

## MINUTES OF THE NOWRA CBD REVITALISATION STRATEGY COMMITTEE

**Meeting Date:** Wednesday, 15 November 2017  
**Location:** Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra  
**Time:** 4.05 pm

The following members were present:

Mr James Caldwell - Chairperson  
Ms Annie Aldous  
Mr Scott Baxter – arrived 4.15pm  
Mr Brendan Goddard  
Mr George Parker  
Ms Lynnette Kearney  
Mr Phil Costello - Director, Planning Environment and Development  
Mr Peter Knill – Acting Director Assets and Works

Others present:

Clr Nina Cheyne  
Clr Jo Gash  
Clr Patricia White  
Clr Bob Proudfoot  
Gordon Clark – Strategic Planning Manager  
Tom Dimec – Asset Management Manager  
Ros Holmes – Manager – City Design and Support  
Jessica Rippon – Executive Manager Communications  
Sara McMahon – Governance Manager

### Apologies / Leave of Absence

An apology was received from Luke Sikora, Wesley Hindmarch

### Confirmation of the Minutes

**RESOLVED** (By consent)

That the Minutes of the Nowra CBD Revitalisation Strategy Committee held on Wednesday 11 October 2017 be confirmed.

CARRIED

## Declarations of Interest

Nil

## REPORTS

### **CBD17.52 CBD17.42 - Pedestrian Counters in the Nowra CBD**

**HPERM Ref:  
D17/360833**

Brendan Goddard addressed the meeting in relation to this report and made the following comments:

Four (4) options have been identified for potential areas for the installation of pedestrian counters:

1. Holt Centre Building – Possibly Zest, facing the Kinghorne Street footpath
2. Berry Street – Outside the Old Grace Bros Building near Hunt and Gather
3. Cnr Kinghorne and Junction Streets – Teltra Shop of CBA
4. Worrigeer Street – Florist/Integrity RE

The top two (2) are more relevant however we would need the last 12 months of statistics to show the different periods of the year.

The data will need to be provided prior to investing in the counters for those locations.

The Committee agreed on the first 2 locations (Holt Centre and Berry Street) to obtain costings on the counters.

Note: Scott Baxter arrived at 4.15pm

Gordon Clark to confirm the availability of the budget.

It was suggested that the counters be installed prior to December.

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

That the Nowra CBD Revitalisation Strategy Committee:

1. Discuss the issue of pedestrian counters in the Nowra CBD.
2. Request a full historical analysis report on the current CBD pedestrian counter be provided to the Committee.

### **RESOLVED (By consent)**

That

1. The budget available and costings for the counters be provided at the next meeting of the Committee;
2. Subject to confirmation of the budget, Nowra CBD Revitalisation Strategy Committee agree to install additional counters at the 2 locations detailed in the Report being Kinghorne Street (Holt Centre) and Berry Street (Hunt and Gather).

CARRIED

**CBD17.62 Additional Item - Footpath Repair Locations**

Brendan Goddard provided a presentation on areas identified for repair of footpaths.

Four areas have been identified that are in need of repair:

1. Western side of Berry Street (From Church down past the Roxy)
2. Eastern side of Kinghorne Street (South of IMB)
3. Western side of Kinghorne Street (opposite Nowra Mall)
4. Northern side of Worrige St (opposite car park)

A costing of the 1<sup>st</sup> option and another location as agreed by the Committee will need to be undertaken prior to construction.

Ros Holmes advised that she had anticipated some costings based on the following points:

- 201 Lineal Metres of Berry Street
- 20 Extra lineal metres if wrapped around the corner
- 3.5m wide
- The above would equate to approximately \$1200 per square metre

Other options to consider are retaining trees or adding some trees of the same variety.

The Committee has the option to go to the design and tender phase if this location (Berry Street) is approved.

The Committee discussed the previous footpath projects and were advised:

- Worrige Street came out at \$1629 per square metre
- Western side of Kinghorne Street came out at \$1450 per square metre
- Eastern side of Kinghorne came out at \$970 per square metre
- Other area such as North Street came out the cheapest as it's a flat area
- Council has applied for several Grant funding opportunities without success
- Some land owners may wish to contribute to enhance their property.

The Committee queried if the Council would make financial contributions to the works.

The Nowra CBD Committee has a budget to spend on the revitalisation of the CBD. There is also the option to stage projects over two or more years.

**Recommendation (By consent)**

That:

1. Council be requested to provide financial assistance for the footpath works
2. Subject to part 1 above:
  - a. Council undertake detailed design for the footpath on Berry Street and a more thorough estimate and report back to the committee.
  - b. Berry Street Land owners be approached for contributions

**CBD17.51 Nowra CBD Revitalisation Strategy - Budget & Projects Update****HPERM Ref:  
D17/367417**

Staff addressed the following matters in the report:

An updated budget was distributed to members in attendance which factors in the purchase of the Christmas Decorations and promotions.

