

## MINUTES OF THE NOWRA CBD REVITALISATION STRATEGY COMMITTEE

**Meeting Date:** Wednesday, 14 June 2017  
**Location:** Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra  
**Time:** 4.00 pm

The following members were present:

Clr White  
Clr Gash  
Clr Kitchener  
Mr Ben Stewart - Director Assets & Works  
Mr Warwick Papworth - Acting Director Planning Environment and Development  
Ms Annie Aldous  
Mr James Caldwell - Chairperson  
Mr Scott Baxter  
Mr Brendan Goddard – arrived at the meeting at 4.37pm  
Ms Sivan Agam

Others present:

Gordon Clark – Section Manager, Strategic Planning  
Jessica Rippon – Executive Manager, Communications  
Ros Holmes – City Design & Support Unit Manager  
Russ Pigg – General Manager

### Apologies / Leave of Absence

An apology was received from George Parker.

### Confirmation of the Minutes

**RESOLVED** (By consent)

That the Minutes of the Nowra CBD Revitalisation Strategy Committee held on Wednesday 19 April 2017 and Wednesday 17 May 2017 be confirmed.

CARRIED

### Declarations of Interest

Nil

## Business Arising from Previous Minutes

Refer to CBD17.23 from the minutes from 19 April 2017 – Ben Stewart advised that data from the pedestrian counter/s is available on Council's website.

## REPORTS

### **CBD17.29 Lighting of Nowra CBD Berry St**

**HPERM Ref:  
D17/38405**

Ros Holmes advised the Committee that certification for existing poles and infrastructure are fit for purpose would be required from a structural engineer. Therefore, this may require an additional budget allocation. The Committee discussed the options. The Committee also discussed the destruction by the corellas on existing fairy lighting.

Ben Stewart noted that maintenance will be undertaken on the damaged lighting in the near future. It was also noted that Council has received a quote for \$6000 for maintenance and repair of the fairy lighting in Jelly Bean Park. Ros will request an updated quote.

The Committee agreed not to proceed with additional lighting at this time.

Ros advised the Committee that Council will undertake design work in the Stewart Place precinct. This will include the area in front of the café to refurbish the garden beds and provide a shade solution where the tree near the bus depot in Schofields Lane fell. This is funded by Council.

### **Recommendation (Item to be determined under delegated authority)**

That the Committee support the combination of Berry Street Fairy Lighting – Options 3,4,5 within the report and commit the \$34k allocation for these works.

### **RESOLVED** (Scott Baxter / Annie Aldous)

That the Nowra CBD Revitalisation Strategy Committee defer making a recommendation on the combination of Berry Street fairy lights at this time.

CARRIED

### **CBD17.30 Council Policy (POL 14/48) - Events Road Closure - Junction Court, Nowra**

**HPERM Ref:  
D17/123197**

### **Recommendation (Item to be determined under delegated authority)**

That the Committee support rescinding POL 14/48 – Road Closure – Events – Junction Court.

### **RESOLVED** (Ben Stewart / Scott Baxter)

That the Committee support rescinding POL 14/48 – Road Closure – Events – Junction Court.

CARRIED

**CBD17.31 Possible CBD Activation - Event Example - Lismore Eat the Street Food Festival**

**HPERM Ref:  
D17/133728**

**Recommendation (Item to be determined under delegated authority)**

That the Committee:

1. Support a future out of season event/festival to be held in Nowra CBD, potentially similar to the Lismore "Eat the Street" festival.
2. Allocate funding in 2017/18 year to provide for consultation with relevant stakeholders (including food businesses in Nowra CBD) to advance planning for an event of this nature.
3. Request a further report be provided following this consultation with an aim to set a date and funding for an initial event.

**RESOLVED** (By consent)

That the Committee:

1. Support a future out of season event/festival to be held in Nowra CBD, potentially similar to the Lismore "Eat the Street" festival.
2. Allocate \$5,000 from the 2017/18 Nowra CBD Revitalisation Strategy Committee budget to provide for consultation with relevant stakeholders (including food businesses in Nowra CBD) to advance planning for an event of this nature.
3. Request a further report be provided following this consultation with an aim to set a date and funding for an initial event.

CARRIED

**CBD17.32 Nowra CBD Revitalisation Strategy Projects - Budget and Projects Update**

**HPERM Ref:  
D17/176783**

Heritage Plaques: Scott Baxter & Gordon Clark will meet with Ros Holmes to progress the heritage plaques (\$6,000 budget has been retained for the plaques). Scott advised that he will provide an update to the Committee via email.

Brendan Goddard arrived at the meeting at 4.37pm.

Facade Improvement Program: A new application has been received for 82 Junction Street (previously Illawarra Credit Union) for the installation of panelling and painting for a Victorian shop front. The cost of works (labour and materials) is \$8,950 excluding GST. The Committee discussed the application and agreed to fund up to \$4,475 from the 2017/2018 budget, subject to the DA being approved.

Parklets – Contact has been attempted with People Parking Project (the company that has quoted on supplying the parklet) and no response has been received with respect to purchasing of a single parklet. The Committee discussed the issue and agreed to continue with the purchase of the parklet even if this particular company cannot be used.

Trial Pop-up: Gordon advised that Council has been approached by Mercier's Gelato to utilise the Thoroughfair Laneway in between the Arts Centre and Betta Electrical Building.

