

## MINUTES OF THE NOWRA CBD REVITALISATION STRATEGY COMMITTEE

**Meeting Date:** Wednesday, 13 March 2019  
**Location:** Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra  
**Time:** 4.02pm

The following members were present:

Mr James Caldwell - Chairperson  
Clr Joanna Gash  
Clr Patricia White  
Mr Gordon Clark – Acting Director, Planning Environment and Development  
Mr Paul Keech - Director Assets and Works  
Ms Annie Aldous  
Mr Scott Baxter  
Mr Brendan Goddard  
Mr George Parker  
Mr Wesley Hindmarch

Others present:

Stephen Dunshea – Director Finance Corporate and Community Services  
Melissa McCoy – HR Governance and Customer Service Manager  
Tom Dimec – Assets Manager

### Apologies / Leave of Absence

Lyn Kearney is on an extended leave of absence.

An apology was received from Clr Digiglio.

### Confirmation of the Minutes

**RESOLVED** (James Caldwell / Annie Aldous)

That the Minutes of the Nowra CBD Revitalisation Strategy Committee held on Wednesday 6 February 2019 be confirmed.

CARRIED

### Declarations of Interest

Nil

## REPORTS

### **CBD19.12 Outstanding / Ongoing Actions**

**HPERM Ref:  
D19/62543**

The following comments were made in relation to the Action Table Report:

CBD18.43 – To be completed and removed after the next meeting.

CBD18.58 – Not completed and to be reviewed by staff.

CBD18.59 – Complete and remove

CBD18.107 – Part 1: complete, Part 2: noted, Part 3: to be reported back in September, Part 4: ongoing, Part 5: a report is included on the Agenda (complete), 6: completed – bimonthly from March – insert into the terms of reference.

18.113 – Most parts complete, a report will be generated within the next few months.

18.114 – A meeting was held between Stocklands Manager and staff, a decision was made on a site for the Stocklands sign. An update will be provided on completion.

18.118 – Completed - Logo is now ready for use – to paste the adopted logo in the minutes – then complete next meeting.

19.1 – Complete and remove

19.2 – Ongoing

19.3 – Complete this item and remove - a report is on the agenda

19.5 – Complete and remove

19.6 – Complete and remove

19.7 – Forwarded to Traffic unit to follow up – meeting next week and will report back to Annie – Complete after next meeting

19.9 – Complete and remove

19.11 – Ongoing - investigations with Woolworths, Council be requested to review the Development Consent for the access at Woolworths on Kinghorne Street.

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

That:

1. The Outstanding/Ongoing Action Report be received for information.
2. The following items marked in the Action Listing attached to the report as completed be removed from the listing.

### **RESOLVED** (Clr White / Brendan Goddard)

That:

1. The Outstanding/Ongoing Action report be received for information.
2. The following items marked in the Action Listing attached to the report as completed be removed from the listing:
  - a. CBD18.59 – Proposed Traffic Lights – Nowra O’Keefe Avenue – relocation – Refer Shoalhaven Traffic Committee – Complete and remove
  - b. CBD18.118 – Logo / Communications Sub Committee Establishment – complete and remove (Logo to be attached to the Minutes)

- c. CBD19.1 – Support – Possible International Artist Mural Project – Complete and remove
- d. CBD19.3 – Review – Terms of Reference and Membership – Complete (this be removed following resolution from new report)
- e. CBD19.5 – Maintenance Responsibility – Raised Planter Boxes – Nowra CBD – Complete and remove
- f. CBD19.6 – Bannerconda Banner Systems – not proceeding – Complete and remove
- g. CBD19.9 – Nowra CBD Revitalisation Strategy – deferred – Complete and remove.

CARRIED

**CBD19.13 UPDATE - REVIEW OF TERMS OF REFERENCE AND MEMBERSHIP**

**HPERM REF:  
D19/62962**

Item dealt with later in the meeting.

**CBD19.14 Community Member Submission - Nowra CBD - Traffic congestion, Parking and Rejuvenation Suggestions**

**HPERM Ref:  
D19/20150**

The committee held a discussion in relation to what areas of Council would be responsible for actioning this matter and was advised that it would be mixed between the Traffic Unit and Planning Section of Council.

Stephen Dunshea – Director Finance Corporate and Community Services advised that a discussion needs to be had with the Media Team and the members of the Communications Sub-Committee, after which a report will come back to the Committee with a way forward.

**Recommendation**

That the Committee:

1. Receive the submission from Mr Bill Hancock for information;
2. Support the preparation of a 'Get Involved' or a suitable web page for Nowra CBD Revitalisation Strategy information and to capture community ideas and input; and
3. Continue to consider options for the rejuvenation of Nowra CBD consistent with the Revitalisation Strategy and undertake broader community consultation as required to seek ideas and input for the Committee's consideration.

**RECOMMENDATION (Clr White / Annie Aldous)**

That this matter and including the Nowra LIVE site be referred to the Communications Sub-Committee and relevant staff for a way forward and a report be submitted back to the Committee.

CARRIED

**CBD19.15 TERMS OF REFERENCE - AMENDED VERSION PROPOSED BY COMMITTEE MEMBERS**

**HPERM REF:  
D19/64577**

Item dealt with later in the meeting.

**CBD19.16 Correspondence - Traffic Lights - Kinghorne and North**

**HPERM Ref:**

**Streets****D19/66856**

The Chairperson addressed the meeting in relation to this matter. The Committee discussed the number of signatures on the petition and the nature in which the matter may be reported to Council.

The Committee held a discussion in relation to the car parking spaces that are proposed to be removed during the construction phase.

James Caldwell advised that as the Chairperson he will respond to the submission.

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

That the correspondence – traffic lights – Kinghorne and North Streets be submitted for consideration.

MOTION (James Caldwell / Clr Gash)

That:

1. The Nowra CBD Revitalisation Strategy Committee doesn't agree with Council removing the number of car parking spaces and the vacant land being used as a storage space for the construction phase of the traffic lights.
2. Council investigate alternate locations for the construction materials and machines to be stored.

FOR: James Caldwell, Clr Gash, Annie Aldous and George Parker

AGAINST: Clr White, Gordon Clark, Paul Keech, Scott Baxter, Brendan Goddard and Wesley Hindmarch

MOTION LOST

**RESOLVED** (Clr White / Annie Aldous)

That the report regarding Correspondence – Traffic Lights – Kinghorne and North Streets be received for information.

CARRIED

**CBD19.13 Update - Review of Terms of Reference and Membership****HPERM Ref:**  
**D19/62962**

Note: This matter was dealt with in conjunction with CBD19.15.

**Recommendation**

That Council adopt the amended Nowra CBD Revitalisation Strategy Committee Terms of Reference, noting that Council MIN18.962 and MIN18.1012 are now included within the proposed amendment.

**CBD19.15 Terms of Reference - Amended version proposed by  
Committee Members****HPERM Ref:**  
**D19/64577**

Note: This matter was dealt with in conjunction with CBD19.13.

The Committee held a discussion in relation to the proposed Terms of Reference. Changes were made to the Terms of Reference which will be attached to the minutes and reported to Council for adoption.

**Recommendation**

That the Council adopt the Terms of Reference proposed by the Committee Members as attached to this report.

**RECOMMENDATION** (Clr White / James Caldwell)

That the Terms of Reference – Amended version propose by Committee Members be reported to Council for adoption.

CARRIED

**GENERAL BUSINESS**

Wesley Hindmarch advised that he will email additional information to members.

There being no further business, the meeting concluded, the time being 6.09pm.

Mr James Caldwell  
CHAIRPERSON