



# Town Centre Master Plan Sub-Committee

## Business Paper

**date of meeting:** Thursday 28 April 2016

**location:** Emergency Operations Centre  
Central Road  
Port Macquarie

**time:** 8:00am

**Note:** Council is distributing this agenda on the strict understanding that the publication and/or announcement of any material from the Paper before the meeting not be such as to presume the outcome of consideration of the matters thereon.



**PORT MACQUARIE  
HASTINGS**

## **Town Centre Master Plan Sub-Committee**

### **CHARTER**

---

#### **1. ROLE**

- 1.1 The Committee has the responsibility to make recommendations regarding the development, review and amendment as required of the Town Centre Master Plan.
- 1.2 To recommend works priorities – Capital and Maintenance - to Council for the implementation of the Town Centre Master Plan.
- 1.3 To act as a communication conduit between Council and the CBD stakeholders in respect to the Town Centre Master Plan.
- 1.4 Advocate for the Town Centre Master Plan to the community.
- 1.5 To recommend an annual Works Program and Budget to be adopted by Council as part of the IP&R Framework.
- 1.6 To review expenditures of funds raised externally to Council.

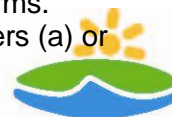
#### **2. DELEGATED AUTHORITIES**

- 2.1 To oversee appropriately authorised funds allocated to the Town Centre Master Plan Sub-Committee by Council within the approved budget.
- 2.2 To raise funds other than rates and loans to fund the objectives of the Sub-Committee through partnerships with other stakeholders i.e. Port Macquarie Chamber of Commerce; Tourism Board.
- 2.3 To promote the advantages of the CBD inside and outside the area.
- 2.4 To propose Press Releases promoting, informing and supporting the Town Centre Master Plan project.
- 2.5 From any external funds raised by the Sub-Committee purchase, manufacture, obtain and supply material for the promotion of the CBD.
- 2.6 Establish Working Parties as deemed appropriate.

#### **3. SUB-COMMITTEE MEMBERSHIP**

- 3.1 Sub-Committee members will comprise of:
  - Councillor (Chairperson)
  - Council Director Infrastructure & Asset Management
  - Council Group Manager Infrastructure Delivery
  - Council Group Manager Transport & Stormwater Network
  - 1 Community member (b)
  - 2 CBD Landowners (1a + 1b)
  - 1 Port Macquarie Chamber of Commerce representative (a)
  - 1 CBD Trader (a)
  - 1 CBD Trader/Landowner with demonstrated relevant technical expertise (b).
  - 1 Port Macquarie-Hastings Access Sub-Committee representative (a)
  - Non Council Members will be appointed for a two (a) / three (b) year terms. Terms will be staggered so that every year expressions for new members (a) or (b) will be called depending on rotation.

- 3.2 The Councillor appointed to the TCMP will hold the position of Chairperson



**PORT MACQUARIE  
HASTINGS**

- 3.3 The role of the Chairperson shall be:
- Chairperson of meetings of the Town Centre Master Plan Sub-Committee
  - Representative of Sub-Committee, as appropriate
  - Attend Council Sub-Committee meetings, as appropriate
- 3.4 Additional people with specialised relevant background and expertise may be invited to assist the Committee with specific projects and/or time periods as determined by the Committee. These attendees will have no voting rights.

#### **4. MEETINGS**

- 4.1 Meetings will be held monthly depending on demand.
- 4.2 Topics for the agenda should be forwarded to the Chairperson no later than 14 days prior to the meeting date.
- 4.3 Meeting agendas will be circulated to members at least 7 days prior to the meeting.
- 4.4 Minutes from TCMP meetings will be circulated to members within 7 days of the meeting having taken place.
- 4.5 Members must declare, in writing, any interest in any report and/or agenda item before the meeting.

#### **5 QUORUM**

- 5.1 A quorum will consist of at least 50% plus one members of the committee, at least one of whom must be a full time Council Employee and at least 3 of whom must not be Council members.

#### **6 VOTING**

- 6.1 Voting on recommendations are made by consensus and all decisions regarding the allocation of funding for works must be stated precisely for inclusion in the minutes.

#### **7 COMMUNICATION**

- 7.1 Members of the Sub-Committee are not permitted to speak to the media as representatives of the Committee unless approved by the Chairperson.
- 7.2 Where approval has been sought from (and granted by) the Chairperson, views and opinions expressed are those of the Town Centre Master Plan Sub-Committee and not of Port Macquarie-Hastings Council.
- 7.3 When endorsement is required from Port Macquarie-Hastings Council, approval must be sought through the formal process.

#### **8 PARENT COMMITTEE**

- 8.1 Ordinary Council Meeting.

#### **9 CODE OF CONDUCT**

- 9.1 All members of the Committee are to abide by Council's Code of Conduct



**PORT MACQUARIE  
HASTINGS**

## Town Centre Master Plan Sub-Committee

### ATTENDANCE REGISTER

Member	22/04/15	27/05/15	24/06/15	22/07/15	26/08/15
Councillor G Hawkins	A	A	A	✓	✓
Councillor M Cusato (alternate)	✓	✓	A	✓	✓
Councillor R Turner			✓		
Jeffery Sharp	✓	✓	✓	✓	✓
Gary Randall	✓	✓	✓	✓	✓
Brian Buckett	X	✓	A	✓	✓
Brian Tierney	✓	A	✓	✓	✓
Jeff Gillespie	✓	✓	✓	✓	A
Michael Mowle	A	A	A	✓	✓
Michelle Love	✓	✓	✓	✓	✓
Tony Thorne	✓	✓	A	✓	✓
Michaela Sisk (non-voting)	✓	✓	A	X	✓

Member	23/09/15	29/10/15	26/11/15	25/02/16		
Councillor G Hawkins	A	✓	✓	A		
Councillor M Cusato (alternate)	✓	A	✓	✓		
Councillor R Turner						
Jeffery Sharp	✓	✓	✓	✓		
Gary Randall	✓	✓	A	✓		
Jeff Gillespie	✓	✓	✓	✓		
Michael Mowle	✓	A	✓	A		
Michelle Love	✓	✓	A	✓		
Tony Thorne	✓	A	✓	✓		
John Gowing	A	✓	A	A		
Sharon Beard	✓	✓	✓	✓		
Les Bailey	-	✓	✓	✓		
Michaela Sisk (non-voting)	✓	✓	✓	✓		

