

Town Centre Master Plan Sub-Committee

Business Paper

date of meeting: Thursday 29 April 2021

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

time: 8:00am

Town Centre Master Plan Sub-Committee

CHARTER

1.0 OBJECTIVES

- To advise Council on projects and issues which support and affect the continued development of the Port Macquarie Town Centre using funding from the Town Centre Master Plan Reserve.

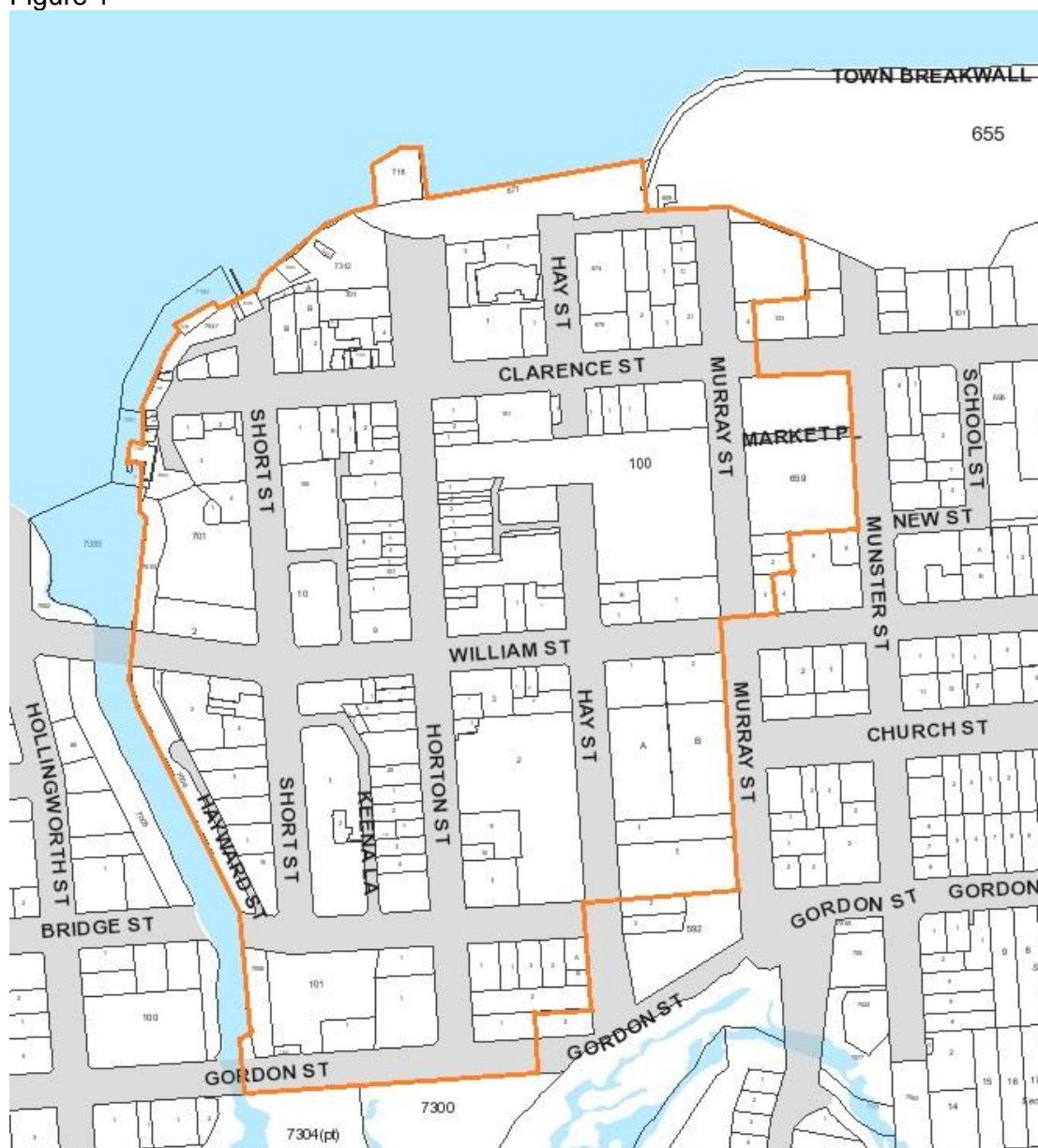
2.0 KEY FUNCTIONS

The key functions of the Sub-Committee are to:

- Make recommendations to Council regarding the development, review and amendment as required of the Town Centre Master Plan
- Make recommendations to Council on works priorities - Capital and maintenance - for the implementation of the outstanding projects and upgrades identified in the Town Centre Master Plan Review adopted in 2014.
- Act as a communication conduit between Council and the CBD stakeholders in respect to the Town Centre Master Plan
- Present to Council an annual Works Program and Budget in December, to be considered by Council as part of the annual Operational Plan
- Maintain an awareness of the capital expenditure of Town Centre Master Plan Reserves and make recommendations to Council regarding such expenditure.
- Raise funds other than rates and loans to fund the objectives of the Sub-Committee through partnerships with other stakeholders
- Make recommendations to the relevant Director in relation to purchasing, manufacturing, obtaining and supplying material for the promotion of the CBD from any external funds raised by the Sub-Committee
- Advocate for the Town Centre Master Plan and promote the advantages of the CBD to the wider community

Generally, the Sub-Committee will work within the adopted TCMP boundary highlighted in Figure 1, however there will be projects which will extend beyond these boundaries from time to time, in meeting the implementation of the adopted Town Centre Master Plan.

Figure 1



3.0 MEMBERSHIP

3.1 Voting Members

- Councillor & Alternate (resolved by Council)
- Director Strategy & Growth (Alternate Director Development & Environment)
- Senior Landscape Architect- Council
- 2 CBD Commercial Property Owners
- 2 CBD Traders
- 1 Greater Port Macquarie Tourism representative
- 1 Port Macquarie Chamber of Commerce representative
- 3 Community members

3.2 Non-Voting Members

- There may be occasions where other attendees are required at Sub-Committee meetings, such as funding partners, independent people, other levels of government, client side project managers (if applicable), stakeholder engagement specialists and other Council staff. Such people will be invited to Sub-Committee meetings on an as needs basis.

3.3 Obligations of Members

- As per Section 226 (c) of the NSW Local Government Act 1993, the Mayor is the principal spokesperson for the governing body and Councillors that are members of a Sub-Committee are to obtain the Mayor's agreement to make media and other statements. Further, only the Mayor, or a Councillor with the Mayor's agreement and otherwise in accordance with Council policies and procedures, may release Council information through media statements or otherwise, and the release of such information must be lawful under the Council adopted Code of Conduct. Council Officers that are members of Sub-committees are bound by the existing operational delegations in relation to speaking to the media.
- All Sub-Committee members are not permitted to speak to the media as representatives of the Sub-Committee unless approved by the Chairperson (prior to this from the Mayor as above)
 - Where approval has been granted by the Chairperson, the views and opinions expressed are those of the Town Centre Master Plan Sub-Committee and not of Port Macquarie-Hastings Council
- A Councillor or a non-Council member as a member of a Sub-Committee or the Sub-Committee itself has no delegation or authority to make decisions on behalf of Council, nor to direct the business of Council. The only decision making power open to Councillors is through formal resolutions of Council.
- A Councillor or a non-Council member as a member of a Sub-Committee or the Sub-committee itself cannot direct staff and must abide by the decisions of Council and the policies of Council.
- All Sub-Committee members must comply with Council's Code of Conduct and relevant Council policies and procedures with particular reference to Council's Work Health and Safety Policy.

3.4 Member Tenure

- Non Council members will be appointed for a two-year term.

3.5 Appointment of Members

- Council, by resolution duly passed, will appoint members to the Sub-Committee following an advertised expression of interest.

4.0 TIMETABLE OF MEETINGS

- Meetings of the Sub-Committee shall be held monthly at a date convenient to Sub-Committee members. During election caretaker mode, the Sub-Committee may be suspended until after the election, once Councillor representation is resolved by Council.

5.0 MEETING PRACTICES

5.1 Decision Making

- Recommendations of the Sub-Committee shall be made by consensus. If consensus is not reached, the item may be reported to Council for determination or deferred pending further information and debate.
- The Chairperson shall not have a casting vote.
- Recommendations to Council are to be made through the relevant Director, who will determine under delegation, the process for implementation.

5.2 Quorum

- A quorum must include a minimum of one (1) Councillor or one (1) Council Executive staff member being present. The quorum for the Steering Group will be met if half of the members plus one are present.

5.3 Chairperson and Deputy Chairperson

- The Chairperson shall be the Councillor, duly appointed by Council resolution.
- At all meetings of the Sub-Committee, the Chairperson shall occupy the Chair and preside. In the absence of the Chairperson, the alternate Councillor will preside at the Meeting.
- In the absence of the Chairperson and alternate Councillor, as the Sub-Committee's first item of business, the Sub-Committee shall elect one of its members to preside at the Meeting (elected chair must be a Council representative)

5.4 Secretariat

- The incumbent Council Director is responsible for ensuring the Sub-Committee has adequate secretariat support. The secretariat will ensure that business papers and supporting papers are circulated at least three (3) days prior to each meeting. Minutes shall be circulated to members within seven (7) days of the meeting having taken place.
- The incumbent Council Director will coordinate a review of the Charter within 12 months of a new Council term and present to Council for adoption.

5.5 Recording of decisions and explicit discussions on risks

- Minutes of Sub-Committee meetings shall include the decisions made, relevant details of discussions and the nature of any dissenting views expressed by members.

6.0 CONVENING OF "OUTCOME SPECIFIC" WORKING GROUPS

- The Sub-Committee can at times request a working group to be convened, for a limited period of time, for specific actions. These specifics will be minuted clearly. The working group will report back to the Sub-Committee with outcomes.

7.0 CONFIDENTIALITY AND CONFLICT OF INTEREST

- Councillors, Council staff and members of this Sub-Committee must comply with the applicable provisions of Council's Code of Conduct in carrying out their functions as Council Officials. It is the personal responsibility of Council Officials to comply with the standards in the Code of Conduct and regularly review their personal circumstances with this in mind.

- Sub-Committee members must declare any conflict of interests at the start of each meeting or before discussion of a relevant item or topic. Details of any conflicts of interest should be appropriately minuted.
- Where members or invitees at Sub-Committee meetings are deemed to have a real or perceived conflict of interest, it may be appropriate they be excused from Sub-Committee deliberations on the issue where the conflict of interest may exist.
- Any independent members of the Sub-Committee will be required to complete a confidentiality agreement that will cover the period of their membership of the Sub-Committee.

Town Centre Master Plan Sub-Committee

ATTENDANCE REGISTER

Member	24/09/20	29/10/20	17/12/20	28/01/21	25/02/21
Councillor G Hawkins (Chair)	✓	✓	A	✓	✓
vacant (Deputy Chair)	X	X	X	X	-
Director Strategy & Growth (Jeffery Sharp)				A	
Alternate - Director Development & Environment (Melissa Watkins)	✓	✓	✓	✓	✓
Senior Landscape Architect (Craig Luff)	✓	✓	✓	✓	✓
CBD Commercial Property Owner (Jeff Gillespie)	✓	✓	✓	✓	✓
CBD Commercial Property Owner (Adam Spencer)	-	-	A	✓	A
CBD Trader (Simon Thresher)	-	-	✓	A	✓
CBD Trader (Kieran Dell)	-	-	✓	✓	✓
Chamber of Commerce Representative (Tony Thorne)	✓	✓	✓	✓	✓
Greater Port Macquarie Tourism Representative (Janette Hyde)	-	-	A	✓	✓
Community Member (Michelle Love)	✓	✓	✓	✓	✓
Community Member (John McGuigan)	✓	✓	✓	✓	✓
Community Member (Tony McNamara)	-	-	✓	✓	✓

Key: ✓ = Present
A = Absent With Apology
X = Absent Without Apology

Meeting Dates for 2021

28/01/2021	Function Room	8:00am
25/02/2021	Function Room	8:00am
25/03/2021	Function Room	8:00am
29/04/2021	Function Room	8:00am
27/05/2021	Function Room	8:00am
24/06/2021	Function Room	8:00am
29/07/2021	Function Room	8:00am
28/10/2021	Function Room	8:00am
25/11/2021	Function Room	8:00am

Town Centre Master Plan Sub-Committee Meeting

Thursday 29 April 2021

Items of Business

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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

1. That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 25 February 2021 be confirmed.
2. That the Minutes of the Extraordinary Town Centre Master Plan Sub-Committee Meeting held on 22 April 2021 be confirmed.

