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**PRESENT**

**Members:**

Lyndel Bosman -Guide Dogs NSW  
Brian Bucket - Access Building Designer  
Max Waters - Port Macquarie & Vision Impairment  
Mike Ipsen - Camden Haven Access  
Sharon Beard - Education & Access  
Vicky Whitfield - Port Macquarie Access  
George Payne- Wauchope Access  
Julie Priest- Acting PMHC Group Manager Community Development

**Other Attendees:**

Glenn Reece - PMHC Fleet Services Manager  
Katrien Pickles - Acting PMHC Aged & Disability Officer

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The meeting opened at 2.00pm.

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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:

1. That the apologies received from Clr. Rob Turner, Clr. Lisa Intermann, Phil White, Nik Sandeman- Allen and Peter McLeod be accepted.
  2. That the resignation from Peter McLeod be accepted.
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**03 CONFIRMATION OF MINUTES**

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CONSENSUS:

That the Minutes of the Hastings Access Sub-Committee Meeting held on 17 June 2013 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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**05.01 Yellow Brick Road:**

The Yellow Brick Road footpath link on Westerwella Way was reviewed by Julie Priest and Council's Technical Services and decided to be too steep. The option to use Garden Crescent will exceed the available budget of \$21,500.

Brian Bucket and Max Waters suggested the Findlay Street footpath as a viable alternative, as approximately 50 metres of footpath is missing.

**CONSENSUS:**

1. That Brian Bucket will email Julie the original plan for the Findlay Street footpath link.
2. That Julie Priest and Council's Technical Services review the Findlay Street missing footpath and provide a costing and design for these works to the Committee.

**5.12 Discussion about white paper planning and for a submission from the Access Committee:**

The Committee identified that there needs to be a trigger set up in Council's DA process to ensure new Development Applications are forwarded to the Access Committee for review.

It was noted by Julie Priest that the Committee needs to review the Development Applications for Masters, Kmart and Woolworths. It was highlighted by Lyndel that there are issues with Woolworths holding onto toilet keys in other towns which the Committee needs to be aware of.

**CONSENSUS:**

1. That Brian Bucket sends Julie the photos he's drafted to accompany the letter to Australian Standards.
2. That Lyndel Bosman will report back with information from the Nambucca and Taree meetings at the next Access Committee meeting.
3. That Julie Priest follow up with setting up a trigger within the DA process to ensure new DA's are forwarded to the Access Committee for review.
4. That Julie Priest follow up to get copies of the Development Applications for Masters, Kmart and Woolworths for the Committee to provide comment.

**5.14 Discussion of launch at Abundance Café and what this will involve. Launch will take the form of highlighting a number of business 'champions' from each township which are both access friendly and have good customer service:**

George Payne suggested Timbertown Pharmacy and Coffee on High in Wauchope as suitable options. Mike Ipsen suggested Sandbar at Camden Haven as another suitable

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option.

A meeting with the Customer Care Network is taking place on Wednesday, 31 July from 6.30 pm at Pier 1, Panthers. Julie will be discussing the Access Friendly project at this meeting and has invited any interested members to join her.

CONSENSUS:

1. Julie Priest to arrange launch at Abundance Café for **Monday, August 12<sup>th</sup> from 2 - 4 pm** (in place of next meeting). Afternoon tea will be served and Cr. Rob Turner will speak. Local shops will be invited to attend the launch and local 'champion' businesses will be highlighted during the launch. Abundance Café is located at 274 Rawdon Island Road, Sancrox. Julie Priest will arrange transport and contact Committee members prior to the launch.
2. Julie to email members about the Customer Care Network meeting. Anyone interested to join can contact Julie.

5.17 Access Requests:

i) Wheelchair Access to the Ferry:

Glenn Reece, PMHC Fleet Services Manager, attended the meeting. Discussion was held around the ferry access issues identified by Brian Bucket at the previous meeting. Glenn agreed to the issues identified and highlighted lack of planning due to ferry being designed primarily for vehicles.

In addressing the access issues, Glenn raised compounding issues around ferry driver's ability to sell tickets, oversee vehicles and operate a portable ramp. Suggestions for a hydraulic ramp were made, but concerns about algae build-up and corrosion from salt water made this an unfeasible option.

