

## NAMBUCCA SHIRE COUNCIL

### ACCESS COMMITTEE MEETING - 28 MAY 2019 COMMENCING AT 2.00PM AT COUNCIL'S ADMINISTRATION CENTRE 44 PRINCESS STREET MACKSVILLE

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#### Acknowledgement of Country

I would like to acknowledge the Gumbaynggirr people who are the Traditional Custodians of this Land. I would also like to pay respect to the elders both past and present and extend that respect to any Aboriginal People present.

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#### ***Housekeeping and Emergency Procedures***

##### *Emergency exit points, Evacuation Plan and location of facilities*

<b>AGENDA</b>	<b>Page</b>
1 APOLOGIES	
2 DISCLOSURE OF INTEREST	
3 CONFIRMATION OF MINUTES — <i>Access Committee Meeting - 23 April 2019</i> .....	4
4 NOTICES OF MOTION	
5 ASKING OF QUESTIONS WITH NOTICE	
6 ASSISTANT GENERAL MANAGER CORPORATE SERVICES REPORT	
6.1 Business Arising from Previous Meeting held 23 April 2019 .....	6
6.2 Correspondence to the Access Committee meeting 28 May 2019.....	8
6.3 Report on General Business to the Access Committee 28 May 2019.....	9
7 NEXT MEETING DATE	
8 CLOSURE	

# NAMBUCCA SHIRE COUNCIL



## DISCLOSURE OF INTEREST AT MEETINGS

Name of Meeting: \_\_\_\_\_  
Meeting Date: \_\_\_\_\_  
Item/Report Number: \_\_\_\_\_  
Item/Report Title: \_\_\_\_\_

I \_\_\_\_\_ declare the following interest:  
(name)

**Pecuniary** – must leave chamber, take no part in discussion and voting.

**Non Pecuniary – Significant Conflict** – Recommended that Councillor/Member leaves chamber, takes no part in discussion or voting.

**Non-Pecuniary – Less Significant Conflict** – Councillor/Member may choose to remain in Chamber and participate in discussion and voting.

For the reason that \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

Council's Email Address – [council@nambucca.nsw.gov.au](mailto:council@nambucca.nsw.gov.au)

Council's Facsimile Number – (02) 6568 2201

(Instructions and definitions are provided on the next page).

## Definitions

(Local Government Act and Code of Conduct)

**Pecuniary** – An interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated.

*(Local Government Act, 1993 section 442 and 443)*

A Councillor or other member of a Council Committee who is present at a meeting and has a pecuniary interest in any matter which is being considered must disclose the nature of that interest to the meeting as soon as practicable.

The Council or other member must not take part in the consideration or discussion on the matter and must not vote on any question relating to that matter. *(Section 451)*.

**Non-pecuniary** – A private or personal interest the council official has that does not amount to a pecuniary interest as defined in the Act (for example; a friendship, membership of an association, society or trade union or involvement or interest in an activity and may include an interest of a financial nature).

If you have declared a non-pecuniary conflict of interest you have a broad range of options for managing the conflict. The option you choose will depend on an assessment of the circumstances of the matter, the nature of your interest and the significance of the issue being dealt with. You must deal with a non-pecuniary conflict of interest in at least one of these ways.

- It may be appropriate that no action is taken where the potential for conflict is minimal. However, council officials should consider providing an explanation of why they consider a conflict does not exist.
- Limit involvement if practical (for example, participate in discussion but not in decision making or visa-versa). Care needs to be taken when exercising this option.
- Remove the source of the conflict (for example, relinquishing or divesting the personal interest that creates the conflict or reallocating the conflicting duties to another officer).
- Have no involvement by absenting yourself from and not taking part in any debate or voting on the issue as if the provisions in section 451(2) of the Act apply (particularly if you have a significant non-pecuniary conflict of interest).

**NAMBUCCA SHIRE COUNCIL**

**MINUTES OF THE ACCESS COMMITTEE MEETING HELD ON 23 APRIL 2019**

**PRESENT**

Mr Peter Shales (Chairperson)  
Mr Keith Davis  
Mr Cameron Gowing  
Mr Mark Bettini  
Mr Michael Porter

Cr Anne Smyth  
Mr Lewis Parkins  
Cr Susan Jenvey  
Mr Aiden Mulvihill

**APOLOGIES**

Ms Coral Hutchinson  
Mr Les Small  
Ms Alba Sky

Ms Lee-anne Funnell  
Ms Fiona Henwood (Guide Dogs)  
Ms Margaret Hutchinson

**CONFIRMATION OF MINUTES**

**RECOMMENDATION:** (Porter/Parkins)

**That the Committee confirm the Minutes of the Meeting held 26 March 2019.**

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**ASSISTANT GENERAL MANAGER CORPORATE SERVICES REPORT**

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ITEM 6.1 SF2535 230419 Business Arising from Previous Meeting held 26 March 2019

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**RECOMMENDATION:**(Parkins/Porter)

That the Business Arising be noted.

