



# Town Centre Master Plan Sub-Committee

## Business Paper

**date of meeting:** Thursday 23 January 2020

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

**time:** 8:00am

## **Town Centre Master Plan Sub-Committee**

### **CHARTER**

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#### **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 Town Centre Master Plan
- Act as a communication conduit between Council and the CBD stakeholders in respect to the Town Centre Master Plan
- Make recommendations to Council regarding an annual Works Program and Budget to be adopted 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

#### **3.0 MEMBERSHIP**

##### **3.1 Voting Members**

- Councillor (resolved by Council)
- Director Strategy and Growth
- Senior Landscape Architect- Council
- 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)

### **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 Mayors 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. Terms will be staggered so that every year expressions of interest for new members (a) or (b) will be called depending on rotation.

### **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 Meeting shall not proceed unless a quorum of at least one (1) more than half the number of members are present, at least one of whom must be a full time Council employee and at least 3 of whom must not be Council employees.

### **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.

### **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 a 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	28/06/19	25/07/19	29/08/19	24/10/19	28/11/19
Councillor G Hawkins (Chair)	✓	✓	✓	✓	✓
Councillor L Dixon (Deputy Chair)	✓	A	A	X	X
Jeffery Sharp (Director Strategy & Growth)	✓	✓	✓	✓	✓
Craig Luff (Landscape Architect)	✓	✓	✓	✓	✓
Jeff Gillespie (CBD Landowner 2018-2019)	✓	✓	A	✓	✓
Robert Sagolj (CBD Landowner 2018-2020)	✓	✓	✓	A	A
vacant (CBD Trader with expertise 2016-2018)	-	-	-	-	-
Tony Thorne (Chamber of Commerce Representative 2018-2020)	✓	✓	✓	✓	✓
Michelle Love (Community Member 2018-2019)	✓	✓	✓	✓	✓
Sharon Beard (Access Committee Representative 2018-2020)	✓	✓	✓	✓	✓
Geraldine Haigh (CBD Trader 2018-2020)	A	✓	✓	✓	✓
John McGuigan (June 2018 - 2019)	✓	✓	A	✓	✓

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

# Town Centre Master Plan Sub-Committee Meeting

Thursday 23 January 2020

## Items of Business

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

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"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."

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**Item: 02****Subject: APOLOGIES**

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**RECOMMENDATION**

That the apologies received be accepted.

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

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**RECOMMENDATION**

That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 28 November 2019 be confirmed.

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## **PRESENT**

### ***Members:***

Councillor Geoffrey Hawkins (Chair)  
Jeffery Sharp (Director Strategy & Growth)  
Craig Luff (Landscape Architect)  
Jeff Gillespie (CBD Landowner)  
Tony Thorne (Chamber of Commerce Representative)  
Michelle Love (Community Member)  
Sharon Beard (Access Committee Representative)  
Geraldine Haigh (CBD Trader)  
John McGuigan

### ***Other Attendees:***

Michael Nunez (TCMP Project Manager / Co-ordinator)  
Mayor Peta Pinson

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The meeting opened at 8:05am.

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## **01 ACKNOWLEDGEMENT OF COUNTRY**

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The Acknowledgement of Country was delivered.

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## **02 APOLOGIES**

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### **CONSENSUS:**

That the apology received from Robert Sagolj be accepted.

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## **03 CONFIRMATION OF MINUTES**

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### **CONSENSUS:**

That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 24 October 2019 be confirmed.

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#### **04 DISCLOSURES OF INTEREST**

There were no disclosures of interest presented.

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#### **05 BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil.

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#### **06 TOWN SQUARE - SEATING UNDER SHADE STRUCTURES**

CONSENSUS:

That staff implement as a matter of urgency, eight (8) to ten (10) 'log' seats under the umbrellas in Town Square by 20 December 2019.

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#### **07 SPECIAL ENCLAVE PLACE ENTRY SIGNS**

CONSENSUS:

That the Town Centre Master Plan Sub-Committee:

1. Endorses Option 1 - stone plinth - to be consistent with other Place Making signs within the Port Macquarie CBD
2. Request Director Strategy & Growth to provide detailed quotes and dimension of the endorsed option to a future meeting.

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#### **08 TOWN CENTRE PROBLEMATIC BOLLARDS**

CONSENSUS:

That the Town Centre Master Plan Sub-Committee endorses the proposed heavy timber bollards repair works and proposed funding source.



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## **09 GENERAL BUSINESS**

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### **09.01 PARKLETS**

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Staff to provide a report in the New Year on Parklet trial:

- Design
  - Resolution of Council
  - Impacts
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### **09.02 FORESHORE WALKWAY**

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Staff to approach King & Campbell (David Toobey) to conduct a high level peer review on the Foreshore Walkway, to consider:

- Master Plan
  - Design intent
  - Opportunities missed
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### **09.03 NEXT MEETING**

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Next TCMP meeting to be held on Thursday 23 January 2020

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The meeting closed at 9:15am.

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Item: 04  
Subject: DISCLOSURES OF INTEREST

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**RECOMMENDATION**

That Disclosures of Interest be presented

**DISCLOSURE OF INTEREST DECLARATION**

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

*(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 general manager, such a disclosure is to be made to the staff member's manager. In the case of the general manager, 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 general manager, 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 general manager, 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.*

<b>By</b> <i>[insert full name of councillor]</i>	
<b>In the matter of</b> <i>[insert name of environmental planning instrument]</i>	
<b>Which is to be considered at a meeting of the</b> <i>[insert name of meeting]</i>	
<b>Held on</b> <i>[insert date of meeting]</i>	
<b>PECUNIARY INTEREST</b>	
Address of the affected principal place of residence of the councillor or an associated person, company or body <i>(the <b>identified land</b>)</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.
<b>MATTER GIVING RISE TO PECUNIARY INTEREST<sup>1</sup></b>	
Nature of land that is subject to a change in zone/planning control by proposed LEP <i>(the <b>subject land</b><sup>2</sup>)</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 general manager 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.

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<sup>1</sup> 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.

<sup>2</sup> 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**

<b>Item:</b>	06	<b>Date:</b>	28/11/2019
<b>Subject:</b>	Town Square - Seating Under Shade Structures		
<b>Action Required:</b>	Staff to implement 8 to 10 'log' seats under the umbrellas in Town Square by 20 December 2019		
<b>Current Status:</b>	Completed.		

<b>Item:</b>	09.02	<b>Date:</b>	28/11/2019
<b>Subject:</b>	Foreshore Walkway		
<b>Action Required:</b>	Staff to approach King & Campbell (David Toobey) to conduct a high level peer review on the Foreshore Walkway, to consider: <ul style="list-style-type: none"> <li>- Master Plan</li> <li>- Design Intent</li> <li>- Opportunities Missed</li> </ul>		
<b>Current Status:</b>	Peer review undertaken. A report regarding this review is included in the Agenda.		

<b>Reports to Future Meetings</b>		
<b>Report</b>	<b>Due Date</b>	<b>Requested</b>
Town Square Monthly Progress Report	Monthly	29 Jun 17
Update on Accessible Parking Costs in the CBD	TBA	26 July 17
Gordon St Underpass - Staff to provide a further report to a future meeting when project costs have been further developed	TBA	28 Feb 19
History of the TCMP Rate - Staff to provide a further report to a future meeting providing further historical rating comparisons including the business rate impacts to a future Town Centre Master Plan meeting	TBA	24 Oct 19
Parklet Trial - Staff to provide a report on the Parklet Trial to include design, Resolution of Council and impacts	Feb 2020	28 Nov 19
Special Enclave Place Entry Signs - Staff to provide detailed quotes and dimension of the endorsed option (Option 1 - stone plinth) to a future meeting	Feb 2020	28 Nov 19



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**Item: 06**

**Subject: TOWN GREEN WEST UPGRADE - FEDERAL ELECTION FUNDING  
COMMITMENT UPDATE**

**Presented by: Development and Environment, Melissa Watkins**

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### **RECOMMENDATION**

**That the Port Macquarie Town Centre Master Plan Sub-Committee note the information included within this report.**

### **Discussion**

During the 2019 Federal Election campaign for the Cowper electorate, the Coalition Government committed to providing \$1.5M for the upgrade of Town Green West, conditional on their re-election and National Party candidate, Patrick Conaghan winning the seat of Cowper. As you will be aware, both outcomes were realised and the Government has provided advice in writing about the process involved with Council being granted this funding.

Council has lodged the Request for Information (ROI) regarding this project as requested by the Government. The information provided in the ROI will be assessed by the Department of Infrastructure, Transport, Cities and Regional Development and will inform development of the funding deed between the Dept. and Council.

No timeline for review of a draft funding deed has been provided at this time.