The proposal includes:

- Trial pop-up for the remaining 2017 winter months
- 2 day a week operation (7am to 4pm) for the sale of bagels and soup
- 1 evening a week operation (2pm to 8pm) for an 'Lane Eats' event including live music, art and film, and cooking demonstrations

Council are able to facilitate this pop-up through access to electricity and water, storage and support for media/PR. Mercier's Gelato has also requested assistance with respect to provision of

festoon lighting, gas heaters, plants and planter boxes.

At this stage, the operation of the event would not cost the Committee. It is recommended that the Committee support the trial winter operation as proposed.

The Committee discussed the issue and agreed to support the trial during the winter months, with a review at the end of winter 2017.

**Recommendation (Item to be determined under delegated authority)**

That the Committee receive the report for information.

**RESOLVED** (By consent)

That the Nowra CBD Revitalisation Strategy Committee:

1. Receive the budget and projects update report for information.
2. Fund the Façade Improvement program application for 82 Junction Street (previously Illawarra Credit Union) for up to \$4,475, from the Nowra CBD Revitalisation Strategy Committee's 2017/2018 (subject to the DA being approved).

CARRIED

**RESOLVED** (By consent)

That the Committee.

1. Support the Mercier's Gelato trial pop-up for the remaining 2017 winter months (2 days a week operation, 7am to 4pm, for the sale of bagels and soup and 1 evening a week operation, 2pm to 8pm, for an 'Lane Eats' event including live music, art and film, and cooking demonstrations)
2. Review the Mercier's Gelato trial pop-up at end of winter 2017.

CARRIED

**CBD17.33 Progress Report - Nowra CBD Revitalisation Committee  
- Strategy Implementation - Report from Council  
Ordinary Meeting**

**HPERM Ref:  
D17/182651**

The Committee discussed the progress report.

**Recommendation (Item to be determined under delegated authority)**

1. That the report – Progress Report – Nowra CBD Revitalisation Committee – Strategy Implementation be received for information.
2. That the report be provided to the Council for formal consideration

**RESOLVED** (By consent)

That the report – Progress Report, Nowra CBD Revitalisation Committee, Strategy Implementation be received for information.

CARRIED

**Introduction of Items as Matters of Urgency**

**RESOLVED** (By consent)

That the following addendum reports be introduced as matters of urgency:

1. CBD17.34 Appointment of Members - Community and CBD Retailer Positions

CARRIED

The Chairperson ruled the matters as ones of urgency as they relate to urgent business of Council and allowed their introduction.

## ADDENDUM REPORTS

### **CBD17.34 Appointment of Members - Community and CBD Retailer Positions**

**HPERM Ref:  
D17/188506**

Ben Stewart provided some background information with regard to the applications.

Clr White – left meeting at 4.59pm

#### **Recommendation**

That

1. Luke Sikora be appointed as a Community member on the Nowra CBD Revitalisation Strategy Committee.
2. Lynnette Kearney be appointed as a CBD Business Retailer member on the Nowra CBD Revitalisation Strategy Committee.
3. Luke Sikora and Lynnette Kearney be notified of their appointments and be invited to all future meetings.
4. The other five (5) persons who applied for the Community member position be thanked for their applications and interest in the Committee.

#### **Recommendation (By consent)**

That

1. Luke Sikora be appointed as a Community member on the Nowra CBD Revitalisation Strategy Committee.
2. Lynnette Kearney be appointed as a CBD Business Retailer member on the Nowra CBD Revitalisation Strategy Committee.
3. Luke Sikora and Lynnette Kearney be notified of their appointments and be invited to all future meetings.
4. The other five (5) persons who applied for the Community member position be thanked for their applications and interest in the Committee.

## **Other Business**

### **CBD17.35 Signage - Roundabout Design on Cnr North & Kinghorne Streets - CBD Activation - Worrigeer Street**

Betta Electrical Building Update: Brendan Goddard asked for an update on Betta Electrical Building and it was noted that options are being considered by Council.

Clr White – returned to meeting at 5.11 pm

Long Stay Parking Signage: Annie Aldous advised that she will provide feedback to the Committee with regard to where signage could be most appropriately placed to direct people to the CBD long stay /all day parking.

Clr Gash – left at 5.14pm

Development and improvements on corner of North and Kinghorne Streets, near the Hyper Hyper coffee shop: Warwick Papworth advised that he will provide an update via email to the Committee with regard to vacant land on corner of North & Kinghorne, near the Hyper Hyper coffee shop.

Long term strategy for CBD Activities: Sivan Agam suggested that the Committee consider a long term activation strategy for the CBD and how the Committee could engage the community and encourage community activities and initiatives.

The Committee discussed the amount of its budget that is spent on activation vs infrastructure and agreed that the issue should be raised with the Councillors when it meets to discuss the Progress Report for the Nowra CBD Revitalisation Committee, Strategy Implementation.

Worrigeer Street: Ben Stewart advised that Worrigeer Street works are starting this week.

**RESOLVED** (By consent)

That:

1. An update report on the Betta Electrical building be provided to the Nowra CBD Revitalisation Strategy Committee
2. Warwick Papworth to provide an update via email to the Nowra CBD Revitalisation Strategy Committee with regard to vacant land at the corner of North and Kinghorne Streets, near the Hyper Hyper coffee shop

CARRIED

There being no further business, the meeting concluded, the time being 5.37pm.

Mr James Caldwell  
CHAIRPERSON