

Town Centre Master Plan Sub-Committee

Business Paper

date of meeting: Thursday 28 June 2018

location: Committee Room
Port Macquarie-Hastings Council
17 Burrawan Street
Port Macquarie

time: 8.00am

Town Centre Master Plan Sub-Committee

CHARTER

1. ROLE

- 1.1 The Committee has the responsibility to make recommendations regarding the development, review and amendment as required of the Town Centre Master Plan.
- 1.2 To recommend works priorities – Capital and Maintenance - to Council for the implementation of the Town Centre Master Plan.
- 1.3 To act as a communication conduit between Council and the CBD stakeholders in respect to the Town Centre Master Plan.
- 1.4 Advocate for the Town Centre Master Plan to the community.
- 1.5 To recommend an annual Works Program and Budget to be adopted by Council as part of the IP&R Framework.
- 1.6 To review expenditures of funds raised externally to Council.

2. DELEGATED AUTHORITIES

- 2.1 To oversee appropriately authorised funds allocated to the Town Centre Master Plan Sub-Committee by Council within the approved budget.
- 2.2 To raise funds other than rates and loans to fund the objectives of the Sub-Committee through partnerships with other stakeholders i.e. Port Macquarie Chamber of Commerce; Tourism Board.
- 2.3 To promote the advantages of the CBD inside and outside the area.
- 2.4 To propose Press Releases promoting, informing and supporting the Town Centre Master Plan project.
- 2.5 From any external funds raised by the Sub-Committee purchase, manufacture, obtain and supply material for the promotion of the CBD.
- 2.6 Establish Working Parties as deemed appropriate.

3. SUB-COMMITTEE MEMBERSHIP

- 3.1 Sub-Committee members will comprise of:
 - Councillor (Chairperson)
 - Council Director Infrastructure & Asset Management
 - Council Group Manager Infrastructure Delivery
 - Council Group Manager Transport & Stormwater Network
 - 1 Community member (b)
 - 2 CBD Landowners (1a + 1b)
 - 1 Port Macquarie Chamber of Commerce representative (a)
 - 1 CBD Trader (a)
 - 1 CBD Trader/Landowner with demonstrated relevant technical expertise (b).
 - 1 Port Macquarie-Hastings Access Sub-Committee representative (a)
 - Non Council Members will be appointed for a two (a) / three (b) year terms. Terms will be staggered so that every year expressions for new members (a) or (b) will be called depending on rotation.
- 3.2 The Councillor appointed to the TCMP will hold the position of Chairperson.

- 3.3 The role of the Chairperson shall be:
- Chairperson of meetings of the Town Centre Master Plan Sub-Committee
 - Representative of Sub-Committee, as appropriate
 - Attend Council Sub-Committee meetings, as appropriate
- 3.4 Additional people with specialised relevant background and expertise may be invited to assist the Committee with specific projects and/or time periods as determined by the Committee. These attendees will have no voting rights.

4. MEETINGS

- 4.1 Meetings will be held monthly depending on demand.
- 4.2 Topics for the agenda should be forwarded to the Chairperson no later than 14 days prior to the meeting date.
- 4.3 Meeting agendas will be circulated to members at least 7 days prior to the meeting.
- 4.4 Minutes from TCMP meetings will be circulated to members within 7 days of the meeting having taken place.
- 4.5 Members must declare, in writing, any interest in any report and/or agenda item before the meeting.

5 QUORUM

- 5.1 A quorum will consist of at least 50% plus one members of the committee, at least one of whom must be a full time Council Employee and at least 3 of whom must not be Council members.

6 VOTING

- 6.1 Voting on recommendations are made by consensus and all decisions regarding the allocation of funding for works must be stated precisely for inclusion in the minutes.

7 COMMUNICATION

- 7.1 Members of the Sub-Committee are not permitted to speak to the media as representatives of the Committee unless approved by the Chairperson.
- 7.2 Where approval has been sought from (and granted by) the Chairperson, views and opinions expressed are those of the Town Centre Master Plan Sub-Committee and not of Port Macquarie-Hastings Council.
- 7.3 When endorsement is required from Port Macquarie-Hastings Council, approval must be sought through the formal process.

8 PARENT COMMITTEE

- 8.1 Ordinary Council Meeting.

9 CODE OF CONDUCT

- 9.1 All members of the Committee are to abide by Council's Code of Conduct.

Town Centre Master Plan Sub-Committee

ATTENDANCE REGISTER

Member	30/11/17	15/02/18	29/03/18	26/4/18	31/05/18
Councillor G Hawkins (Chair)	✓	✓	✓	A	✓
Councillor M Cusato (Deputy Chair)	X	✓	A	✓	A
Jeffery Sharp (Director Strategy & Growth)	✓	✓	A	A	✓
Rebecca Doblo (Landscape Architect)	✓	A	✓	✓	✓
Jeff Gillespie (CBD Landowner 2016-2018)	✓	✓	A	✓	✓
Robert Sagolj (CBD Landowner 2016-2018)	A	A	X	A	X
vacant (CBD Trader with expertise 2016-2018)	✓	✓	✓	A	✓
Tony Thorne (Chamber of Commerce Representative 2015-17)	✓	✓	✓	✓	✓
Michelle Love (Community Member 2016-2018)	✓	A	✓	✓	✓
Sharon Beard (Access Committee Representative 2015-17)	✓	A	A	A	✓
Geraldine Haigh (CBD Trader 2017-19)	✓	✓	A	✓	✓
John McGuigan (June 2018 - 2019)	✓	A	✓	✓	A
Michael Nunez (TCMP Project Manager / Co-ordinator) (non-voting)	✓	✓	✓	✓	✓

Key: ✓ = Present

A = Absent With Apology

X = Absent Without Apology

Town Centre Master Plan Sub-Committee Meeting

Thursday 28 June 2018

Items of Business

Item	Subject	Page
01	Acknowledgement of Country	<u>6</u>
02	Apologies.....	<u>6</u>
03	Confirmation of Minutes	<u>6</u>
04	Disclosures of Interest.....	<u>11</u>
05	Business Arising from Previous Minutes.....	<u>15</u>
06	Port Macquarie CBD Pedestrian Facility Concept Plans - Community Consultation	<u>17</u>
07	Town Square Monthly Progress Report	<u>24</u>
08	Quarterly Financial Report	<u>31</u>
09	TCMP Operational Plan Project Program 2018-2019	<u>34</u>
10	Parklets Trial Implementation Plan	<u>47</u>
11	Town Centre Master Plan Sub-Committee - Membership	<u>49</u>
12	General Business	

Item: 01**Subject: ACKNOWLEDGEMENT OF COUNTRY**

"I acknowledge that we are gathered on Birpai Land. I pay respect to the Birpai Elders both past and present. I also extend that respect to all other Aboriginal and Torres Strait Islander people present."

Item: 02**Subject: APOLOGIES**

RECOMMENDATION

That the apologies received be accepted.

Item: 03**Subject: CONFIRMATION OF PREVIOUS MINUTES**

RECOMMENDATION

That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 31 May 2018 be confirmed.

PRESENT

Members:

Councillor Geoffrey Hawkins (Chair)
Jeffery Sharp (Director Strategy & Growth)
Rebecca Doblo (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)
Geraldine Haigh (CBD Trader)
Michael Nunez (TCMP Project Manager / 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 the apologies received from Councillor M Cusato and John McGuigan be accepted.

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 26 April 2018 be confirmed.

04 DISCLOSURES OF INTEREST

Tony Thorne declared a Non-Pecuniary – Significant Interest in Item 08.04 - Turkish Restaurant, the reason being King and Campbell prepared the development application for the Turkish Restaurant.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

CONSENSUS:

That the Business Arising Schedule be noted with the following amendments:

1. Remove Town Square items as they will be covered in ongoing monthly reports.
 2. Remove Bicentenary Pathway request.
-

06 TRIALLING OF PARKLETS IN THE PORT MACQUARIE TOWN CENTRE

CONSENSUS:

That the Town Centre Master Plan Sub-Committee:

1. Note the Council Resolution from the May 2018 Ordinary Council Meeting on the Trialling of Parklets in the Port Macquarie Town Centre.
 2. Request staff provide an update report to the June 2018 Town Centre Master Plan Sub-Committee meeting regarding implementation of the parklet trial.
-

07 TOWN SQUARE MONTHLY PROGRESS REPORT

CONSENSUS:

That the Town Centre Master Plan Sub-Committee:

1. Note the information contained within the Town Square Monthly Progress Report.
 2. Approve an increase to the Pavement Clean and Seal operational budget of \$14,300 for the additional pavement cleaning in Town Square as outlined in this report.
 3. Request a report be provided to the June 2018 Meeting outlining Operational budget adjustments associated with this report and the Maintenance Levels of Service on the Town Square report that was presented at the April 2018 Meeting.
 4. Request a report be provided to the June 2018 Meeting detailing the use of 'Centre supported Umbrellas' with base weights or alternative options, including any proposed management techniques for closing during high winds and overnight.
 5. Request a report be provided to a future Meeting outlining the proposed cleaning mechanisms and the potential cost implications on the next footpath cleaning contract.
-

08 GENERAL BUSINESS

08.01 BANNER POLES

The Committee was advised that the banner poles tender documentation is currently being completed to allow banner pole replacement to commence in the new financial year.