**Key:** ✓ = Present  
**A** = Absent With Apology  
**X** = Absent Without Apology



**PORT MACQUARIE  
HASTINGS**

# Town Centre Master Plan Sub-Committee Meeting

Thursday 28 April 2016

## Items of Business

Item	Subject	Page
01	Acknowledgement of Country .....	<u>6</u>
02	Apologies.....	<u>6</u>
03	Confirmation of Minutes .....	<u>6</u>
04	Disclosures of Interest.....	<u>7</u>
05	Business Arising from Previous Minutes.....	<u>11</u>
06	Working Party Updates .....	<u>12</u>
07	Town Square Update .....	<u>13</u>
08	TCMP Project Prioritisation .....	<u>29</u>
09	Current Footpath Specifications and Options for Ensuring Quality Finishes .....	<u>30</u>
10	Clarence Street Landscaping Plan.....	<u>35</u>
11	General Business	



**PORT MACQUARIE  
HASTINGS**

---

**Item: 01****Subject: ACKNOWLEDGEMENT OF COUNTRY**

---

"I acknowledge that we are gathered on Birpai Land. I pay respect to the Birpai Elders both past and present. I also extend that respect to all other Aboriginal and Torres Strait Islander people present."

---

**Item: 02****Subject: APOLOGIES**

---

**RECOMMENDATION**

That the apologies received be accepted.

---

**Item: 03****Subject: CONFIRMATION OF PREVIOUS MINUTES**

---

**RECOMMENDATION**

That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 27 April 2016 be confirmed.

---

Item: 04  
Subject: DISCLOSURES OF INTEREST

---

**RECOMMENDATION**

That Disclosures of Interest be presented

**DISCLOSURE OF INTEREST DECLARATION**

Name of Meeting: .....  
Meeting Date: .....  
Item Number: .....  
Subject: .....  
.....

I, ..... declare the following interest:

☐**Pecuniary:**

Take no part in the consideration and voting and be out of sight of the meeting.

☐**Non-Pecuniary - Significant Interest:**

Take no part in the consideration and voting and be out of sight of the meeting.

☐**Non-Pecuniary - Less than Significant Interest:**

May participate in consideration and voting.

For the reason that: .....  
.....

Signed: ..... Date: .....

*(Further explanation is provided on the next page)*



**Further Explanation**

(Local Government Act and Code of Conduct)

A conflict of interest exists where a reasonable and informed person would perceive that a Council official could be influenced by a private interest when carrying out their public duty. Interests can be of two types: pecuniary or non-pecuniary.

All interests, whether pecuniary or non-pecuniary are required to be fully disclosed and in writing.

**Pecuniary Interest**

A pecuniary interest is an interest that a Council official has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the Council official. (section 442)

A Council official will also be taken to have a pecuniary interest in a matter if that Council official's spouse or de facto partner or a relative of the Council official or a partner or employer of the Council official, or a company or other body of which the Council official, or a nominee, partner or employer of the Council official is a member, has a pecuniary interest in the matter. (section 443)

The Council official must not take part in the consideration or voting on the matter and leave and be out of sight of the meeting. (section 451)

**Non-Pecuniary**

A non-pecuniary interest is an interest that is private or personal that the Council official has that does not amount to a pecuniary interest as defined in the Act.

Non-pecuniary interests commonly arise out of family, or personal relationships, or involvement in sporting, social or other cultural groups and associations and may include an interest of a financial nature.

The political views of a Councillor do not constitute a private interest.

The management of a non-pecuniary interest will depend on whether or not it is significant.

***Non Pecuniary – Significant Interest***

As a general rule, a non-pecuniary conflict of interest will be significant where a matter does not raise a pecuniary interest, but it involves:

- (a) A relationship between a Council official and another person that is particularly close, for example, parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the Council official or of the Council official's spouse, current or former spouse or partner, de facto or other person living in the same household.
- (b) Other relationships that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
- (c) An affiliation between a Council official an organisation, sporting body, club, corporation or association that is particularly strong.

If a Council official declares a non-pecuniary significant interest it must be managed in one of two ways:

1. Remove the source of the conflict, by relinquishing or divesting the interest that creates the conflict, or reallocating the conflicting duties to another Council official.
2. Have no involvement in the matter, by taking no part in the consideration or voting on the matter and leave and be out of sight of the meeting, as if the provisions in section 451(2) apply.

***Non Pecuniary – Less than Significant Interest***

If a Council official has declared a non-pecuniary less than significant interest and it does not require further action, they must provide an explanation of why they consider that the conflict does not require further action in the circumstances.



## SPECIAL DISCLOSURE OF PECUNIARY INTEREST DECLARATION

<b>By</b> <i>[insert full name of councillor]</i>	
<b>In the matter of</b> <i>[insert name of environmental planning instrument]</i>	
<b>Which is to be considered at a meeting of the</b> <i>[insert name of meeting]</i>	
<b>Held on</b> <i>[insert date of meeting]</i>	
<b>PECUNIARY INTEREST</b>	
Address of land in which councillor or an associated person, company or body has a proprietary interest ( <i>the identified land</i> ) <sup>i</sup>	
Relationship of identified land to councillor [Tick or cross one box.]	<input type="checkbox"/> Councillor has interest in the land (e.g. is owner or has other interest arising out of a mortgage, lease trust, option or contract, or otherwise).  <input type="checkbox"/> Associated person of councillor has interest in the land.  <input type="checkbox"/> Associated company or body of councillor has interest in the land.
<b>MATTER GIVING RISE TO PECUNIARY INTEREST</b>	
Nature of land that is subject to a change in zone/planning control by proposed LEP ( <i>the subject land</i> ) <sup>iii</sup> [Tick or cross one box]	<input type="checkbox"/> The identified land.  <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control [Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]	
Proposed change of zone/planning control [Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]	
Effect of proposed change of zone/planning control on councillor [Tick or cross one box]	<input type="checkbox"/> Appreciable financial gain.  <input type="checkbox"/> Appreciable financial loss.

Councillor's Signature: ..... Date: .....