### **Attachments**

Nil

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**Item: 07****Subject: FORESHORE PRIORITY PROJECTS - PEER REVIEW****Presented by: Development and Environment, Melissa Watkins**

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**RECOMMENDATION**

**That the Town Centre Master Plan Sub-Committee note the information contained within the Foreshore Priority Projects - Peer Review Report.**

**Discussion**

As response to a directive from the November 2019 Town Centre Master Plan Sub-Committee meeting, David Tooby from King and Campbell was engaged by Council to provide a peer review regarding Port Macquarie Foreshore priority projects.

A site walk was conducted on 5 December 2019 between King & Campbell and Council staff.

King & Campbell submitted the report on 7 January 2020 (attached for information). Council have reviewed the report and provide the below commentary for consideration (responses are numbered to match the coinciding number on the Peer Review report).

Any changes to the design requested by the Sub-Committee will need to go through a change management process with the appointed Engineering Consultant. Any time / cost impacts will be reviewed with the Sub-Committee prior to issuing an instruction to proceed.

**2. Existing Tree Planting in Recently Completed ~~Town Square~~ and Town Green**

Cupaniopsis anacardioides are considered a coastal planting species used as shade trees in many beachside parks.

Most young tree species in their establishment stage are susceptible to wind shear and adverse weather conditions.

The existing trees should develop a more uniform canopy as they mature. Council will consider use of Hibiscus tiliaceus in place of Cupaniopsis anacardioides for the Foreshore Priority Projects.

**3. Tree Planting in Town Square**

Of the 13 Zelcova serrata, 7 have re-established their canopies (refer examples from images 1 and 2) and the remaining 5 are partially budding up (refer image 3). It is recommended that the existing trees with re-established canopy are retained, and

that the remaining 5 are replaced with same species of trees during the April 2020 period.



Image 1 - canopy re-established

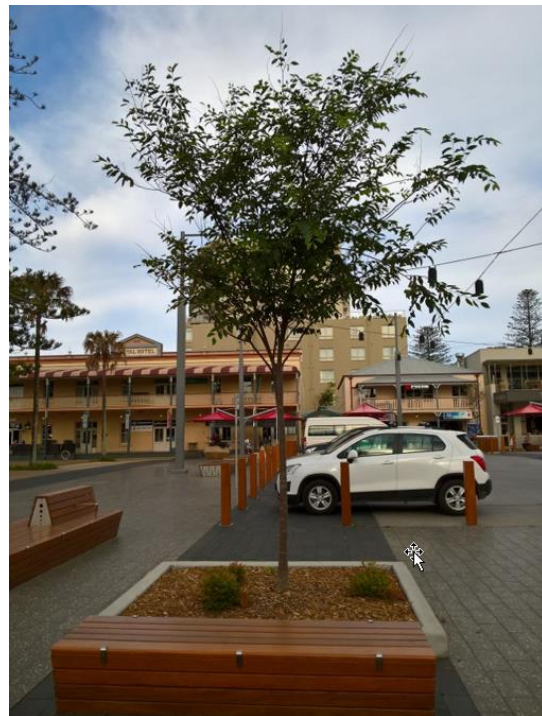


Image 2 - canopy re-established



Image 3 - canopy partially budding up



Image 4 - Caesalpinia ferrea seed pods

Council staff do not recommend use of *Caesalpinia ferrea* in the Town Square due to the dropped seed pods (refer image 4) which present a trip/slip hazard to pedestrians.



The *Caesalpinia ferrea* planted in Glasshouse forecourt also struggled for the first few years despite being in a less exposed area than the Town Square.

#### **4. Water Play / Water Feature on the Town Green**

Whilst the adopted Town Centre Master Plan included water play as part of the children's playground in Town Green. Council are no longer including water play or a water feature as part of the Foreshore Walkway projects due to the existing site constraints. Upcoming community engagement associated with the playground will address this subject.

#### **5. Stairs Down to the Water in Vicinity of Existing Lady Nelson Wharf**

Council staff agree in principle with King & Campbell comments in that these steps are upgraded to 150 x 400 for steps with 300 x 800 for terraced seating to be consistent with the photographic example.

#### **6. Proximity of Promenade to Existing Norfolk Island Pines**

The existing Norfolk Island Pines have been carefully considered as part of the design and has been coordinated with Council's Senior Arborist. The following strategies have been incorporated to minimise disturbance / impact to these trees:

- re-aligning footpath a further 1.5m away from trees by re-armouring the revetment wall;
- utilising a combination of composite decking/mesh to span the tree root zones, and structural soil beneath concrete pavements that interface with root zones
- elevating the walkway approximately 200mm above the existing ground to minimise excavation within the root zones
- 

#### **7. Material Transitions**

Material transition at this location has been addressed as part of the detail design.

#### **8. Stairs Down to Water in Vicinity of ~~Fishermen's Wharf~~ Town Wharf**

Council staff agree in principle with King & Campbell comments in that the ramp is replaced with 150 x 400 steps and 300 x 800 terraced seating to enhance access to the water. This change is subject to confirmation by Crown Lands that the ramp may be removed.

#### **9. Carpark in Front of ~~Fishermen's Wharf~~ Town Wharf**

Council staff agree in principle with King & Campbell comments in that an additional 3-4m width of foreshore landscape, but note that this would result in removal of the existing Cook Island Pines. However, redesign of this area is outside of the current project scope but could be considered if prioritised in future.

**10. End of Clarence Street**

While Council staff agree in principle with King & Campbell's comments, the proposed adjustments would require a traffic impact assessment to reach an informed decision.

**11. Level of Existing and New Fishermen's Wharf**

Council staff have referred this information to Crown Lands for consideration and are awaiting their response.

**12. Bridge over Kooloonbung Creek**

This is outside the current scope of works.

**13. Gordon Street Underpass**

Pedestrian crossing on southern side of Gordon Street Bridge is outside the current scope of works.

**14. The End of Hollingworth Street (carpark)**

Council staff agree in principle with King + Campbell's comments.

**15. Shared Pathway Across Carpark**

Council note that development of the adjacent carpark is outside the current scope of works.

**16. Stepped Bank Adjacent to Livvi's Playground**

Council intend to shift the terraced/stepped bank as recommended.

**Attachments**

1[View](#). Foreshore Projects Peer Review

2[View](#). Foreshore Projects - Drawings

DT/BF Job 6407  
Please quote our ref: filename 6407\_001\_Peer Review

KING + CAMPBELL

9 December 2019

Michael Nunez  
Port Macquarie-Hastings Council  
Town Centre Coordinator/Landscape Architect

[Michael.nunez@pmhc.nsw.gov.au](mailto:Michael.nunez@pmhc.nsw.gov.au)

Dear Michael

**RE: PORT MACQUARIE FORESHORE PROJECTS – PEER REVIEW**

Reference is made to your email of 3 December 2019 requesting a high-level Peer Review of design works associated with the Port Macquarie Foreshore Projects. Specifically, the peer review is to have regard to:

- The design intent and any further considerations
- Opportunities missed and any new ideas

The specific foreshore areas you have asked me to review are:

- Town Green Central
- Town Green West
- Town Wharf
- Fishermen's Wharf Parklands
- William Street Underpass
- Kooloonbung Creek Stage 2
- Westport Park Link Pathway
- Adherence to the Port Macquarie Town Centre Masterplan Review.

At the outset of the review I have reacquainted myself with the Port Macquarie Town Centre Masterplan Review (Tract Consultants 2013). This review identified the following key aims for works in relation to foreshore areas:

1. *More than ever, the Town Centre is leveraging off its advantage of proximity to the water, its panoramic north-facing views, and the direct close links from waters edge to core of the centre. The maritime heritage is present in multi-layered interpretation that can be further improved and refined.*
2. *Kooloonbung Creek represents the 'forgotten' zone of the Town Centre. It is a critical link into the heart of the town centre and presents a renewal opportunity to 'mend' one of the edges of the Town Centre grid.*
3. *A great opportunity remains to coherently and visually link the waterfront edge to the Town Beach.*
4. *There are strategic opportunities to significantly improve the walkability of the Town Centre, putting more 'feet on the street' and making getting to the heart of Port Macquarie easier and more efficient by foot or by bicycle.*

urban design  
civil engineering  
architecture  
town planning  
landscape architecture  
surveying

**directors**

**Anthony Thorne**  
B Surv, MIS Aust  
Grad Dip Planning (UTS)

**David Tooby**  
B L Arch, AAILA  
Registered Landscape Architect

**Scott Marchant**  
B Surv (Hons)

**Nigel Swift**  
B Arch, BA Arch, AIA  
Nominated Architect  
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QLD Architects Registration Board No 3957

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integrated solutions | enhancing community



6407\_001\_ Peer Review.docx

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11 December 2019

In reviewing the Port Macquarie Town Centre Foreshore Projects documentation, as prepared by Council, I have considered the proposals against the above key aims.

This peer review has been undertaken by myself, David Tooby, and does not include the opinions of others. I provide review feedback by way of the commentary hereunder, and as notated on the attached marked-up plan set. I also supply, as attached, a very preliminary Layout Plan associated with foreshore lands between the northern end of Short Street and western end of Clarence Street.