PRESENT

Members:

Councillor Geoffrey Hawkins (Chair)
Director Development and Environment (Melissa Watkins) (alt. Director)
Senior Landscape Architect (Craig Luff)
Jeffrey Gillespie (CBD Commercial Property Owner)
Simon Thresher (CBD Trader)
Kieren Dell (CBD Trader)
Anthony Thorne (Port Macquarie Chamber of Commerce Representative)
Janette Hyde (Greater Port Macquarie Tourism Representative)
Michelle Love (Community Member)
John McGuigan (Community Member)
Tony McNamara (Community Member)

Other Attendees:

Group Manager Recreation, Property and Buildings (Liam Bulley)
TCMP Project Manager / Co-ordinator (Michael Nunez)
Senior Project Manager (Michael Collins)

The meeting opened at 8:04am.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

CONSENSUS:

That the apology received from Adam Spencer be accepted.

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 28 January 2021 be confirmed.

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

CONSENSUS:

That the Business Arising Schedule be noted with the following additional information:

Item 07 - 28 January 2021: Fisherman's Wharf Project Update:

Staff to urgently raise concerns formally with Maritime Infrastructure Delivery Office regarding the final handover of the project and potential defects and provide a copy of the correspondence to the Local Member for Port Macquarie, the Hon. Leslie Williams.

Correspondence sent to Maritime Infrastructure Delivery Office (MIDO) 11 February.
Copy of correspondence provided to Local Member for Port Macquarie, the Hon. Leslie Williams.

06 FORESHORE PROJECTS UPDATE

CONSENSUS:

That the Town Centre Master Plan Sub-Committee note the information contained within the Foreshore Projects Update Report.

07 OVERVIEW OF THE BICENTENARY FORESHORE PROJECT

CONSENSUS:

That the Group note the information provided at the meeting.

08 TOWN SQUARE CATENARY LIGHTS

CONSENSUS:

That the Town Centre Master Plan Sub-Committee note the information contained within the catenary lights report.

09 GENERAL BUSINESS

Nil.

The meeting closed at 8:40am.

PRESENT

Members:

Councillor Geoffrey Hawkins (Chair)
Councillor Lee Dixon (Deputy Chair)
Director Strategy & Growth (Jeffery Sharp)
Director Development & Environment (Melissa Watkins) (alt. Director)
Senior Landscape Architect (Craig Luff)
Jeffrey Gillespie (CBD Commercial Property Owner)
Adam Spencer (CBD Commercial Property Owner)
Simon Thresher (CBD Trader)
Kieren Dell (CBD Trader)
Anthony Thorne (Port Macquarie Chamber of Commerce Representative)
Janette Hyde (Greater Port Macquarie Tourism Representative)
Michelle Love (Community Member)
John McGuigan (Community Member)
Tony McNamara (Community Member)

Other Attendees:

Councillor Robert Turner
Group Manager Recreation and Buildings (Liam Bulley)
TCMP Project Manager / Co-ordinator (Michael Nunez)

The meeting opened at [time].

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

Nil.

03 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

04 PORT MACQUARIE TOWN CENTRE STRATEGIC PLANNING SCHEDULE

RECOMMENDATION

That the committee prioritise Strategic Planning Projects for inclusion in a revised Town Centre Master Plan works program and where appropriate, the 2021/22 Operational Plan and future budgets.

05 GENERAL BUSINESS

The meeting closed at [time].

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, the undersigned, hereby declare the following interest:	
<input type="checkbox"/> Pecuniary: Take no part in the consideration and voting and be out of sight of the meeting.	
<input type="checkbox"/> Non-Pecuniary – Significant Interest: Take no part in the consideration and voting and be out of sight of the meeting.	
<input type="checkbox"/> Non-Pecuniary – Less than Significant Interest: May participate in consideration and voting.	
For the reason that:	
Name: Signed:	Date:
Please submit to the Governance Support Officer at the Council Meeting.	

(Refer to next page and the Code of Conduct)

Pecuniary Interest

- 4.1 A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause 4.3.
- 4.2 You will 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 you might make in relation to the matter, or if the interest is of a kind specified in clause 4.6.
- 4.3 For the purposes of this Part, you will have a pecuniary interest in a matter if the pecuniary interest is:
 - (a) your interest, or
 - (b) the interest of your spouse or de facto partner, your relative, or your partner or employer, or
 - (c) a company or other body of which you, or your nominee, partner or employer, is a shareholder or member.
- 4.4 For the purposes of clause 4.3:
 - (a) Your "relative" is any of the following:
 - i) your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - ii) your spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - iii) the spouse or de facto partner of a person referred to in paragraphs (i) and (i)
 - (b) "de facto partner" has the same meaning as defined in section 21C of the *Interpretation Act 1987*.
- 4.5 You will not have a pecuniary interest in relation to a person referred to in subclauses 4.3(b) or (c)
 - (a) if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body, or
 - (b) just because the person is a member of, or is employed by, a council or a statutory body, or is employed by the Crown, or
 - (c) just because the person is a member of, or a delegate of a council to, a company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body.

Non-Pecuniary

- 5.1 Non-pecuniary interests are private or personal interests a council official has that do not amount to a pecuniary interest as defined in clause 4.1 of this code. These commonly arise out of family or personal relationships, or out of involvement in sporting, social, religious or other cultural groups and associations, and may include an interest of a financial nature.
- 5.2 A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.
- 5.3 The personal or political views of a council official do not constitute a private interest for the purposes of clause 5.2.
- 5.4 Non-pecuniary conflicts of interest must be identified and appropriately managed to uphold community confidence in the probity of council decision-making. The onus is on you to identify any non-pecuniary conflict of interest you may have in matters that you deal with, to disclose the interest fully and in writing, and to take appropriate action to manage the conflict in accordance with this code.
- 5.5 When considering whether or not you have a non-pecuniary conflict of interest in a matter you are dealing with, it is always important to think about how others would view your situation.

Managing non-pecuniary conflicts of interest

- 5.6 Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter. In the case of members of council staff other than the Chief Executive Officer, such a disclosure is to be made to the staff member's manager. In the case of the Chief Executive Officer, such a disclosure is to be made to the mayor.
- 5.7 If a disclosure is made at a council or committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes on each occasion on which the non-pecuniary conflict of interest arises. This disclosure constitutes disclosure in writing for the purposes of clause 5.6.
- 5.8 How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.
- 5.9 As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:
 - a) a relationship between a council official and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the council official's extended family that the council official has a close personal relationship with, or another person living in the same household
 - b) other relationships with persons who are affected by a decision or a matter under consideration 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 the council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a council official's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation.
 - d) membership, as the council's representative, of the board or management committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the council and the organisation are potentially in conflict in relation to the particular matter
 - e) a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause 4.1
 - f) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.
- 5.10 Significant non-pecuniary conflicts of interest must be managed in one of two ways:
 - a) by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
 - b) if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a council or committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29.
- 5.11 If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.
- 5.12 If you are a member of staff of council other than the Chief Executive Officer, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of your manager. In the case of the Chief Executive Officer, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of the mayor.
- 5.13 Despite clause 5.10(b), a councillor who has a significant non-pecuniary conflict of interest in a matter, may participate in a decision to delegate consideration of the matter in question to another body or person.
- 5.14 Council committee members are not required to declare and manage a non-pecuniary conflict of interest in accordance with the requirements of this Part where it arises from an interest they have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if they have been appointed to represent the organisation or group on the council committee.

SPECIAL DISCLOSURE OF PECUNIARY INTEREST DECLARATION

This form must be completed using block letters or typed.

If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.

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 the affected principal place of residence of the councillor or an associated person, company or body <i>(the identified land)</i>	
Relationship of identified land to councillor <i>[Tick or cross one box.]</i>	<input type="checkbox"/> The 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"/> An associated person of the councillor has an interest in the land. <input type="checkbox"/> An associated company or body of the councillor has interest in the land.
MATTER GIVING RISE TO PECUNIARY INTEREST¹	
Nature of land that is subject to a change in zone/planning control by proposed LEP <i>(the subject land²)</i> <i>[Tick or cross one box]</i>	<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 <i>[Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]</i>	
Proposed change of zone/planning control <i>[Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]</i>	
Effect of proposed change of zone/planning control on councillor or associated person <i>[Tick or cross one box]</i>	<input type="checkbox"/> Appreciable financial gain. <input type="checkbox"/> Appreciable financial loss.

[If more than one pecuniary interest is to be declared, reprint the above box and fill in for each additional interest]

Councillor's Signature: **Date:**

This form is to be retained by the council's Chief Executive Officer and included in full in the minutes of the meeting

Last Updated: 3 June 2019

Important Information

This information is being collected for the purpose of making a special disclosure of pecuniary interests under clause 4.36(c) of the Model Code of Conduct for Local Councils in NSW (the Model Code of Conduct).

The special disclosure must relate only to a pecuniary interest that a councillor has in the councillor's principal place of residence, or an interest another person (whose interests are relevant under clause 4.3 of the Model Code of Conduct) has in that person's principal place of residence.

Clause 4.3 of the Model Code of Conduct states that you will have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative or because your business partner or employer has a pecuniary interest. You will 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.

"Relative" is defined by clause 4.4 of the Model Code of Conduct 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.

You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting at 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.

¹ Clause 4.1 of the Model Code of Conduct 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 clause 4.6 of the Model Code of Conduct.

² 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 clause 4.3 of the Model Code of Conduct has a proprietary interest

Item: 05**Subject: BUSINESS ARISING FROM PREVIOUS MINUTES**

Item:	08		28 May 2020
Subject:	Historical Rating Comparisons and Business Rate Impacts		
Action Required:	1. DSG to investigate possible methods of assisting Port Macquarie CBD property owners to have greater visibility (particularly via the rates notice) on understanding the contribution individual properties make annually to the TCMP levy and report to go to future meeting		
Current Status:	Ongoing		

Reports to Future Meetings		
Report	Due Date	Requested
Update on Accessible Parking Costs in the CBD	TBA	26 July 17
Foreshore Projects Update to be provided by the Project Manager and regular updates thereafter	Ongoing	28 Jan 21

Item: 06

Subject: FORESHORE PROJECTS UPDATE

Presented by: Development and Environment, Melissa Watkins

RECOMMENDATION

That the Town Centre Master Plan Sub-Committee note the information contained within the Foreshore Projects Update Report.

Discussion

1. TOWN GREEN WEST

Completed since last update

- Install bollards along Short Street interface
- All works now complete
-

2. TOWN GREEN WEST PLAYGROUND

Completed since last month:

- 100% detailed design submitted for review
- Consultation conducted with all residents, owners, businesses and playgroups regarding the design
-

Planned for next month:

- 100% detailed design review and comments provided back
- Detailed design finalisation
- Costing to lock in scope of works within budget

Key milestones:

- Tender process - June 2021, including procurement of off-the-shelf items
- Construction - August to end October 2021
- Funding deed project completion date - 17 December 2021

3. FORESHORE BICENTENNIAL WALKWAY (Town Green West Link, Town Wharf, Fisherman's Wharf Parklands, William Street Underpass, Kooloonbung Creek Stage 2; Westport Park Link Path)

-
- Completed since last report:
 - Crown license expected to be granted by late April
 - Fisheries licence approvals granted
 - Maritime Infrastructure Delivery Office consent given in regard to widening the Town Wharf boardwalk and relocation of the sea plane jetty.