**Important Information**

This information is being collected for the purpose of making a special disclosure of pecuniary interests under sections 451 (4) and (5) of the *Local Government Act 1993*. You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred by the Director-General to the Local Government Pecuniary Interest and Disciplinary Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting in respect of which the special disclosure is being made. The completed form must be tabled at the meeting. Everyone is entitled to inspect it. The special disclosure must be recorded in the minutes of the meeting.

- 
- i. Section **443** (1) of the *Local Government Act 1993* provides that you may have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative<sup>iv</sup> or because your business partner or employer has a pecuniary interest. You may also have a pecuniary interest in a matter because you, your nominee, your business partner or your employer is a member of a company or other body that has a pecuniary interest in the matter.
- ii. Section **442** of the *Local Government Act 1993* provides that a **pecuniary interest** is 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. A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter or if the interest is of a kind specified in section **448** of that Act (for example, an interest as an elector or as a ratepayer or person liable to pay a charge).
- iii. A pecuniary interest may arise by way of a change of permissible use of land adjoining, adjacent to or in proximity to land in which a councillor or a person, company or body referred to in section **443** (1) (b) or (c) of the *Local Government Act 1993* has a proprietary interest—see section **448** (g) (ii) of the *Local Government Act 1993*.
- iv. **Relative** is defined by the *Local Government Act 1993* as meaning your, your spouse's or your de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child and the spouse or de facto partner of any of those persons.

Item: 05

Subject: BUSINESS ARISING FROM PREVIOUS MINUTES

<b>Item:</b>	3	<b>Date:</b>	13/07/2015
<b>Subject:</b>	Foreshore Walk		
<b>Action Required:</b>	<ul style="list-style-type: none"> <li>• Director Infrastructure &amp; Asset Management investigate the current Caravan Park Lease with regards to foreshore plans. Cllr Hawkins to arrange another informal meeting with boat shed and Maritime Museum.</li> <li>• Director Infrastructure and Asset Management seek confirmation regarding the status of the Fish Coop from Crown Lands.</li> </ul>		
<b>Current Status:</b>	APR 16 <ul style="list-style-type: none"> <li>• A report was submitted to 20 April 2016 Council meeting following the public exhibition period. Submissions received had minimal impact on the Concept Plan.</li> </ul>		
	FEB 16 <ul style="list-style-type: none"> <li>• This project did not meet National Stronger Regions Fund (NSRF) criteria.</li> <li>• Council will be using TCMP money as the Council component towards this funding.</li> <li>• Council staff are meeting with Crown Lands March.</li> </ul>		

<b>Item:</b>	4	<b>Date:</b>	21/3/2016
<b>Subject:</b>	Fencing of worksite Cnr William and Murray Streets		
<b>Action Required:</b>	<ul style="list-style-type: none"> <li>• Request General Manager provide suitable and more permanent visual barrier around the property.</li> </ul>		
<b>Current Status:</b>	MAR 16 <ul style="list-style-type: none"> <li>• Hoarding is being considered.</li> </ul>		

<b>Item:</b>	5	<b>Date:</b>	13/4/2016
<b>Subject:</b>	TCMP CBD Books		
<b>Action Required:</b>	<ul style="list-style-type: none"> <li>• Proposal to distribute books to Maritime and Heritage Museums for their sale and profit.</li> </ul>		
<b>Current Status:</b>	<ul style="list-style-type: none"> <li>• To be discussed at meeting.</li> </ul>		

---

**Item: 06**

**Subject: WORKING PARTY UPDATES**

**Presented by: Infrastructure and Asset Management, Jeffery Sharp**

---

**RECOMMENDATION**

**That the Committee receive and note the updates provided by the TCMP Major Projects and Special Projects and Preconstruction Working Parties.**

**Discussion**

Major Projects Working Party Updates

Special Projects and Preconstruction Working Party Updates

**Attachments**

Nil

---

**Item: 07**

**Subject: TOWN SQUARE UPDATE**

**Presented by: Infrastructure and Asset Management, Jeffery Sharp**

---

## **RECOMMENDATION**

**That the Sub-Committee note the information provided in this report.**

### **Discussion**

The Town Square design is progressing through the detailed design phase with finished surface levels and drainage requirements having been developed. Engagement of sub-consultants has commenced for the following:

- Aboriginal / European heritage assessments and approvals
- Geotechnical / pavements
- Lighting / electrical

The lighting and electrical design component of the project is being undertaken through a separable part tender process. It has been framed as a separable part contract with a lump sum design part A and a construction part B to ensure that we can clearly identify the major cost items with respect to this aspect of the project and ensure that the structural requirements of columns and footing can be considered in the environment and heritage assessments.

The largest unknown and possible impact on the project delivery remains the cultural heritage approval. Given the sites history Council staff have done everything possible to minimise the risk of triggering major archaeological investigative works. These measures include establishing new finished surface levels and pavement depths within the previously disturbed pavement areas, positioning drainage over existing drainage etc. However, despite these measures, there remains a risk that the Office of Environment and Heritage may still impose significant conditions or restrictions on the development.

The extent of excavation and impact works has now been clearly defined and quotations for heritage advisory services are being assessed for the engagement of a heritage advisory consultant. A clearer picture of a suitable approach will be obtained shortly following this engagement.

King and Campbell have presented the attached "Communications Package" which will assist with the general community engagement.

A major focus of this project more recently has been the progression and finalisation of the Cenotaph relocation. Stage 1, the relocation works for the cenotaph itself and some temporary hardstand areas prior to ANZAC day have commenced, and have proceeded smoothly. The relocation works are well on track for completion prior to ANZAC Day.

Council has had advice that the application for \$10,000 of grant funding under the State Governments "Caring for our war memorials" program was unsuccessful. The RSL Sub-branch has also been advised that their application under this same funding stream was rejected.

Current key dates for the project are as follows:

- Communications Package - Complete
- Geo-tech Report Due - Mid April 2016
- Civil Design Completion - Late May/Early June 2016 (awaiting furniture palette)
- Concept Lighting/Electrical Design - Late April 2016
- Cultural Heritage Assessment Awarded - April 2016
- Cultural Assessment Complete - Late May/Early June 2016
- Lighting/Electrical D&C Tender Prepared - Late April 2016
- Lighting/Electrical D&C Tender Awarded - July 2016 Council Mtg
- Construction - TBC however commencing as soon as 2016/17 FY budget becomes available is target date.

