

**Clarence Valley Access Committee  
Held in the Maclean Committee Room and via Teams  
On Wednesday 17 May 2023 at 11am – 1pm  
Minutes**

**Attendance:**

**Chair:** Cr Karen Toms

**Minute Taker:** Erin Brady (CVC)

**Attendees:** Cr Karen Toms, Cr Steve Pickering, Laura Smith-Khan, Angela Berry, Erin Brady (CVC), Alana Brooks (Road Safety Officer CVC), Andy Seaman (CVC). On Teams: Jason Kingsley, Dave Moran, Cr Steve Pickering, Laura Black, Stephen Timms.

**Apologies:** Kate Begbie, Justin Putze, Jennifer O'Brien, Jody O'Brien, Zoe Goodsell

**ACKNOWLEDGEMNT TO COUNTRY** by

We acknowledge the Bundjalung, Gumbaynggirr and Yaegl people as the Traditional Owners of the land on which we live and work. We honour the First Nations peoples culture and connection to land, sea and community. We pay our respects to their Elders past, present and emerging.

AGENDA ITEM	DISCUSSION / DECISION FOR ACTION	RESPONSIBILITY
<b>Minutes previous meeting –</b> Moved: Laura Smith-Khan Second: Dave Moran		

**Conflict of Interest:** Cr Steve Pickering advised potential non-significant non-pecuniary conflict of interest in agenda item, Footpath Trading Policy.

**Previous Business:**

**New Committee Member**

- Formally welcomed new member, Angela Berry

**Memorial Park new toilets**

- Andy Seaman talked about versions of plans for the 8x16m footprint and explained that the original building on the footprint will be demolished.
- General Manager Laura Black encouraged the committee to think of the project as a blank canvas, and an opportunity to deliver an inclusive and accessible amenities facility – something unique on the North Coast. Asked - What do you want to see?
- Committee agreed it was an opportunity to install a Changing Places facility - Changing Places toilets are larger than standard accessible toilets which provide people with disability and high support needs access to suitable, safe, and private bathroom facilities including a height-adjustable adult-sized change table and a constant-charging ceiling track hoist system
- Cr Toms – council has a blank canvas so we need to do this right.
- Cr Pickering – There isn't a Changing Places facility between Ballina and Foster. It would be the only public facility along a 450km stretch of coast – what an opportunity.
- Jason Kingsley – Commended General Manager for taking this opportunity to consider a fully accessible option. A Changing Places room would be fantastic. Modifications have been made to change room at South Grafton Pool and Gym but this would be publicly available. Encourages that all the toilets in this facility should be fully accessible. In his experience, during events, people use the first bathroom they get to, which in many cases is

	<p>an accessible bathroom, so people with disability have to line up with able-bodied people to use accessible toilets.</p> <ul style="list-style-type: none"> <li>- Angela Berry agreed – it was common for PWD to have to queue with able-bodied people for accessible toilets at events. Also gave example of friends changing teenage boys in cars because no adults change facilities. Changing Places facility would be amazing.</li> <li>- Cr Karen Toms – questioned rowing club storage area in facility plans. Andy Seaman – in the current building the rowing club lease space to store equipment – in particular when in flood.</li> <li>- Jason Kingsley – Accessible tourism is its own industry. In the Clarence we’re slowly chipping away at making ourselves more accessible. The more we can do in the space the better – delivers important economic benefits to local economies.</li> <li>- Cr Karen Toms – could we consider putting Changing Places facility into new Treelands Drive plan? Is it possible or too late? Laura Black- will ask the question.</li> <li>- Motion Jason Kingsley – That the Access Committee endorses the inclusion of a changing places facility within Memorial Park new toilet block and recommends all cubicles are accessible.</li> <li>- Second – Laura Smith-Kahn</li> </ul> <p>Carried unanimously.</p>	<p>EB: Report to Council</p>
	<p><b>Change accessible carparks:</b></p> <p><b>MacNaughton Place</b> Alana Brooks – Completed</p>	