- Crown Licence is now pending an executive sign off from Crown Lands for them to prepare the licence offer.
- Drawings re-submitted and under review

Planned work for the coming month:

- Drawing updates to close out residual comments - first week May.
- Submission, review and approval of REF
- Reassess cost estimate (QS report) for Priority Works scope based on updated construction documentation - target completion mid-May.
- Engage Architect to develop detailed design and seek required approvals for Pilot's Boat Shed annexe relocation.

4. GORDON STREET UNDERPASS

Completed since last report:

- Development Approval granted

Planned work for the coming month:

- Engineering details of approach path, stairway, ramp and lighting underway with completion expected early May.
- Payment of credit obligations (\$11.5k) to Biodiversity Conservation Fund as offset for minor impact on local species.

5. FISHERMEN'S WHARF - Maritime Infrastructure Delivery Office Project

- Revised completion date due to flooding setbacks is June 21 2021
- Awaiting preliminary drawing from Crown Land regarding driveway & stormwater access pit interface (will provide an update if any further information is received at the TCMP meeting)

Attachments

Nil

Item: 07

Subject: TOWN SQUARE CATENARY LIGHTS

Presented by: Development and Environment, Melissa Watkins

RECOMMENDATION

That the Town Centre Master Plan Sub-Committee note the information contained within the catenary lights report.

Discussion

As resolved in the January 2021 monthly meeting, staff have requested confirmation of the manufacturers' programme for replacement of the existing catenary lighting units under warranty.

The manufacturer is progressing with the testing of the retrofitted sheath over the existing catenary lights.

Council have sought legal advice and note an initial fee of \$5,000 to cover the preliminary advice, and letter of demand to the manufacturer.

A further update regarding progress on resolving this matter and any update we receive from the manufacturer and the legal advisor will be provided at the meeting.

Attachments

Nil

Item: 08

Subject: PROJECT STRATEGIC PLANNING WORKSHOP OUTCOMES

Presented by: Development and Environment, Melissa Watkins

RECOMMENDATION

That the Town Centre Master Plan Sub-Committee note the information contained within the Projects Strategic Planning Workshop Outcomes Report and recommend to Council that the outcomes be adopted.

Discussion

Two Project Strategic Planning Workshops were held on 25 February and 22 of April 2021 with Council and the Town Centre Masterplan Sub-Committee.

The following members were in attendance at the April Workshop:

Council Staff:

- Director Development and Environment, Melissa Watkins
- Acting Group Manager Building Recreation and Property, Craig Luff
- Landscape Architect (TCMP), Michael Nunez

TCMP Sub-Committee:

- Chairman, Councillor Geoff Hawkins
- Jeff Gillespie
- Tony Thorne
- Michelle Love
- Janette Hyde
- Kieran Dell
- John McGuigan
- Tony McNamara
- Adam Spencer.

A. Workshop Objective

-

Identify the TCMP Sub-Committee's current priorities for the activation / progression of projects and key initiatives for the near future for inclusion in a revised Master Plan.

B. Process

-

A list of existing actions from the Town Centre Master Plan, and new initiatives as identified by TCMP Sub-Committee members during the initial workshop conducted on 25 February 2021, was provided all members of the TCMP Sub-Committee on Wednesday the 7 April 2021. This was to enable pre-consideration of the scheduled initiatives, their state of progress and future priorities.

A Workshop was held on 22 April where each of the TCMP Sub-Committee members were invited to identify their preferred priorities by voting on the listed priorities. Each TCMP Sub-Committee member was provided with 3 high priority votes (3 points per vote), 3 medium priority votes (2 points per vote) and 3 low priority votes (1 point per vote). Only one vote could be placed by each member on any item.

Once members had voted, the points against each initiative were tallied. The item with the highest score is the highest priority initiative and those with the lowest score being least priority. **Attachment 1** provides the details of the initiatives and scores.

C. TCMP Sub-Committee Priority Projects

-

The highest Priority projects were determined to be as follows:

1. **Fishermen's Wharf Tie-in Works** - Works that are identified as necessary to tie in the new Fishermen's Wharf structure with the existing site - such as seating, connecting paths and rubbish bin enclosures and kerbing to the parking area. Embellishments such as shelters and general landscaping to be a future stage. Refer to **Attachment 2**.
2. **Breakwall Upgrade** - Coordinate and provide any required funding to ensure Crown Lands (who are responsible for this project) incorporate the public amenity items from the Breakwall Concept designs i.e. fishing platforms, seating alcoves, stairways and shelter structures. Refer to **Attachment 3**.
3. **Police Station Site** - Facilitate TCMP Sub-Committee input into the consideration of the future use of the site. Develop a concept plan should Council ownership be obtained.
4. **Town Green West Link Stage 2** - Include construction of the Waterside Access Structure in the priority projects scope of works. TCMP Sub-Committee requested that the waterside access structure to be included as part of the Bicentennial Walkway Project scope of works. Concrete structure to be considered rather than composite structure. Refer to **Attachment 4**.
5. **Pedestrian bridge from Bridge Street** - prepare shovel ready documentation (design and approvals). Design shall consider replication of existing pedestrian bridge along William Street and shall re-consider the alignment to minimise length. Refer to **Attachment 5**.

Other key topics tabled:

6. TCMP Financial Status Report attached which identifies current available balance within the reserve. Refer to **Attachment 6**.
7. Short Street Flood Mitigation Strategies - TCMP Sub-Committee to request Council to prioritise study of flood mitigation strategies for Short Street
8. Pilot's Boat Shed - Council be requested to proceed with engaging a Consultant to design the Pilot Boat Shed annex. Design will be funded by the TCMP, construction to be funded by others. The existing design of the boat shed and surrounds will be presented at the May TCMP Sub- Committee meeting.
9. Waterside building (Action E14) - Remove the reference to an "information centre".

10. Parking strategy / parking stations / tourist bus drop offs - Request that Council facilitate TCMP Sub-Committee involvement in future considerations of parking in the CBD.

-

D. Where to from here

-

Preliminary strategy, design, estimate and programming is to be developed for each of the 5 high priority initiatives listed above, to be presented at a future TCMP meeting.

Attachments

- 1 [!\[\]\(2a133ebb0337313d16cc068f19494aa2_img.jpg\) !\[\]\(e5831951c2bb646a242d812c288ddabc_img.jpg\)](#) Initiatives Schedule with Workshop Results
- 2 [!\[\]\(767ddc536c5331f5333c7801240a378b_img.jpg\) !\[\]\(7379045168890876f99aa36845a7ccf9_img.jpg\)](#) Fishermen's Wharf Parklands Drawings
- 3 [!\[\]\(42f4a0fde8ff3fc8d2b462e1f7f61ba8_img.jpg\) !\[\]\(55973d721ff8fc5f4567ee0a60d2b0a0_img.jpg\)](#) Breakwall Concept Drawings
- 4 [!\[\]\(9e509267a2baf8aa929419c5d25bb1da_img.jpg\) !\[\]\(0bc67d4379f161b1b57851601e86d54f_img.jpg\)](#) Town Green West Link Drawings
- 5 [!\[\]\(fc84442f9bc4853b69576ffc7bbb31d9_img.jpg\) !\[\]\(68b4645b186da5830f2beb5a755929e8_img.jpg\)](#) Pedestrian Bridge Sheets from Masterplan Review 2014
- 6 [!\[\]\(0b64116b206b8ddc67588cf752b77665_img.jpg\) !\[\]\(0c72de06bdd3af62236c3f3cc1e503a9_img.jpg\)](#) TCMP Financial Status Report