**Attachments**

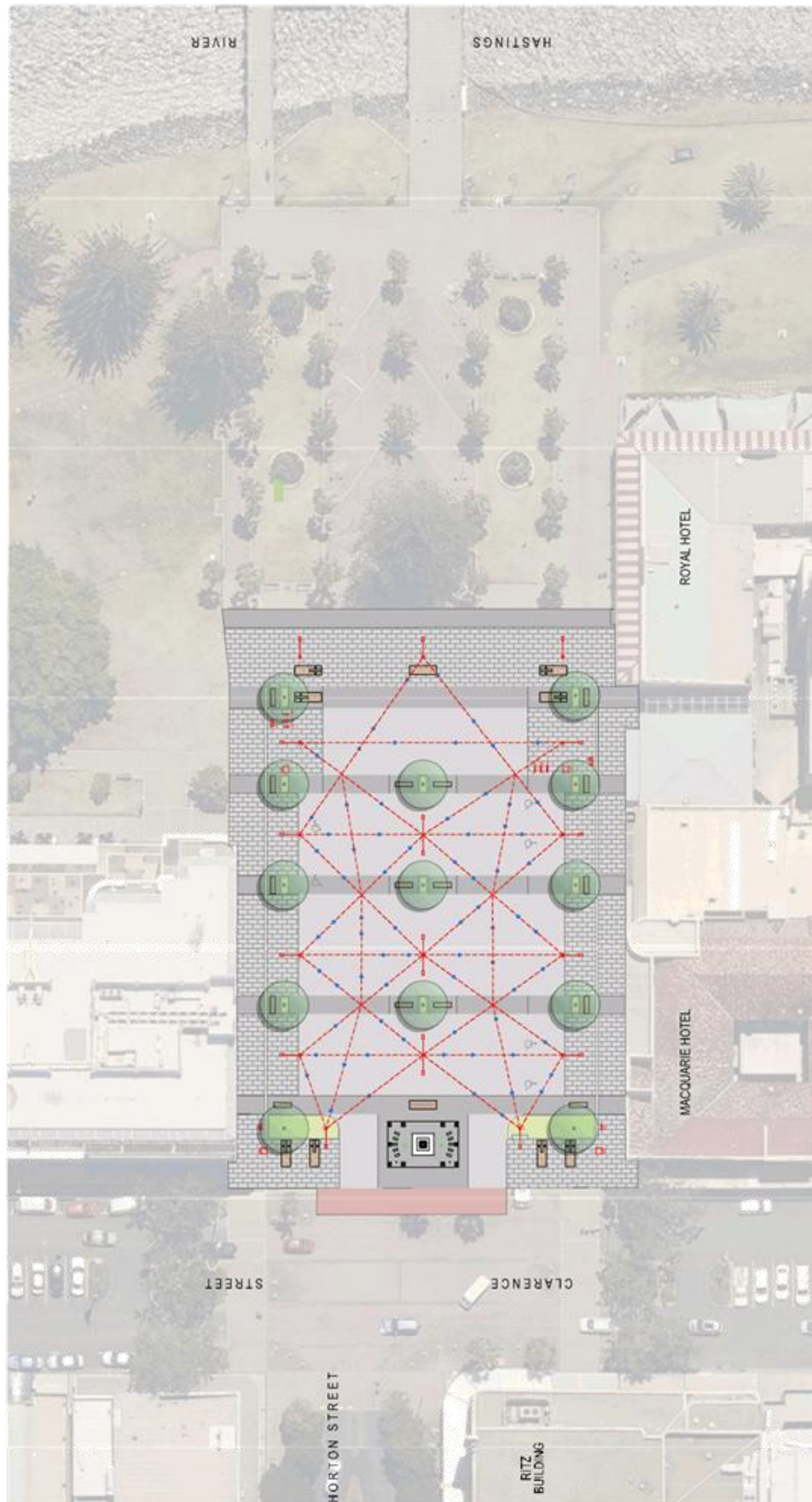
1 [View](#). Communications Package





TOWN SQUARE HORTON STREET PORT MACQUARIE NSW 2444  
CONSULTATION AND COMMUNICATION PACKAGE NOVEMBER 2015

- 01 SITE CONTEXT PLAN
- 02 DETAILED CONCEPT PLAN
- 03 VIEW 1A - GENERAL USE
- 04 VIEW 1B - FESTIVAL USE
- 05 VIEW 2 - GENERAL USE
- 06 VIEW 3 - GENERAL USE
- 07 VIEW 4 - GENERAL USE
- 08 VIEW 5 - GENERAL USE
- 09 VIEW 6 - GENERAL USE
- 10 VIEW 7 - GENERAL USE
- 11 VIEW 8 - FESTIVAL USE
- 12 VIEW 9 - FESTIVAL USE
- 13 VIEW 10 - FESTIVAL USE