For ease of understanding, I have started my comments at the Town Green and worked my way down the western side of Kooloonbung to the Gordon Street Bridge and then across to Westport Park Link Pathway.

### **1. General Comment**

From my review of the design drawings (and noting the limitations thereof), it is my view that the foreshore designs are generally consistent with the above aims of the Town Centre Masterplan Review. It is also my view that the materials and details presented on the design drawings are appropriate and commensurate with the quality of finish and budgetary considerations normally associated with delivering successful waterfront public access and facilities in a growing regional Australian town.

### **2. Existing Tree Planting in Recently Completed Town Square and Town Green**

In the Town Green, *Cupaniopsis Anacardioides* (Tuckeroo) are the main tree planted along the waterfront promenade.

As I have previously advised (verbally), I do not believe this tree species to be a suitable front-line tree species (for exposure to northerly salt-laden winds). The trees appear to be struggling and I recommend consideration be given to their replacement. Suitable replacement tree species that may be considered further include:

- *Hibiscus Tiliaceus* (Cottonwood)
- *Casuarina Equisetifolia* (Horse-Tail Sheoak)

It is noted that the Horse-Tail Sheoak is not suitable for formal planting (in the manner that the existing Tuckeroos are planted) and hence, if considered, may need to be planted in a more informal arrangement along the waterfront shareway.

### **3. Tree Planting in Town Square**

Whilst not specifically related to foreshore works, I wish to draw attention to an ongoing issue in the Town Square which I believe warrants short term action.

I am of the view that the trees in the Town Square, Japanese Zelkova (*Zelkova serrata*) need to be replaced. They are clearly struggling and are not developing

in the manner required to fill out the square and provide meaningful shade. As I have previously advised, I suggest these trees be replaced with *Caesalpinia Ferrea* (Leopard Trees) – i.e. the same trees as in the Glasshouse Forecourt.

The comments that follow are intended to draw attention to the potential improvement to the design plans, as provided by Council, the majority of which are minor in nature, and/or to draw attention to issues where further consideration may be warranted.

#### **4. Waterplay/Water Feature on the Town Green**

The plans indicate an interactive water feature on the northern end of Town Green Central. I suggest that this proposal be reconsidered for the following reasons:

- These types of water features are very expensive to implement (100's of thousands of dollars) and have significant ongoing maintenance costs
- The Town Green is adjacent one of the most incredible north facing natural water features in NSW, i.e. Hastings River – and which is also accessible for play.

In short, I question both the need and expense of the waterplay proposal and suggest that valuable money could be better spent elsewhere.

#### **5. Stairs Down to the Water in Vicinity of Existing Lady Nelson Wharf**

The reconstruction of the existing stairs is supported, however, the associated section, photographic example and plans are inconsistent. It is suggested that these stairs be designed to facilitate sitting/viewing, as well as access to the water, i.e. steps of various depths and widths (i.e. 150mm x 400mm for steps and 300mm x 800mm for seats).

#### **6. Proximity of Promenade to Existing Norfolk Island Pines**

The six Norfolk Island Pines in this location are relatively young and in good health and are an important existing feature that requires careful attention to detail to ensure their ongoing contribution to the Town Green.

It is noted that the promenade alignment in this location is very close to the centre of the trees. and hence, it could be assumed that the promenade will cover a large portion of the trees' Tree Protection Zones. It is not clear from the details provided on the plans that sufficient consideration has been given to their ongoing viability, in terms of:

- Is the promenade at an appropriate level – i.e. is their sufficient depth of structural soils over the root zone so as to retain all existing roots and provide sufficient potential for root development?
- Has an arborist assessed the condition of the trees and the proposed details relating to their ongoing health?

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11 December 2019

- If the promenade is raised to better accommodate the trees, what are the knock-on effects such as drainage and access?

Given the importance of these trees I recommend that this issue is given further consideration.

#### **7. Material Transitions**

In some locations such as that notated on the drawings, the transition from streetscape paving (exposed aggregate paving and paver bands) to foreshore paving (coloured brushed concrete) does not appear to be logical or well resolved.

#### **8. Stairs Down to Water in Vicinity of Fishermen's Wharf**

See also comments in 5 above relating to stair access – given that stairs are incorporated here.

#### **9. Carpark in Front of Fishermen's Wharf**

Please also refer to the attached sketch.

This carpark should be reconfigured so as to bias valuable 'green space' adjacent to the walkway where it would better serve the public. In this regard, the existing two (2) Cook Island Pines are not considered to be significant constraints (for removal) and should be considered against the significant positive impact of providing a wider public interface with the water.

It is also considered that the relocation of the one-way access from the end of the carpark to Clarence Street is not critical and could be removed, in lieu of providing a stronger public access connection. At the very least, this space should be considered a shareway and incorporate pedestrian style paving.

#### **10. End of Clarence Street**

Please also refer to the attached sketch.

The western end of Clarence Street and its interface with the river is considered a prime opportunity to "do more". In this regard, this space is the terminus of prominent visual and pedestrian access along Clarence Street, and offers the potential to create a significant meeting, eating and maritime "hub".

In my view, the "Clarence Street Hub" extends from the northern side of the Pilot's Boat Shed to the start of the new Fishermen's Wharf.

Initiatives that could be considered in this precinct include:

- Removal of the one-way vehicle access from the carpark areas to the south of Clarence Street and, in its place, encourage an outdoor dining

lease area (of approximately 5 metre width space) associated with the adjacent restaurant.

- The retention of the turn around for vehicles at the end of Clarence Street, but then handover to pedestrian functions, all parts of the road reserve not required for turnaround and essential servicing.
- Dining associated with the Pilot's Boat Shed is encouraged but should be further explored.
- Explore opportunity for (maritime theme) artwork on Clarence Street terminus. In this regard the Town Centre Masterplan review 2018 recommended a "dynamic lighting artwork".
- Explore options for night-time activation, i.e. good lighting, promoting night-time eating (further encouraging) twilight cruises.
- Better shade, seating and amenities generally.

It is recommended that this space be reconsidered as a stand-alone design exercise, including its link and carparking back to Short Street and link to Fishermen's Wharf.

#### **11. Level of Existing and New Fishermen's Wharf**

It is understood that the new Fishermen's Wharf, like the existing boardwalk structure of the Town Wharf (back to Short Street), is at AHD 1.2m. In consulting King & Campbell surveyors, I have been advised that:

- King tide levels generally reach and may exceed 1.1m AHD.

Given this, it is evident that water levels at these times will be very close to the deck level – and this does not take into account the ongoing level changes associated with Climate Change and/or if the Hastings River is in flood.

It is hence recommended that these levels be reviewed (in relation to the Fishermen's Wharf being under construction) with a potential view to revisiting (lifting) the deck levels.

#### **12. Bridge over Kooloonbung Creek**

The Town Centre Masterplan Review 2013 recommended a pedestrian bridge over Kooloonbung Creek in the vicinity of Hayward Street. I support this proposal, and whilst I understand it may be considered a long-term proposal, I believe it should, nevertheless, be included on the Masterplan.

#### **13. Gordon Street Underpass**

I support this proposal as an innovative and safe way of connecting Kooloonbung Creek Reserve to the town centre. Conversely, I do not support a pedestrian crossing of Gordon Street by way of a marked pedestrian crossing in the manner proposed in the Town Green Masterplan Review 2013 (p 55).

However, this underpass should not negate the need to provide better and safer pedestrian crossing of Gordon Street, particularly between the Gordon Street Bridge and Horton Street.

**14. The End of Hollingworth Street (carpark)**

This point, on the confluence of Kooloonbung Creek and Hastings River, is elevated off the water – almost a promontory - and offers excellent views to west, north and east.

This point offers an opportunity to provide an elevated platform and seating, which could also be supplemented with a small shaded pocket park – by giving over 10 to 15 metres of the end of the adjacent parking areas to green space.

It is recommended that this space be considered further, including its connection to the foreshore shared path and the existing jetty structure.

**15. Shared Pathway Across Carpark**

This proposal to insert the foreshore shared path in a direct (diagonal) alignment across this carpark is supported, as the small number of car spaces required to accommodate it is considered to be of secondary importance (though not insignificant).

Providing compensatory and additional carparking may be considered in the grassed space south of the Marine Rescue facility. If this is considered, the alignment of, and interface with, the foreshore shareway should be revisited.

**16. Stepped Bank Adjacent to Livvi's Playground**

The sand beach area to the immediate north-east of Livvi's playground offers one of the few (valuable) opportunities to safely and conveniently access the water, particularly for young families.

Whilst the stepped bank concept is supported, it is recommended that it be shifted further to the south-east so as not to effectively reduce the extent of the beach.

We trust that the above review comments are consistent with Council's expectations.

Please contact the undersigned should you wish to discuss any aspect of this advice further or wish us to explore design alternatives.