STRATEGIC PROJECT PLANNING - 2021
Workshop Outcomes

Note: currently active projects omitted

22.04.2021

Port Macquarie Hastings Council

Town Centre Masterplan Subcommittee

HIGH 11+ Points

MED 6-10 Points

LOW 1-5 Points

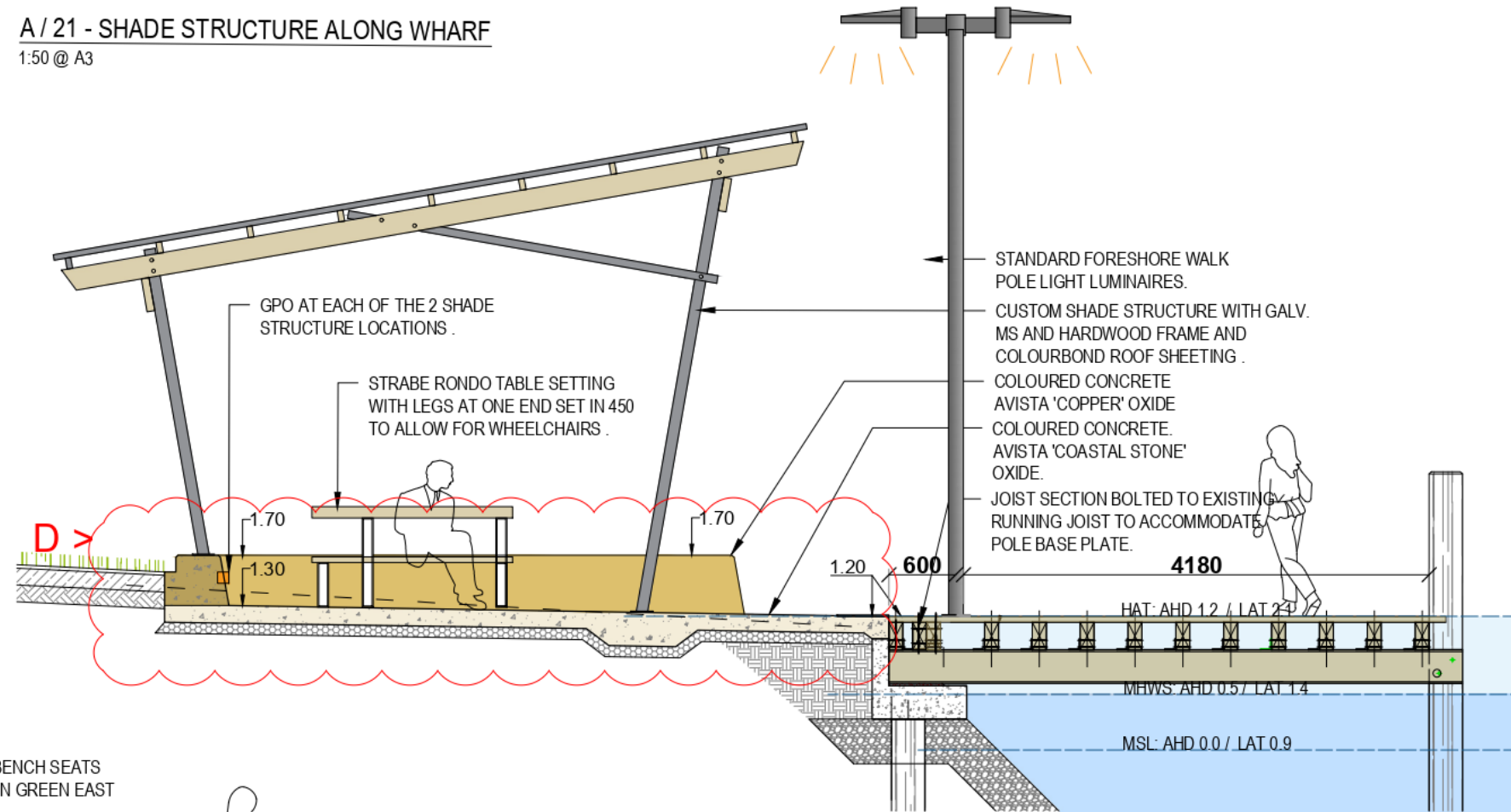
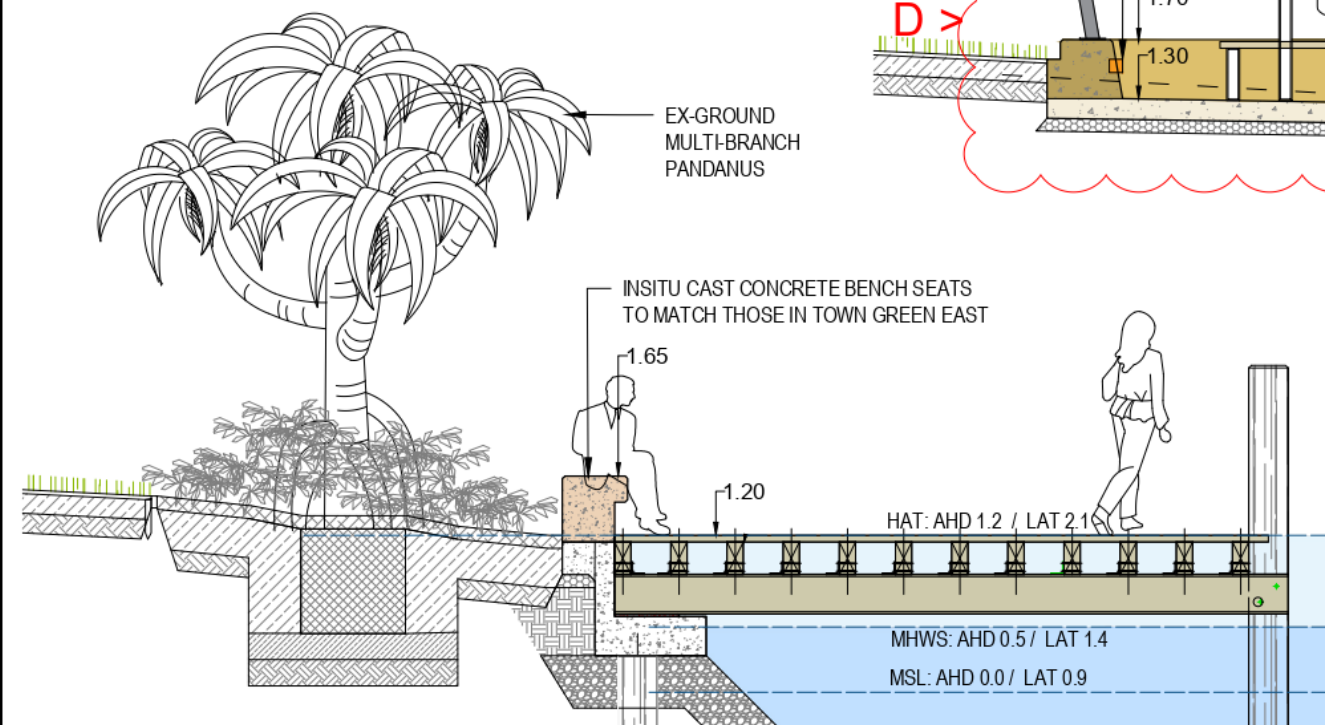
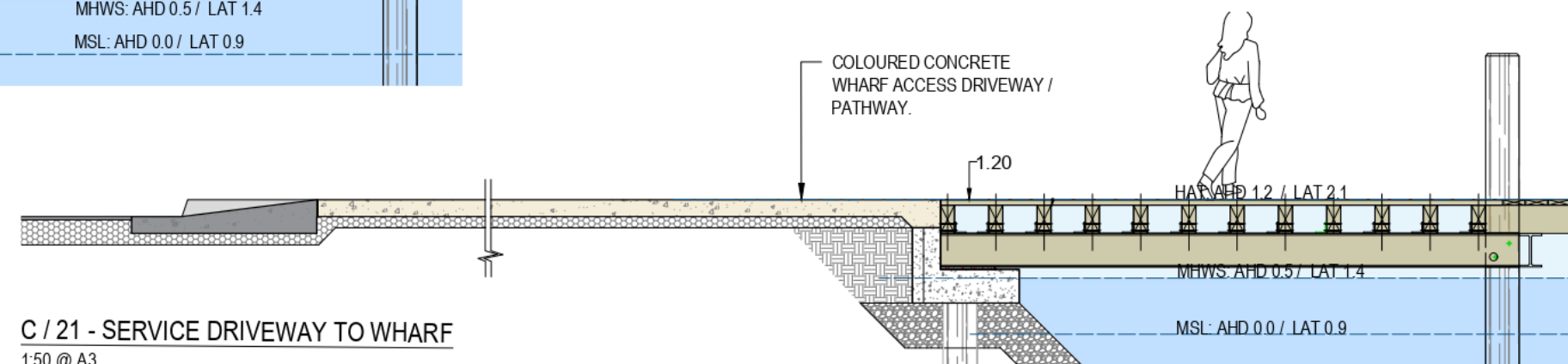
EXISTING INITIATIVES

No.	PROJECT	DETAILS	DOCUMENT REFERENCE	PRIORITY VOTE	ACTIVATED	CONCEPT DESIGNED	DETAIL DESIGNED	APPROVED	FUNDED	COST ESTIMATE	COMMENTS
E1	Town Green West Link Stage 2	Stage 1 Excludes water access tiered structure	TCFP drawing set Plan TGW13						State & Fed	\$300K	<i>Consider concrete construction</i>
E2	Town Wharf Stage 1	Sections of boardwalk area	TCFP drawing set Plan TW11						State & Fed	\$400K	
E3	William Street Underpass		TCFP drawing set Plan WSU11						State & Fed	\$600K	
E4	Kooloonbung Creek Stage 2	William to Hayward Streets	TCFP drawing set Plan KC02						State & Fed	\$1.0M	
E5	Gordon Street Underpass		TCFP drawing set Plan GU01						State & Fed	\$400k	
E6	Town Green West Playground	Detail design by consultants now 50% complete.	Drawing Set Plan 244-400						TCMP	\$600k	
E7	Pilot's Boat Shed Annex	To be managed by architect engaged by Council. Excluding construction cost.	TCFP drawing set Sheet TW12							\$25K	
E8	Town Wharf Stage 2	Pilot Boat shed surrounds, mini plaza and pedestrianised street sections.	TCFP drawing set Plan TW11	5						\$1.0M	
E9	Town Green West Link Stage 2	Water access tiered structure.	TCFP drawing set Plan TGW21	4th 12						\$100K	
E10	Fishermen's Wharf Parklands - Stage 1	<i>Priority, tie-in works only. Including seating, connecting path, bin, etc.</i>	TCFP drawing set Plan TGW22	1st /21						TBC	<i>Project to be split into 2 construction stage packages.</i>
E11	Westport Park Link		TCFP drawing set Plan TGW23	5						\$1.3M	
E12	Town Green Central	From Town Square to Lady Nelson Wharf	TCFP drawing set Plan TG11	3						\$2.5M	
E13	Breakwall upgrade	Revetment wall and path by Crown Lands. Seating, stairways and fishing platforms?	Foreshore Walk Concept Plans	2nd 18						\$100K?	<i>Progress with design input and consultation with Crown Lands</i>
E14	Waterside building Café-kiosk/toilets/deck	At Fishermen's Wharf parklands where the Fish Co-op once stood	Foreshore Walk Concept Plans	0						\$2M?	<i>Not prioity. Only a placeholder for a possible future land use.</i>
E15	Pedestrian Corridor through Complex	Through future development from Short St to Fishermens Wharf Parklands	Foreshore Walk Concept Plans	4							
E17	Clarence Street Replanting.	Trees and Understorey. Structural soil. Planting islands removed / extended.	Plans CLR1 & CLR2	3						\$300K	
E18	William Street Replanting	Tree and Understorey Short to Hay Streets.	Drawings WS01, WS02, WS03	8						\$30K	
E19	Horton St Understorey Replanting	Entire length of street. Depleted soil vacuumed sucked around tree roots.	Drawings HSR01, HSR02, HSR04	6						\$60K	
E20	Street Pole Lights	Essential Energy to replace with LED units. Upgrade poles as well?		0							
E21	Problematic Town Centre paving banding	Brick banding contiuously dislodged Throughout. Replacement proposed.	Photoshopped image.	0							
E22	Problematic Town Centre fat bollards	Difficult & costly to reinstall, rotting. Spigott and shaft replacements. X80		5						\$60k	
E23	Horton St - East Side Gordon to Hayward Sts	Eroded bank with tracks. Not presently included in in Road upgrade		0							
E24	Short St -West side: William to Clarence.	Pavement in front of old co-op subject to future interfacing development.		4							
E25	Short St - West side: Hayward to William	Full design & approvals required. Flooding issues to be resolved.		0							
E26	Murray Street: William to Clarence	Pending Port Central redesign facing Street.		0							
E27	Hay Street: Hayward - William	Full design & approvals required		2							
E28	Horton Street: Gordon to Hayward	Full design & approvals required		3							
E29	Short Street: Clarence to Hastings R.	Design complete. Change to ground floor use change required		0							
E30	William Street: Hay to Murray	Streetscape works to be completed as part approved DA (hole in Ground site)		5							
E31	Hayward Street: Horton to Hay	Within Town Centre boundary, mostly residential flanking lots.		0							
E32	Gordon Street: Bridge to Horton St	Median and South side side verge upgrade. Centre edge interface.	Masterplan Review P28	0							
E33	Walkway - Breakwall to Town Beach	Partially completed. Pathway widening to Sea Resque building.	Masterplan Review P28	0					State	\$600k	
E34	Clarence St Verge: Murray to Munster St	North side verge. On hold until vacant site is developed	Masterplan Review P	0							
E35	Pedestrian Bridge: Bridgeto Hayward Sts	Over Kooloonbung Ck. For nearby residents & carparking near town Centre.	Masterplan Review P87	4th 12						\$2M	<i>Replication of current pedestrian bridge and realignment.</i>
E36	Key Entries into Town Centre	New banner poles postioned near these key locations. Other elements?	Masterplan Review P81	3							
E37	Town Centre Approach Arteries	Pedestrian & Cycle connectivity and visual amenity - Streetscape.	Masterplan Review P25	3							
E38	Horton St Mid-block Pedestrian Crossings	Only rudimentary narrow crossings installed. More substantial crossings?	Masterplan Review P49	0							
E39	William St: Munster to Gore Streets	Gateway street section into Town Centre. Wide median without any trees.	Masterplan Review P81	0							
E40	Gordon Street: West from Kooloonbung Creek.	Treeless desolate gateway.	Masterplan Review P81	2							

NEW INITIATIVES Raised inTCMP Subcommittee February monthly meeting workshop

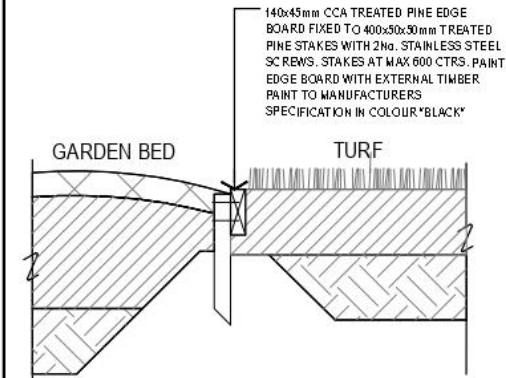
N1	Mrs York's Garden link pathwav	From Town Centre to park entry. Complete loop walk with views.	Masterplan Review P59	6							
N2	Police Station Site Open Space	Input from TCMP Subcommittee . Provide support <i>Concent Plan</i> for proposed cultural		3rd 14							On assumption that police station relocates and state government
N4	Parking Strategy	TCMP involvement in report, including recommendations.		3							TCMP Subcommittee want to be a kev stakeholder in Council
N3	Parking Stations	Consider strategic locations prior to site development proposals.									
N5	Tourist Bus drop-offs	Consider strategic locations									
N6	Pavement cleaning by operators and owners.	Facilitate operators to utilise Council nominated contractors.									
N7	Street Activities and Events	Promote opportunities. Including Town Square (under-utilised)									
N8	Flood mitigation - Short Street South	Investigate pumps as an interim flood mitigation measure to prevent backflows.									Infrastructure suggestion to be considered by Council.