In relation to the Flags/poles, a lot of the poles are owned by Endeavour Energy which makes the process for requesting installation of the flag system more difficult.

The plan for stage two (2) of the planter boxes will be email to the members.

The Committee agreed that the current process for the planter boxes continue.

The funding that has been identified for Egan's Lane facades be redirected to funding the planter boxes

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

That the Committee:

1. Accept the Budget and Projects Update for information.

### **RESOLVED (By consent)**

That:

1. The funds for Egans Lane facades be redirected to fund more planter boxes
2. Staff seek advice from Endeavour Energy with regard to permissions for the installation of the flag raising system on the poles along the Princes Highway in the vicinity of the CBD.
3. Subject to part 2 staff further investigate the installation of flags along the Princes Highway on the entry to Nowra including the possibility of Council funding one side of the Highway and the Committee fund the other side.

CARRIED

### **CBD17.52 CBD17.42 - PEDESTRIAN COUNTERS IN THE NOWRA CBD**

**HPERM REF:  
D17/360833**

Item dealt with earlier in the meeting.

## **GENERAL BUSINESS**

### **CBD17.54 Additional item - Condition - Endeavour Energy Poles and Footpaths**

It was noted at the meeting that the condition of footpaths after Electrical companies are installing new poles and Council is often called on to fix the issues.

There are 5 poles in Haigh Avenue that have recently been placed in the footpath. Staff are aware of the issue and will be investigating it.

Clr Gash suggested that if needed Council and or Councillors need to go to the media to explain the issues and get the community on board.

### **CBD17.55 Additional Item - Christmas Decorations**

Lyn Kearney advised that the Christmas trees have been picked up and will be distributed to shops in the CBD within a few days.

Radio 2ST is on board and will commence advertising at no charge. An award of \$2225 worth of Advertising will be given to the best Shop Decoration.

The Committee have written to the Primary Schools and sent the flyer for the tree competition. The prizes for the tree competition will be 2 x \$250 vouchers for use in the contributing stores.

Clr Gash advised that Joy Sharpe and singers are prepared to sing Carols in Jellybean Park

Lyn Kearney will contact Stocklands to see if the Santa parade can come via the CBD on way to Stocklands. It was noted that it may be too late this year and need to consider coordinating for next year.

Council will install the trees on top of the awnings at CBA and opposite corner. It has been confirmed that the Council's Insurance covers any claims that arise as the result of any negligent acts or omissions of Council in relation to the installation of the Christmas Trees.

**RESOLVED** (By consent)

That the Committee endorse the 2017 Christmas promotion and the installation of the Christmas Trees on the awnings of the following premises:

- Commonwealth Bank – 136 Junction Street; and
- Telstra Shop – 20 Kinghorne Street

CARRIED

Brendan Goddard left 5.25pm

**CBD17.56 Additional Item for Information - Stairs outside Australia post - Junction Street**

Peter Knill advised the Committee that a letter had been sent to Australia Post regarding the stairs at the Nowra Post Office and inviting them to a joint venture to do more in that vicinity than just the stairs.

Ros Holmes advised that in relation to the Post Office corner Council has received plans and there are numerous issues and staff will work with them to achieve conformity with style guides for around the city.

**CBD17.57 Additional Item for Information - Advertisement - Electronic - Claude Advertising**

At the last meeting the Committee was advised that Council had approached Claude Neon advertising to exchange and or remove advertising structures on Worrige Street, Council will offer them an alternate location in exchange of removing their signs.

**CBD17.58 Additional item for Information - Multi-Storey Carpark - Request for Submission**

Staff sent an email to the Community members of the Committee in relation to the multi storey car park and is waiting for responses.

Staff will resend the letter.

**CBD17.59 Additional Item for Information - Murals**

Gordon advised that Council is working to source a renowned Muralist to do some work in the CBD in March 2018.

**CBD17.60 Additional Item for Information - Handrails Stewart Place**

The hand rails are not consistent in Stewart Place and from this point forward, all designs that occur in Nowra CBD are collaborated together.

**CBD17.61 Additional Item for Information - Nowra Historical Society - History of the Nowra CBD**

The Historical Society are putting together a document around the history of the CBD and if any members of the Committee wish to make comment. Gordon Clark has already made comments. The Chairperson will be sent correspondence from the Historical Society in relation to this.

The Committee should consider making a financial contribution to this publication. Some words will also be added regarding the CBD Activation Strategy and the work of the Committee.

There being no further business, the meeting concluded, the time being 5.40pm.

Mr James Caldwell  
CHAIRPERSON