CONSENSUS:

1. Vicky Whitfield to assess the access points at the Settlement City Ferry to identify access issues for individuals using motorised scooters and report back to the Committee.
2. A Portable ramp option was considered a viable option, considering a risk management assessment was conducted.
3. Julie Priest to incorporate this issue in the submission to the Australian Standards.

ii) Wauchope Indoor Stadium:

Deferred: There is no update as yet, this is still on the list of works to be completed.

iii) Invitation to the launch of the Port Macquarie Courthouse wheelchair lifts

Invitation to review the wheelchair accessible lifts installed at the Port Macquarie Courthouse at **10.00 am Wednesday, August 7th**. Julie to arrange transport.

## iv) Bus Shelters:

Review of items from previous meeting.

## CONSENSUS:

Brian Bucket to email Julie Priest the design of the bus seat.

Julie Priest to find out from Busways how many disability friendly buses there are.

## v) Clarence Street Shared Zones:

## CONSENSUS:

That Brian Bucket remind the Town Centre Masterplan Committee about Shared Zone signs and advise the Access Committee of the outcome.

## vi) Rebel Sports Accessible parking space:

The DA has been archived and is currently being searched for but currently cannot be found.

## vii) Lighthouse new staircase:

Deferred until next meeting - Nik Sandeman-Allen not in attendance.

## viii) Medical Centre in Park Street:

Brian Bucket tabled sketches of the proposed vehicle drop-off area and Mike Ipsen advised that the area is accessible via a ramp.

## ix) Committee to prioritise the 2013-14 access improvements for Council's Facilities and Buildings:

Name of Facility	Budgeted Cost
Henry Kendall Amenities - Laurieton	\$ 22,000
Design North Haven Community Hall	\$ 1,500
Sandcrox Reserve Amenities	\$ 32,000
Beechwood Tennis Club	\$ 19,000
Comboyne Community Hall	TBA
Pembroke Hall	\$ 21,000
Long Flat Community	TBA

Hall	
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**CONSENSUS:**

1. Julie Priest to gather usage numbers, photos and more information on each priority area and bring to the next meeting with the Abundance Café launch.
2. Katrien Pickles to rewrite the list of Access improvements for Council's Facilities and Buildings to separate completed actions from non-completed actions.

x) Committee to provide comment on the draft designed for the Town Green Masterplan:

Brian Bucket and Mike Ipsen raised that the boardwalk improvement would be best done all the way until the cenotaph.

**CONSENSUS:**

Any improvement to the Town Green is good, especially in regards to increased pedestrian access and as long as it is compliant with the Australian Disability Standards.

xi) Invitation for Access Committee to meet with the NSW Parliament Committee regarding road safety and mobility scooters on Monday 5 August.

The NSW Parliament Committee regarding road safety and mobility scooters has chosen Port Macquarie as an area to consult and would like to visit a retirement village with the most mobility scooters then have a lunch meeting with the Access Committee members.

Access Committee members are invited to lunch from 12.00 - 1.30 pm and will be able to provide feedback to the Parliament Committee members about the use of mobility scooters. Following this, from 2.00 - 3.30 pm, the Parliament Committee will be inviting all members of the community to provide feedback at a Community Meeting.

**CONSENSUS:**

Julie Priest to determine whether it's possible to hold both the lunch and community meeting at Panthers.

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**066 GENERAL BUSINESS**

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06.01 Vacancies Available For Community Seats:

CONSENSUS:

That Expressions of Interest be called in accordance with Council's Selection Process and Guidelines for Membership on Council Committees to fill the two Community Representative positions currently vacant.

That the applications will be received and brought to the committee to make a decision and inform applicants.

06.02 Pilot Beach Disabled Toilet:

Vicky Whitfield provided a photo of the Pilot Beach disabled toilet which has a very narrow entrance and inappropriate signage. Discussions provided that a row of bricks could be taken off the right wall and the disability sign moved lower as well as the GENTS sign moved further left to improve access.

06.03 Guide Dogs New Bus Stop Support:

Guide Dogs NSW are offering support to interested people with a vision impairment to get an introduction to the new bus stops around Port Macquarie. Guide Dogs NSW can be contacted on 6652 7424 for more information.

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The meeting closed at 4.00pm.