08.02 WAYFINDING SIGNAGE

Staff provided an update on the wayfinding signs advising the signs are to be installed by 30 June 2018 throughout the LGA and specifically within the Port Macquarie CBD.

08.03 BULLER STREET BRIDGE

It was requested that the temporary barricades be removed from the Buller Street Bridge accident site.

08.04 TURKISH RESTAURANT

Tony Thorne declared a Non-Pecuniary – Significant Interest in this matter, left the meeting and took no part in the discussion.

Staff provided an update on the proposed extension of the outdoor dining area for the Turkish Restaurant.

Tony Thorne returned to the meeting.

08.05 CHRISTMAS TREE

A report was tabled, circulated and considered.

CONSENSUS:

That the Town Centre Master Plan Sub-Committee:

1. Fund the purchase of a new 15m Traditional Christmas Tree complete with decorations estimated at \$60,000 generally as depicted in the attachments of the report.
2. Request Council include in future Operational Plans the replacement of the Christmas Tree at an appropriate interval.

The meeting closed at 10:22am.

Item: 04

Subject: DISCLOSURES OF INTEREST

RECOMMENDATION

That Disclosures of Interest be presented

DISCLOSURE OF INTEREST DECLARATION

Name of Meeting:

Meeting Date:

Item Number:

Subject:
.....

I, declare the following interest:

☐

Pecuniary:

Take no part in the consideration and voting and be out of sight of the meeting.

☐

Non-Pecuniary - Significant Interest:

Take no part in the consideration and voting and be out of sight of the meeting.

☐

Non-Pecuniary - Less than Significant Interest:

May participate in consideration and voting.

For the reason that:

.....

Name:

Signed: Date:

(Further explanation is provided on the next page)

Further Explanation

(Local Government Act and Code of Conduct)

A conflict of interest exists where a reasonable and informed person would perceive that a Council official could be influenced by a private interest when carrying out their public duty. Interests can be of two types: pecuniary or non-pecuniary.

All interests, whether pecuniary or non-pecuniary are required to be fully disclosed and in writing.

Pecuniary Interest

A pecuniary interest is an interest that a Council official has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the Council official. (section 442)

A Council official will also be taken to have a pecuniary interest in a matter if that Council official's spouse or de facto partner or a relative of the Council official or a partner or employer of the Council official, or a company or other body of which the Council official, or a nominee, partner or employer of the Council official is a member, has a pecuniary interest in the matter. (section 443)

The Council official must not take part in the consideration or voting on the matter and leave and be out of sight of the meeting. The Council official must not be present at, or in sight of, the meeting of the Council at any time during which the matter is being considered or discussed, or at any time during which the council is voting on any question in relation to the matter. (section 451)

Non-Pecuniary

A non-pecuniary interest is an interest that is private or personal that the Council official has that does not amount to a pecuniary interest as defined in the Act.

Non-pecuniary interests commonly arise out of family, or personal relationships, or involvement in sporting, social or other cultural groups and associations and may include an interest of a financial nature.

The political views of a Councillor do not constitute a private interest.

The management of a non-pecuniary interest will depend on whether or not it is significant.

Non Pecuniary – Significant Interest

As a general rule, a non-pecuniary conflict of interest will be significant where a matter does not raise a pecuniary interest, but it involves:

- (a) A relationship between a Council official and another person that is particularly close, for example, parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the Council official or of the Council official's spouse, current or former spouse or partner, de facto or other person living in the same household.
- (b) Other relationships that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
- (c) An affiliation between a Council official an organisation, sporting body, club, corporation or association that is particularly strong.

If a Council official declares a non-pecuniary significant interest it must be managed in one of two ways:

1. Remove the source of the conflict, by relinquishing or divesting the interest that creates the conflict, or reallocating the conflicting duties to another Council official.
2. Have no involvement in the matter, by taking no part in the consideration or voting on the matter and leave and be out of sight of the meeting, as if the provisions in section 451(2) apply.

Non Pecuniary – Less than Significant Interest

If a Council official has declared a non-pecuniary less than significant interest and it does not require further action, they must provide an explanation of why they consider that the conflict does not require further action in the circumstances.

SPECIAL DISCLOSURE OF PECUNIARY INTEREST DECLARATION

By <i>[insert full name of councillor]</i>	
In the matter of <i>[insert name of environmental planning instrument]</i>	
Which is to be considered at a meeting of the <i>[insert name of meeting]</i>	
Held on <i>[insert date of meeting]</i>	
PECUNIARY INTEREST	
Address of land in which councillor or an associated person, company or body has a proprietary interest (<i>the identified land</i>)	
Relationship of identified land to councillor [Tick or cross one box.]	<input type="checkbox"/> Councillor has interest in the land (e.g. is owner or has other interest arising out of a mortgage, lease trust, option or contract, or otherwise). <input type="checkbox"/> Associated person of councillor has interest in the land. <input type="checkbox"/> Associated company or body of councillor has interest in the land.
MATTER GIVING RISE TO PECUNIARY INTEREST	
Nature of land that is subject to a change in zone/planning control by proposed LEP (<i>the subject land</i>) ⁱⁱⁱ [Tick or cross one box]	<input type="checkbox"/> The identified land. <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control [Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]	
Proposed change of zone/planning control [Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]	
Effect of proposed change of zone/planning control on councillor [Tick or cross one box]	<input type="checkbox"/> Appreciable financial gain. <input type="checkbox"/> Appreciable financial loss.

Councillor's Name:

Councillor's Signature: Date:

Important Information

This information is being collected for the purpose of making a special disclosure of pecuniary interests under sections 451 (4) and (5) of the *Local Government Act 1993*. You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred by the Director-General to the Local Government Pecuniary Interest and Disciplinary Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting in respect of which the special disclosure is being made. The completed form must be tabled at the meeting. Everyone is entitled to inspect it. The special disclosure must be recorded in the minutes of the meeting.

-
- i. Section **443** (1) of the *Local Government Act 1993* provides that you may have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative^{iv} or because your business partner or employer has a pecuniary interest. You may also have a pecuniary interest in a matter because you, your nominee, your business partner or your employer is a member of a company or other body that has a pecuniary interest in the matter.
- ii. Section **442** of the *Local Government Act 1993* provides that a **pecuniary interest** is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter or if the interest is of a kind specified in section **448** of that Act (for example, an interest as an elector or as a ratepayer or person liable to pay a charge).
- iii. A pecuniary interest may arise by way of a change of permissible use of land adjoining, adjacent to or in proximity to land in which a councillor or a person, company or body referred to in section **443** (1) (b) or (c) of the *Local Government Act 1993* has a proprietary interest..
- iv. **Relative** is defined by the *Local Government Act 1993* as meaning your, your spouse's or your de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child and the spouse or de facto partner of any of those persons.

Item: 05

Subject: BUSINESS ARISING FROM PREVIOUS MINUTES

Item:	06	Date:	31/05/18
Subject:	Trialling of Parklets in the Port Macquarie Town Centre		
Action Required:	1. Request staff provide an update report to the June 2018 Town Centre Master Plan Sub-Committee meeting regarding implementation of the parklet trial.		
Current Status:	1. Report included in June 2018 Meeting Agenda.		

Item:	07	Date:	31/05/18
Subject:	Town Square Monthly Progress Report		
Action Required:	<ol style="list-style-type: none"> 1. Request a report be provided to the June 2018 Meeting outlining Operational budget adjustments associated with this report and the Maintenance Levels of Service on the Town Square report that was presented at the April 2018 Meeting. 2. Request a report be provided to the June 2018 Meeting detailing the use of 'Centre supported Umbrellas' with base weights or alternative options, including any proposed management techniques for closing during high winds and overnight. 3. Request a report be provided to a future Meeting outlining the proposed cleaning mechanisms and the potential cost implications on the next footpath cleaning contract. 		
Current Status:	<ol style="list-style-type: none"> 1. Report included in June 2018 Meeting Agenda. 2. Report included in June 2018 Meeting Agenda – refer to Quarterly Financial Report. 3. Noted. The need for this report has been recognised in the 'Reports to future meetings' register. 		

