
PRESENT

Members:

Councillor Geoffrey Hawkins (Chair)
Jeffery Sharp (Director Strategy & Growth)
Rebecca Doblo (Senior Landscape Architect)
Jeff Gillespie (CBD Landowner)
Michael Mowle (CBD Trader with expertise)
Tony Thorne (Chamber of Commerce Representative)
Michelle Love (Community Member)
Sharon Beard (Access Committee Representative)
Michael Nunez (TCMP Co-ordinator)

Other Attendees:

Liam Bulley (Group Manager Recreation & Buildings)

The meeting opened at 8:05am.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

CONSENSUS:

That apologies received from Councillor Michael Cusato , Robert Sagolj and Les Bailey be accepted.

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 29 June 2017 be confirmed.

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

Item 05: Boat Shed / Foreshore / Town Square / Pedestrian Facilities Investigation Workshop

Director Strategy and Growth advised that Plaza Carpark Expression of Interest is still progressing with a further update to be provided at the August meeting.

Item 09: CBD Maintenance Improvement – Monthly Progress Report

Noted that Item 09: CBD Maintenance Improvement – Monthly Progress Report to be removed from business arising.

Item 08: Motorcycle Parking

TCMP Coordinator presented a flyer which is to be distributed throughout the CBD advising of Motorcycle Parking.

Motorcycle parking in Port Central is ongoing and yet to be finalised.

Councillor Geoff Hawkins commented on signage for Motorcycle parking in Horton Street is not clear.

Item 01 Town Square

Mr Jeff Gillespie suggested public visible access point around the Town Square worksite to enable the public to visually see progress of work.

Item 07 Quarterly Financial Report

Director Strategy and Growth advised that the Town Centre Master Plan loan term is for ten years.

Director Strategy and Growth advised no further comments were received from the Committee on the Quarterly Financial Report presented at the June meeting.

CONSENSUS:

1. Director Strategy and Growth to provide a report on Wi-Fi usage on the Town Green to the August meeting.
 2. Director Strategy and Growth to investigate alternative motorcycle line marking and signage in Horton Street.
 3. Director Strategy and Growth to coordinate drone footage of the Town Square works to be uploaded onto the Town Centre Master Plan website.
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06 CBD MAINTENANCE IMPROVEMENTS - MONTHLY PROGRESS REPORT

TCMP Coordinator advised that a number of complaints have been received in relation to CBD drainage. Council is working on prioritising the cleaning of drains as part of the CBD Maintenance Improvement works.

CONSENSUS:

1. That the Sub-Committee note the information provided in this report.
2. Councillor Geoff Hawkins requests that Group Manager Recreation and Buildings seek authority from Director Strategy and Growth for Councillor's to be able to have direct contact with Town Centre Master Plan Coordinator regarding maintenance issues in the Port Macquarie CBD.

07 UPDATE ON THE TOWN CENTRE MASTER PLAN FLYER

CONSENSUS:

1. That the Sub-Committee note the information provided in this report.
2. That the Sub-Committee feedback be incorporated into the Town Centre Master Plan flyer prior to distribution

08 STORMWATER AT BARRACKS LANE

CONSENSUS:

1. That the Sub Committee note the current status of drainage issues in Barracks Lane.
2. Councillor Geoff Hawkins requested for a monthly Barracks Lane progress report to be provided and add item to business arising.

09 TOWN SQUARE MONTHLY PROGRESS REPORT

CONSENSUS:

That the Town Centre Master Plan Sub Committee:

1. Note the Town Square monthly progress report.
2. Purchase umbrellas for installation in the Town Square.
3. Request a high priority review of the current Council Outdoor Dining Policy in relation to the Town Square to ensure a high quality street scape.

10 CBD LANDSCAPING PLAN

CONSENSUS:

That the Town Centre Master Plan Sub Committee:

1. Note the information provided about the William Street West Entryway upgrades.
2. Endorse the replacement of all banner poles within the CBD.
3. Proceed to schedule in removal of deleted banners and poles
4. Request an update on the Town Centre Master Plan budget noting the impact of spending \$258,500 on CBD banner poles
5. Request that a report be presented at the August meeting on concepts for large scale planter box selection, locations, plant selections and associated cost estimates.
6. Note the Street Tree Master Plan with further discussion regarding its inclusions to be discussed at the August meeting.
7. Request that a detailed concept design for tree replacement within William Street be reported to the August meeting.
8. Council to distribute the Street Tree Master Plan designs with the minutes of the July meeting.

11 GENERAL BUSINESS

11.01 TOWN CENTRE MASTER PLAN EXPRESSION OF INTEREST

Councillor Geoff Hawkins provided an update on the Town Centre Master Plan Expression of Interest process. Both Anthony Thorne and Sharon Beard were successfully appointed to the committee for a further 2 years.

Director Strategy and Growth advised that alternative applications received the the Expression of Interest process were not suitable to fill the position for the Town Centre Master Plan Sub- Committee CBD Trader member.

Director Strategy and Growth advised that another Expression of Interest is currently being advertised for a Town Centre Master Plan Sub- Committee CBD Trader membership.

11.02 NBN TOWN SQUARE

Councillor Geoff Hawkins advised that Councillors received information on the upcoming NBN program of works within Port Macquarie CBD.

TCMP Coordinator held an on-site meeting with NBN representatives to discuss possible location of 12 NBN boxes within the CBD.

NBN are to advise Council where the final locations of the NBN boxes will be located within Port Macquarie CBD.

NBN have asked Council to recommend contractors to undertake the concreting works associated with box installation within the CBD.

CONSENSUS:

TCMP Coordinator to provide close personal supervision and guidance while NBN are completing rectification works to pebble footpaths.

11.03 BINS - HORTON STREET

Councillor Geoff Hawkins requested a review of the provision of recycling rubbish bins from the middle section of Horton Street between Clarence & William Streets in Port Macquarie CBD.

CONSENSUS:

Director Strategy and Growth to consult with the Council waste staff on the existing yellow bins within the CBD.

The meeting closed at 10:32am.