
PRESENT

Members:

Councillor Michael Cusato
Jeffery Sharp (Director Infrastructure and Asset Management)
Rebecca Doblo (Landscape Architect)
Jeff Gillespie (CBD Landowner)
Robert Sagolj (CBD Landowner)
Michael Mowle (CBD Trader with expertise)
Les Bailey (CBD Trader)
Tony Thorne (Chamber of Commerce Representative)
Michelle Love (Community Member)
Sharon Beard (Access Committee Representative)
Vacant (TCMP Project Manager / Co-ordinator)

Other Attendees:

Councillor Rob Turner

The meeting opened at 8:05am.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

COSNENSUS:

That apology received from Councillor Hawkins be noted and accepted.

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 24 November 2016 be confirmed.

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MEETINGS

Boat Shed - Meeting still outstanding. Report to be provided at March TCMP meeting.

Foreshore Walk - Meeting with Lands scheduled during March to discuss the Foreshore.

Achievements Flyer - No feedback from the community received to date. Flyer to be redrafted in June 2017 as per resolution of the 24 November TCMP meeting.

Financial Reserve Update - CBD landscape resources - Information is provided in agenda item 7 to this meeting.

TCMP Charter - Charter was adopted by Council at the December Ordinary Council meeting.

CONSENSUS:

That the Sub-Committee request the Director Infrastructure and Asset Management discuss designs for refuelling along the Foreshore, for example a loading zone or conduit well, with Lands at the March Foreshore Walkway meeting.

06 TOWN SQUARE

Due to lack of internal resources, Council will advertise a tender with results to be determined by Council at the April Ordinary Council meeting for construction works to be completed by December 2017.

CONSENSUS:

That the Sub-Committee:

1. Request Councillor Cusato approach the Local Members regarding funding opportunities for this project.
 2. Consider arranging presentations on the project to interested community groups including the Chamber of Commerce, Tourism Board, property owners following tender determination as part of the Community Engagement Plan.
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07 CBD MAINTENANCE WORKS

Michelle Love tabled a document for discussion. This document is circulated separately with these Minutes.

CONSENSUS:

That the Sub-Committee:

1. Note the maintenance activities currently undertaken in the CBD.
2. Support proposed actions to improve the landscapes in the CBD.
3. Endorse Michelle Love and Les Bailey as TCMP Landscape Representatives to directly liaise with the TCMP Coordinator / Landscape Architect to monitor improvements.
4. Request a monthly report on progress of improvements.
5. Request a report back to the Sub-Committee on the costs involved in the provision of additional resources for CBD maintenance.
6. Request Council staff investigate options for CBD storage or alternate transport means of the street sweeper and provide a report back to the Sub-Committee.

08 MOTORCYCLE PARKING UPDATE

CONSENSUS:

That the Sub-Committee:

1. Endorse the Director Infrastructure and Asset Management to modify locations 2, 5, 6 and 8 as noted in this report to provide additional motorcycle parking to be funded through the line marking budget with appropriate advertising to accompany these changes.
2. Request Councillor Cusato refer to the General Manager seeking to write to Woolworths regarding vermin safety concerns around the Food for Less building.
3. Defer to the Landscape Working Group for further consideration of location 7 and preparation of a report back to a future Sub-Committee meeting.

09 TCMP SUB-COMMITTEE COMMUNITY INTERACTIONS

CONSENSUS:

That the Sub-Committee request the Director Infrastructure and Asset Management provide a report back to the Sub-Committee regarding possible TCMP web page designs and content including the possibility of a 'Have your Say' engagement page.

10 CBD LANDSCAPING PLAN

CONSENSUS:

That the TCMP Coordinator presents a report on the overall CBD Landscaping Plan to the Sub-Committee as a priority project following their engagement.

11 GENERAL BUSINESS

11.01 CHRISTMAS TREE

At the December Ordinary Council Meeting it was resolved to engage with stakeholders regarding the recently completed Port Macquarie Town Centre - Pedestrian Facility Investigations report.

A document was tabled outlining the costs involved in the replacement of the Christmas Tree. This document is circulated separately with these Minutes.

CONSENSUS:

That the Sub-Committee:

1. Request the Director Infrastructure and Asset Management arrange a workshop meeting with the Sub-Committee regarding recommendations of the Port Macquarie Town Centre - Pedestrian Facility Investigations.
 2. Request the Director Infrastructure and Asset Management present a report to the March Sub-Committee meeting on the quarterly financial position of the TCMP Reserve.
 3. Support the refurbishment of the existing Christmas Tree from the TCMP Reserve until such time as the Town Square project is completed.
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The meeting closed at 9:54am.