A / 21 - SHADE STRUCTURE ALONG WHARF
1:50 @ A3B / 21 - SEATING ALONG WHARF
1:50 @ A3C / 21 - SERVICE DRIVEWAY TO WHARF
1:50 @ A3



BS1 - CONCRETE BENCH SEAT - WITH BACK & ARM REST UNIT



ET - GARDEN EDGING - TIMBER
N.T.S.



SC1 - WHARF TERMINATION SCULPTURE

A PYLON IS REQUIRED TO ACCOMMODATE A SCULPTURAL ELEMENT 3 METERS FROM THE SOUTHERN TERMINATION OF THE WHARF, ALIGNED WITH THE CENTRELINE OF THE BOARDWALK.
THE CUBED PEDESTAL WILL BE REPLACED WITH A METAL CAP TO FIT THE PYLON.

SCULPTURE:
"DECOMPOSIS" SCULPTURE BY ROBERTO GIORDANI
WEIGHT: ABOUT 1200KG
(LESS ONCE THE LARGE CUBE HAS BEEN REPLACED WITH A SMALL COLLAR)
HEIGHT: APPROXIMATELY 3 METERS
THE ARTIST WANTS IT TO DEVELOP A RUST PATINA AND IS NOT CONCERNED ABOUT VANDALISM AS IT IS MADE FROM 10MM STEEL PLATE. IT IS QUITE STABLE PROVIDED IT IS PLACED ON A FIRM BASE.

SCHEDULE OF MATERIALS

NO.	ITEM	DETAILS - all items are supply and install	UNIT	QNTY
PRECONSTRUCTION				
SF	SITE FENCING	To Enclose extent of works and site compound.	lm	180.0000
RT	REMOVAL OF TREES	All Cocos palms to be removed / disposed	item	6.0000
DP	DEMOLITION - PAVEMENT	Remove dispose at approved site	m3	15.0000
DK	DEMOLITION - KERBING	Remove dispose at approved site	m3	4.0000
EW	STRIP/STOCKPILE/AMELIORATE TOPSOIL	To a maximum depth of 150mm	m3	298.5000
EW	SUBSOIL REMOVAL / DISPOSE	300 deep	m3	171.0000
EW	FINE GRADING	To a maximum deprth of 150mm	m2	321.0000
CONSTRUCTION				
RW	RETAINING WALL - low	Insitu formed concrete, approx 500 high, Class 2	lm	22.0000
ST	STAIRS	Natural grey concrete	lm	15.0000
sn	STAIR NOSING	Black anti slip strip in s/s frame, inset into tread.	lm	15.0000
PV1	PAVEMENT - VEHICULAR 1	"Avista 'Copper', light broom finish (Aternative oxide: Colourmix 'Taupe')"	m2	158.0000
PV2	PAVEMENT - VEHICULAR 2	"Avista 'Coastal Sand', light broom finish (Aternative oxide: Colourmix 'Taupe')"	m2	130.0000
PP1	PAVEMENT - PEDESTRIAN 1	Avista Copper, light broom finish	m2	87.0000
PP2	PAVEMENT - PEDESTRIAN 2	Avista Coastal Sand, light broom finish	m2	22.0000
PP3	PAVEMENT - PEDESTRIAN 3	Natural grey concrete, light broom finish	m2	92.0000
PT1	PAVEMENT TOPICAL COVER 1	Spray on colour cover, match Avista 'Copper'		100.0000
PT2	PAVEMENT TOPICAL COVER 2	Spray on colour cover, match Avista 'Coastal Sand'		113.0000
TI	TACTILE INDICATOR TILES	Ceramic, 300x300, dark grey.	m2	5.0000
ST	STEPPERS	500X500x60 concrete, dark grey, on mortarbed	item	6.0000
KR	KERB - RAISED WITH GUTTER	Plain concrete - to match existing, 2 crossovers	lm	58.0000
KF	KERB - FLUSH	Plain concrete - 150 wide	lm	99.0000
WS	WHEEL STOPS	Retain / reinstall existing in new locations	item	36.0000
EC	EDGING - CONCRETE	Plain concrete 100x100	lm	35.0000
ET	EDGING - TIMBER	90x45 treated pine, stained black (not painted)	lm	142.0000
PX	PLANT BOXES	2L x 1W x0.8H, glass reinforced concrete, 50m mulch, topsoil, filter fabric, drainage cell.	item	8.0000
SS	SHADE STRUCTURE	Marine Grade galvanised steel, hardwood & colourbond roof sheeting. Both the same layout.	item	2.0000
FURNITURE				
HR	HANDRAIL	Polished 316 stainless steel. To match Kooloonbung Creek Stage 2 ramp handrails.	lm	25.0000
BS1	BENCH SEAT - CONCRETE	"insitu concrete, to match Town Green East. Including back rest section with arm rests."	item	6.0000
BR	BOLLARD -REMOVABLE	Recycled plastic - to match fixed bollards with s/s inground sleeve, lockable.	item	2.0000
BF	BOLLARD - FIXED	Recycled plastic - brown-coffee coloured. Profile to match Kooloonbung Creek Stage 1 bollards.	item	7.0000
BS2	BENCH SEAT - TIMBER	Solid hardwood, to match Town Green East	item	5.0000
PS	PICNIC SETTING	Strabe Rondo Table Setting, wheelchair accessible.	item	2.0000
BE	BIN ENCLOSURE	Atessa 240 lt Dual Bin Enclosure, Recycle & general waste. Colour: Metropolis Storm Grey	item	2.0000
FCT	FISH CLEANING TABLE	"Double tray, M16 stainless steel, with tap & hose. Marrine grade galv steel grated deck. Plumbing."	item	1.0000
	PYLON FOR SHARK SCULPTURE	Drive/install Pier		1.0000
SS	SHARK SCULPTURE	" Replace base box with collar to fit over pier. Install sculpture.	item	1.0000
ELECTRICAL				
LP	POLE LUMINAIRE	In Parklands, to match wharf & Town Green East	item	2.0000
LS	LIGHT - SHADE STRUCTURE	Ceiling inset light - solar panels on roof	item	2.0000
GPO	GENERAL POWER OUTLET	Waterproof, 240v, double outlet.	item	2.0000
GPO	GENERAL POWER OUTLET	Waterproof, 240v, double outlet.	item	4.0000
SOFT LANDSCAPE				
PB	PLANT BED	"100 forest mulch, 300 topsoil, 150cultivation.300 lt stock x1, 140mm stock x 3 per m2"	m2	579.0000
TF	TURF	Turf, 100 topsoil, 150 cultivation	m2	1081.0000
PD	PANDANUS	"Exground 4m height, multi branched, 3 minimum. planting hole, topsoil & stakes."	item	8.0000
TA	TREE - ADVANCED	200 lt stock, planting hole, topsoil & stakes.	item	25.0000
WATER				
DF	DRINKING FOUNTAIN	Botton & Gardiner - Prospect		1.0000
FCT	FISH CLEANING TABLE	"Double tray, M16 stainless steel, with tap & hose. Marine grade galv steel grated deck. Plumbing."	item	1.0000
WSP	WATER SUPPLY - POTABLE	Fish cleaning table & drinking fountain	item	1.0000
WSR	WATER SUPPLY - RECYCLED	Irrigation		1.0000
LU	HOSECOCK	Including supply line and metre.	item	6.0000
GPO	IRRIGATION - plant beds	Dripper - recycled water	item	579.0000
LS	IRRIGATION - turf	Spray - recycled water	item	1081.0000
GPO	IRRIGATION - controller	Pop-up sprinklers	item	1.0000



PROJECT:
PORT MACQUARIE TOWN CENTRE
FORESHORE PROJECTS

DRAWING TITLE:
FISHERMEN'S WHARF PARKLANDS
MATERIALS SCHEDULE & DETAILS

NOT FOR
CONSTRUCTION

DRAWING NUMBER: FWP31
DATE: 29.11.2019
REVISION: B
SHEET 4 OF 4



FORESHORE PATH
REFERENCE PLAN



2.6.16

SECTION 4 BREAKWALL

Key Opportunities and Issues

- The breakwater promenade is very popular but not currently wide enough to cater to large volumes of pedestrians/ cyclists/ people wanting to pause and enjoy the view or read the rocks
- There is limited seating along this journey and the seating currently provided is poorly located with poor access and lighting
- There is a lack of arrival experience at the beach end of the journey



- DESIGN RESPONSE**
- ① WIDE CONCRETE PATH**
New 5-6m wide shared concrete path. Generous width allows for walkers, cyclists, fishermen, dog walkers, parents with prams and wheelchair users to safely share the space. Alternating bands of colour indicate slow zones at key activity nodes. Bollard lights and wayfinding signage are installed along length.
 - ② RAMPS**
3m wide accessible ramp at either end of the breakwall path links to the Tourist Park. Road crossing in caravan park is delineated with road paint or raised crossing.
 - ③ FISHING PLATFORMS**
3 crest level Fishing Platforms with seating. Additional clusters of seating are included at these activity nodes with some shelter.
 - ④ RETAINING WALL**
Low retaining wall at base of slope removes the need for a balustrade along the length of the breakwall path. The slope is planted with massed native plants and shade trees.
 - ⑤ LOOKOUT**
Path ramps up to allow visitors to see the mouth of the river and Town Beach from the lookout. Lookout is a concrete platform of around 10m diameter formed through additional rockwork. Seating and signage is included.
 - ⑥ NEW KIOSK**
Subject to planning approval