Yours sincerely  
**King & Campbell Pty Ltd**



**David Tooby**















DRAWING NUMBER:	FP01
DATE:	23.07.2018
REVISION:	C
SHEET	1 OF 1











# What's happening here

## Port Macquarie Public Wharf Construction



The original Hastings River fishermen's co-operative was demolished in October 2016. Department of Industry are replacing the old Fisherman's Co-operative structure with the following:

- > New public wharf to accommodate fishing and passive recreation activities
- > Provide a new unloading jetty to be used by commercial users, water police, marine rescue and customs

- > New boardwalk continuing south along the foreshore connecting the Kooloonbung Creek bridge
- > Incorporate Port Macquarie-Hastings Council foreshore landscaping design

### PROJECT MANAGER

Department of Planning, Industry and Environment – Crown Lands  
Matthew Chambers – Coastal Engineer  
e: [matthew.chambers@crownland.nsw.gov.au](mailto:matthew.chambers@crownland.nsw.gov.au)  
m: 0437 557 819

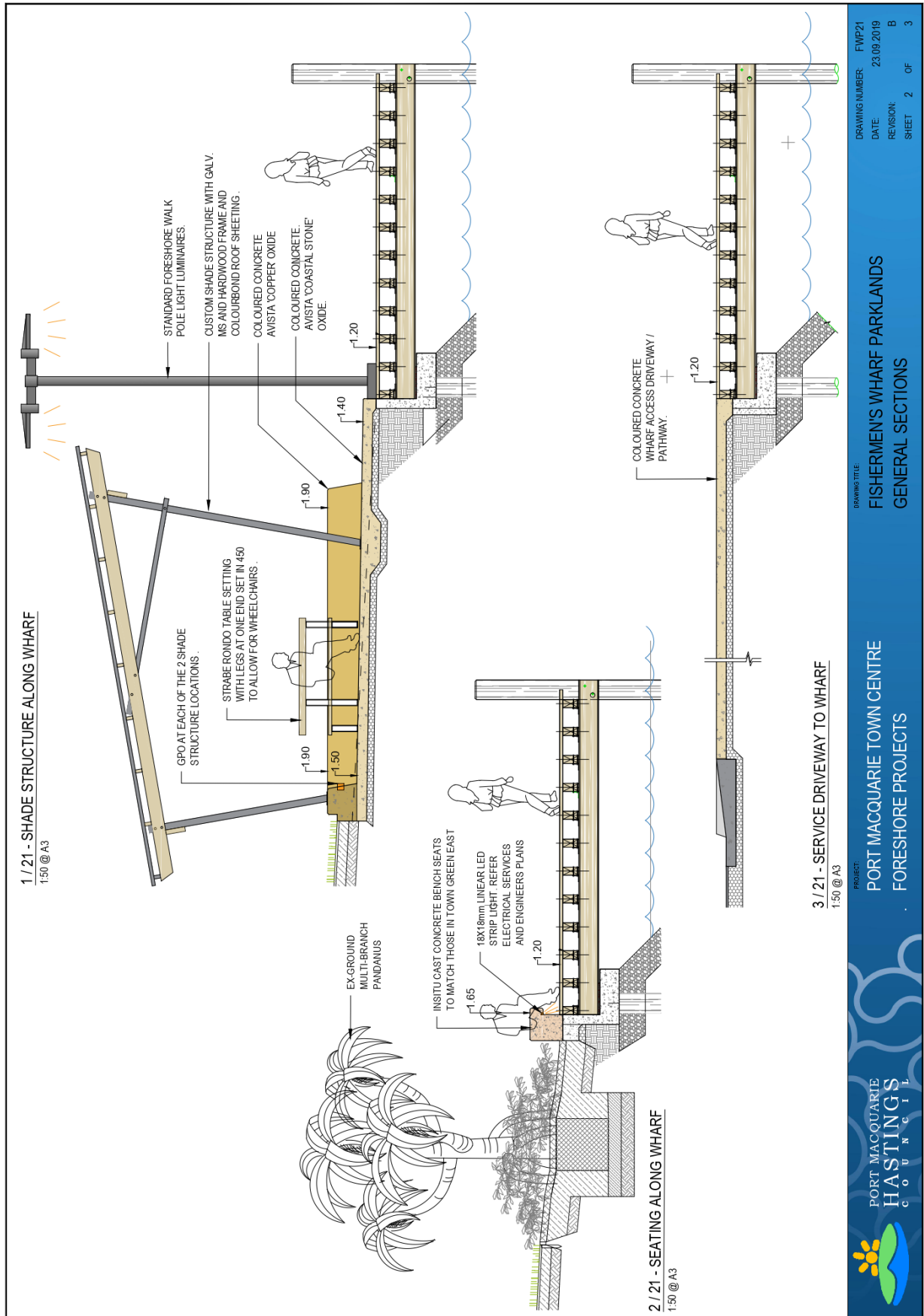
Proudly funded by the NSW Government in association with Port Macquarie-Hastings Council.

For more information visit [pmhc.nsw.gov.au](http://pmhc.nsw.gov.au) or contact Council (02) 6581 8111











## SCHEDULE OF WORKS

NO.	ITEM	DETAILS - all items are supply and install	QNTY
<b>PRECONSTRUCTION</b>			
BT	DEMOLITION - PAVEMENT	To replace extent of works and site compound.	1m
DP	DEMOLITION - KERBING	All Cocco pavers to be removed	Item 6
DK	DEMOLITION - KERBING	Concrete pavement	m2 150
EW	STOCKPILE TOPSOIL	To a maximum depth of 150mm	1m
EW	SUBSOIL REMOVAL	Mainly to create plantbeds, 300 deep	1m
EW	FINE GRADING	To a maximum depth of 150mm	1m
<b>CONSTRUCTION</b>			
RW	RETAINING WALL - low	Intitu formed concrete, approx. 500 high	22
ST	STAIRS	Natural grey concrete	1m
ST	STAIR NOSING	Black and slip strip in 1/2 frame, inset into tread.	15
PV1	PAVEMENT - VEHICULAR 1	Avista 'Copper', light broom finish	m2 158
PV2	PAVEMENT - VEHICULAR 2	(Alternative oxide: Coloursilk, 'Taupe')	m2 130
PP1	PAVEMENT - PEDESTALIAN 1	(Alternative oxide: Coloursilk, 'Taupe')	m2 87
PP2	PAVEMENT - PEDESTALIAN 2	Avista 'Copper', light broom finish	m2 21
PP3	PAVEMENT - PEDESTALIAN 3	Natural grey concrete, light broom finish	m2 92
PT1	PAVEMENT TOPICAL COVER 1	Spray on colour cover, match Avista 'Copper'	100
PT2	PAVEMENT TOPICAL COVER 2	Spray on colour cover, match Avista 'Coastal Sand'	m2 113
TI	TACTILE INDICATOR TILES	Ceramic, 300x300, dark grey.	5
ST	STAIRS	500x500x80 concrete, dark grey, on mortared	Item 6
KT	KERB - RAISED WITH GUTTER	Plan concrete - to match existing, 2 crossovers	1m
KT	KERB - FLUSH	Plan concrete - 150 wide	1m
WS	WHEELSTOP	Retain / minimal existing in new locations	Item 99
ED	EDGING - CONCRETE	100x100x100 concrete	Item 35
ET	EDGING - TIMBER	90x45 treated pine, stained black (not painted)	1m
PX	PLANT BOXES	2L x 1W x 0.8H glass reinforced concrete, 50m	Item 142
SS	SHADE STRUCTURE	mulch, topsoil, filter fabric, drainage cell.	Item 8
SS	SHADE STRUCTURE	Marine grade galvanised steel, hardwood &	Item 2
SS	SHADE STRUCTURE	concealed roof sheeting. Both the same layout.	Item 2
<b>FURNITURE</b>			
HR	HANDRAIL	Published 316 stainless steel. To match	1m
BS1	BENCH SEAT - CONCRETE	Kooloonbung Creek Stage 2 ramp handrails.	Item 6
BR	BOLLARD - REMOVABLE	Intitu concrete, to match Town Green East.	Item 2
BF	BOLLARD - FIXED	Including back rest section with arm rests.	Item 7
BS2	BENCH SEAT - TIMBER	Recycled plastic - to match fixed bollards with 5/8	Item 7
PS	PICNIC SETTING	Inground sleeve, lockable.	Item 5
BE	BIN ENCLOSURE	Recycled plastic - brown-coffee coloured. Profile	Item 2
FCT	FISH CLEANING TAIL	Recycled plastic - brown-coffee coloured. Profile	Item 1
SS	SHARK SCULPTURE	Double traw, M16 stainless steel, with tap & hose.	Item 1
SS	SHARK SCULPTURE	Marine grade galy steel grated deck. Plumbing.	Item 1
SS	SHARK SCULPTURE	Replace base box with collar to fit over pier.	Item 1
<b>ELECTRICAL</b>			
LP	POLE LUMINAIRE	In Pavilions, to match wharf & Town Green East	Item 2
LS	LIGHT - SHADE STRUCTURE	Ceiling inset light - solar panels on roof	Item 2
GPO	GENERAL POWER OUTLET	Waterproof, 240v, double outlet.	Item 3
<b>SOFTLANDSCAPE</b>			
PF	PLANTED	100 forest mulch, 300 topsoil, 150 cultivation.	m2 579
TF	TURF	300 100 stock x 1, 140mm stock x 3 per m2	m2 1081
PD	PANDANUS	Exground 4m height, multi branched, 3 minimum.	Item 8
TA	TREE - ADVANCED	planting hole, topsoil & stakes.	Item 25
<b>WATER</b>			
DF	DRINKING FOUNTAIN	200 10 stock, planting hole, topsoil & stakes.	Item 1
FCT	FISH CLEANING TAIL	Double traw, M16 stainless steel, with tap & hose.	Item 1
WSP	WATER SUPPLY - POTABLE	Marine grade galy steel grated deck. Plumbing.	Item 1
WSR	WATER SUPPLY - RECYCLED	Fish cleaning table & drinking fountain.	Item 1
LU	HOSECOCK	Irrigation	Item 6
GPO	IRRIGATION - Plantbeds	Including supply line and metre.	Item 579
LS	IRRIGATION - turf	Pop-up sprinklers - recycled water	Item 1081
GPO	IRRIGATION - controller	Drip irrigation - recycled water	Item 1