SITE CONTEXT PLAN



TOWN SQUARE UPGRADE  
HORTON STREET PORT MACQUARIE  
NOVEMBER 2015 - SHEET 1 OF 13



SCALE 1:500 @ A3



KING + CAMPBELL



TOWN SQUARE UPGRADE  
HORTON STREET PORT MACQUARIE  
NOVEMBER 2015 - SHEET 2 OF 13

KING + CAMPBELL





VIEW 1A - GENERAL USE

TOWN SQUARE UPGRADE  
HORTON STREET PORT MACQUARIE  
NOVEMBER 2015 - SHEET 3 OF 13

KING + CAMPBELL



TOWN SQUARE UPGRADE  
HORTON STREET PORT MACQUARIE  
NOVEMBER 2015 - SHEET 4 OF 13

KING + CAMPBELL





VIEW 2 - GENERAL USE

TOWN SQUARE UPGRADE  
HORTON STREET PORT MACQUARIE  
NOVEMBER 2015 - SHEET 5 OF 13

KING + CAMPBELL





VIEW 3 - GENERAL USE

TOWN SQUARE UPGRADE  
HORTON STREET PORT MACQUARIE

NOVEMBER 2015 - SHEET 6 OF 13

KING + CAMPBELL



VIEW 4 – GENERAL USE

TOWN SQUARE UPGRADE  
HORTON STREET PORT MACQUARIE  
NOVEMBER 2015 - SHEET 7 OF 13

KING + CAMPBELL





VIEW 5 – GENERAL USE

TOWN SQUARE UPGRADE  
HORTON STREET PORT MACQUARIE  
NOVEMBER 2015 - SHEET 8 OF 13

KING + CAMPBELL



VIEW 6 - GENERAL USE

TOWN SQUARE UPGRADE  
HORTON STREET PORT MACQUARIE  
NOVEMBER 2015 - SHEET 9 OF 13

KING + CAMPBELL





VIEW 7 - GENERAL USE

TOWN SQUARE UPGRADE  
HORTON STREET PORT MACQUARIE

NOVEMBER 2015 - SHEET 10 OF 13

KING + CAMPBELL



VIEW 8- FESTIVAL USE

TOWN SQUARE UPGRADE  
HORTON STREET PORT MACQUARIE

NOVEMBER 2015 - SHEET 11 OF 13

KING + CAMPBELL





VIEW 9 – FESTIVAL USE

TOWN SQUARE UPGRADE  
HORTON STREET PORT MACQUARIE

NOVEMBER 2015 - SHEET 12 OF 13

KING + CAMPBELL



VIEW 10 – FESTIVAL USE

TOWN SQUARE UPGRADE  
HORTON STREET PORT MACQUARIE

NOVEMBER 2015 - SHEET 13 OF 13

KING + CAMPBELL

---

**Item: 08**

**Subject: TCMP PROJECT PRIORITISATION**

**Presented by: Infrastructure and Asset Management, Jeffery Sharp**

---

## **RECOMMENDATION**

**That the Sub-Committee note the information provided in this report.**

### **Discussion**

At the 25 February 2016 TCMP Sub-Committee meeting it was resolved that:

The Director Infrastructure and Asset Management investigate having the TCMP determined priority projects listed within each agenda for reference.

In line with this resolution this report provides the prioritisation list as determined by the Sub-Committee in November 2015 for reference.

This will become a standing report in Sub-Committee meeting agendas from here on.

### **High Priority Projects:**

- 41270.9999 - TCMP Signage Installation
- 41380.9999 - TCMP Landscape Upgrades
- 41385.9999 - TCMP Town Green Masterplan Stage Construction
- 41471.9999 - TCMP Preconstruction Foreshore Walkway - Town Beach to Kooloonbung Creek Bridge
- 41476.9999 - TCMP Banner Poles
- 41480.9999 - TCMP Construction Town Square
- TCMP Construction Foreshore Walkway - Town Green to Kooloonbung Creek Bridge

### **Attachments**

Nil



---

Item: 09

Subject: **CURRENT FOOTPATH SPECIFICATIONS AND OPTIONS FOR ENSURING QUALITY FINISHES**

Presented by: Infrastructure and Asset Management, Jeffery Sharp

---

## RECOMMENDATION

**That the Sub-Committee note the information provided in this report.**

### Discussion

The TCMP Sub-Committee meeting of 25 February 2016 resolved that:

*The Project Manager report back to the Sub-Committee regarding current footpath specifications and options for ensuring quality footpath finishes in future.*

In line with this resolution this report provides information on the current specification detailing standards in relation to exposed aggregate concrete and paver installation in the Port Macquarie CBD and the option for the development of standard drawings and specifications in relation to these activities.

All current footpath works within the Port Macquarie CBD completed by Council have been provided in accordance with an agreed set of standards developed by Council and as detailed by consultants King and Campbell (see attached) This specification details the types of footpath finishes used in the Port Macquarie CBD and includes a materials palette further detailing materials to be used including aggregates, pavers, tactile indicators etc. The specification also lists colours, concrete finishes and, to ensure consistency of product, lists preferred suppliers. Recent works such as that in Clarence at Murray Street have been completed in accordance with this specification. Minor maintenance works on isolated footpath repairs are also completed in accordance with this specification.

The relevant specification further details the method of construction in relation jointing details, bedding details, concrete thickness, driveway crossings etc etc

Developer contributed works within the Port Macquarie CBD (ie where works are undertaken by others) are similarly constructed in accordance with the agreed set of standards developed by Council however only on those specific occasions where King and Campbell have been engaged as the consultant to undertake the associated design. On those occasions where the design is undertaken by others Council's Development staff, to ensure consistency, provide the applicant with the agreed specification. This is done for applications such as outdoor dining, shop front fitouts etc

For other minor works that require replacement of footpath sections within the CBD, that are not associated with a formal design, Council's Development staff ensure these also are undertaken in accordance with the adopted standards for the CBD and often in association with the TCMP Works Engineer.

As with all these types of processes the quality of finish is largely reliant on the skill of the operator undertaking the construction and the specification does not necessarily result in a consistent finish. It does however ensure consistency in colour, material type and size.

To further ensure consistency Council have the option to incorporate the adopted standard into a suite of standard drawings and add them to the Aus-Spec suite of specifications. These standard drawings can then be distributed as part of the normal development approval process and will ensure further consistency in the finishes of footpath works in the CBD.

One area where control of finish is difficult for Council to maintain is for those works undertaken by other public authorities. These works, often completed without formal Council approval or notification to Council eg telecommunications and electricity are often undertaken with little consideration of the adopted standards for the area. On these occasions we are reliant on the vigilance of Council staff to identify the work and then the ability to work with these authorities to apply the agreed specification. This has been addressed locally with both Telstra and Essential Energy however there are occasions where other contractors may be engaged by these authorities (eg TSN, Wobbygong ) and undertake footpath restorations with no consideration of the adopted standard. Again in these instances we are reliant on the ability of Council staff to negotiate and work with these groups to ensure compliance.