Item:	08.03	Date:	31/05/18
Subject:	Buller Street Bridge		
Action Required:	It was requested that the temporary barricades be removed from the Buller Street Bridge accident site.		
Current Status:	Noted. Transport & Stormwater Network staff completed repairs 18 June 2018.		

Item:	08.05	Date:	31/05/18
Subject:	Christmas Tree		
Action Required:	Request Council include in future Operational Plans the replacement of the Christmas Tree at an appropriate interval.		
Current Status:	Noted.		

Reports to future meetings		
Report	Due Date	Requested
Town Square Monthly Progress Report	Monthly	29 Jun 17
Trialling of Parklets in the Port Macquarie Town Centre	June 2018	31 May 18
Quarterly Financial Report with YTD actual and projected figures	June 2018	15 Feb 18
Fencing and Hoarding corner William and Murray Street	June 2018	31 Aug 17
Master Plan Works Monitoring by Grids	Aug 2018	31 Aug 17
Town Centre Footpath Cleaning – contract methodology and potential cost implications	Aug 2018	31 May 18

Item: 06

Subject: PORT MACQUARIE CBD PEDESTRIAN FACILITY CONCEPT PLANS -
COMMUNITY CONSULTATION

Presented by: Strategy and Growth, Jeffery Sharp

RECOMMENDATION

That the information contained in the Port Macquarie CBD Pedestrian Facility Concept Plans – Community Consultation report be noted.

Discussion

Council, at its meeting held on 14 December 2016 (report attached), resolved:

13.05 PORT MACQUARIE TOWN CENTRE - PEDESTRIAN FACILITY INVESTIGATIONS

RESOLVED: Turner/Cusato

That Council:

- 1. Note the information contained in the report titled Port Macquarie CBD – Pedestrian Facility Investigations.*
- 2. Undertake further detailed investigations and develop concept plans for the proposed treatments contained within the report.*
- 3. Consider inclusion in the Draft 2017/2018 Operational Plan, an allocation to complete the detailed design of the signalisation of the Gordon and Horton Street intersection.*
- 4. Undertake a community engagement program in relation to the proposals including the wider community as well as specific stakeholders such as the Access Sub-Committee, Town Centre Master Plan Sub-Committee and Port Macquarie Chamber of Commerce, following the detailed investigation and development of concept plans.*
- 5. Request a report be presented to a future Council meeting detailing the outcomes of the community engagement program and any future actions.*

CARRIED: 9/0

*FOR: Besseling, Alley, Cusato, Dixon, Griffiths, Hawkins, Intemann, Levido and
Turner*

AGAINST: Nil

In accordance with Resolution 4 above, community consultation has commenced.
The media release in relation to this is attached.

Attachments

1 [View](#). Item 13.05 OC 20161214 Port Macquarie Town Centre - Pedestrian Facility Investigations

2 [View](#). Media Release - Pedestrian Crossing Improvements for Port Macquarie CBD

AGENDA

ORDINARY COUNCIL
14/12/2016

Item: 13.05Subject: PORT MACQUARIE TOWN CENTRE - PEDESTRIAN FACILITY
INVESTIGATIONSPresented by: Infrastructure and Asset Management, Jeffery Sharp

Alignment with Delivery Program

5.1.1 Plan, investigate, design and construct road and transport assets which include pedestrian, cyclist and vehicular needs.

RECOMMENDATION**That Council:**

1. Note the information contained in the report titled Port Macquarie CBD – Pedestrian Facility Investigations.
2. Undertake further detailed investigations and develop concept plans for the proposed treatments contained within the report.
3. Undertake a community engagement program in relation to the proposals including the wider community as well as specific stakeholders such as the Access Sub-Committee, Town Centre Master Plan Sub-Committee and Port Macquarie Chamber of Commerce, following the detailed investigation and development of concept plans.
4. Request a report be presented to a future Council meeting detailing the outcomes of the community engagement program and any future actions.

Executive Summary

The purpose of this report is to summarise the findings of an investigation undertaken into pedestrian facilities in Port Macquarie Central Business District (CBD) and seek Council approval to undertake further detailed investigations and concept planning for the purpose of engaging with community and key stakeholders on the matters raised through the study.

Discussion

Traffic management of a town centre environment must seek a balance between the often competing needs of both motorised and non-motorised traffic and pedestrians in particular. There are areas of Port Macquarie CBD where vehicular traffic and parking facilities tend to have priority over pedestrian movement and Council is investigating the issues in relation to this imbalance.

Council received funding from Roads and Maritime Services to undertake a Port Macquarie CBD – Pedestrian Facility Investigations study. The purpose of the study was to review the current arrangements for pedestrians in the Port Macquarie CBD at both mid-block and intersection locations.

Key findings and recommendations of the study are summarised below.

Item 13.05

Page 1

AGENDA

ORDINARY COUNCIL
14/12/2016Gordon Street and Horton Street intersection (roundabout)

Issues:

- Poor pedestrian connectivity, pedestrian crash history
- Key pedestrian connection to south from CBD
- Small diameter roundabout carrying large volumes of traffic, congestion, crash history

Recommendation:

- Convert roundabout to signals with pedestrian crossings on all three legs
- Signals will provide safer and better pedestrian connectivity and increase traffic capacity.

Gordon Street and Hollingworth Street intersection (roundabout)

Issues:

- Poor pedestrian connectivity and sight distances

Recommendation:

- Install pedestrian refuge, kerb ramps and footpath connections on eastern Gordon Street approach to roundabout

Horton Street & Hayward Street intersection (roundabout)

Issues:

- Noted desire for pedestrians to cross at this location, poor existing amenity with restricted viability in parts.
- Large pedestrian crossing distances at roundabout increases exposure distance.
- The wide kerb promotes faster vehicle speeds which were noted turning left from Horton Street to Hayward Street heading west.

Recommendations:

- Pedestrian refuge on western approach
- Kerb build outs, kerb ramps and associated line marking

Horton Street & William Street intersection (traffic signals)

Issues:

- No significant issues identified

Recommendations:

- Retain existing traffic signals.

Horton Street between Clarence Street and William Street

Issues:

- High pedestrian crossing volumes
- Limited visibility in parts due to parked cars
- Limited amenity for people with prams, wheelchairs etc as most crossing movement occurs between parked cars

Recommendations:

- Install two raised pedestrian zebra crossings at key crossing desire lines to improve amenity, including associated signage, line marking, parking changes and lighting

Clarence Street & Horton Street intersection

Issues:

- No significant issues identified
- Deliberate ambiguity was seen to work quite well

Recommendations:

- Retain existing intersection form
- Ensure line marking, signage, vegetation and lighting upkeep.

AGENDA

ORDINARY COUNCIL
14/12/2016Clarence Street & Short Street intersection

Issues:

- Proximity of the west bound hold line causes queuing across the zebra crossing and increased conflict with pedestrians.
- Substandard lighting reduces visibility and may increase likelihood of a crash
- Vegetation restricts visibility on south west corner.

Recommendations:

- Improve zebra crossing lighting in line with Australian Standards
- Vegetation maintenance
- Minor line marking and signage alterations

Short Street Midblock zebra crossing

Issues:

- Substandard lighting reduces visibility and may increase likelihood of a crash.

Recommendations:

- Review and upgrade zebra crossing lighting in line with Australian Standards

Short Street & William Street intersection (roundabout)

Issues:

- Large pedestrian crossing distances at roundabout increases exposure distance.
- Wide kerbs promote faster vehicle speeds through the intersection

Recommendations:

- Reconfigure to provide short ancillary turn lanes on approach
- Reduction of pedestrian crossing location to one lane
- Kerb blisters, pedestrian refuges and better defined pedestrian paths

Short Street & Hayward Street intersection (roundabout)

Issues:

- Strong pedestrian desire line at this location but conflict between pedestrian and vehicles exiting roundabout.

Recommendations:

- Pedestrian zebra crossing on eastern approach including associated signage and lighting

William Street & Hay Street intersection

Issues:

- No significant issues identified although large pine trees reduce visibility

Clarence Street & Hay Street intersection

Issues:

- Substandard lighting reduces visibility and may increase likelihood of a crash.

Recommendations:

- Review and upgrade zebra crossing lighting in line with Australian Standards

CBD High Pedestrian Activity 40km/h Speed Zone

Issues:

- Relatively high traffic speeds for CBD environment
- Pedestrian amenity within the CBD and driver expectation

Recommendations:

- Implement high pedestrian activity area 40km/h speed limit
- Erect signage and line marking to advise of change to speed and road environment.

AGENDAORDINARY COUNCIL
14/12/2016

- Undertake education and community awareness campaign to ensure understanding and maximum effectiveness of 40km/h zone.

Options

Council may choose to endorse the proposed course of action as noted in the recommendations of the report or adopt an alternative course of action.

