

**PRESENT**

**Members:**

Councillor Michael Cusato (Deputy Chair)  
Rebecca Doblo (Landscape Architect)  
Jeff Gillespie (CBD Landowner)  
Tony Thorne (Chamber of Commerce Representative)  
Michelle Love (Community Member)  
Geraldine Haigh (CBD Trader)  
Michael Nunez (TCMP Project Manager / Co-ordinator)

**Other Attendees:**

John McGuigan (Non-voting member)  
Liam Bulley (Group Manager Recreation and Buildings)  
Jane Ellis (Acting Group Manager Economic Development and Communications)  
Liesa Davies (Acting Group Manager Strategy & Growth)

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The meeting opened at 8.00am.

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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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That apologies from Councillor Geoffrey Hawkins, Jeffery Sharp, Robert Sagolj, Michael Mowle and Sharon Beard be noted.

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**03 CONFIRMATION OF MINUTES**

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**CONSENSUS:**

That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 29 March 2018 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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That the revised Business Arising of the Town Centre Master Plan Sub-Committee meeting held on the 29 March 2018 be confirmed.

#### 06 Town Square Monthly Progress Report

A verbal update was provided on the decision on the umbrellas pending further discussions between the Chair, General Manager and Acting Director Strategy & Growth noting these discussions and a future recommendation to the Committee will be informed by an understanding of the surrounding business long term needs, and the demonstrated performance and various options.

There was discussion about the need for timely resolution to the umbrella matter and opportunities for businesses to self-fund the purchase of umbrellas was identified as one option.

#### CONSENSUS:

1. A further verbal update to be provided to the Sub-Committee on the umbrellas pending further discussions between the Chair, General Manager and Acting Director Strategy & Growth noting these discussions and a future recommendation to the Committee will be informed by an understanding of the surrounding business long term needs, and the demonstrated performance and various options at the May 2018 meeting.
2. That staff give consideration to expediting the procurement process associated with Town Square umbrellas, including options for businesses to self-fund purchase and installation of umbrellas.

#### 08 Bicentenary Foreshore Share Pathway West of Town Centre

The Sub-Committee noted the April 2018 Ordinary Council Meeting resolution;

That Council:

1. Give priority to completing further design work, including concept development and cost estimates for all the “missing links” in the Bicentenary Foreshore Pathway.
2. Request the General Manager ensure due consideration is given to the Foreshore Pathway as a potential Bicentennial Project when considering funding opportunities from other levels of government.

#### 9.04 Fencing and Hoarding Corner William and Murray Streets

The Sub-Committee noted a further update will be provided at the June 2018 meeting.

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**CONSENSUS:**

That the Town Centre Master Plan Sub-Committee:

1. Note the results of the Town Green/Town Square free WiFi trial
2. Support in-principle a continuation of the existing free WiFi service, including investigation of hardware upgrades to improve coverage within the broader precinct.

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**07 MAINTENANCE LEVELS OF SERVICE ON THE TOWN SQUARE**

**CONSENSUS:**

That the Town Centre Master Plan Sub-Committee:

1. Endorse proposed maintenance levels of service for the Town Square and Town Centre.
2. Endorse a budget allocation of \$20,000 for detailed cleaning of the Town Square for 2018/19.
3. Endorse a budget allocation of \$25,000 for detailed cleaning of the remainder of the Town Centre for 2018/19.
4. Endorse the allocation of the above-mentioned budgets from existing TCMP Operational Budget line items as outlined in the report.
5. Request staff consider budget impacts associated with increased maintenance of footpaths in Town Square and provide a report to the May 2018 meeting.
6. Request that staff consider alternatives to pavement high pressure cleaning which have less negative impact on adjacent businesses, the environment and the longevity of pavements, including the use of 'scrub and suck' machinery.
7. Request that staff review outdoor dining licence conditions to ensure that accountability for businesses to maintain allocated areas is clearly documented.

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**08 TOWN SQUARE MONTHLY PROGRESS REPORT**

**CONSENSUS:**

That the Town Centre Master Plan Sub-Committee:

1. Note the information contained within the Town Square Monthly Progress Report.
2. Request the General Manager liaise with the Chief Executive Officer of Essential Energy and the Member for Port Macquarie in requesting a reduction in cost associated with the installation of 315 kVA transformer in the Town Green.

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**09 GENERAL BUSINESS**

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**09.01 TOWN SQUARE WHARF**

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Council has been in contact with Crown Lands in relation to the commencement of Town Square Wharf upgrade which was scheduled to commence in April 2018.

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**09.02 KOOLOONBUNG FORESHORE WORKS - GORDON STREET TO HAYWARD STREET (BESIDE COLES)**

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Council has advise that design works have been completed for the foreshore between Gordon Street & Hayward Street. Timing of construction works are to be clarified and distributed to the Sub-Committee.

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**09.03 IRONMAN**

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Council has confirmed that track matting is to be used to minimise the risk of turf damage in Town Green East from Ironman event infrastructure and bump in/out.

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**09.04 FOOD FOR LESS**

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Council confirmed that the demolition of the Food for Less building has been approved. Timing of demolition works is not known at this time.

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The meeting closed at 10.00am.