## 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 is to be replaced with

**SCULPTURE:**

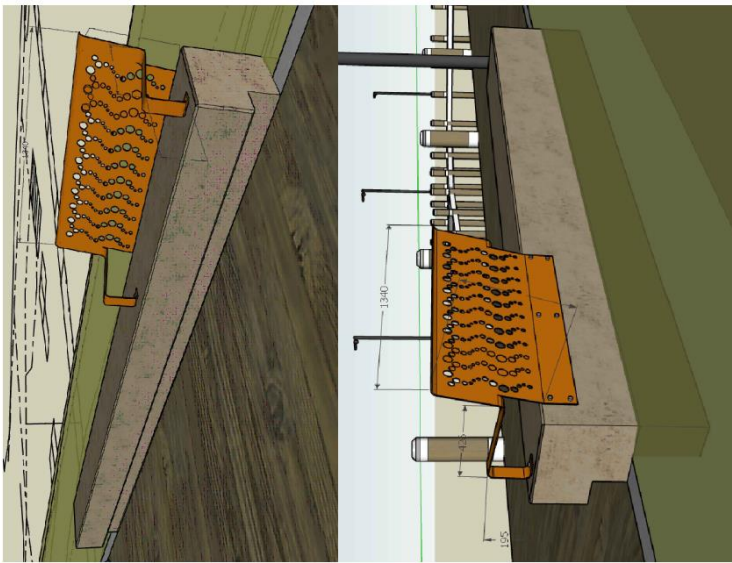
"decomposi" sculpture by roberto giordani

weight: about 1200kg

height: approximately 3 meters

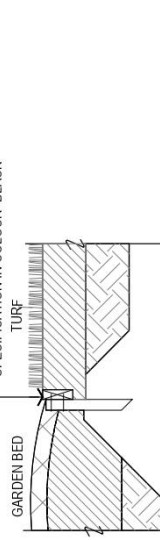
the artist wants it to develop a rust patina and is not concerned about vandalism as it is made from 10mm steel plate. it is quite stable provided it is placed on a firm base.

the pedestal may be replaced with a base plate or metal cap to better fit the pylon.



## BS1 - CONCRETE BENCH SEAT - WITH BACK &amp; ARM REST UNIT

140x45mm CCA TREATED PINE EDGE BOARD FIXED TO 400x50x50mm TREATED PINE STAKES WITH 2No. STAINLESS STEEL SCREWS. STAKES AT MAX 600 CTRS. PAINT EDGE BOARD WITH EXTERNAL TIMBER PAINT TO MANUFACTURERS SPECIFICATION IN COLOUR "BLACK"



## ET - GARDEN EDGING - TIMBER

N.T.S.

DRAWING NUMBER: FWP31

DATE: 23.09.2019

REVISION: A

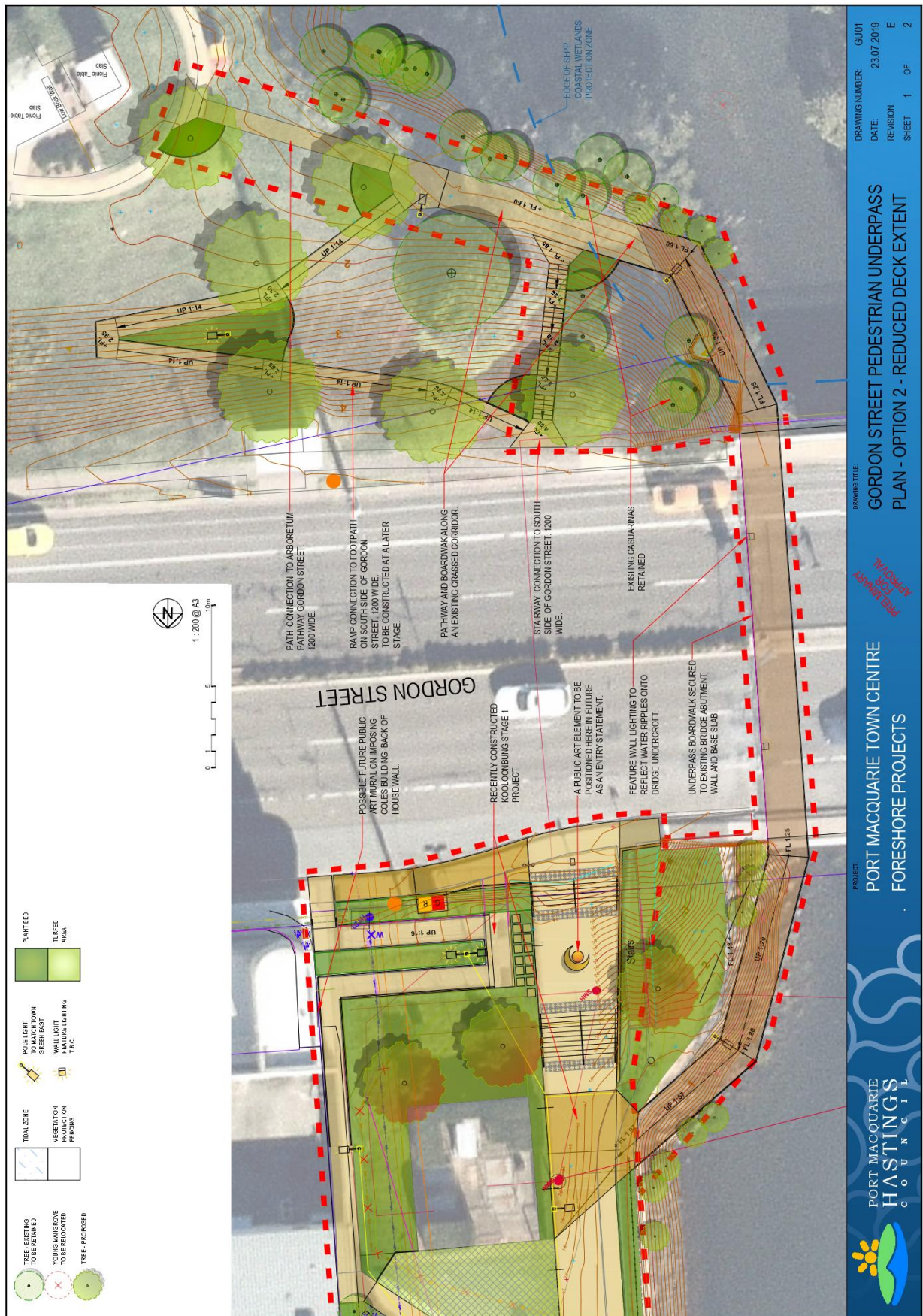
SHEET: 3 OF 3

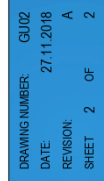
FISHERMEN'S WHARF PARKLANDS  
MATERIALS SCHEDULE & DETAILS