Community Engagement & Internal Consultation

Internal Consultation has taken place with:

- Director Infrastructure and Asset Management
- Group Manager Transport and Stormwater Network
- Design Manager
- Senior Landscape Architect
- Place Facilitator - Aged & Disability

It is now proposed through the recommendations of this report to undertake detailed investigations and develop concept designs that can then be utilised for external consultation with the broader community and key stakeholders including the Access Sub-Committee, Town Centre Master Plan Sub-Committee and Port Macquarie Chamber of Commerce.

Planning & Policy Implications

There are no planning and policy implications in relation to this report. However, it is anticipated that future planning of infrastructure projects, such as traffic management measures or upgrades, will need to consider the recommendations of the plan and outcomes of the subsequent community engagement.

Financial & Economic Implications

There are some financial implications in relation to this report with regard to the funding of the detailed investigation and development of concept designs. Works will be managed through a mix of funded operational staff costs, with external costs funded through the Additional Design Works Funding (Operational Plan 5.1.1.1(c) Miscellaneous Design Works), which has budget allocated within the current financial year.

It is also anticipated that some of the outcomes of this project will be considered for detailed design and inclusion in future Delivery Programs and Operational Plans.

Attachments

1. Port Macquarie CBD Pedestrian Facility Investigations - AECOM Report



HAVE YOUR SAY ON PEDESTRIAN IMPROVEMENTS FOR PORT MACQUARIE CBD

4 June 2018

The local community is invited to *have your say* on proposed designs to improve pedestrian safety at 5 key locations within Port Macquarie CBD, as well as a proposal to reduce the speed limit throughout the CBD to 40 km/h.

The designs for the upgrades aim to improve pedestrian safety, manage traffic flow and speed, and increase accessibility at busy intersections and key crossing points.

Recommended improvements include installing pedestrian refuges on the Gordon and Hollingworth Street roundabout approaches, and formalising the current crossing near the Coles building on Hayward Street by upgrading it to a marked zebra crossing.

Council Director Alex Fisher said the draft designs aim to restore the balance between vehicles and pedestrians by making it safer and easier for people to move around busy hot spots.

"Improving safety and accessibility within the Port Macquarie CBD is a high priority for Council, and once the community has provided feedback, the designs can be finalised and applications to fund their construction can commence," said Ms Fisher.

The draft designs also consider how the CBD road network is used by different modes of transport, including bicycles, buses, taxis, motorbikes and delivery vehicles.

"As our community continues to grow, we will see an increasing number of locals and visitors within the CBD, so it's really important that we plan now for the upgrades, and we are encouraging the community to tell us what they think," added Ms Fisher.

Council received \$75,000 through the Roads and Maritime Services Active Transport Fund to develop the design concepts.

The draft Port Macquarie CBD pedestrian facilities designs are available for comment until 30 June 2018 at pmhc.nsw.gov.au/cbd-pedestrian-facilities or by visiting Council's customer service centres or libraries in Laurieton, Port Macquarie and Wauchope.

The community can also provide feedback by attending a drop-in session from 11.30am – 1.30pm on Friday 22 June outside Coles on Hayward Street.

For further information please contact Council on 6581 8111.

MEDIA CONTACT: Andy Roberts/Brent Ryan– 0412 769 454

Port Macquarie-Hastings Council

Item: 07

Subject: TOWN SQUARE MONTHLY PROGRESS REPORT

Presented by: Strategy and Growth, Jeffery Sharp

RECOMMENDATION

That the Town Centre Master Plan Sub-Committee:

1. Note the information contained in the Town Square Monthly Progress Report.
2. Endorse the preferred Option 1 for procurement of umbrellas in the Town Square.

Discussion

Construction financials

Item	Original Budget	Forecast Total Cost *	Costs to Date
TOTAL COST	\$4,020,833	\$3,856,000	\$3,427,200

* Forecast total cost includes a number of outstanding items associated with this project including:

- Installation of 315 kVA transformer – estimated cost \$250,000
- Installation of shade structures – estimated cost \$160,000
- Installation of additional bin hides - estimated cost \$5,000
- Bollard pavement crack control works – cost \$1,800
- Sealing of pavement – cost \$12,000

Catenary Lights - Defects

It was discovered that several of the catenary light fittings have water in them after one of the lights shorted out in May. After a preliminary site meeting between the builder, electrician, light supplier, light distributor and Council on site, it was decided that the only way to determine the extent of this issue was to complete an audit.

Stowe and WE-EF lighting (the manufacturer) undertook a joint audit of all of the catenary light fittings on the 4th and 5th of June to determine which light fittings were holding water. Stowe left the site on Tuesday 5th with all of the lights with the exception of 1 fitting operational.

WE-EF report that moisture was observed within 19 of the lights fittings. They took two of the suspected leaking fittings away to test them in their factory to determine where moisture was entering. Pin holes were detected in the casting of the junction box. WE-EF will replace the defective components.

The existing lights are to remain operational until the new components are ready for replacement.

Council is requesting that all of the 72 units be replaced as they are most likely from the same manufacturing batch and may also develop water ingress problems at a later stage.

Catenary Lights - Lightning Damage

On Thursday 7th June Council received advice from Stowe that the catenary lights were no longer operational. Given that there was a substantial lightning storm on the evening of 6th June, it is likely that some damage was caused to the catenary lighting system by a lightning strike.

Council requested that Stowe undertake further investigation (this will be at Council's cost as the works have been installed as per our design). This will involve testing if any of the 6 Zap-Tech surge arrestors located within the poles have been damaged and trace where the fault has occurred. They will pull out and send off the Edidio (the control unit that activates the catenary lights, sequences, colours etc.) and the 6 x splitters located in the bases of the poles back to the supplier for diagnosis.

Last time there was a lightning strike, we found that damage had been sustained to the Edidio and a number of splitters and we can only assume that the same has occurred again. Staff are awaiting testing by Creative Lighting who will then repair or replace any damaged gear. Once resolved, Stowe should be able to get the lights up and working again. We will likely have no lights for a number of weeks whilst they work through this latest round of issues.

Staff will be going back to the design engineers with a list of what has been damaged on each occasion to determine why the surge protectors are not doing what they should. The consultants need to provide advice as the likelihood of a lightning strike on this installation is high and some other form of surge or lightning protection is required to ensure this doesn't reoccur.

Shade Structure Options

Preferred Option 1 - Permanent Cantilevered Umbrella (Plan 1)

Since the May Town Centre Master Plan Sub-Committee meeting the supplier, Makmax have confirmed that they can provide engineering certification for installation of their permanent umbrellas (8x4m) onto the existing light pole footings.

The cost of supply and installation of 8 double umbrellas is estimated at \$170,000 (ex GST).



Option 2 - Permanent Centre Pole Umbrella (Plan 2)

A centre pole, permanent, rectangular umbrella (4.55x3.2m) is available with complying wind ratings of 45m/s and smaller footing requirement of 1100x1100x400 deep. These would have to be positioned outside the existing light footings due to canopy/light pole conflict therefore involving potential geotechnical investigations, assessment by an archaeologist and application for Heritage Exemption from the Office of Environment and Heritage.

The cost of supply and installation of 16 umbrellas is estimated at \$150,000 (ex GST).



Option 3 - Collapsible Centre Pole Umbrella (Plan 3)

Collapsible centre pole umbrellas (4x4m) are available with small footings. These umbrellas need to be closed during high wind events but also provide the option for allowing in sun on winter days.

The footings of approximately 800x800x150mm could either be installed within the existing 150mm pavement base course below the pavers or above ground, negating the need for archaeological approvals.

It is not recommended that the pads be situated on top of the existing pavement as they present a trip hazard and reduce the usable undercover space.

The cost of supply and installation of 16 umbrellas is approximately \$95,000 (ex GST).



Shadowpec - SU10



Shade Australia - Italian Piazza Commercial

Operators are currently responsible for folding down the umbrellas in their outdoor dining area, which is a condition of their outdoor dining license. A simple management procedure could be developed for collapsible umbrellas in public areas. This could be managed by nominated staff during work hours and utilisation of on-call staff arrangements.

An alternate management approach is to incentivise approved outdoor dining operators to close the public area umbrellas in addition to those within their outdoor dining footprint. Incentive options include reduced outdoor dining fees for approved areas or opportunity to take up unallocated outdoor dining areas within Town Square.

Attachments

- 1 [View](#). Plan 1 Permanent Cantilever
- 2 [View](#). Plan 2 Permanent Center Pole
- 3 [View](#). Plan 3 Center Pole Square



PLAN 1. MAKMAX
PERMANENT UMBRELLA
CANTILEVER DOUBLE SHARED POST
SQUARE 4X4M (14.5m²)
ON EXISTING LIGHT POLE FOOTING ? T.B.C.





