

MINUTES OF THE NOWRA CBD REVITALISATION STRATEGY COMMITTEE

Meeting Date: Wednesday, 8 February 2017
Location: Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra
Time: 4.00pm

The following members were present:

Mr Ben Stewart - Director Assets & Works
Mr Tim Fletcher - Director Planning & Development Services
Mr James Caldwell - Chairperson
Mr Scott Baxter
Mr Brendan Goddard – Arrived at the meeting at 4.19 pm
Mr George Parker
Ms Sivan Agam

Others Present:

Clr Findley
Clr White
Clr Gash
Clr Cheyne
Clr Proudfoot
Clr Kitchener
Gordon Clark – Section Manager, Strategic Planning
Ros Holmes – Unit Manager, City Design & Support
Mike Harben – Section Manager, Business & Property
Ms Jessica Rippon – Executive Manager, Communications

Apologies / Leave of Absence

An apology was received from Annie Aldous and Russ Pigg

Confirmation of the Minutes

RESOLVED (By consent)

That the Minutes of the Nowra CBD Revitalisation Strategy Committee held on Thursday 27 October 2016 be confirmed.

CARRIED

REPORTS

CBD17.1 Committee Meetings for 2017

HPERM Ref:
D16/397893

Recommendation (Item to be determined under delegated authority)

That the Committee nominate the meetings dates of the Nowra CBD Revitalisation Strategy Committee for 2017.

(date/s to be inserted at the meeting)

RESOLVED (By consent)

That the Committee nominate the following meeting dates for the Nowra CBD Revitalisation Strategy Committee for 2017.

Day	Date	Time
Wednesday	15 March	4.00 pm to 6.00 pm
Wednesday	19 April	4.00 pm to 6.00 pm
Wednesday	17 May	4.00 pm to 6.00 pm
Wednesday	14 June	4.00 pm to 6.00 pm
Wednesday	9 August	4.00 pm to 6.00 pm
Wednesday	13 September	4.00 pm to 6.00 pm
Wednesday	11 October	4.00 pm to 6.00 pm
Wednesday	15 November	4.00 pm to 6.00 pm

CARRIED

CBD17.2 Member Resignation - Mark Crowther

HPERM Ref:
D17/36538

The Committee discussed the composition of the Committee membership and considered whether the vacant "land owner" member position should be changed to a "business owner" position or a "community" member position.

Note: Brendan Goddard - Arrived at the meeting at 4.19 pm

Clr White suggested through the Chair that the Committee consider a member position that is comprised of someone with retail experience and experience working with the community.

It was noted that the Committee should be a snapshot of the community with an interest in the CBD. Members also discussed having a sub-group of non-voting community members and considered how to build community involvement.

The members discussed advertising the vacant member position as a Retailer (non-property owner) position rather than a Land Owner position

Recommendation

That Council

1. Accept the resignation of Mr Mark Crowther from the Nowra CBD Revitalisation Strategy Committee.
2. Write to Mr Crowther to thank him for his contribution to the Committee.

3. Advertise the vacant “Land Owner” member position.

Recommendation (Scott Baxter / Brendan Goddard)

That Council

1. Accept the resignation of Mr Mark Crowther from the Nowra CBD Revitalisation Strategy Committee.
2. Write to Mr Crowther to thank him for his contribution to the Committee.
3. Remove one Council staff position (Council to determine: Director Assets & Works or Director Planning & Development or General Manager)
4. Add one (1) additional Community member position
5. Council amend the remaining Nowra CBD Revitalisation Strategy Committee in addition to the reduced staff positions in the Terms of Reference to reflect the following membership:
 - Two (2) Community members (non business operator or landowner)
 - Two (2) CBD Landowners
 - Three (3) CBD Business owner/operators
 - One (1) CBD Business retailer (vacant)
6. Advertise the vacant positions.

Other Business

CBD17.6 Additional Item - 2016 Christmas Decorations in Nowra CBD

James Caldwell raised the issue of the lack of Christmas decorations in the Nowra CBD for the 2016 season and expressed his concern regarding comments in the media. Funding Christmas decorations from the Committees allocated budget was also raised.

The Committee also discussed the possibility of the local business chamber/s managing Christmas promotions and encouraging businesses to be involved, for instance by providing their own decorations.

It was noted that the Committee’s Terms of Reference, defines the following delegated authority under section 2.5 with regard to funding promotions in the CBD:

To expend funds raised outside of Council as the Committee deems appropriate, e.g. promotions, entertainment etc.