**Attachments**

1 [View](#). Current Port Macquarie CBD Materials Schedule

**INSTALLATION SPECIFICATIONS:**

- 1. Exposed aggregate installation - wet concrete washing method:**
- a. Water within the concrete should be carefully controlled to hold the slump as low as practicable for workability.
  - b. For placing the concrete usual procedures should be followed with respect to spreading and screed leveling.
  - c. Following the straightedge, the slab should be wood floated with darbies or bull floats until the surface is level and properly slopes to drain.
  - d. The slab is ready for washing when the initial chemical set has occurred from bottom to top, the water sheen has completely disappeared, and the concrete will support the weight of a person without deflection.
  - e. The washing operation should begin at a corner of the slab on the high side. Only one pass is allowed for washing, therefore, the paste that is washed away must be carried forward continuously to the edge of the slab.
  - f. After washing, normal curing practices should be employed.
  - g. **Do not let paste enter the storm water system - paste must be captured.**
- 2. Clay Paver installation**
- a. If full curing of exposed aggregate concrete to final strength is not possible, clay paver installation must include the following products:
    - i. Ardex Hydroepoxy moisture barrier
    - ii. Lanko 189 Bulkfill tile (where necessary)
    - iii. Glue: Davco 2 part rapid set
  - b. For installation procedure follow manufacturer instructions.

Note: Dry removal system for exposed aggregate concrete is **not** allowed.

**MATERIAL SPECIFICATIONS:**

ITEM	SPECIFICATION
EXPOSED AGGREGATE TYPE 1 - FOOTPATH	150mm THICK AGG. 10mm NAMBUCCAH GOLD CRUSHES STONE, IN GREY CEMENT - STRENGTH 25MPA TEST PANE REQUIRED FOR CONFIRMATION
EXPOSED AGGREGATE TYPE 2 - DRIVEWAYS	200mm THICK AGG. 10mm NAMBUCCAH GOLD CRUSHES STONE, IN GREY CEMENT - STRENGTH 35MPA TEST PANE REQUIRED FOR CONFIRMATION
CLAY PAVERS	CLAY PAVER COL: REGENCY TAN DMS 230x115x60 mm
ARDEX HYDREPOXY, LANKO 189 BULKFILL, DAVCO 2 PART GLUE	INSTALL AS PER MANUFACTURER SPECIFICATIONS

PMHC STANDARD DRAWINGS  
EXPOSED AGGREGATE CONCRETE AND  
CLAY PAVER INSTALLATION - DRAFT

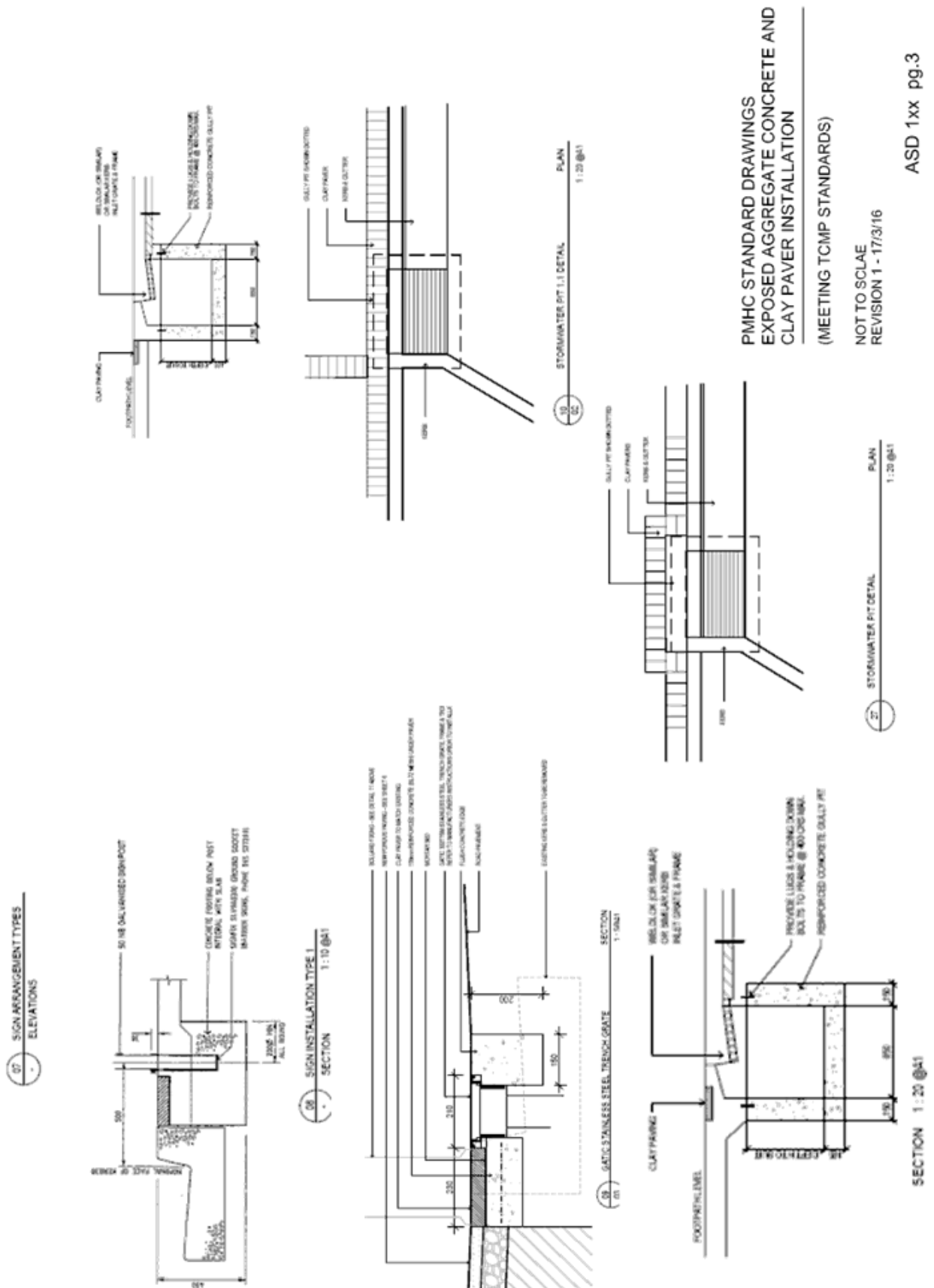
(MEETING TCMP STANDARDS)

NOT TO SCLAE  
REVISION 1 - 17/3/16

ASD 100 00 1







---

Item: 10

Subject: CLARENCE STREET LANDSCAPING PLAN

Presented by: Infrastructure and Asset Management, Jeffery Sharp

---

## RECOMMENDATION

**That the Sub-Committee note the information provided in this report and determine a strategy to address outstanding landscaping issues.**

### Discussion

Item 6 of the 23 September 2015 TCMP Sub-Committee meeting it was resolved:

*That the concept designs for Clarence Street landscaping be endorsed as presented to allow costings and staging plans to be developed.*

At the same meeting, during the working party updates it was resolved:

*That the TCMP Sub-Committee:*

1. *Request the Project Manager investigate 'TCMP Project' signage for the Clarence Street Reconstruction works.*
2. *Request a report be presented to the October Sub-Committee meeting regarding the cleaning of the paint on Hay Street, southern end and place making events more generally.*
3. ***Request the Working Group develop a potential landscaping maintenance plan and budget for the CBD area to report back to the TCMP Sub-Committee.***

A Staging Plan for the Clarence Street Landscaping project, including costs was presented to the working party in late 2015.