PLAN 2. MAKMAX
PERMANENT UMBRELLA
CENTRE POLE
RECTANGULAR 4.55X3.2M (14.5m2)
FOOTING 1100x1100x400



PLAN 3.
CENTER POLE
SQUARE 4X4M (16m²)
PERMANENT - 1100x1100x400 FOOTING
FOLD DOWN - 800x800x150 FOOTING
IN PAVEMENT BASE COURSE



Item: 08**Subject: QUARTERLY FINANCIAL REPORT****Presented by: Strategy and Growth, Jeffery Sharp**

RECOMMENDATION

That the Town Centre Master Plan Sub-Committee not the information within the Quarterly Financial Report.

Discussion

The following table includes information from the TCMP Reserve from the 20 June 2018.

The below is a high level summary of the proposed position of the Reserve for the 2017-18 financial year:

TCMP High Level Funds Summary 2017/18		
	BUDGET	ACTUAL
Reserve Balance at 30 June 2017	\$2,924,921	\$2,924,921
Income 2017/18	\$1,328,300	\$1,268,300
Loan 2017/18	\$3,161,777	\$3,161,777
Operational Expenses (to 20 June 2018)	-\$1,018,616	-\$717,138
Works Program Expenses (to 20 June 2018)	-\$3,653,342	-\$3,077,060
Projected Reserve Balance at June 2018	\$2,743,040	
Current Position at 20 June 2018		\$2,924,922

Attached is a financial spreadsheet showing the actual expenditure for the 2017-18 financial year to date.

Copies will be distributed at the Meeting for members.

Attachments

1 [View](#). TCMP Financial Model - 20 June 2018

Item 08
Attachment 1
Page 32

[illegible]

Item: 09**Subject: TCMP OPERATIONAL PLAN PROJECT PROGRAM 2018-2019****Presented by: Strategy and Growth, Jeffery Sharp**

RECOMMENDATION

That the Town Centre Master Plan Sub-Committee note the information contained within the TCMP Operational Plan Project Program 2018-2019 Report.

Discussion

The draft 2018/19 Operational Plan was presented to the February Town Centre Master Plan Sub-Committee meeting. In this report we provide an update for the Sub-Committee associated with programming for each of the identified priority projects.

Where works are to be outsourced and the value of the contract exceeds \$150,000 Council will be required to invite formal tenders via public advertisement and subsequent presentation to an Ordinary Council Meeting for adoption.

For a detailed descriptions and plans related to each project refer to the relevant Town Centre Master Plan Sub-Committee report presented in previous meetings and listed in the table below.

TCMP OPERATIONAL PLAN PROJECTS FOR THE 2018/19 FINANCIAL YEAR

Project	Description	Allocated Funding	TCMP Report
Banner Poles	Replacement of deteriorated poles	\$250,000	July 2017 Item 10.2
Clarence Street	Tree & understorey replacement	\$500,000	Sep 2015 Item 06
Foreshore Landscaping	General embellishment of the foreshore parklands	\$200,000	Feb 2018 Item 07
Gordon Street Bridge	Pedestrian Underpass	\$80,000	Feb 2018 Item 11
William Street (Short Street to Hay Street)	Tree & understorey replacement	\$50,000	Aug 2017 Item 12
Total Funding		\$1,080,000	

Banner Pole Replacement

The agreed banner poles positions are shown on the attached plan. Council will remove the old poles and cap redundant protruding footing & bolts. The supply and

installation of the new poles is to be contracted out. Council are updating the dated graphics for the banners for the new banner poles including Bicentennial banners.

The proposed project delivery timeframe is as follows:

July	Advertise Request for Tender
August	Evaluation of submitted Tenders
August	Report to Ordinary Council Meeting
September	Removal of existing banner poles
September/October	Installation of new banner poles

This timeline has been developed with a view to completing works before Bicentennial celebrations scheduled for October 2018.

Clarence Street Tree and Understorey Replacement – Stage 1

This project stage is from Short Street to Hay Street where the existing trees are of the poorest form, refer to attached plan. Structural cell installations are proposed to provide trees with a reasonable extent of quality growing medium. These have a deep profile requiring detailed underground services and archaeological investigations approvals. The removal and replacement of kerbing and roadway pavement will require significant traffic control, therefore, it is preferred that the works are undertaken outside the high tourist season (December to February).

2018 Aug	Design Phase Planning commenced
Sep	Investigate heritage and existing underground services constraints
2019 Feb	Detailed landscape & structural design and documentation & estimates
May	Detail Design complete
Jun	Construction Planning Commenced

Given the timeline above, project lead Infrastructure Delivery have advised that they will not expend the full allocation during 2018/19. Budget phasing undertaken for this project identifies \$100,000 is required during 2018/19 year for planning, investigations and design with \$400,000 required the next financial year (2019-2020) for construction.

Foreshore Upgrade

The timing of delivery of this project is reliant on Department of Industry – Lands and Forestry having completed the planned upgrade of Fisherman's Wharf. The timing of these works has not been confirmed by the Department.

Concept plans have been developed for the upgrade of this area.

Gordon Street Bridge Underpass

This project is at early concept stage and is yet to be designed and documented. Due to requirements of the recently adopted State Environmental Planning Policy - Coastal Management this project may have to undergo a Development Approval process. Staff are currently in the process of clarifying the approval pathway.

2018 Aug	Present Concept Drawings to the Town Centre Master Plan Sub-Committee
2018 Sep	Detailed design, structural engineering review and cost estimate
2018 Oct	Submit Development Application
2019 Jan	Request Quotes

2019 Feb Works to be undertaken

William Street Tree and Understorey Replacement

Unlike Clarence Street, this project does not require the removal of pavements nor kerbing and only extends for a couple of blocks. Therefore, disruption to traffic will be minimal. Consideration is required of the proposed William/Short Street intersection improvement works which includes changes to the approaching roadways and plant beds. The intersection project is undergoing community consultation following which a construction program is expected. Previously, the eastern extent of works was reduced from Murray to Hay Street. The extent will have to be reduced again from the West to Barracks Lane, to only encompassing 1.5 blocks.

August Heritage investigations and approvals
 August Detailed design & documentation
 September Request Quotes
 October Works Undertaken and completed

OVERVIEW - FINANCIAL YEAR OPERATIONAL WORKS PROJECT PROGRAMS

PROJECT	2018						2019					
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Banner Poles	RT	TE	CA	CN								
Clarence Street		PI	PI	PI	PI	PI	PI	DD	DD	DD	DD	CN
Foreshore works						PI	DD	RT	TE	CA	CN	CN
Gordon St works		CD	DD	DA	DA	DA	DA	RQ	CN			
William Street		PI	DD	RQ	CN							

PI = Planning & Investigations RT/RQ = Request for Tenders/Quotes
 CD = Concept Design TE = Tender Evaluation
 DD = Detailed Design CA = Council Approval
 DA = Development Application CN = Construction

Other Projects

There are a few projects relevant to the Town Centre Master Plan Sub-Committee not identified in the Operational Plan which are to be progressed during the 2018/19 financial year.

- Town Green Central & West – detailed design
- Bicentennial Walkway West of Kooloonbung Creek
- Town Centre pavement banding replacement
- Town Centre light pole replacement (Essential Energy)
 Negotiations regarding acceptance of light poles suitable for Town Centre.
- Automated Toilets on Short Street and adjacent landscaping (grant funded)
 Scheduled for completion 31 March 2019.

2018/19 Town Centre Master Plan Operational Budget



Reports to the April and May 2018 meetings have seen the Town Centre Master Plan Sub-Committee support amendments to operational budgets associated with Town Square pavement cleaning and detailed cleaning of broader Town Centre furnishings. The April report identified potential for adjustment of existing Operational

budgets to reflect actual spend and allow for increased maintenance levels of service identified in these reports.

The proposed operational budget amendments are outlined in an attachment to this report.

