

PRESENT

Members:

Councillor Geoffrey Hawkins
Jeffery Sharp
Gary Randall
Brian Buckett
Brian Tierney
Jeff Gillespie
Michael Mowle
Michelle Love
Tony Thorne
Michaela Sisk (non-voting)

Other Attendees:

Liam Bulley - Group Manager Recreation and Buildings
Rebecca Doblo - Landscape Architect

The meeting opened at 8.04am.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

RECOMMENDATION:

That apology received from Councillor Mike Cusato be accepted.

03 CONFIRMATION OF MINUTES

CONSENSUS:

1. That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 22 October 2014 be confirmed.
 2. That the Director Infrastructure & Asset Management follow up on the outcome of recommendation Item 07.01 regarding graffiti removal.
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04 DISCLOSURES OF INTEREST

Tony Thorne submitted a disclosure of interest for Item 7 - Town Square and for a general business item regarding a Section 138 application the Committee had been asked to comment on.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil.

06 WORKING PARTY UPDATES

Major Projects

Town Green:

Motion: That the Director Infrastructure & Asset Management report back to the Working Group the status of the irrigation system on Town Green and recommendations for how it can be used in future to ensure a well watered grassed area.

Buller/Hollingworth Lights:

Motion: That the Town Centre Master Plan Sub-Committee recommend to Council that this project be removed from the current Operational Plan with budget allocation to be transferred to the Short Street Works project for completion of works as previously identified in the 2013/14 Operational Plan.

Special Projects

Midblock Crossing:

Any feedback on the design plans are to be made through the Working Group members.

Signage Audit:

Motion: That the Town Centre Master Plan Sub-Committee endorse recommendations from the Working Group for the development and implementation of a signage upgrade and maintenance program within the CBD with a consistent colour scheme of galvanised poles and blue and white signage.

2013/14 Furniture Replacement - Trial installation implemented:

Motion: That the Project Manager discuss with the supplier the possibility of having the bins elevated from ground level and, providing this can be adequately addressed, proceed with rolling out the bins throughout the CBD.

CONSENSUS:

That the Town Centre Master Plan Sub-Committee:

1. Request the Director Infrastructure & Asset Management report back to the Working Group the status of the irrigation system on Town Green and recommendations for how it can be used in future to ensure a well watered grassed area.
2. Recommend to Council that the Buller/Hollingworth Lights project be removed from the current Operational Plan with budget allocation to be transferred to the Short Street Works project for completion of works as previously identified in the 2013/14 Operational Plan.
3. Endorse recommendations from the Working Group for the development and implementation of a signage upgrade and maintenance program within the CBD with a consistent colour scheme of galvanised poles and blue and white signage.
4. Request the Project Manager discuss with the supplier the possibility of having bins elevated from ground level and, providing this can be adequately addressed, proceed with rolling out the bins throughout the CBD.

07 TOWN SQUARE PROJECT

A survey of the Town Square area is anticipated to be completed within the week.

The RSL Sub-Branch are believed to be writing to Council regarding relocation of the War Memorial on Town Green.

Rebecca Doblo, Landscape Architect presented her concept designs for the Town Square area highlighting essential, desirable and non desirable inclusions.

CONSENSUS:

That the Town Centre Master Plan Sub-Committee:

1. Note the presentation and acknowledge it is an excellent start to the design process.
2. Include in the concept design the detailed survey information and update the design accordingly.
3. Await direction from Councillors with respect to the possible inclusion of other significant elements such as the Port Macquarie Cenotaph.

08 OUTDOOR DINING POLICY

CONSENSUS:

That the Town Centre Master Plan Sub-Committee request the Director Infrastructure & Asset Management to:

1. Write to all current lease holders reminding them of their obligations to maintain both the dining area and adjacent footpath under the terms of their dining approval. This letter is also to be accompanied by the 'Best Management Practice' flyer.
2. Write also to the Port Macquarie Chamber of Commerce and the CBD Property Owners Group advising of the situation and seeking their active support.

09 2015 MEETING DATES

CONSENSUS:

That the Sub-Committee:

1. Endorse to meet on the fourth Wednesday of every month between February and November 2015 from 8:00 - 10:30am.
2. Agree to hold meetings of the Major Projects Working Group on a Tuesday a fortnight following the Sub-Committee meetings, between 8:00 - 9:00am.
3. Agree to hold meetings of the Special Projects Working Group on a Wednesday a fortnight following the Sub-Committee meetings, between 8:00 - 9:00am.

10 GENERAL BUSINESS

10.01 - Notification of Outdoor Dining Applications:

Tandoori Kitchen - Corner William and Short Street
Black Box Pizza - Short Street

CONSENSUS:

That the Town Centre Master Plan Sub-Committee support these applications.

10.02 - Request for comments on Section 138 Applications:

- Starberry - Clarence Street
- Makinoto - Horton Street

CONSENSUS:

That whilst the Town Centre Master Plan Sub-Committee supports in principle outdoor dining within the CBD, this proposal is not supported due to the loss of formal garden beds which is an essential element of the established and adopted Town Centre Master Plan.

10.03 - Clarification of Town Centre Master Plan Boundary:

CONSENSUS:

That the Director Infrastructure & Asset Management confirm when Port Pacific and North Point started contributing to the Town Centre Master Plan Reserve and report back to the next Town Centre Master Plan Sub-Committee Meeting.

The meeting closed at 10.36am.