PROJECT: PORT MACQUARIE TOWN CENTRE  
FORESHORE PROJECTS







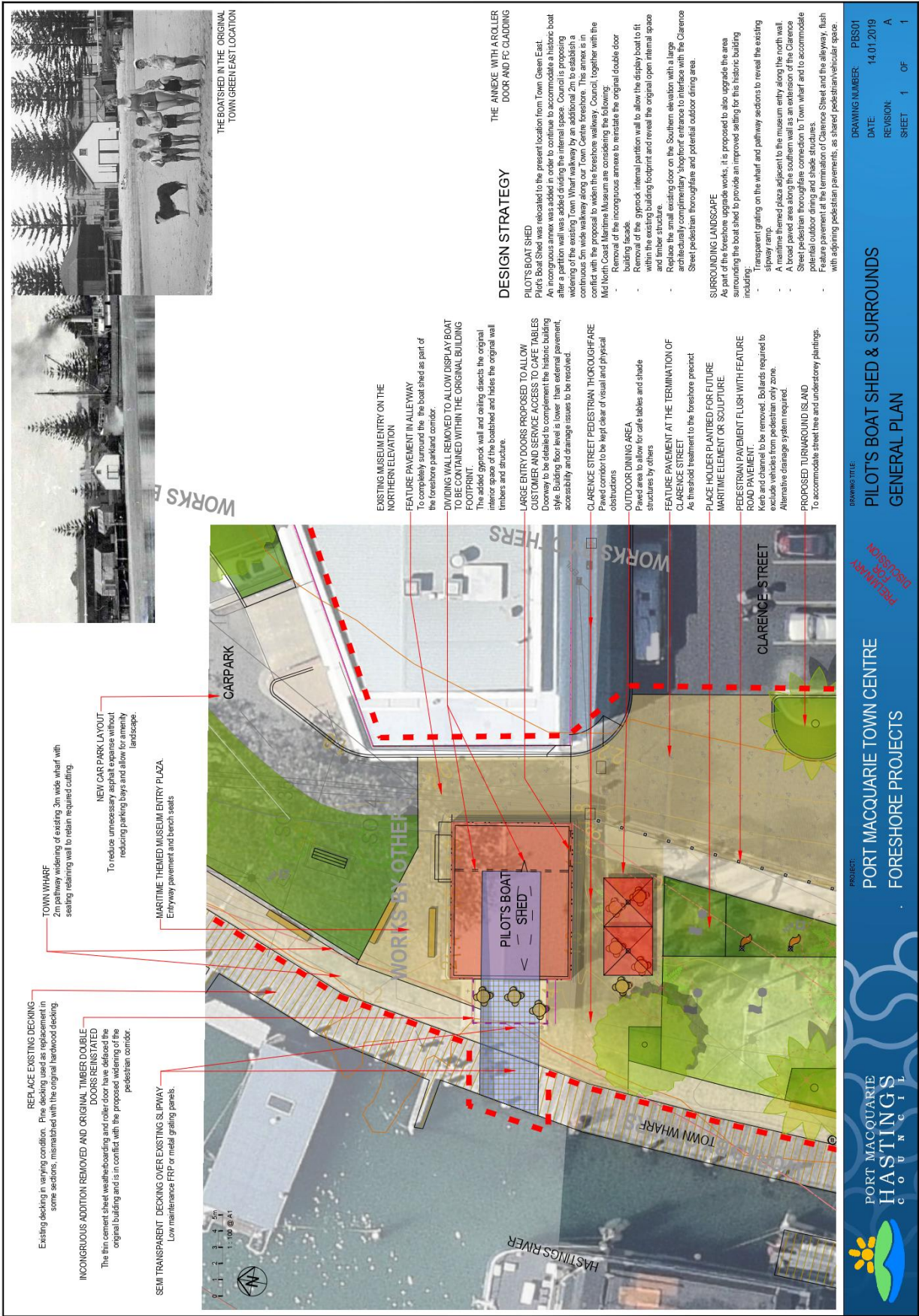












PORT MACQUARIE  
HASTINGS  
COUNCIL

PROJECT  
PORT MACQUARIE TOWN CENTRE  
FORESHORE PROJECTS

DRAWING TITLE  
PILOT'S BOAT SHED & SURROUNDS  
GENERAL PLAN

DRAWING NUMBER: PBS01  
DATE: 14/01/2019  
REVISION: A  
SHEET: 1 OF 1

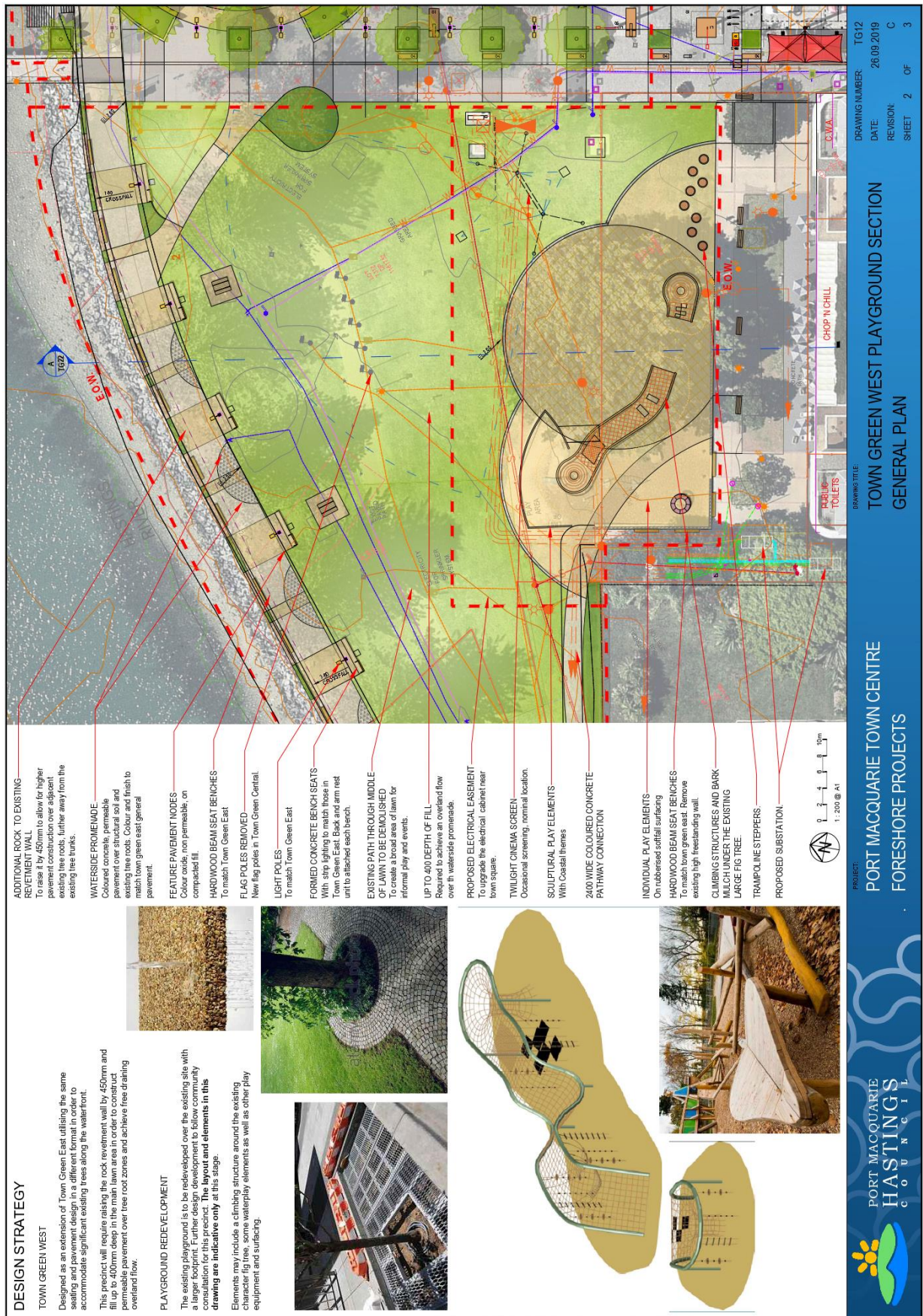