	<p><b>Memorial Park, Grafton –</b> Alana Brooks – Suggested with the new Memorial Park toilet plans to be determined, need to look at it this site holistically and be very clear when we do the planning for toilets – that there’s enough parking. Can work in accessible parking space with new toilet and footpaths etc. Committee agreed.</p> <p><b>Prince Street –</b> Will discuss during planned walk through of Prince Street.</p>	<p>EB: Add to agenda – things to look at with Stephen Timms</p>
	<p><b>William Agar path connecting to Pippi Beach toilet</b></p> <ul style="list-style-type: none"> <li>- Angela Berry – On William Agar path – have to walk on road at Convent end. It’s quite sloped. Dangerous.</li> <li>- Alana Brooks – Council doing plan to link platform up to the pathway.</li> <li>- Cr Karen Toms – the planned second pathway takes you to viewing platform so you can get on and go other way.</li> <li>- Angela Berry – it’s better than it was. Any thoughts for disabled parking at top of Convent Beach where they park nose in? It links you to start of that path and eventually gets you to toilet? Could we consider? Alana Brooks said it would be a good idea and would investigate.</li> <li>- Erin Brady provided feedback from Open Spaces re linking path and accessible parking for planned Pippi Beach toilet access. Waiting on feedback from Contractor. Should be budget to link to William Agar path. TBC</li> </ul>	<p>Alana Brooks – investigate disabled parking spot at Convent Beach southern end carpark.</p> <p>EB: Follow up with Open Spaces.</p>
	<p><b>Footpath Trading Policy</b></p> <ul style="list-style-type: none"> <li>- Stephen Timms – introduced himself and presented overview of new policy. Staff have consolidated a range of policies into one for a whole lot of different things that effect the footpath.</li> </ul>	

- Showed preview of draft footpath trading policy.
- Keen to get buy in from committee and get it right.
- Happy to do a walk around with anyone who wants to talk in specific details.
- Putting out fact sheets on specific things like outdoor dining etc.
- Laura Smith-Khan – how did you come up with distances?
- Stephen Timms – State Government guidance.
- Laura Smith-Khan – Have they changed distances to encourage outdoor dining etc?
- Stephen Timms – Distances haven't really been changed. Mainly it wasn't being enforced and many different policies. Once settled we can go on and educate, engage and enforce etc.
- Laura Smith-Khan – how is it enforced?
- Stephen Timms – at the moment we don't have a position in council to enforce. Currently outdoor dining goes through Industry Engagement Officer, who works with other council staff on permits etc. This could be a catalyst to do some action in this space and identify who's responsible to enforce in this space.
- Stephen Timms - We want to work alongside committee to support programs such as Access at Glance program.
- Cr Steve Pickering – Vibrant Places promoted cross pollination of businesses. Does this policy continue that? ST – yes.
- Cr Karen Toms – suggest council do some education through the Chambers once policy is finalised. We don't want to come out with a big stick. We do want them to comply.
- Laura Black – Yes, Stephen Timms is the right person to go along and talk about it with Chambers. (LB left meeting at 11:46am).
- Laura Smith-Khan – having fact sheets on specific items in the policy is good idea – it complements the policy.