At the TCMP SC priorities meeting in November, Landscaping was identified as a high priority item and these outstanding items need to be addressed one way or another.

Landscaping issues continued to be discussed at Working Party Meetings, however direction from the committee is essential.

The Sub Committee has previously endorsed Clarence Street as a high priority project, with other street upgrades to follow subsequently, however this is not necessarily addressing current issues and concerns.

At a subsequent working party meeting there was discussion regarding potential plantings around other parts of the CBD where Council's Landscape Architect detailed using Magnolia as an edge tree for Clarence Street and the Crepe Myrtle for Short Street.

Upon further discussion for this report, Rebecca Doblo recommends that the tree planting approach for Short Street should be:

- replacement of the trees in poor form in the centre with *Lophostemon confertus* Brush Box (as there already)
- additional plantings of *Lophostemon confertus* to boost the avenue effect (especially south of William Street)
- replacement of the *Eleocarpus reticulatus* with *Lagerstroemia indica* Crepe Myrtle 'Natchez' for the edge plantings
- additional edge plantings of *Lagerstroemia indica* as allowable by street arrangement

Both the Draft Landscape Plan and the Staging Plan are attached for information and consideration.

### Attachments

- 1 [View](#). Draft Clarence Street Landscape plan
- 2 [View](#). Clarence Street Landscaping Staging Plan

## UKAHL 4.0 CLARENCE STREET INTRODUCTION

### Existing Character

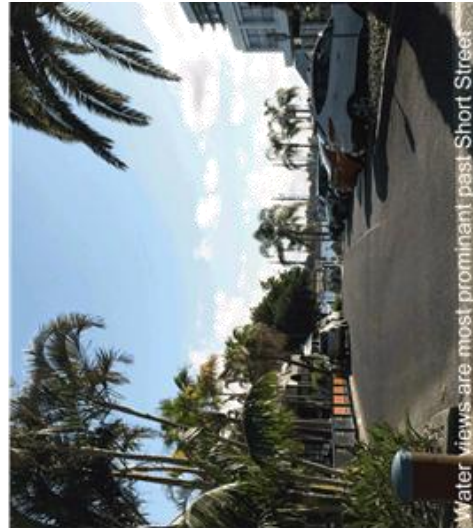
Most people will approach Clarence Street traveling from East to West. The driver will have already driven around Stewart Street and into Grant Street with panoramic views of Town Beach and the Breakwall. The topography is steep at the eastern entry but flattens out at the intersection of Clarence and Murray Streets. This intersection acts as a gateway to the town centre and is a point where pedestrian activity intensifies. The landscape character changes significantly at the Hay Street forecourt where there is a dense mix of vegetation that provides a pleasant, shady, sub-tropical environment with the high quality civic square and architecture of the Glasshouse. The trees west of Hay Street are in very poor condition and give the street a scruffy presentation. The scale of the Bumpy Ash are appropriate for the street and while they are badly malformed, they have a unique and sculptural appearance. When on foot travelling west you can easily see the water from Short Street onwards, inviting you towards it. The western end of Clarence Street, with its clear connection to the water, should be a focus of events and al fresco dining. However, it is a mostly treeless car park.

### Proposed Character

Clarence Street is one of the main arteries of Port Macquarie and is a key focus for al fresco dining, tourism and shopping. It should have large central tree planting to provide shade and amenity. The footpath plantings should contain a columnar tree species and masses of understory planting. Al fresco dining areas are already sheltered from the street with Golden Cane Palms adding to the verdant subtropical character. Additional tree plantings especially at the western extent of the street are essential to encourage the al fresco dining and pedestrian activity in this key part of the entertainment precinct.

### Views

Views to the water are fleeting. You can see a glimpse of the water from around Munster Street as you are driving but as the road flattens out, traffic blocks the views until you get to Short Street. As you are walking, views are apparent at intersections looking north along Hay, Horton and Short Streets. Looking west, they start to appear past Horton Street but are mostly obscured by other pedestrians until you reach Short Street. Clarence Place is the main area you can enjoy views of the river beneath the tree canopy.



Recommended Streetscape Character  
SECTION



## 4.0 CLARENCE STREET PLANS

## PROPOSAL

1. Remove existing Bumpy Ash in poor condition (most) and replace with Crows Ash.
2. Trees in central row to be planted in permeable paving so that pedestrian crossing point is opened up. Remove banner poles and realign power where needed. 2 Car parks gained in Short/ Horton block
3. Plant in all existing centre islands with structural cells to achieve greater root volume and retain the most car parks
4. Remove all Blueberry Ash in side beds and replace with alternative small tree with more narrow form eg Crepe Myrtle or Magnolia 'Exmouth'
5. Retain Cabbage Tree Palms and Canary Island Date Palms as intersection feature



Clarence West End is currently treeless although the dense intersection planting on the south west corner is attractive and should be emulated through this block

Large trees removed through new road development have created sparse, harsh environment

