
PRESENT

Members:

Councillor Geoffrey Hawkins (Chair)
Jeffery Sharp (Director Strategy & Growth)
Rebecca Doblo (Landscape Architect)
Michael Nunez (TCMP Project Manager / Co-ordinator)
Jeff Gillespie (CBD Landowner)
Robert Sagolj (CBD Landowner)
Tony Thorne (Chamber of Commerce Representative)
Michelle Love (Community Member)
Sharon Beard (Access Committee Representative)
Geraldine Haigh (CBD Trader)
John McGuigan (Non-Voting Member)

Other Attendees:

Liam Bulley (Group Manager Recreation & Buildings)

The meeting opened at 8:00am.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

CONSENSUS:

That the apologies received from Councillor Michael Cusato and Michael Mowle be accepted.

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 31 August 2017 be confirmed.

04 DISCLOSURES OF INTEREST

Jeff Gillespie declared a Non-Pecuniary – Less Than Significant Interest in Item 10. The reason being that he is an adjacent property owner.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

05 Boat Shed / Foreshore / Town Square / Pedestrian Facilities Investigation workshop

Director Strategy and Growth provided a verbal update in relation to seeking further information from DPI Lands in relation to the Plaza Car Park Expression of Interest.

DPI Lands confirmed establishment of DPI Lands 97A Committee.

Woolworths have confirmed that they will be lodging a DA for the demolition of the current building on the site.

Director and Strategy and Growth confirmed discussion with DPI Lands regarding temporary toilets on Short Street. Council is currently seeking funding for the installation permanent facilities.

Director Strategy and Growth confirmed conversation with DPI Lands on the wharf. DPI Lands confirmed that they are seeking further funding for the recreational and commercial wharf with a current budget of a million dollars.

CONSENSUS:

1. That it be a recommendation to Council that the Town Centre Master Plan Sub-Committee have representation on the DPI Lands 97A Committee.
2. That the Director Strategy and Growth to raise with the General Manager engagement with Leslie Williams MP in relation to the recreational and commercial wharf and the level of funding provided by the State Government thus far.

10 General Business

Director Strategy and Growth provided a verbal update on alternative motorcycle line marking and signage in CBD locations in line with motor cycle parking standards encouraging motor cycles to parking back to kerb.

Director Strategy and Growth advised the Town Centre Master Plan Sub-Committee that the NSW Road Rules provide the following allowance for Motorcycle parking;

“Motorcycles may angle park anywhere it is legal to park, even if a sign shows parallel parking. Make sure, however, that your motorcycle does not stick out further than any parallel parked vehicle.”

CONSENSUS:

Director Strategy and Growth to liaise further with Council staff on line marking within the CBD designated motorcycle parking.

07 Update on the Town Centre Master Plan Flyer

Director Strategy and Growth confirmed the distribution of the Town Centre Master Plan flyer to CBD owners, traders and Chamber of Commerce. Council is also to issue a media release to provide an update on the completion of works being undertaken in the CBD week commencing 25 September 2017.

08 Stormwater at Barracks Lane

Director Strategy and Growth confirmed with the Town Centre Master Plan Sub-Committee for the Stormwater at Barracks Lane report be provided Quarterly.

10 CBD Landscaping Plan

Director Strategy and Growth provided an update on the Town Centre Master Plan budget noting the impact of spending \$258,500 on CBD banner poles.

11 General Business

Town Centre Master Plan Project Manager / Co-ordinator presented an update on the installation of further yellow recycled bins in the CBD.

CONSENSUS:

The Town Centre Master Plan Sub-Committee endorsed Council to proceed with installation of further recycle bins in the CBD.

07 Maritime Museum

Director Strategy and Growth provided a verbal update on engaging the services of an Architect to complete design planning and documentation for the proposed alterations to the Maritime Museum.

CONSENSUS:

Director Strategy and Growth to proceed with engagement, and provide the Town Centre Master Plan Committee with an estimate of the cost of engaging the services of an Architect for the proposed alterations to the Maritime Museum at the October meeting.

11 Update on Town Green Wi-Fi Trial

Director Strategy and Growth provided a verbal update on the organisation of signage on access to free Wi-Fi when fencing is removed on the Town Green.

Director Strategy and Growth advised that some of the temporary fencing on town green is being removed on Thursday 28 September 2017.

13 Modular Planters and Parklets

Director Strategy and Growth provided a verbal update on the engagement with Busways to discuss on-road parking options for the Short Street bus stop.

CONSENSUS:

Director Strategy and Growth to engage with Busways to discuss on-road parking options for the Short Street bus stop.

06 CBD MAINTENANCE IMPROVEMENTS MONTHLY PROGRESS REPORT

Director Strategy and Growth confirmed that Council is responsible for the removal of graffiti on the rocks on the breakwall from the Town Green to Town Square.

Councillor Geoff Hawkins requested that staff resources to be reported on cumulative total hours within this report.

CONSENSUS:

That it be a recommendation to Council that Council:

1. Install signage to prohibit painting on the rocks at Town Green from the breakwall to William Street footbridge.
2. Consider education and communication programs advising the community of the above.

07 CBD LANDSCAPING PLAN - HORTON STREET IMPROVEMENTS

CONSENSUS:

That the Horton Street Refurbishment Plans are adopted for implementation.

08 TOWN SQUARE MONTHLY PROGRESS REPORT

Town Centre Master Plan Sub-Committee support a combined event opening of the Town Square and Countdown to Christmas tree lighting on 30 November 2017.

Director Strategy and Growth confirmed engagement with Taphouse Group in relation to activation within the Town Green/Town Square.

Town Centre Master Plan Project Manager / Co-ordinator confirmed engagement with CWA and other Town Square businesses in relation to installation of umbrella's and outdoor dining.

Council's Landscape Architect provided an update on proposed work between Town Square and the commercial wharf advising the linking pathway will receive a deep clean, high pressure cleaning of walls and replacement of turf.

CONSENSUS:

1. Town Centre Master Plan Sub-Committee agreed to commence work between Town Square and commercial wharf. Council is to report back to the Town Centre Master Plan Sub-Committee on estimate cost for the work to be undertaken.
2. Town Centre Master Plan Sub-Committee to consider the restriction of parking within Town Square for further discussion at October meeting.

09 QUARTERLY FINANCIAL REPORT WITH YTD ACTUAL AND PROJECTED FIGURES

CONSENSUS:

Town Centre Master Plan Sub-Committee to review Quarterly Financial Report for further discussions at the October meeting.

10 MODEL FOR TRIALING OF PARKLETS IN THE PORT MACQUARIE TOWN CENTRE

Jeff Gillespie declared a Non-Pecuniary – Less Than Significant Interest in this Item.

Town Centre Master Plan Sub-Committee noted the Council report presented at the September meeting regarding potential model/process for trialing of parklets in the Port Macquarie Town Centre.

Council's Landscape Architect confirmed that the parklet trial is for a 2 year period.

Councillor Geoff Hawkins requested that the operators credentials form part of the Expression of Interest selection criteria.

CONSENSUS:

That:

1. The Town Centre Master Plan Sub-Committee endorse the recommended Expression of Interest parklet model.
2. Councillor Geoff Hawkins hold further discussions with Councillors on proposed parklets design and funding options and advise the Town Centre Master Sub-Committee prior to undertaking next steps.

11 GENERAL BUSINESS

Nil.

The meeting closed at 10:15am.