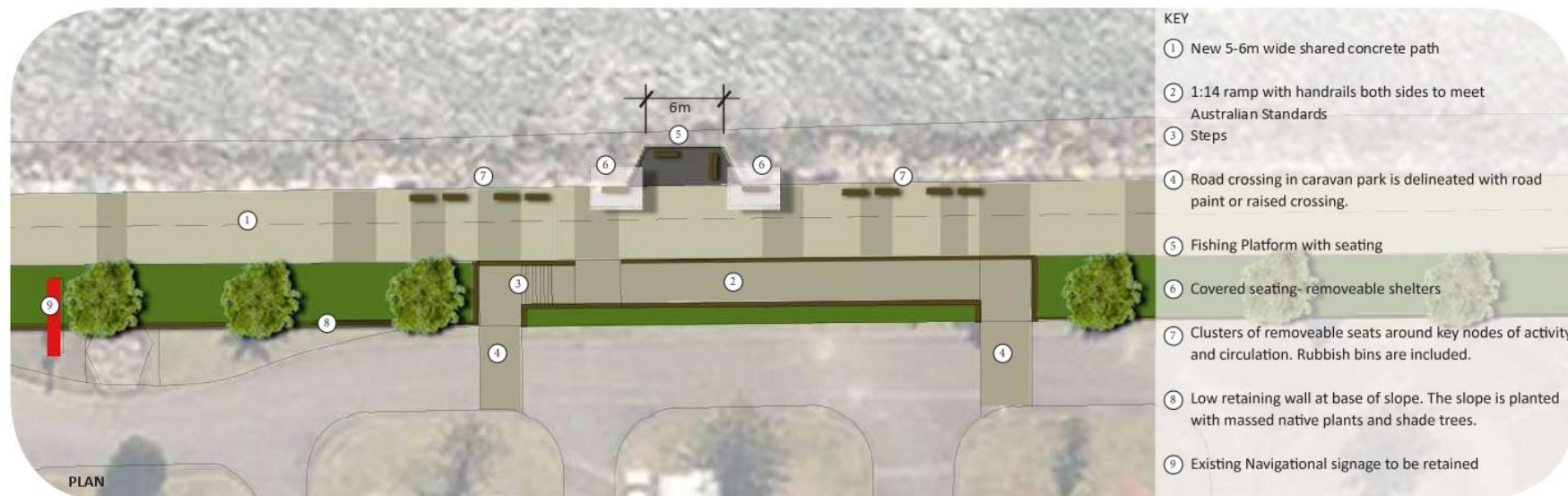
FORESHORE PATH

SECTION 4 BREAKWALL

PLAN

P1/3

2.6.16

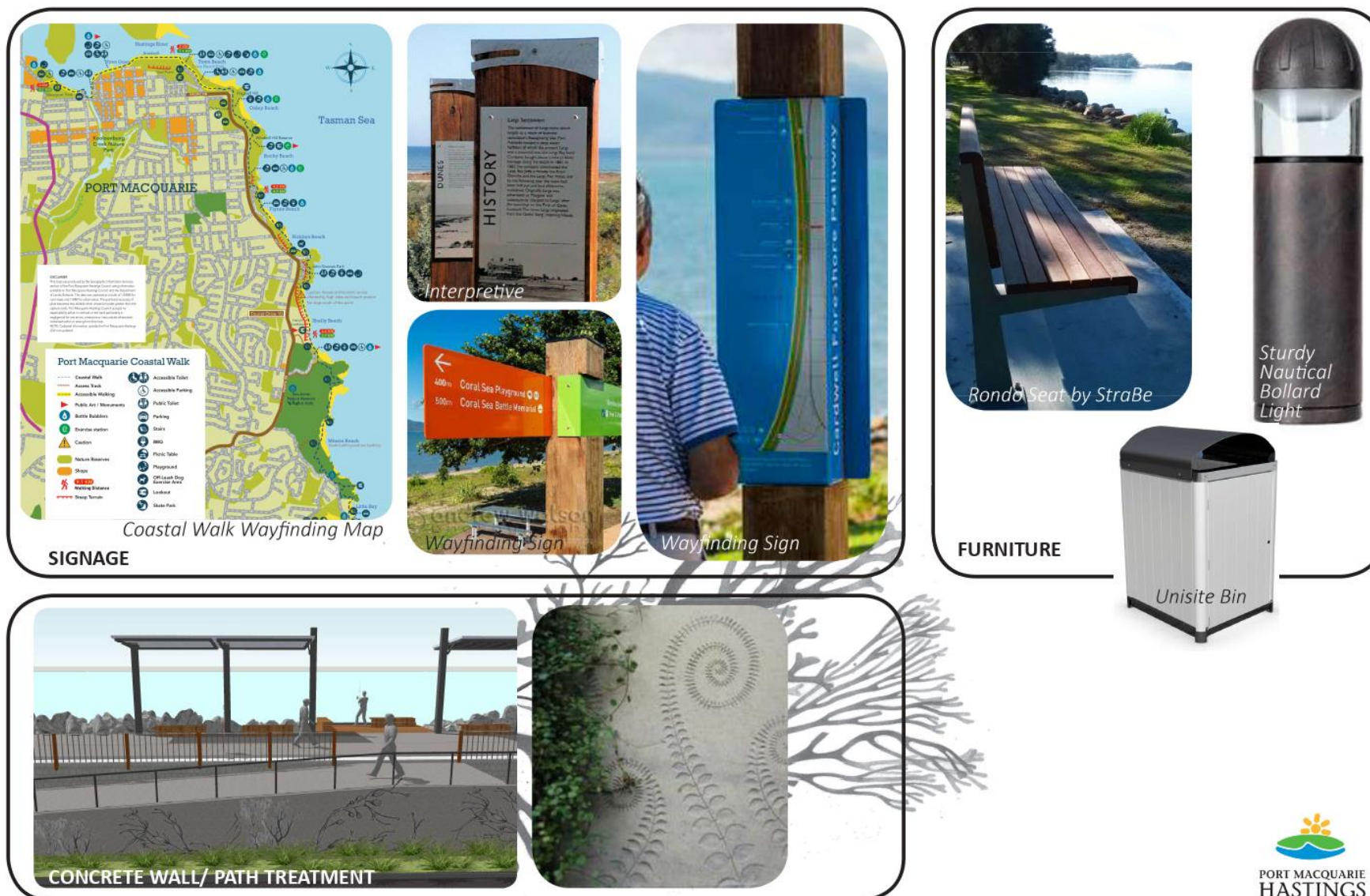


FORESHORE PATH
SECTION 4 BREAKWALL

DETAIL PLAN TAILOR FISHING PLATFORM

P2/3

2.6.16



FORESHORE PATH

SECTION 4 BREAKWALL

MATERIALS AND FURNITURE PALETTE

P3/3

2.6.16



DESIGN STRATEGY

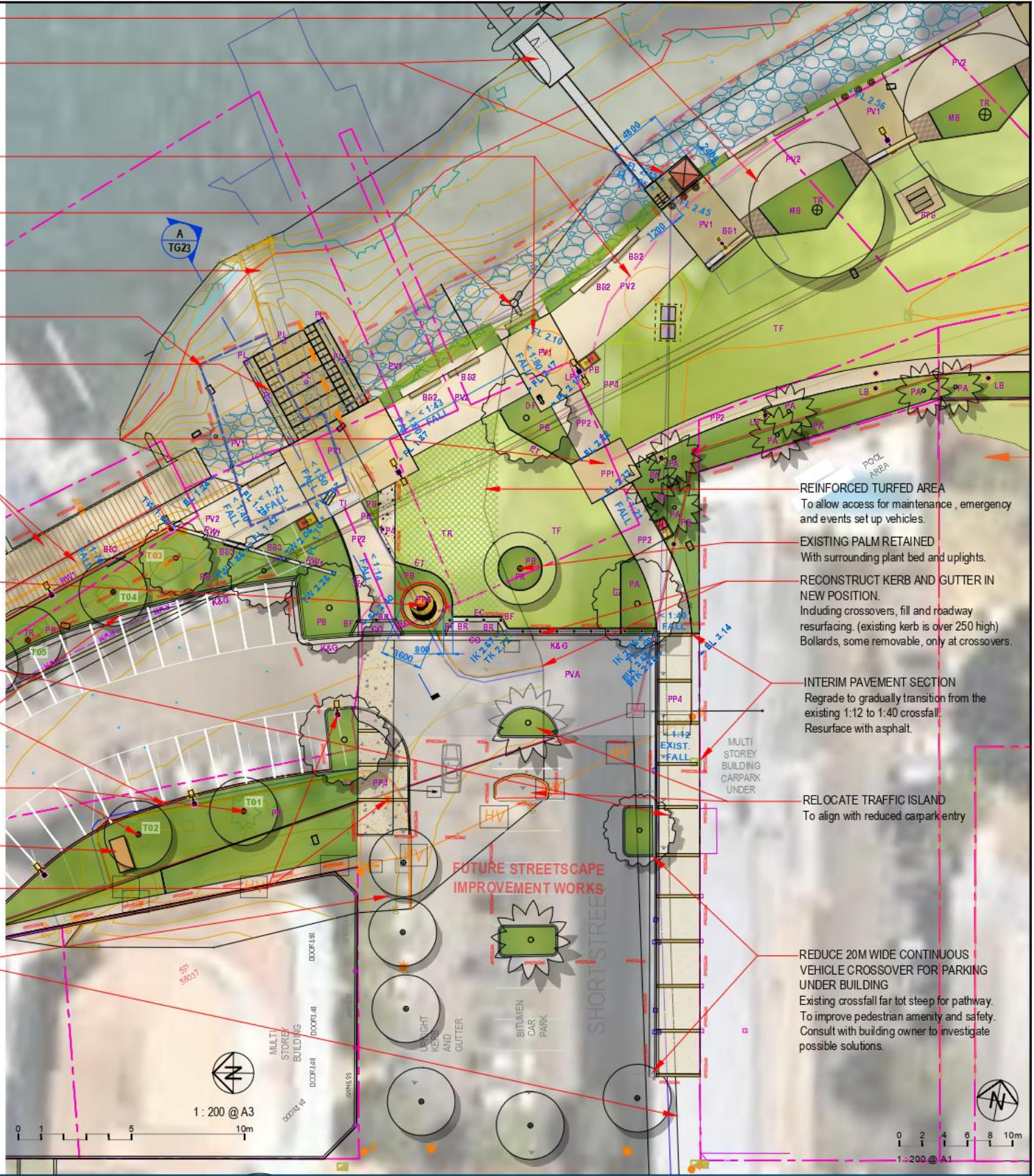
CONNECTION TO TOWN WHARF
The new waterside promenade is to be connected to town wharf, which will be widened at a later stage by extending the wharf decking or a concrete pathway, to be confirmed.
The existing boat ramp in this location does not allow for a direct, smooth transition. It is proposed to remove this ramp, as other better situated ramps already exist in the area. The sea plane jetty is to be relocated to a location yet to be confirmed by Crown Lands.

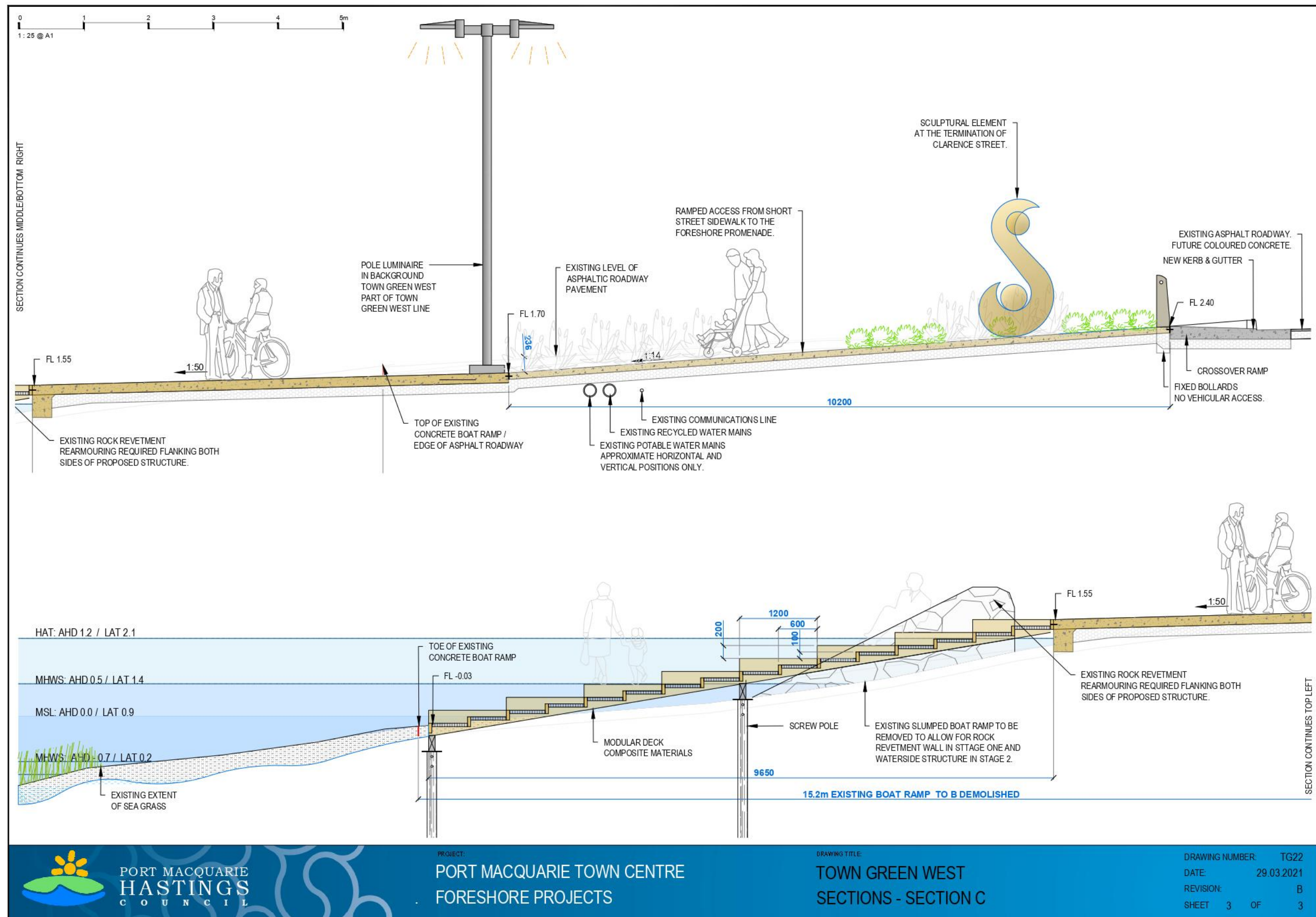
CONNECTION TO SHORT STREET
Short Street view lines are extended out to maintain the Town Centre's connection to the water's edge.
A section of roadway kerbing and pavement will be raised to achieve reasonable grades across the street and foreshore interface.