Attachments

- 1 [View](#). BNR3 Banner Strategy
- 2 [View](#). Clarence St Replanting
- 3 [View](#). FP12 Fishermens Wharf Foreshore Parkland
- 4 [View](#). Gordon Street Pedestrian Underpass
- 5 [View](#). TC - WSR2 B William street Replanting
- 6 [View](#). Financial Report - Proposed TCMP Operational Budget - 2018-19

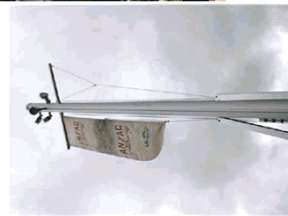
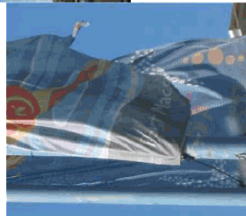
RESULTANT BANNERS					
KEY	BANNER POLE TYPE	QTY	UNIT	RATE \$	COST \$
	NEW POLE IN EXISTING POSITION, SUPPLY & INSTALL WITH BANNERS, CUSTOM BASE PLATE ON EXISTING FOOTING.	29	EACH	\$5000	\$145000
	NEW POLE IN NEW POSITION, SUPPLY & INSTALL WITH BANNERS, STANDARD POLE ON NEW FOOTING.	13	EACH	\$5500	\$71500
	TOTAL COST				\$216500



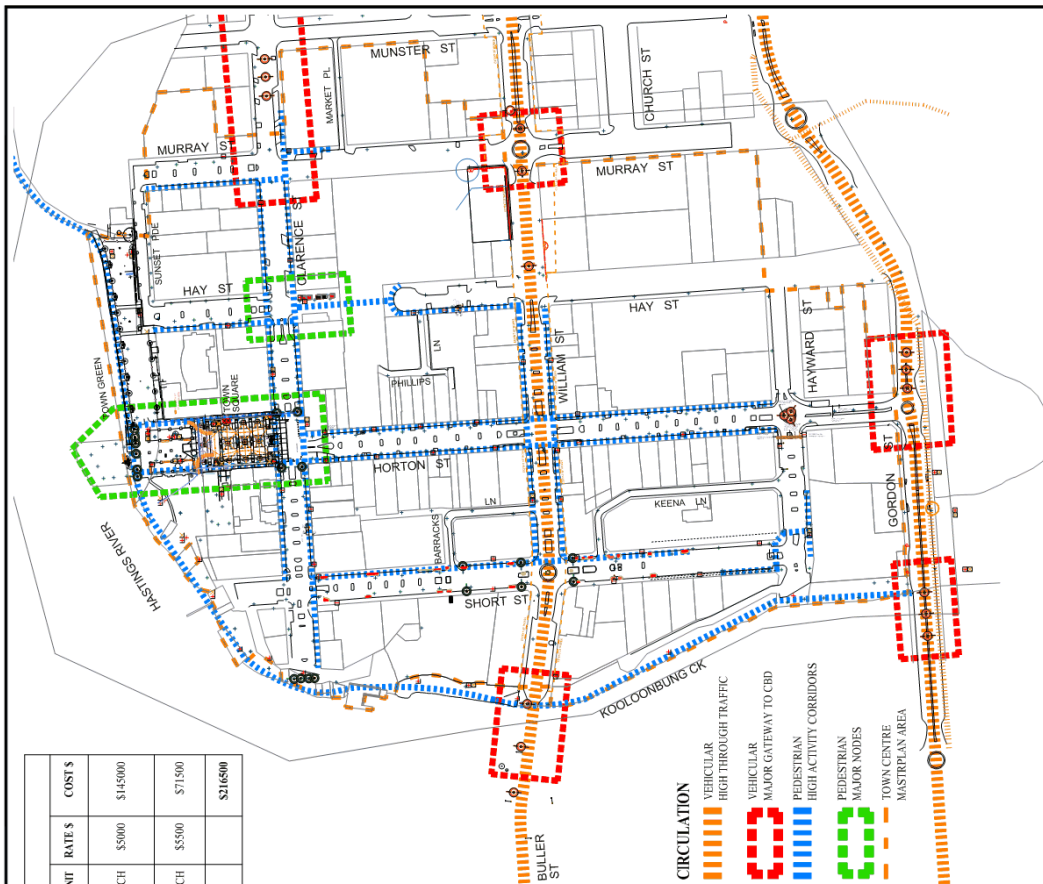
EXISTING POLES AND BANNERS
IN GOOD CONDITION
NOT IN TRAFFIC AREA
RETAIN AND MAINTAIN IN THE
SHORT TERM



EXISTING POLES AND BANNERS
IN POOR CONDITION, IN TRAFFIC AREA.
REMOVE OR REPLACE WITH GROUND MOUNT POLE.
\$250/HR COST FOR CHERRY PICKER AND TRAFFIC
CLOSURE TO REPLACE.



PROPOSED BANNER POLES
GROUND MOUNTED.
ALUMINIUM CONSTRUCTION WILL
NOT FADE NOR RUST.



CIRCULATION

- VEHICULAR
HIGH THROUGHPUT TRAFFIC
- VEHICULAR
MAJOR GATEWAY TO CBD
- PEDESTRIAN
HIGH ACTIVITY CORRIDORS
- PEDESTRIAN
MAJOR NODES

DRAWING NUMBER: BPS 03
DATE: 01.06.2018
REVISION: A
SHEET 3 OF 3

DRAWING TITLE:
BANNER STRATEGY
PLAN - NORTH SECTION

PROJECT: PORT MACQUARIE TOWN CENTRE
URBAN LANDSCAPE IMPROVEMENTS



PORT MACQUARIE
HASTINGS
COUNCIL

DRAFT 4.0 CLARENCE STREET INTRODUCTION

Existing Character

Most people will approach Clarence Street traveling from East to West. The driver will have already driven around Stewart Street and into Grant Street with panoramic views of Town Beach and the Breakwall. The topography is steep at the eastern entry but flattens out at the intersection of Clarence and Murray Streets. This intersection acts as a gateway to the town centre and is a point where pedestrian activity intensifies. The landscape character changes significantly at the Hay Street forecourt where there is a dense mix of vegetation that provides a pleasant, shady, sub-tropical environment with the high quality civic square and architecture of the Glasshouse. The trees west of Hay Street are in very poor condition and give the street a scruffy presentation. The scale of the Bumpy Ash are appropriate for the street and while they are badly malformed, they have a unique and sculptural appearance. When on foot travelling west you can easily see the water from Short Street onwards, inviting you towards it. The western end of Clarence Street, with its clear connection to the water, should be a focus of events and al fresco dining. However, it is a mostly treeless car park.

Proposed Character

Clarence Street is one of the main arteries of Port Macquarie and is a key focus for alfresco dining, tourism and shopping. It should have large central tree planting to provide shade and amenity. The footpath plantings should contain a columnar tree species and masses of understorey planting. Alfresco dining areas are already sheltered from the street with Golden Cane Palms adding to the verdant subtropical character. Additional tree plantings especially at the western extent of the street are essential to encourage the al fresco dining and pedestrian activity in this key part of the entertainment precinct.

Views

Views to the water are fleeting. You can see a glimpse of the water from around Munster Street as you are driving but as the road flattens out, traffic blocks the views until you get to Short Street. As you are walking, views are apparent at intersections looking north along Hay, Horton and Short Streets. Looking west, they start to appear past Horton Street but are mostly obscured by other pedestrians until you reach Short Street. Clarence Place is the main area you can enjoy views of the river beneath the tree canopy.

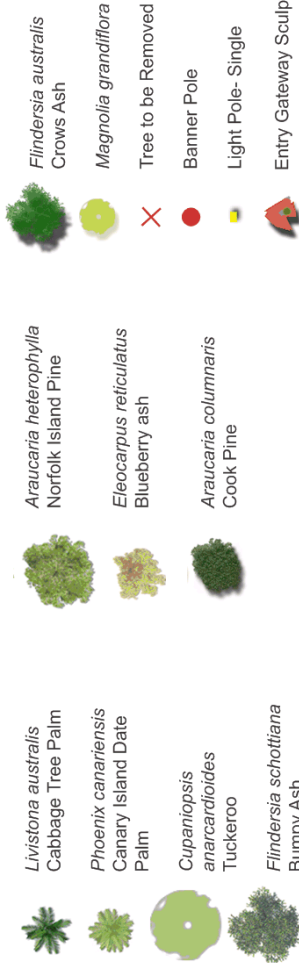


DRAFT

4.0 CLARENCE STREET PLANS

PROPOSAL

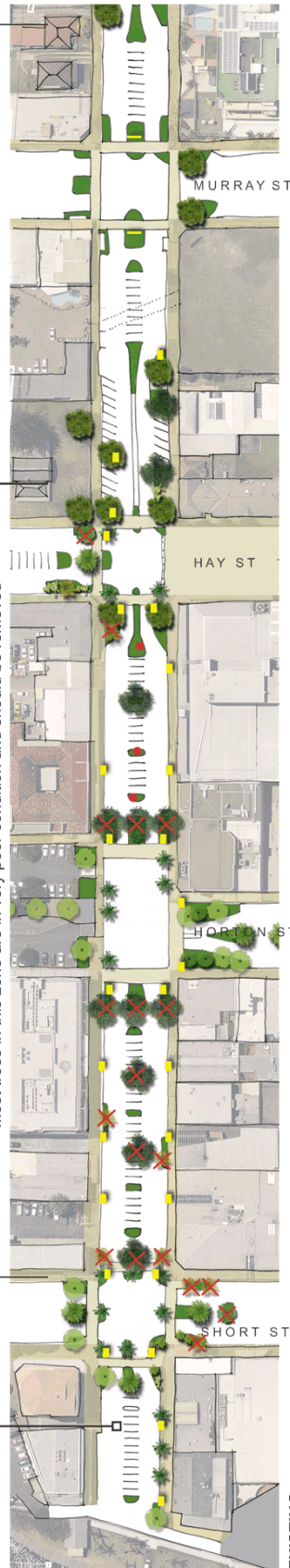
1. Remove existing Bumpy Ash in poor condition (most) and replace with Crows Ash.
2. Trees in central row to be planted in permeable paving so that pedestrian crossing point is opened up. Remove banner poles and realign power where needed. 2 Car parks gained in Short/ Horton block
3. Plant in all existing centre islands with structural cells to achieve greater root volume and retain the most car parks
4. Remove all Blueberry Ash in side beds and replace with alternative small tree with more narrow form eg Crepe Myrtle or Magnolia 'Exmouth'
5. Retain Cabbage Tree Palms and Canary Island Date Palms as intersection feature



