke about reviewing public and private car parks and to capture the GPS co-ordinates. Mike Ipsen advised he is available to undertake the Laurieton area.

Ben Oultram had identified access issues at Hamilton Green with the potholes. Lucilla Marshall spoke about how half the car park driveway area has been sealed and that it is Crown Land and there is ongoing discussions within Council as to an ongoing program of maintenance for Hamilton Green.

Emerald Downs car park signage is in disrepair.

**CONSENSUS:**

1. That the time and dates for the car park audits will be sent to the Committee.
2. That Ben Oultram and Julie Priest will contact the management at Emerald Downs Centre about repairing the signage at the accessible car park.

**5.04 Access Issues**

Phil's White request for the TGSI's at Ocean Drive have been logged.

Pip Cox (Road Safety Officer) and Julie Priest met with a resident at Fern Hill Parade and reviewed access to Oxley Highway. Currently there is missing footpath and the resident has to go via pathways the cemetery and TAFE. The round-a-bout is unsafe and the only solution is eventually to install traffic lights (there is no allocation for these works) . No further action required.

**5.05 Town Centre Masterplan Committee**

Sharon Beard gave an update that the Town Green due to budget constraints no BBQ's (including an accessible BBQ) will be installed this year. She is championing for a grate to be installed along the taxi rank at Coles, similar to the successful taxi rank improvements in front of Port Central.

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### **5.06 Map App**

The Committee reviewed the Council walking trail webpages. There is an opportunity to include layers of accessible information such as location of amenities, car parks, picnic tables and which portion of the trails are accessible.

**CONSENSUS:**

1. That the Committee are interested in participating in the Map App project.
2. That GIS are contacted and asked what information is required.

### **5.07 A User Organisation**

**CONSENSUS:**

That this agenda item is carried over to August when Jeffrey Tapping is in attendance.

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## **056 GENERAL BUSINESS**

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### **06.01 LGNSW INVITATION TO ACCESSIBLE TOURISM ROADSHOW**

**CONSENSUS:**

For the Committee to receive more information about this event if it becomes available from LGNSW.

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### **06.01 ELECTRIC CARS RECHARGING STATION**

Bruce Gibbs and Ian Irwin spoke about the trend for e-car charging stations that use the accessible car park. For the Committee to be vigilant about this issue.

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### **06.03 MCINHERNEY PARK PICNIC TABLES**

Ben Oultram spoke about his recent visit with ACES to McInherney park and there were no accessible picnic tables. The new Disability Inclusion Action Plan includes more accessible picnic furniture.

**CONSENSUS:**

An update be provided at the next meeting.

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**06.04 CAMERON STREET CAR PARK**

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Council has received a request from a Wauchope resident for an additional accessible car park space in Cameron Street be reviewed. Due to changes in High Street and planned relocation of accessible car parks the Committee have held off reviewing the area.

**CONSENSUS:**

The Committee will include Wauchope in their Accessible Car park audit to determine the ratio of car parks and are they compliant, are there enough and are they in the right places.

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**06.05 EASTPORT BOWLING CLUB RAMP**

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Ian Irwin spoke about the ramp giving access to the Bowling Club.

**CONSENSUS:**

That the ramp be reviewed as to the Australian Standards and an update provided at the next meeting.

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**06.06 INNES LAKE PEDESTRIAN ACCESS AND MOBILITY PLAN**

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Bruce Gibbs spoke about the increased patronage in Innes Lake with the University, Hospital, Coles, Siena Grange retirement village expansion and St Columba all adding to the high usage for pedestrian facilities.

**CONSENSUS:**

That Council investigate the request to produce an Innes Lake Pedestrian Access and Mobility Plan.

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The meeting closed at 4:00pm.