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ITEM 6.2 SF2535 230419 Correspondence to the Access Committee meeting 23 April 2019

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**RECOMMENDATION:**(Bettini/Parkins)

**That correspondence received or sent be noted.**

**MINUTES OF THE ACCESS COMMITTEE MEETING HELD ON 23 APRIL 2019**

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ITEM 6.3 SF2535 230419 Report on General Business to the Access Committee 23 April 2019

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**RECOMMENDATION:**(Porter/Bettini)

- 1 That the Committee note Council's decision to relocate the disabled parking bay fronting number 9 River Street, Macksville to the northern side of River Street closer to the public toilets and install requisite pram crossing.**
- 2 That members of the Committee examine accessibility for the southern side of River Street, Macksville now that the disabled parking space has been moved and report back to the Access Committee.**
- 3 That the Committee receive advice on the feasibility of providing access to the northern foreshore area on River Street, Macksville without the need to leave the footpath near the toilet block.**

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**GENERAL BUSINESS:**

**NOMINATION TO THE ACCESS COMMITTEE:**

**RECOMMENDATION:**(Parkins/Shales)

**That Aiden Mulvihill be nominated as a member of the Access Committee.**

**NEXT MEETING DATE**

The next meeting will be held on 28 May 2019 commencing at 2.00pm.

**CLOSURE**

There being no further business the Chairperson then closed the meeting the time being 3.22 pm.

.....  
**(CHAIRPERSON)**

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**ASSISTANT GENERAL MANAGER CORPORATE SERVICES REPORT**

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ITEM 6.1    SF2535            280519    **BUSINESS ARISING FROM PREVIOUS MEETING HELD 23  
APRIL 2019**

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**AUTHOR/ENQUIRIES:** Coral Hutchinson, Manager Community Development

**SUMMARY:**

This report is an opportunity to discuss any follow up from previous meetings.

Note: the minutes from the previous meeting are being presented to Council at its meeting on 30 May 2019.

**RECOMMENDATION:**

That the Business Arising be noted.

**DISCUSSION:**

1. Accessible Business Project

Further to my report to the April meeting, I have now spoken with Melanie O'Dell at Mid Coast Communities regarding their Good Customer Service Project.

Whilst this project has come to a conclusion MCC is conducting "Access at a Glance" via its Ability Links programs. It sounds very similar to what the Access Committee has proposed. Businesses are assessed for their physical access and access awareness. Selected stickers are then provided to the business for display. See below.

I have invited Melanie to a future Access Committee meeting (hopefully June) to discuss how we can work together as this project and the proposed Access Committee project are very similar. I suggest holding off on site inspections until we meet with MCC.

**ITEM 6.1 BUSINESS ARISING FROM PREVIOUS MEETING HELD 23 APRIL 2019**



**2. Adult change facilities at Macksville Memorial Aquatic Centre**

No developments.

**ATTACHMENTS:**

There are no attachments for this report.

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**ASSISTANT GENERAL MANAGER CORPORATE SERVICES REPORT**

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**ITEM 6.2    SF2535            280519            CORRESPONDENCE TO THE ACCESS COMMITTEE**  
**MEETING 28 MAY 2019**

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**AUTHOR/ENQUIRIES:** Coral Hutchinson, Manager Community Development

**SUMMARY:**

There was 1 item of correspondence at the time of preparing this report.

**RECOMMENDATION:**

**That correspondence received or sent be noted.**

**DISCUSSION:**

**ITEMS RECEIVED:**

Accord – Autumn 2019

**ITEMS SENT:**

**ATTACHMENTS:**

There are no attachments for this report.



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**ASSISTANT GENERAL MANAGER CORPORATE SERVICES REPORT**

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**ITEM 6.3 SF2535 280519 REPORT ON GENERAL BUSINESS TO THE ACCESS  
COMMITTEE 28 MAY 2019**

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**AUTHOR/ENQUIRIES:** Coral Hutchinson, Manager Community Development

**Summary:**

The Committee is invited to discuss matters of general business.

**RECOMMENDATION:**

**That**

**DISCUSSION:**

**NEXT MEETING** – 25 June 2019 at 2.00 pm

23 July  
27 August  
24 September  
22 October  
26 November

**ATTACHMENTS:**

There are no attachments for this report.