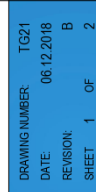






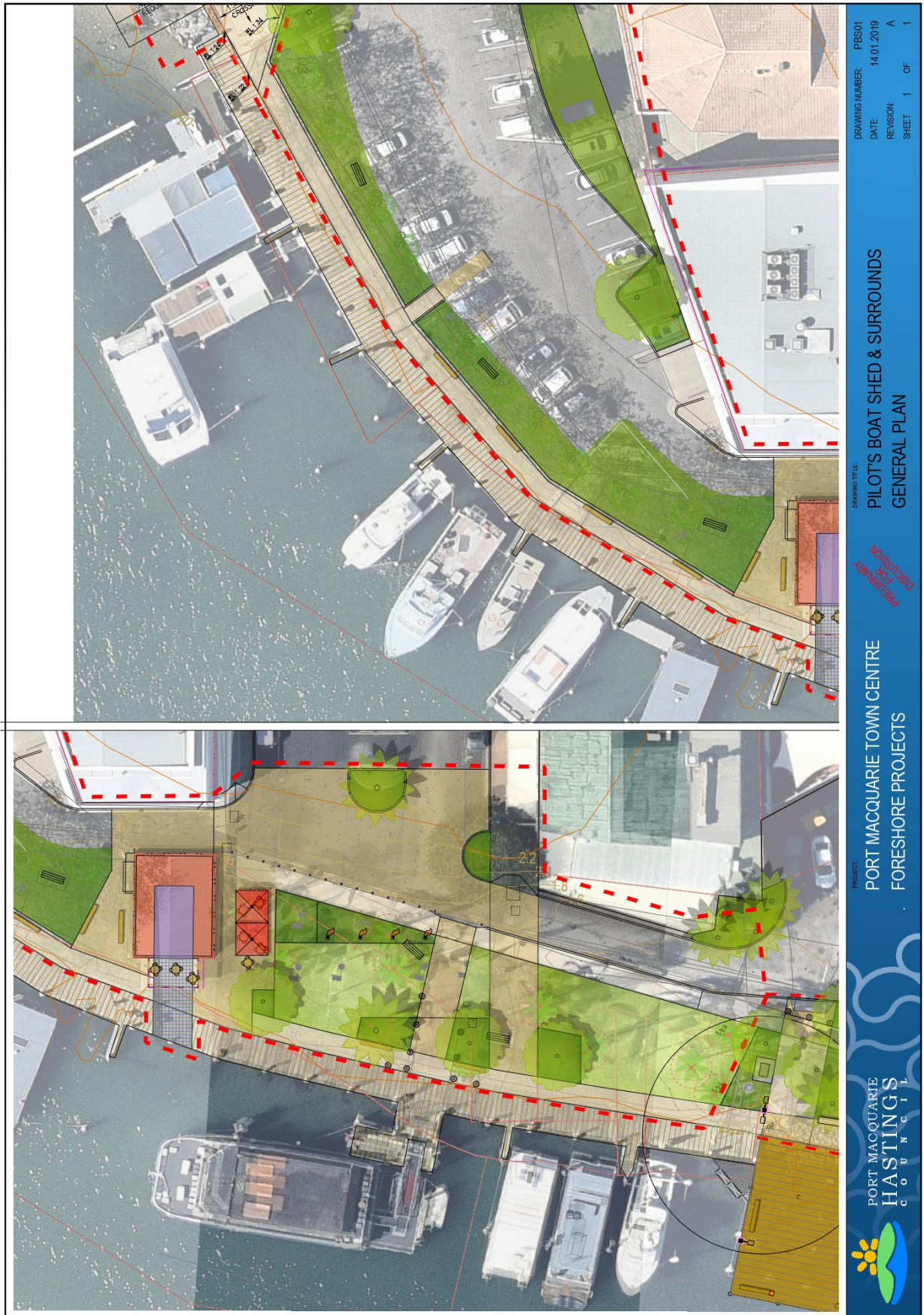




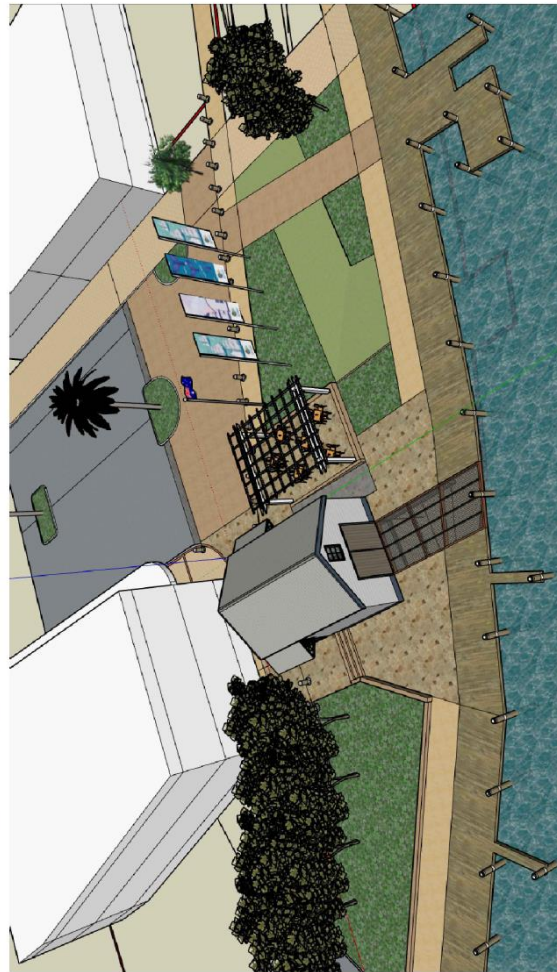
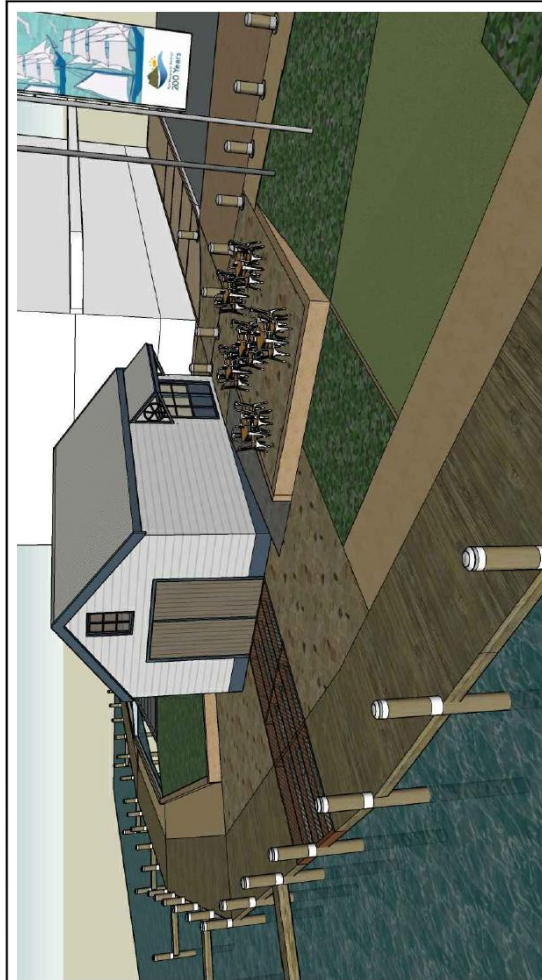










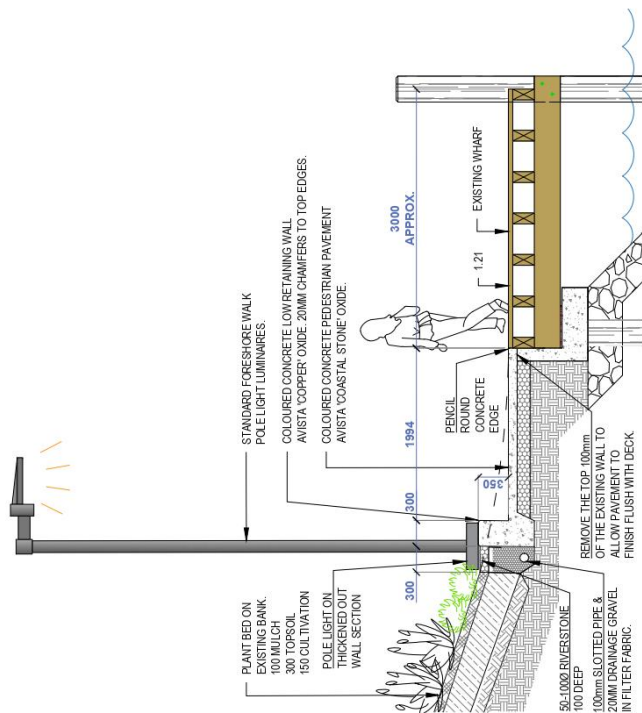


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DATE: 3.12.2019  
REVISION: A  
SHEET: 1 OF 1

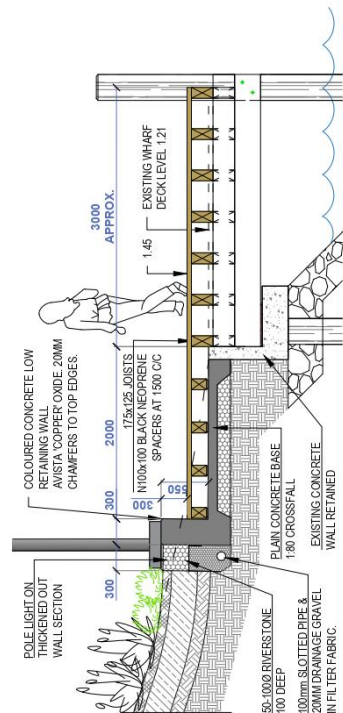
DRAWING TITLE  
TOWN WHARF  
SECTIONS AND PERSPECTIVES