- EXTENT OF WORKS
- PVA PAVEMENT VEHICULAR
Asphalt over roadbase.
- PV1 PAVEMENT VEHICULAR
coloured concrete - CCS Taupe
- PV2 PAVEMENT VEHICULAR
coloured concrete CCS 'Cargol'
- PP1 PAVEMENT PEDESTRIAN
coloured concrete - CCS 'Taupe'
- PP2 PAVEMENT PEDESTRIAN
coloured concrete - CCS 'Cargol'
- PP3 PAVEMENT PEDESTRIAN
Natural concrete - no colour
- PP4 PAVEMENT PEDESTRIAN
Natural concrete, exposed agg.
- PFG PAVEMENT DECO GRAVEL
Compacted, on roadbase.
- KG KERB AND GUTTER
concrete 150 high.
- KF KERB - FLUSH
Natural concrete, 150 wide.
- CO CROSSOVER RAMP
Plain concrete
- RW1 RETAINING WALL TYPE 1
In situ coloured concrete, class 2 finish.
- ST STAIRWAY - CONCRETE
Natural concrete
- HR HANDRAIL
Stainless Steel with mid and kick rail
- PL PILON
Type varies. Refer to struct. drawings
- TH TACTILE INDICATOR TILES
Light - Pole
- LP LUMINAIRE - BOLLARD
LUMINAIRE - WALL
- BE DOUBLE BIN ENCLOSURE
General Waste & Recycled
- BS1 BENCH SEAT 1 - CONCRETE
CCS 'Taupe' Outside, legless seat
- BS2 BENCH SEAT 2
Solid Hardwood 3000x400x400
- BS3 BENCH SEAT 3 - LEGLESS
Secured to concrete wall
- BS4 BENCH SEAT 4 - WITH LEGS
On concrete pad
- PS PICNIC SETTING
Table and bench seats
- DF DRINKING FOUNTAIN
With area drain below
- BK BIKE RACK
Double, stainless steel
- BF BOLLARD - FIXED
Recycled plastic
- BR BOLLARD - REMOVABLE
Recycled plastic, lockable
- T57 EXISTING TREE - RETAIN
- T02 EXISTING TREE - REMOVE
- PB PLANT BED - STANDARD
150 tipped, 300 to 1000, 100 mulch
- TF GRASSED AREA - TURF
Turf sod, 150 cultivation, 100 to 1000
- TR TURF REINFORCED
Turf, soil, grid, fabric, road base

- LARGE NORFOLK ISLAND PINES
RETAINED
- EXISTING SEA PLANE JETTY
PROPOSED RELOCATION.
New entry deck with reception marquee pad and stairway.
Construction by Crown Lands.
- MEDIUM / SMALL COOK ISLAND PINES
REMOVED
Due to conflict with proposed promenade
- MOORING DOLPHIN RETAINED
Revetment rocks removed, / reconfigured to reveal more of the structure.
- SEA PLANE JETTY TO BE RELOCATED
New location to be confirmed by Crown Lands
- BOAT RAMP TO BE REMOVED
To be replaced with rock armouring in Stage 1.
- WATERSIDE ACCESS STRUCTURE
Proposed for Stage 2, including: stairs, terraces and a canoe ramp.
Modular system on piles.
- STREET PATHWAYS EXTENDED
To terminate at the foreshore promenade.
- 2M PATHWAY EXTENSION OF THE EXISTING 3M WIDE WHARF BOARDWALK
Boardwalk widened, including new decking timbers on existing wharf section.
Retaining wall required against existing bank to incorporate seating.
- SCULPTURAL ELEMENT - To be Confirmed.
As a focal point along the end of Short Street.
Plant bed to outside / crowned & compacted decomposed gravel to centre.
Sculpture supply and installation by others.
- SHORT STREET FUTURE UPGRADE
To connect to Town Green West
- PROPOSED CARPARK LAYOUT, KERB & CHANNEL AND LANDSCAPE WORKS
To allow for a better landscape interface with promenade and building edge.
- COOK ISLAND PINES RETAINED
Existing kerb alignment retained in front of trees.
- EXISTING SUBSTATION
To be retained
- EXISTING STREET LIGHT
To be retained until replaced with a new pole light in car park nearby as part of a future stage project.
- EXISTING STREETSCAPE UPGRADE
Exposed aggregate & banding.





9.4 Connections across Kooloonbung Creek

9.4.1 Key Opportunities and Issues

- There is the opportunity to provide a pedestrian connection across Kooloonbung Creek from Bridge Street. This would allow access for residents living to the west of Kooloonbung Creek, a safe and pedestrian friendly alternative to the Gordon Street bridge crossing. The alignment of the bridge would enable easy access to the Kooloonbung Creek walk and the Town Centre at the intersection of Hayward Street and Short Street.

9.4.2 Design Response

- Provision of a pedestrian bridge connecting Bridge Street and Hayward Street over Kooloonbung Creek. The bridge should be wide enough to facilitate disabled access.
- Wider footpaths along Bridge Street to facilitate disabled access.
- Provision of artwork / wayfinding at the termination of Hayward Street, to help people navigate to the Town Centre and along Kooloonbung Creek.



Bridge Street does not currently allow for pedestrian connection into the Town Centre

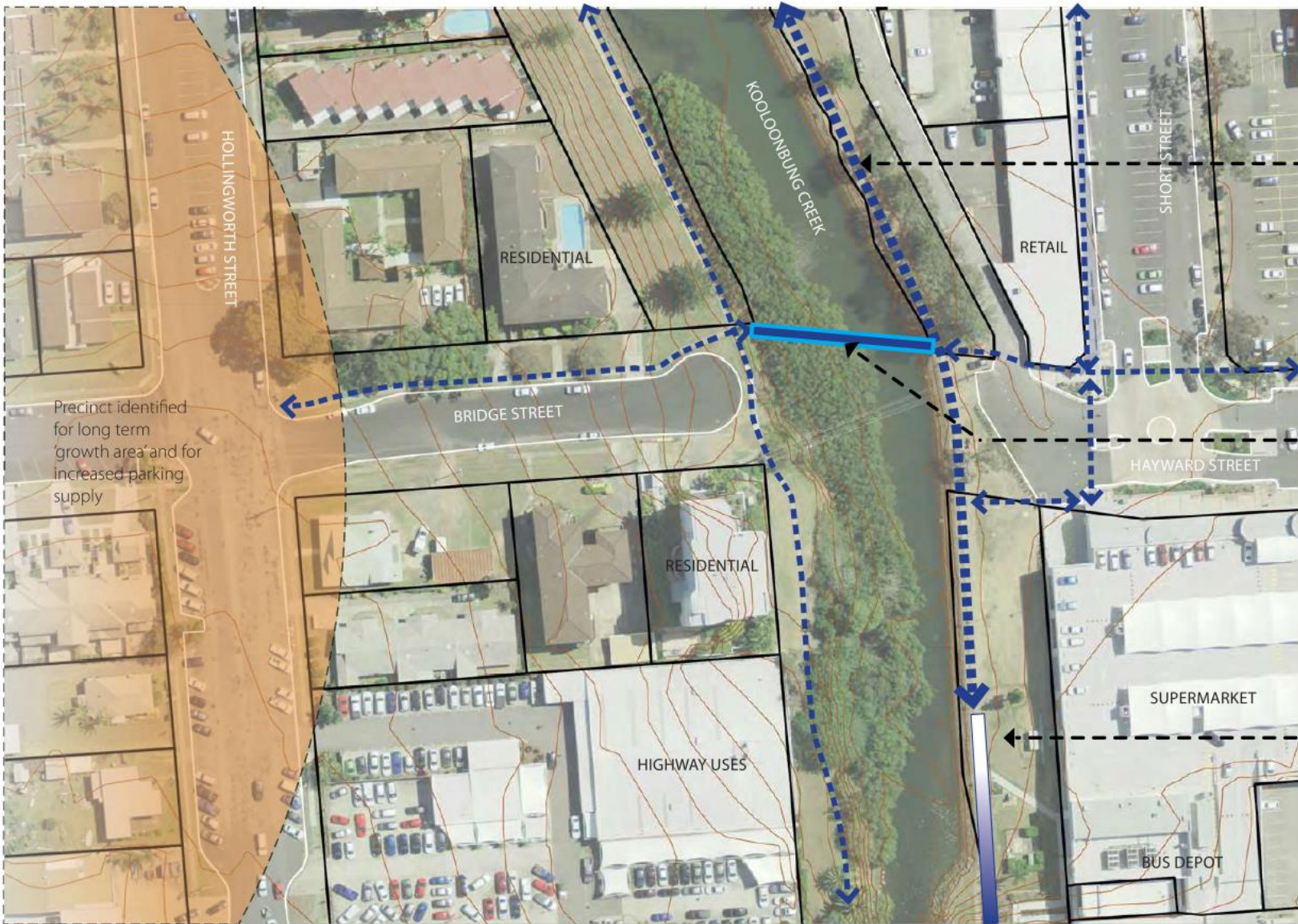


Figure 73 – Existing connection across Kooloonbung Creek

Footpath width does not accommodate large groups of people or a variety of uses

Opportunity to provide a pedestrian link between Bridge Street and the Town Centre

Footpath along residential interface to Kooloonbung Creek



Potential pedestrian bridge for Kooloonbung Creek crossing (images show proposed William Street bridge)