Sivan Agam suggested that the Committee consider strategies and ideas for promotions that don’t require a large funding commitment.

The Committee discussed planter boxes, lighting in trees and above street and the associated electrical capacity required.

Ros Holmes confirmed there is sufficient electrical capacity for the additional lights in Junction Street, however, not in Berry Street.

The issue of the need for a dedicated resource, a place manager, to make Nowra CBD activated, was raised. Discussion followed regarding funding.

CBD17.7 Additional Item - Raised Planter Boxes in the CBD

The Committee was advised of the following cost estimates (supply and delivery) for raised planter containers. It was noted that on-going maintenance costs are not included in these costings.

The colour and design has been selected to comply with the draft Streetscape Technical Manual and existing planters in the Nowra CBD. Delivery is approximately 6-8 weeks from order.

The supplier is Street Furniture Australia and the order includes raised rectangular planter, internal drip tray, soil, plants, and delivery.

- 5 units – Total \$8622.50
- 9 units – Total \$14,664
- 15 units – Total \$22,991

RESOLVED (Scott Baxter / Brendan Goddard)

That the Nowra CBD Revitalisation Strategy Committee 15 raised planter boxes in the Nowra CBD with specific locations to be determined.

CARRIED

REPORTS

CBD17.3 Nowra CBD Facade Improvement Financial Assistance Program - Application for 108 Kinghorne Street, Nowra (Applicant: Macmar Holdings Pty Ltd)

**HPERM Ref:
D17/10326**

Note: Scott Baxter left the meeting at 5:43pm – due to conflict of interests

Note: Brendan Goddard left the meeting at 5:44pm – due to conflict of interests

Members discussed the application, proposed colour scheme, and the program area.

Recommendation (Item to be determined under delegated authority)

That the Committee:

1. Agree to support the request up to a value of \$2,205.00 (being 50% of total cost of the works), subject to discussions with the applicant regarding a more appropriate colour scheme.

RESOLVED (Ben Stewart / Tim Fletcher)

That the Committee agree to support the Nowra CBD Facade Improvement Financial Assistance Program application for 108 Kinghorne Street, Nowra from the applicant, Macmar Holdings Pty Ltd, up to a value of \$2,205.00 (being 50% of total cost of the works), subject to discussions with the applicant regarding a more appropriate colour scheme.

CARRIED

Note: Brendan Goddard returned to the meeting at 5:49pm

Note: Scott Baxter returned to the meeting at 5:49pm

CBD17.4 Nowra CBD Revitalisation Strategy - Staff Updates

**HPERM Ref:
D17/29580**

- Budget update
Gordon Clark provided an update.
- Notice of Motion – Report on the effectiveness of the Revitalisation Committee
Tim Fletcher advised the Committee that a report will be provided to Council for consideration. The Committee was encouraged to provide comments and feedback.
- Nowra CBD Building Heights and Development Controls update – not discussed
- Christmas decorations – discussed earlier in meeting.
- Pop-up cinema Nowra – not discussed
- Street trees – not discussed

Recommendation (Item to be determined under delegated authority)

That the Committee receive the update report for information.

RESOLVED (By consent)

That the Committee receive the following update reports for information.

- Budget update
- Notice of Motion – Report on the effectiveness of the Revitalisation Committee

CARRIED

**CBD17.5 Vacant land held by Shoalhaven City Council within
Nowra CBD**

HPERM Ref: D17/7013

James Caldwell spoke about vacant land held by Council in the Nowra CBD and discussion followed.

Tim Fletcher questioned if this issue is appropriate for consideration by this Committee.

Ben Stewart noted that Council actively considers land surplus to Council's needs.

Recommendation (Item to be determined under delegated authority)

1. That staff provide the following detail regarding vacant land held by Shoalhaven City Council:
 - a. When the land acquired.
 - b. The purpose of the acquisition.
 - c. The estimated date of implementation of utilisation or development on acquisition.
2. The Committee to discuss the following in regard to the vacant land held by Shoalhaven City Council within the Nowra CBD:
 - a. Is there still value in retaining such land at unnamed lane off Graham Street?
 - b. If no valid reason to retain then suggest disposal be considered.

RESOLVED (By consent)

That the Committee receive the update report for information.

CARRIED

There being no further business, the meeting concluded, the time being 6.01pm.

Mr James Caldwell
CHAIRPERSON