PROJECT  
PORT MACQUARIE TOWN CENTRE  
FORESHORE PROJECTS

PORT MACQUARIE  
COUNCIL  
HASTINGS  
COUNCIL

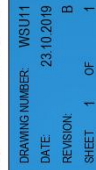


A / 21 - TOWN WHARF WALKWAY - OPTION A - CONCRETE PATHWAY ADDITION  
1:50 @ A3



A / 21 - TOWN WHARF WALKWAY - OPTION B - BOARDWALK RAISED AND WIDENED  
1:50 @ A3









PORT MACQUARIE  
HASTINGS  
COUNCIL

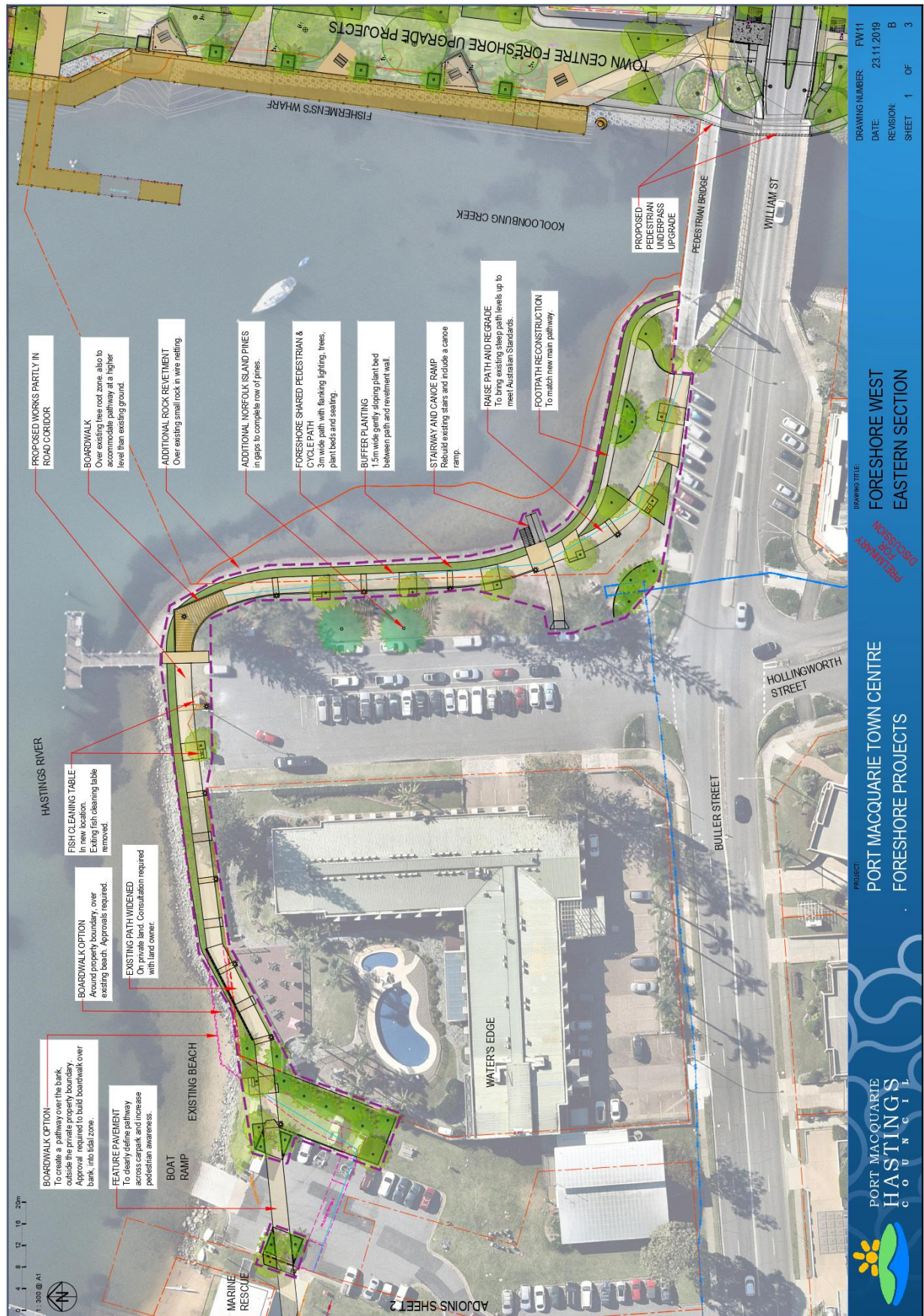
PORT MACQUARIE TOWN CENTRE  
FORESHORE PROJECTS

PROJECT  
PORT MACQUARIE TOWN CENTRE  
FORESHORE PROJECTS

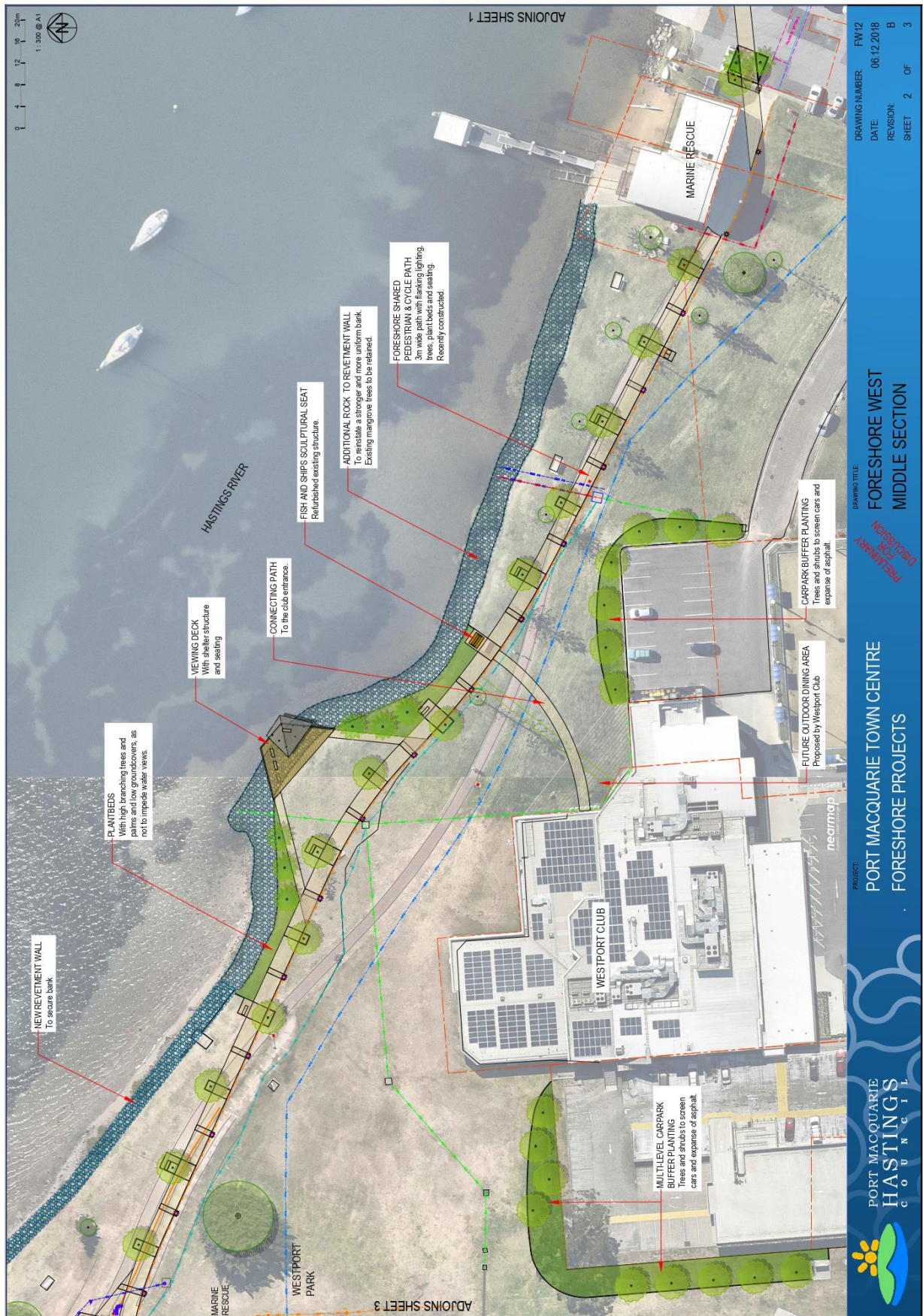
DRAWING TITLE  
FORESHORE WEST  
OVERVIEW PLAN

DRAWING NUMBER  
FW01  
DATE  
17/12/2018  
REVISION  
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1 OF 1















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Item: 08

Subject: FORESHORE PRIORITY PROJECTS - ENGINEERING SERVICES

Presented by: Development and Environment, Melissa Watkins

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## RECOMMENDATION

**That the Town Centre Master Plan Sub-Committee note the information contained within the Foreshore Priority Projects - Engineering Services Report.**

### Discussion

On 24 December 2019 Council advertised formal Request for Quotations (RFQ) from appropriately qualified and experienced consultants to provide a flood impact assessment as well as civil, structural and electrical drawings and specifications addressing the remaining sections of the Port Macquarie Foreshore Walkway project.

A non-mandatory briefing/site walk was held on 8 January which was attended by 5 companies.

Key dates associated with this RFQ engagement are:

- RFQ closing date: 24 January 2020
- Evaluation of Submissions: 29 January 2020
- Contract Execution: 31 January 2020

Key dates associated with the proposed program for this engagement are:

- Inception meeting: 03 February 2020
- Final Report - flood investigation (William St) 20 March 2020
- Final Issue of documentation 30 April 2020

### Attachments

Nil