Figure 74 – Proposed connection across Kooloonbung Creek

Port Macquarie Town Centre Masterplan Financial Model													
	2019/20 Actuals	2020/21 YTD Actuals	2020/21 Budget	2021/22 Draft Budget	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2020/31
					2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
					2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Job No					2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Operational Income													
11320 Gross Levy - Special Rates	1,185,400	1,216,200	1,216,200	1,240,600	1,271,615	1,303,405	1,335,991	1,369,390	1,403,625	1,369,390	1,403,625	1,438,716	1,403,625
Sundry Income	17,655												
40145 Contribution From General Fund	140,000		140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000
Income from Roadside Cafes	59,835	0	60,000	60,000	61,200	62,424	63,672	64,946	66,245	67,570	68,921	70,300	71,706
TOTAL OPERATIONAL INCOME	1,402,890	1,216,200	1,416,200	1,440,600	1,472,815	1,505,829	1,539,663	1,574,336	1,609,870	1,576,960	1,612,546	1,649,015	1,615,331
00389.3007 Advertising	1,528	0	300	300	306	312	318	325	331	338	345	351	359
00389.3076 Brickwork	0	0	0	0	0	0	0	0	0	0	0	0	0
00389.3173 Contract Administration	0	0	504	0	0	0	0	0	0	0	0	0	0
00389.3180 Contributions	0	0	0	0	0	0	0	0	0	0	0	0	0
00389.3210 Consultants	0	0	996	1,000	1,020	1,040	1,061	1,082	1,104	1,126	1,149	1,172	1,195
00389.3236 Electrical	2,990	0	2,496	3,000	3,060	3,121	3,184	3,247	3,312	3,378	3,446	3,515	3,585
00389.3239 Electricity Charges	1,047	438	0	0	0	0	0	0	0	0	0	0	0
00389.3300 Landscape Maintenance	95,272	55,560	100,004	104,000	106,080	108,202	110,366	112,573	114,824	117,121	119,463	121,853	124,290
00389.3307 Footpaths - Maintenance	45,618	13,717	31,620	33,000	33,660	34,333	35,020	35,720	36,435	37,163	37,907	38,665	39,438
00389.3353 Bollards/Barriers	32,358	3,613	24,804	27,000	27,540	28,091	28,653	29,226	29,810	30,406	31,015	31,635	32,267
00389.3408 Insurances	340	392	0	0	0	0	0	0	0	0	0	0	0
00389.3464 Litter Bins	2,585	68	504	500	510	520	531	541	552	563	574	586	598
00389.3490 Maintenance of Banners	15,682	10,527	26,712	25,000	25,500	26,010	26,530	27,061	27,602	28,154	28,717	29,291	29,877
00389.3498 Marketing & Promotion	0	0	0	0	0	0	0	0	0	0	0	0	0
00389.3606 Telephones	0	0	0	0	0	0	0	0	0	0	0	0	0
00389.3607 Telephones - Mobile	327	245	0	0									
00389.3578 Oncost Adjustment	-4,082	0	0	0	0	0	0	0	0	0	0	0	0
00389.3618 End of year accrual	2,298	-2,724	0	0									
00389.3655 Printing	0	0	0	0	0	0	0	0	0	0	0	0	0
00389.3664 Project Management	4,779	0	0	0	0	0	0	0	0	0	0	0	0
00389.3722 Linemarking	592	0	12,480	1,000	1,020	1,040	1,061	1,082	1,104	1,126	1,149	1,172	1,195
00389.3765 Salaries - Ordinary	114,324	90,811	115,407	117,708	120,062	122,463	124,913	127,411	129,959	132,558	135,209	137,914	140,672
00389.3806 Sign Maintenance	2,801	142	1,500	1,500	1,530	1,561	1,592	1,624	1,656	1,689	1,723	1,757	1,793
00389.3840 Street Lighting	0	7,319	4,512	4,500	4,590	4,682	4,775	4,871	4,968	5,068	5,169	5,272	5,378
00389.3841 Street Seats	58,156	24,606	4,296	16,500	16,830	17,167	17,510	17,860	18,217	18,582	18,953	19,332	19,719
00389.3842 Street Sweeping Contribution	97,804	79,555	98,004	98,000	99,960	101,959	103,998	106,078	108,200	110,364	112,571	114,823	117,119
00389.3849 Sundry Expenses	116	0	204	200	204	208	212	216	221	225	230	234	239
00389.4223 Tastings of the Hastings	0	0	0	0	0	0	0	0	0	0	0	0	0
00389.3894 Travelling	0	0	1,500	1,500	1,530	1,561	1,592	1,624	1,656	1,689	1,723	1,757	1,793
00389.4085 Placemaking	0	1,150	7,000	7,000	7,140	7,283	7,428	7,577	7,729	7,883	8,041	8,202	8,366
00389.4277 Leaseback Vehicles	11,800	5,900	11,800	11,800	12,036	12,277	12,522	12,773	13,028	13,289	13,554	13,826	14,102
00389.4453 Parking Strategy Integration with TCMP	0	0	996	1,000	1,020	1,040	1,061	1,082	1,104	1,126	1,149	1,172	1,195
00389.4454 Christmas Celebrations & Special Activities	0	0	0	0	0	0	0	0	0	0	0	0	0
00389.4510 Footpath Cleaning	63,221	49,929	125,496	127,000	129,540	132,131	134,773	137,469	140,218	143,023	145,883	148,801	151,777
00389.4146 Flagpole Repainting	0	0	0	0	0	0	0	0	0	0	0	0	0
00389.4693 WIFI Trial	0	0	0	0	0	0	0	0	0	0	0	0	0
00389.4714 Detailed Cleaning	42,118	34,137	46,992	48,000	48,960	49,939	50,938	51,957	52,996	54,056	55,137	56,240	57,364
Total Maintenance Expenditure	591,677	375,384	618,127	629,508	642,098	654,940	668,039	681,400	695,028	708,928	723,107	737,569	752,320
00390.3410 Interest on Loans	96,532	44,341	107,013	73,730	62,320	50,336	37,222	24,165	10,534				
00390.3652 Principle Repayment	312,472	160,235	312,472	334,972	346,832	358,817	371,931	384,987	398,619				
Total Loan Repayments	409,004	204,576	419,485	408,702	409,153	409,153	409,153	409,153	409,153	0	0	0	0
00391.3006 Administration Charge	15,344	12,540	15,044	5,477	5,587	5,698	5,812	5,928	6,047	6,168	6,291	6,417	6,546
00391.3084 Building Costs	1,583	1,310	1,572	568	579	591	603	615	627	640	652	666	679
00391.3391 Human Resource Charge	3,353	2,890	3,468	3,556	3,627	3,700	3,774	3,849	3,926	4,005	4,085	4,166	4,250
00391.3397 IT Charge	9,207	7,290	8,752	6,560	6,691	6,825	6,962	7,101	7,243	7,388	7,535	7,686	7,840
00391.3495 Management Charge	26,656	21,450	25,740	41,921	42,759	43,615	44,487	45,377	46,284	47,210	48,154	49,117	50,099
00391.4390 Legal Fees Overhead	3,240	0	0	0	0	0	0	0	0	0	0	0	0
00391.4507 Survey & Design Overhead	3,288	15,340	18,404	2,399	2,447	2,496	2,546	2,597	2,649	2,702	2,756	2,811	2,867
00391.4508 Infrastrucutre Delivery Overhead	0	22,880	27,456	0	0	0	0	0	0	0	0	0	0
Total Overheads	62,671	83,700	100,436	60,481	61,691	62,924	64,183	65,467	66,776	68,111	69,474	70,863	72,280
TOTAL OPERATIONAL EXPENDITURE	1,063,352	663,661	1,138,048	1,098,691	1,112,941	1,127,017	1,141,374	1,156,019	1,170,956	777,040	792,580	808,432	824,601
OPERATIONAL RESULT	339,537	552,539	278,152	341,909	359,874	378,812	398,289	418,317	438,914	799,920	819,966	840,583	790,730
Capital Income													

Port Macquarie Town Centre Masterplan Financial Model													
	2019/20 Actuals	2020/21 YTD Actuals	2020/21 Budget	2021/22 Draft Budget	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2020/31
Grant Funding - 41834 Town Green & West - Precon			1,500,000										
Grant Funding - Port Macquarie Foreshore Walk Project				3,050,000									
Total Works Program Income	0		1,500,000	3,050,000	0	0	0	0	0	0	0	0	0
Works Programme													
41038	Port Macquarie Foreshore Works (Pedestrian Bridge)	0	0	0									
41074	Buller/Hollingsworth St Traffic Signals	0	0	0									
41075	Kooloonbung Creek Foreshore	0	0	0									
41092	TCMP Rehabilitation	0	0	0									
41093	William St - Hay to Murray	0	0	0									
41105	Murray St - Upgrade	0	0	0									
41163	Horton St - Repair Pavers	0	0	0									
41219	William St - Precon Short to Buller	0	0	0									
41252	Town Green - Implement Masterplan	0	0	0									
41268	TCMP - William St - Short to Buller St Bridge	0	0	0									
41269	TCMP - Entertainment Precinct	0	0	0									
41270	TCMP - Signage Installation	1,629	0	0									
41271	TCMP - Street Furniture & Waste Audit, Options Study etc	0	0	0									
41272	TCMP - Footpath Replacement	0	0	0									
41297	TCMP - Precon Pedestrian Access West of Horton Street	0	0	0									
41374	TCMP - Clarence St - Precon Hay to Murray	0	0	0									
41376	TCMP - Horton St - Uplighting of Trees	0	0	0									
41378	TCMP - Masterplan	0	0	0									
41380	TCMP - Landscape Upgrades	0	0	0									
41381	TCMP - Masterplan Forward Planning	0	0	0									
41383	TCMP - Short St - Precon North of Clarence St	0	0	0									
41384	TCMP - Short St - William St to Bourne House West	0	0	0									
41385	TCMP - Town Green Masterplan Stage Construction	0	0	0									
41388	Short Street Drainage	0	0	0									
41466	TCMP - Clarence/Murray Int & Clarence-Hay to Murray	0	0	0									
41468	TCMP - Const Clarence/Murray St Intersect Gateway	0	0	0									
41469	TCMP - Cyclist Friendly Actions	0	0	0									
41471	TCMP - Precon Foreshore Walkway - Town Beach to Kool Ck	130,599	102,334	196,075									
41472	TCMP - Precon Horton St - New Midblock crossing	0	0	0									
41473	TCMP - Const Horton St - New Midblock Crossing	0	0	0									
41474	TCMP - Precon Kooloonbung Foreshore - Gordon/William	0	0	0									
41475	TCMP - Lighting Options Study	0	0	0									
41476	TCMP - Lighting & Banner Poles	0	0	0	0								
41477	TCMP - Placemaking Activation	0	0	0									
41478	TCMP - Precon Short St Footpath Replacement	0	0	0									
41479	TCMP - Preconstruction Town Square	0	0	0									
41480	TCMP - Construction Town Square	0	0	0									
41582	TCMP - Kooloonbung Creek Works - Eastern Bank south of Hayward	0	0	0									
41719	TCMP - Hay St Footpath Outdoor Dining Area	0	0	0									
41780	TCMP - Gordon Street Bridge	1,615	0	0									
41782	TCMP - Kooloonbung Ck Foreshore - Gordon to Hayward		0	0									
41783	TCMP - Clarence St Landscaping - Design	0	0	0									
41816	TCMP - PM CBD Activation	5,800	0	0									
41834	TCMP - Town Green Central & West - Preconstruction	98,415	1,522,182	1,592,422									
41868	TCMP - Clarence Street - Tree and Understorey Replanting	0	0	0									
41869	TCMP - Foreshore Landscaping - General Embellishment	0	0	0									
41870	TCMP - Gordon Sreet Bridge - Pedestrian Underpass	0	0	0									
41871	TCMP - William Street - Tree and Understorey - Short to Hay	0	0	0									
41935	Port Macquarie Cultural Precinct Plan	0	0	0	50,000								
41967	Pedestrian Refuge - Horton Street	0	0	27,396	32,604								
42139	TCMP - Town Green West Playground	0	35,324	200,000	267,489								
	TCMP - Foreshore Walk Improvements	0	0	0	3,100,000								

Copy of Report - TCMP Financial Model - 21 April 2021 (version 1)

Port Macquarie Town Centre Masterplan Financial Model													
	2019/20 Actuals	2020/21 YTD Actuals	2020/21 Budget	2021/22 Draft Budget	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Total Works Program Expenditure	238,059	1,659,840	2,015,893	3,450,093	0	0	0	0	0	0	0	0	0
WORKS PROGRAM RESULT	238,059	1,659,840	515,893	400,093	0	0	0	0	0	0	0	0	0
Balance of Reserve 1 July	1,610,808		1,712,286	1,474,545	1,416,362	1,776,235	2,155,048	2,553,336	2,971,653	3,410,567	4,210,487	5,030,453	5,871,036
Transfer to Reserve - Operating Result	339,537		278,152	341,909	359,874	378,812	398,289	418,317	438,914	799,920	819,966	840,583	790,730
Transfer from Reserve - Capital Expenditure	-238,059		-515,893	-400,093	0	0	0	0	0	0	0	0	0
Balance of Reserve 30 June	<u>1,712,286</u>		<u>1,474,545</u>	<u>1,416,362</u>	<u>1,776,235</u>	<u>2,155,048</u>	<u>2,553,336</u>	<u>2,971,653</u>	<u>3,410,567</u>	<u>4,210,487</u>	<u>5,030,453</u>	<u>5,871,036</u>	<u>6,661,766</u>