Most trees in this zone are in very poor condition and should be removed
















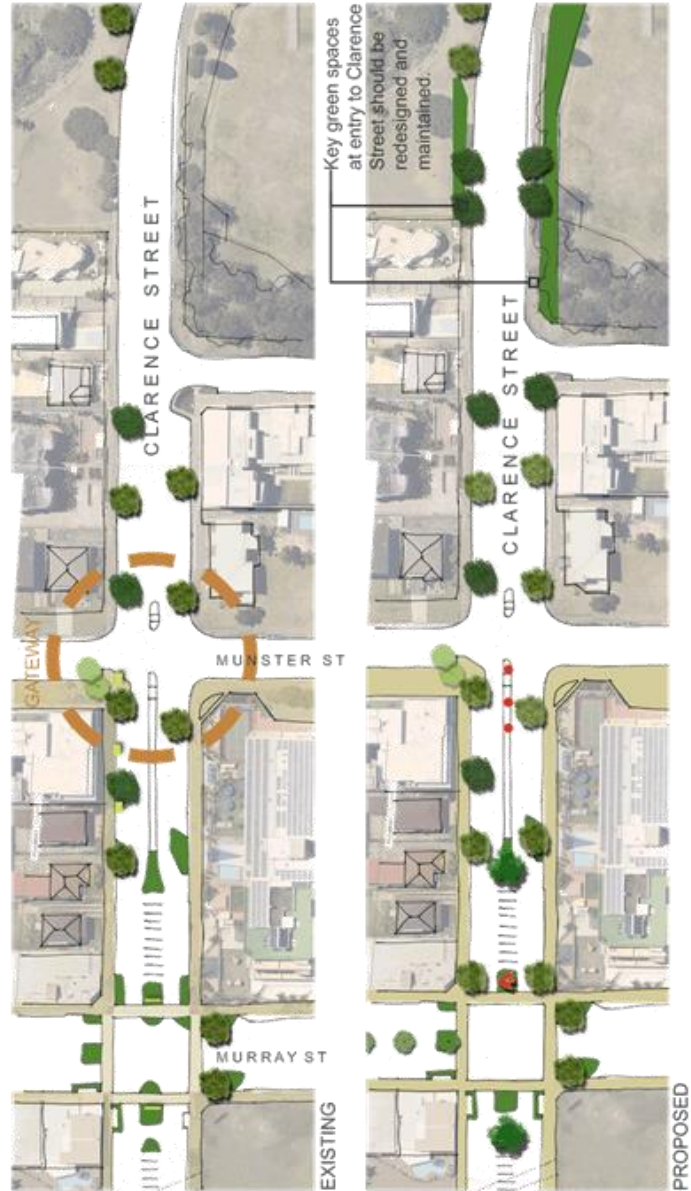


4.0 CLARENCE STREET PLANS

PROPOSAL

1. Remove existing Bumpy Ash in poor condition (most) and replace with Crows Ash.
2. Trees in central row to be planted in permeable paving so that pedestrian crossing point is opened up. Remove banner poles and realign power where needed. 2 Car parks gained in Short/ Horton block
3. Plant in all existing centre islands with structural cells to achieve greater root volume and retain the most car parks
4. Remove all Blueberry Ash in side beds and replace with alternative small tree with more narrow form eg Crepe Myrtle or Magnolia 'Exmouth'
5. Retain Cabbage Tree Palms and Canary Island Date Palms as intersection feature



A Note About Norfolk Island Pines

Use as street tree only where space allows (Zone of upheaval 4.0m to 5.0m radius). Good tree for open space.

Based on mature size, tree would require approximately 176m2 area or 106m3 root volume.

Roots are surface orientated and can lift hard surfaces. Consideration will need to be given to allowing room for both upper crown development and root buttress expansion. Root barrier should be used where possible.



## 4.0 CLARENCE STREET TREE SELECTION



*Magnolia grandifolia*  
BULL BAY MAGNOLIA  
Mature Size (h x w): 12-15 x 5-8m



*Lagerstroemia indica*  
CREPE MYRTLE  
Mature Size (h x w): 8 x 6m



*Flindersia australis*  
CROWS ASH  
Mature Size (h x w): 15-20 x 10-12m




*Araucaria heterophylla*  
NORFOLK ISLAND PINE  
Mature Size (h x w): 40 x 1



CLARENCE STREET PLANS  
STAGING

4.0



structural cell location

HAY ST

PORT ST

PROJECT 2  
WEST END CLARENCE

- concept design of streetscape
- cost estimate
- detailed design
- construction

PROJECT 1 A  
CENTRAL CBD

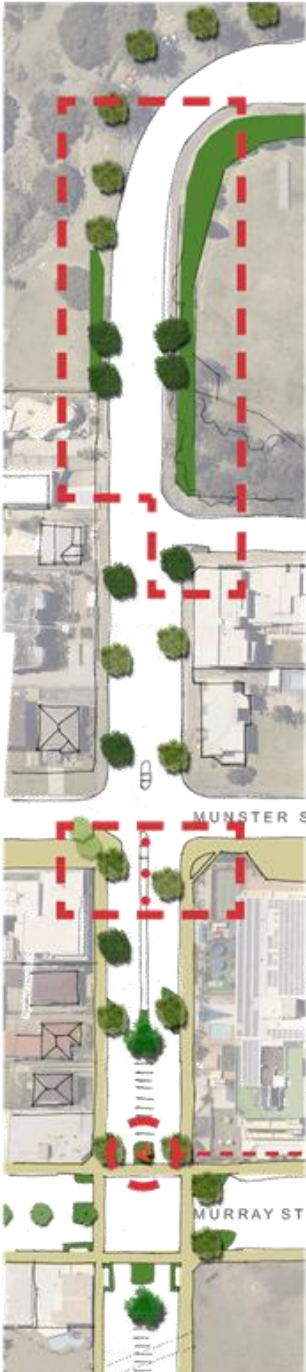
- detailed design & pretender estimate
- removal of existing trees, excavation and installation of structural tree cells, new trees, bollards and finishes

COST  
\$480,000  
excl consultants eg environmental , archeologist, electrical, geotechnical

PROJECT 1 B  
CENTRAL CBD

- plant trees in existing tree pits x 3

COST  
\$ 10,000



MURRAY ST

MUNSTER ST

PROJECT 3  
PUBLIC ART

COST  
\$ 50,000

PROJECT 4  
ENTRY BANNERS

3 new banner poles installed

COST  
\$ 40,000

PROJECT 5  
ENTRY GATEWAY PLANTING

- consultation with residents of units regarding Allman Hill changes
- consultation with Port Primary School
- detailed concept design
- cost estimate
- detailed design
- construction