Clarence West End is currently treeless although the dense intersection planting on the south west corner is attractive and should be emulated through this block

Large trees removed through new road development have created sparse, harsh environment

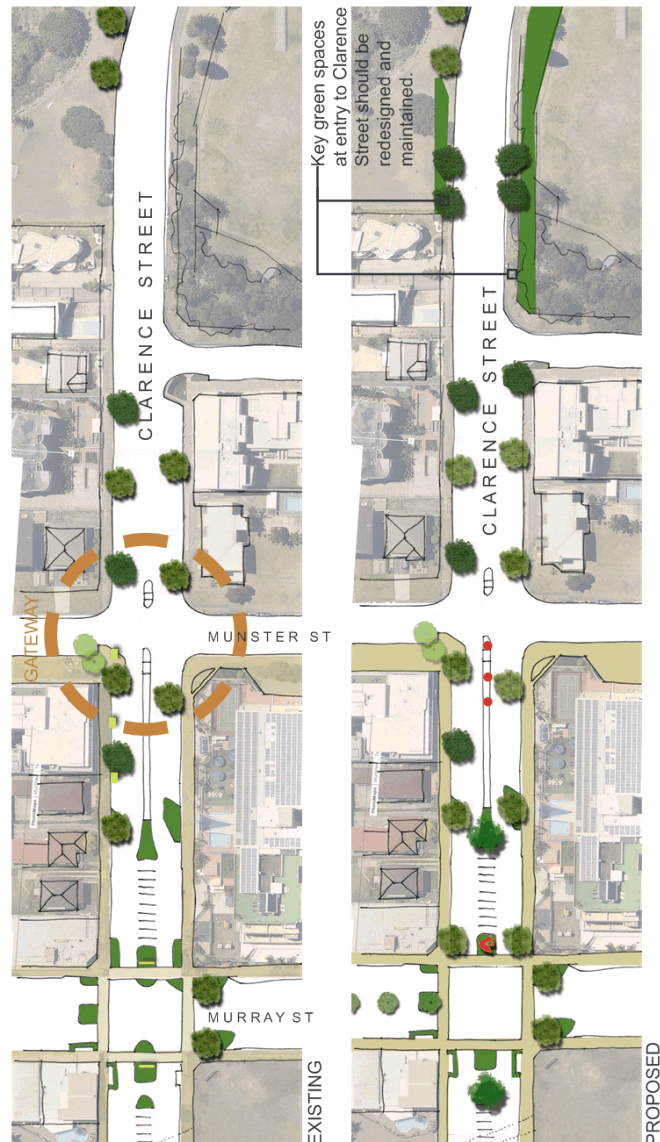
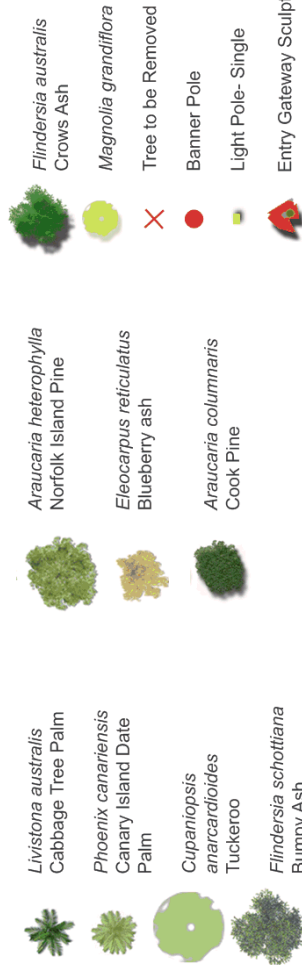
Most trees in this zone are in very poor condition and should be removed



DRAFT 4.0 CLARENCE STREET PLANS

PROPOSAL

1. Remove existing Bumpy Ash in poor condition (most) and replace with Crows Ash.
2. Trees in central row to be planted in permeable paving so that pedestrian crossing point is opened up. Remove banner poles and realign power where needed. 2 Car parks gained in Short/ Horton block
3. Plant in all existing centre islands with structural cells to achieve greater root volume and retain the most car parks
4. Remove all Blueberry Ash in side beds and replace with alternative small tree with more narrow form eg Crepe Myrtle or Magnolia 'Exmouth'
5. Retain Cabbage Tree Palms and Canary Island Date Palms as intersection feature



A Note About Norfolk Island Pines

Use as street tree only where space allows (Zone of upheaval 4.0m to 5.0m radius). Good tree for open space.

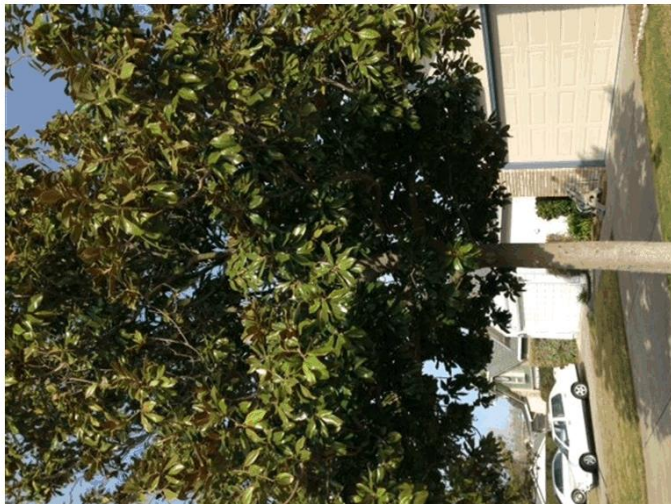
Based on mature size, tree would require approximately 176m² area or 106m³ root volume.

Roots are surface orientated and can lift hard surfaces. Consideration will need to be given to allowing room for both upper crown development and root buttress expansion. Root barrier should be used where possible.



