

PRESENT

Members:

Councillor Geoffrey Hawkins
Jeffery Sharp
Jeff Gillespie
Michelle Love
Tony Thorne
Robert Sagolj
Sharon Beard
Les Bailey

Other Attendees:

Councillor Robert Turner
Rebecca Doblo - PMHC Landscape Architect
Liesa Davies - Acting Director Community and Economic Growth

The meeting opened at 8:05am.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

CONSENSUS:

That the apologies received from Michael Mowle and Gary Randall be accepted.

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 28 July 2016 be confirmed.

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

05.01 ITEM 5 - FORESHORE WALK / BOAT SHED

Crown Lands are developing a plan for the Coop area of the Foreshore through their contractor. Draft plans will be provided to PMHC for review. Crown Lands only have funding to demolish and 'make safe' the Coop area this financial year.

Council have an 'in principal' agreement from Crown Lands regarding the modifications proposal for the Boat Shed.

**05.02 ITEM 9 - KOOLOONBUNG CREEK FORESHORE - GORDON TO
HAYWARD STREET**

Internal discussions have been had and an agreement reached regarding funding split between TCMP Reserve and Water and Sewer fund for these works.

CONSENSUS:

That the Sub-Committee:

1. In reference to Item 5 - Foreshore Walk, request the Director Infrastructure and Asset Management write to Crown Lands regarding Crown Lands plans for the Coop area, noting the Sub-Committee's concerns regarding WHS, refuelling and site issues and seek clarification as to the demolition and planned refurbishment of the area, a timeframe for each and an indication of how this fits into the Port Macquarie Foreshore Walkway: Town Green to Kooloonbung Creek Footbridge plan. Note previous advice from Crown Lands Strategic Manager that an implementation plan for the entire Foreshore / Breakwall area was to be developed. Provide a copy of this letter to The Hon. Leslie Williams MP.
 2. In reference to Item 5 - Foreshore Walk, request the Director Infrastructure and Asset Management meet again with Crown Lands regarding this project.
 3. In reference to Item 5 - Boat Shed, request the Chair and Jeff Gillespie approach the Maritime Museum regarding the Museum seeking assistance in furthering plans for Boat Shed modifications.
 4. In reference to Item 6 - Priority Project Updates, note information provided by Director Infrastructure and Asset Management regarding the Foreshore Walkway in item 5, list the requested landscaping report for April 2017, note the Town Square update provided at this meeting and remove this item from Business Arising.
 5. In reference to Item 11.01 - Achievements Flyer, request the Director Infrastructure
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and Asset Management distribute to CBD property owners via post and request Tony Thorn through the Chamber of Commerce to arrange email distribution to business owners.

6. In reference to Item 11.01 - Achievements Flyer, request the flyer be listed for review at the end of financial year with a view to providing an annual update to property and business owners.
7. In reference to Item 9 - Kooloonbung Creek Foreshore Gordon to Hayward Street, request an update report be provided to the Sub-Committee in early 2017.
8. In reference to Item 9 - General Business Hay Street outdoor dining area, not the delay in construction and anticipated commencement date and remove this item from Business Arising.
9. In reference to Item 8 - Town Centre Master Plan Financial Reserve Update, note that the information requested was presented in a formal report to the 24 November 2016 meeting and remove this item from Business Arising.

06 TCMP PRIORITY PROJECT UPDATES

TCMP Landscape Upgrades

Sub-Committee noted Short Street works present good outcome and tree selection provides colour in the CBD.

Town Green Master Plan Stage Construction

Detailed design 95% completed. Infrastructure Delivery now working on project plan for delivery. Due to Heritage issues the project will be staged and some redesign may be required around potential archaeologically important sites. Stage 1 - Lady Nelson Wharf to Breakwall Caravan Park will address the 5m wide foreshore walk, upgrade of seawall and stormwater pipes, lighting, seating, advanced tree planting and irrigation around the walk.

Town Square

Tentative commencement of preliminary works in March 2017 with investigations continuing on how the impact can be limited around specific events such as ANZAC Day.

CONSENSUS:

That the Sub-Committee:

1. Request the TCMP Project Coordinator undertake a landscaping report as a priority with a report to be presented back to the Sub-Committee in April 2017 including consideration of the proposal for hanging flower planters from light poles.
2. Request the Director Infrastructure and Asset Management investigate previous information gathered during the 2014 Lighting Audit, noting recent advice from Essential Energy regarding their LED trial and report back to the Sub-Committee early 2017.

07 PROJECT SIGNAGE FOR TOWN SQUARE

CONSENSUS:

That the Sub-Committee note the information provided by Council staff and revisit project signage for Town Square following designs completion and public exhibition.

08 TOWN CENTRE MASTER PLAN FINANCIAL RESERVE UPDATE

CONSENSUS:

That the Sub-Committee request the Director Infrastructure and Asset Management discuss with Group Manager Recreation and Buildings the potential for additional resources in the CBD for landscape maintenance and the costs involved in doing so.

09 SUB-COMMITTEE CONTACT DETAILS

CONSENSUS:

That the Sub-Committee defer the proposal of a TCMP webpage to the February 2017 meeting.

10 2017 TCMP SUB-COMMITTEE MEETING DATES

CONSENSUS:

That the Sub-Committee endorse the meeting dates for 2017 provided in this report and request an extra-ordinary meeting of the Sub-Committee be held 2 February 2017 to specifically discuss the Town Square project.

11 GENERAL BUSINESS

11.01 BINS IN CBD

Bins in CBD being replaced next week. Bollards are also being replaced in Clarence Street. October footpath cleaning was very successful and all adjacent businesses to the areas cleaned were satisfied with the outcome.

11.02 PROJECT CO-ORDINATOR

Project Coordinator commencing 6 March 2017.

11.03 OUTDOOR DINING

Economic Development team involved in a review earlier this year, of the requirements for outdoor dining applications and approvals.

11.04 TOWN CENTRE MASTER PLAN CHARTER

CONSENSUS:

That the Sub-Committee request the Chair circulate proposed changes to the Charter prior to the December Council meeting.

11.05 WIFI TRIAL

CONSENSUS:

That the Sub-Committee support the wifi trial on the basis that the TCMP Reserve will fund the initial 12 month trial only, at an approximate cost of \$12,000, with a report to be presented back to the Sub-Committee regarding the outcomes of the trial and potential options moving forward.

11.06 ADDITIONAL SEAT - HAY STREET

CONSENSUS:

Support the installation of an additional seat in the Hay Street cul-de-sac south to be funded by the TCMP Reserve.

The meeting closed at 10:45am.