	<ul style="list-style-type: none"> <li>- Stephen Timms – Will get draft policy to committee and can endorse it at next meeting.</li> <li>- Dave Moran – Is council going to adopt the policy of a cleared shoreline through the valley.</li> <li>- Stephen Timms - yes- Only exception is businesses with existing dining in place – we will work with them to improve.</li> <li>- Jason Kingsley – Keen to do walk through with ST and Dave Moran.</li> <li>- Stephen Timms – can talk about this policy and changes to Prince Street parking.</li> <li>- Cr Karen Toms – let’s do invite to access committee to do walk through.</li> </ul>	<p>EB to work with ST to provide draft policy to committee and invite committee members who wish to attend Prince Street walkthrough. Also invite AB.</p>
	<p><b>Prince Street Parking trial</b></p> <ul style="list-style-type: none"> <li>- In accessible parking spots - Alana Brooks has looked at opportunities to take away planter boxes and have wheel stops – will give extra 1.5m here. Is aware some small cars have parked in shared spaces. Could mark this so cars won’t park there.</li> <li>- Jason Kingsley – Would like to consider a long-term fix – need to look at it from permanent point of view.</li> <li>- Alana Brooks – won’t make changes until the walk around. Recommends having walkthrough meeting sooner rather than later.</li> </ul>	<p>Alana Brooks to attend Prince Street walkthrough to discuss further onsite.</p>
	<p><b>Accessible Tourism – Urunga</b></p> <ul style="list-style-type: none"> <li>- Jason Kingsley spoke about recent experience holidaying in Bellingen Shire. Bellingen Shire Council have an accessible document. Not great but it’s ok. Stayed at Urunga for work. Several businesses couldn’t speak highly enough about level of support from council to support accessible tourism. They have really accessible footpaths, beach access map permanently</li> </ul>	<p>JK to send accessible document to EB</p>

	<p>there, wharf that goes out over water is very accessible, and boardwalk there (needs upgrading) over 1km long. A lot of foresight from council and fact council is working closely with business is great. Never experienced tourism operators who go beyond the minimum standard – was impressed. Holiday park has multiple fully accessible cabins including a new cabin that is one of the premiums right on the waterfront. More than just a token. Jason thinks CVC could learn a lot from Urunga – especially with master plans for Yamba and access on the beach.</p>	
	<p><b>Access at a Glance</b></p> <ul style="list-style-type: none"> <li>- No update.</li> </ul>	<p>EB and JK to catch up.</p>
	<p><b>DIAP Update</b></p> <ul style="list-style-type: none"> <li>- Feedback from consultation has been handed over to specific Managers. Managers to provide objectives and actions early May.</li> <li>- Cr Steve Pickering deferred a motion to advise that council staff provide report to council on possibility of including universal design principles in all future council projects. Decided to defer until committee has seen draft DIAP actions.</li> <li>- Committee spoke about the definition of Universal Design and what it means to communities and council projects.</li> <li>- Cr Karen Toms – gave example of new park in Yamba on river near Co-Op– the concrete slab is not long enough so people in wheelchair have to sit on grass at the end of table – should be on slab with everyone else. Want action in DIAP to include concrete pads are long enough at picnic areas. Whenever we’re doing new tables, need to ensure the concrete pad is big enough for wheelchairs to fit on. Need to fix communications breakdown.</li> </ul>	

	<ul style="list-style-type: none"> <li>- Andy Seaman – suggested there needed to be training for staff on the ground doing these jobs to be aware of accessibility and know these principles. Need to pass it down to staff further down.</li> <li>- Jason Kingsley – it needs to be included in the DCP.</li> <li>- Stephen Timms – could consider a line in reporting for staff.</li> </ul>	
Correspondence	n/a	
DAs for Consultation	n/a	
General Business	<ul style="list-style-type: none"> <li>- Committee member, Jody O'Brien has let committee know she's stepping down. Cr Karen Toms acknowledged Jody's work with access committee and will ask Jody if she'd like to be in a photo and include her story in DIAP or magazine. Cr Pickering recommended a letter of thanks would be nice thing to do.</li> <li>- Jennifer O'Brien hopes to continue but is very unwell at present.</li> <li>- Cr Karen Toms acknowledged it was Wear Orange Wednesday, and acknowledged the work SES volunteers do in our community.</li> <li>- Next meeting – Invite guest speaker David Thorpe – Carers NSW</li> <li>- Invite Holly Weston along to next meeting. She's interested in joining the access committee and would like to experience a meeting.</li> </ul>	<p>EB to invite David Thorpe and Holly Weston to next Access Committee.</p> <p>EB to prepare letter.</p>
Guest Speaker –	- n/a	
<b>Meeting closed</b>	12.59pm	
<b>Next Meeting</b>	11:15am 21 June 2023, Grafton Council Chambers.	



*K. Toms.*

Cr Karen Toms  
24/05/23