DRAFT

4.0 CLARENCE STREET TREE SELECTION



Magnolia grandifolia
BULL BAY MAGNOLIA
Mature Size (h x w): 12-15 x 5-8m



Lagerstroemia indica
CREPE MYRTLE
Mature Size (h x w): 8 x 6m



Flindersia australis
CROWS ASH
Mature Size (h x w): 15-20 x 10-12m

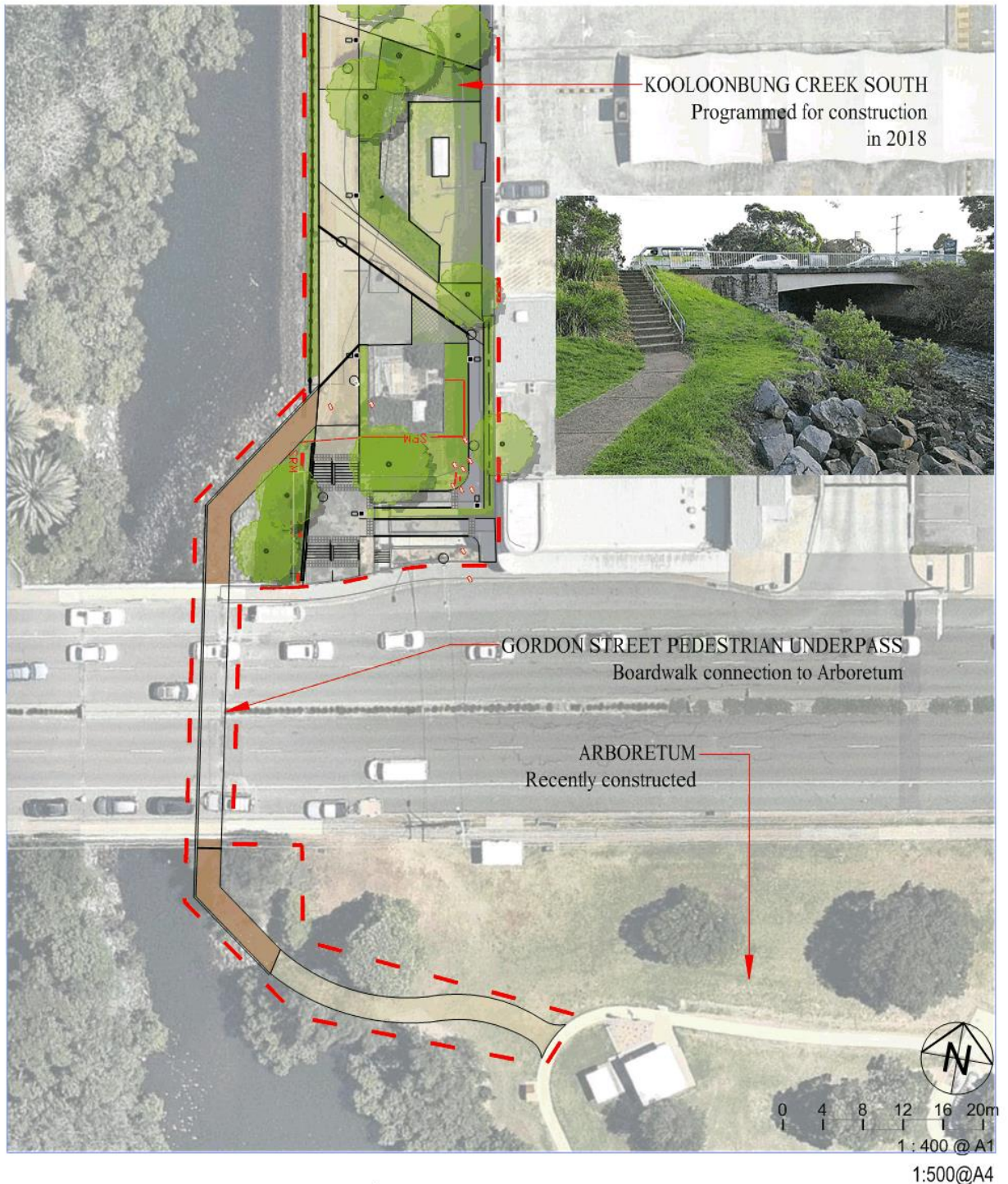


Araucaria heterophylla
NORFOLK ISLAND PINE
Mature Size (h x w): 40 x 15m



**GORDON STREET PEDESTRIAN UNDERPASS
PRELIMINARY CONCEPT PLAN**

16.02.2018



BOARDWALK - 2.5m WIDE X 60m = 150m² + BALUSTRADING TO ONE SIDE
FOOTPATH - 2.5m WIDE x 30m = 75m²
PLANT BED - 30m²



Sub Account	2017/18 Budget	2018/19 Budget	2018/19 Budget Proposed	Variance
Expenditure				
3007 - Advertising	300	306	306	
3046 - Bank Charges	0	0	0	
3076 - Brickwork	0	0	0	
3173 - Contract Administration	2,000	2,040	2,040	
3180 - Contributions	0	0	0	
3210 - Design Consultants	5,000	5,100	5,100	
3236 - Electrical	5,500	5,610	3,000	-2,610
3300 - Landscape Maintenance	100,000	102,000	102,000	
3307 - Footpaths	30,800	31,416	31,416	
3353 - Guardrails/Guideposts/Barriers	15,300	15,606	8,606	-7,000
3408 - Insurances	0	0	0	
3464 - Litter Bins	4,900	4,998	2,498	-2,500
3490 - Maintenance of Banners	37,900	38,658	26,658	-12,000
3498 - Marketing & Promotion	0	0	0	
3578 - Oncost Adjustment (Finance Use Only)	0	0	0	
3606 - Telephones	0	0	0	
3607 - Telephones - Mobile	0	0	0	
3618 - End of Year Wage Accrual	0	0	0	
3655 - Printing	0	0	0	
3664 - Project Management	102,657	104,710	104,710	
3722 - Linemarking	30,799	31,415	12,415	-19,000
3806 - Signs	1,500	1,530	1,530	
3840 - Street Lighting	22,100	22,542	4,542	-18,000
3841 - Seats	4,101	4,183	4,183	
3842 - Street Sweeping	93,800	95,676	95,676	
3849 - Sundry Expenses	200	204	204	
3894 - Travelling	1,500	1,530	1,530	
4146 - Flagpole Repainting	0	0	0	
4223 - Tastings of the Hastings	0	0	0	
4277 - Leaseback Vehicles	11,800	12,036	12,036	
4453 - Parking Strategy Integration with TCMP	1,000	1,020	1,020	
4454 - Christmas Celebrations & Special Activit	0	0	0	
4510 - Footpath Cleaning	105,000	107,100	122,100	15,000
4693 - WIFI Trial	0	0	0	
4714 - Detailed Cleaning	0	0	46,110	46,110
Expenditure Total	576,157	587,680	587,680	0
Total	576,157	587,680	587,680	0

Item: 10

Subject: PARKLETS TRIAL IMPLEMENTATION PLAN

Presented by: Strategy and Growth, Jeffery Sharp

RECOMMENDATION

That the Town Centre Master Plan Sub-Committee:

1. Note the information contained in the Parklets Trial Implementation Plan.
2. Note the proposed Selection Committee membership and nominate a Town Centre Master Plan Sub-Committee member for inclusion.

Discussion

In last month's meeting the Town Centre Master Plan Sub-Committee requested that staff provide an updated report regarding the implementation of the Parklet Trial. Refer to the attachments in the May 2018 Town Centre Master Plan Sub-Committee meeting agenda for the details of the proposed scheme. Details of the scheme were also included in the September 2017 meeting Agenda.

Proposed Implementation Program

2018

- 2018 Jun Reconsider and refine the proposed model in consultation with relevant Council departments and the Town Centre Master Plan Sub-Committee
- Jul Formulate a brief with prerequisites and design & construction guidelines.
- Aug Advertise invitations for Expressions of Interest (EOI)
- Sept EOI due
- Sept Committee consideration and selection of submitted schemes
- Oct Report to the Council Ordinary meeting
- Nov Successful applicants notified
- Dec Construction of Parklets approved

2019

- Mar Latest date for the completion and activation of the selected parklet

Selection Committee Membership

The selection committee is to include a diverse range of stakeholders representing the various council asset managers and the Town Centre business community. An odd number of members is required to enable a majority vote. The members are as follows:

- Council Director Strategy and Growth
- Town Centre Master Plan Sub-Committee member
- Council Landscape Architect
- Council Property Officer - outdoor dining applications manager
- Transport Engineer from Council's Traffic and Stormwater Section

Proposed Trial Assessment Methodology

To be developed prior to implementation as per September 2017 Meeting Report - Agenda, Item 10)

During the 2 year trial period Council is to:

- Keep a record of actual times of the activation of the parklet at regular intervals.
- Log all Customer requests of public complaints and concerns regarding the parklets, including loss of parking spaces.
- Log all public media articles in relation to the parklets.
- Consult with the operators on a monthly basis in regards to the ongoing success of their outdoor dining parklet and any encountered problems.
- Town Centre Master Plan Sub-Committee members are to advise Council of all feedback from the Town Centre business community.

At the end of the 2 year trial Council is to present an assessment report on the Parklet Trial to the Town Centre Master Plan Sub-Committee and Council.

This report is to include:

- Consideration of the relevant outcomes and recommendations from the traffic management study yet to be completed.
- An approximate comparison from the operators of increased patronage turnover against construction and maintenance costs.
- Recommendations for continuation and/or additional outdoor dining parklets.
- Proposed adjustment to the application and management model.

Attachments

Nil

Item: 11

Subject: TOWN CENTRE MASTER PLAN SUB-COMMITTEE - MEMBERSHIP

Presented by: Strategy and Growth, Jeffery Sharp

RECOMMENDATION

That the Town Centre Master Plan Sub Committee not the recent Council resolution in respect of Membership.

Discussion

At its meeting held on 20 June 2018, Council resolved:

That Council:

1. *Extend current tenure of each member by twelve months from September 2018.*
2. *Due to the current vacancy on the Sub Committee following the resignation of Mr Michael Mowle, invite Mr John McGuigan to be a voting member for a twelve month period.*
3. *Consider a report detailing the revised Town Centre Master Plan Charter at the March 2019 meeting.*

Accordingly members will be invited via correspondence to consider an extension of their tenure for another 12 months each as work on a revised Charter is complete.

Attachments

Nil