

Nowra CBD Revitalisation Strategy Committee

Meeting Date: Wednesday, 15 May, 2019
Location: Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra
Time: 4.00pm

Please note: Council's Code of Meeting Practice permits the electronic recording and broadcast of the proceedings of meetings of the Council which are open to the public. Your attendance at this meeting is taken as consent to the possibility that your image and/or voice may be recorded and broadcast to the public.

Agenda

1. **Apologies**
2. **Confirmation of Minutes**
 - Nowra CBD Revitalisation Strategy Committee - 13 March 2019..... 1
3. **Declarations of Interest**
4. **Presentations**
 - CBD19.17 Presentation on Access in Nowra CBD - Inclusion and Access
Advisory Group
*At its meeting on Monday 18 February 2019 the Inclusion and Access
Advisory Group resolved to request to make a presentation to the
Nowra CBD Revitalisation Strategy Committee on Access in the
Nowra CBD.*
5. **Reports**
 - CBD19.18 Outstanding / Ongoing Actions.....6
 - CBD19.19 Draft Capital Works Program - Proposed Projects - Nowra CBD..... 14
6. **General Business**

Membership

Mr James Caldwell - Chairperson
Clr Jo Gash
Clr Patricia White
Clr Nina Digiglio
Mr Paul Keech or delegate
Mr Phil Costello or delegate
Ms Annie Aldous
Mr Scott Baxter
Mr Brendan Goddard
Mr George Parker
Ms Lynnette Kearney
Mr Wesley Hindmarch

Non-voting members

All other Councillors

Quorum – Five (5) members

Role

Note: Tasks in relation to 1.4 will not be undertaken by Councillors

For the purpose of this Terms of Reference, Councils annual Capital Works Budget which is defined as any Special Rate on the CBD (currently \$500,000) plus any top up funding (such as grants or loans obtained by council or other council budgetary allocations) that Council provides to deliver a project initiated by Special Rate Funding.

Note: Any other Capital Works Funding in excess of \$100,000 within the CBD will be discussed with the Committee prior to expenditure of funding.

- 1.1. Recommend to Council possible refinement of, and improvements to, the Nowra CBD Revitalisation Strategy as the committee considers appropriate.
- 1.2. Develop a list of projects (with estimated costings) for Council to consider priorities over a rolling three year time frame, that will assist in achieving the ten elements of the Nowra CBD Revitalisation Strategy. The list is to be presented to an Ordinary Meeting of Council in February each year, and thus adopted by the Council.
- 1.3. Make a formal submission to Council's annual capital works budget as it relates to the Nowra CBD, in accordance with Council's budgeting process.
- 1.4. Monitor the expenditure of Council's annual capital works budget as it relates to the Nowra CBD, in particular;
 - 1.4.1. Approving design plans and specifications at the preliminary concept stage and prior to the detailed drafting and then at final approval stage.
 - 1.4.2. In cases where the General Manager (or delegate) determines that capital works within the Nowra CBD, will be tendered out, the Committee Chair (or delegate) will approve the tender documentation before tenders are advertised.
 - 1.4.3. The Committee Chair and delegate are to participate on tender evaluation panels for capital expenditure in the Nowra CBD.
 - 1.4.4. Assign a Project Steering Working Group to endorse the payment of progress claims and endorse the approval of variations, for capital expenditure in the Nowra CBD.

- 1.4.5. In the case where Council staff undertake substantial capital expenditure (greater than \$150,000) in the Nowra CBD, the Committee will receive a report outlining progress (including expenditure updates) and plans at each of the Committee’s Meetings.
- 1.5. Act as a communication conduit between Council and the CBD stakeholders in respect to the ten elements within the Nowra CBD Revitalisation Strategy and approved Capital Works within the Nowra CBD with reasonable support from Council, at Council’s expense, as determined by the General Manager.
- 1.6. Assist Council in advocating to the community the adopted list of projects that seek to deliver on the ten elements of the CBD Revitalisation Strategy.
- 1.7. Provide a report to Council each quarter outlining the year to date expenditure of Council’s annual capital works budget as it relates to the Nowra CBD and present a report to an Ordinary Meeting of Council in August each year that explains the capital expenditure and any non-expenditure, for the previous financial year.
- 1.8. Consult with relevant stakeholders as needed.

Delegated Authority

- To expend funds allocated to the CBD Nowra Revitalisation Strategy Committee by Council within the approved budget. Budget adopted \$500,000.
- To establish sub Committees as deemed appropriate.
- To promote the advantages of the CBD inside and outside the area, including making press releases and promoting the Nowra CBD Revitalisation Strategy project.
- To raise funds other than rates and loans to fund the objectives of the Committee.
- To expend funds raised outside of Council as the Committee deems appropriate, e.g. promotions, entertainment etc.

Nowra Revitalisation Committee - Sub/Working Groups

	Events / Promotions	Infrastructure (including Wayfinding signs)	Writers / Historic Walk	Banners / Perm Lighting	Logo / Communications
James Caldwell (Chair)	Yes	Yes	Yes	Yes	Yes
Cr Jo Gash	Yes			Yes	
Cr Patricia White	Yes			Yes	
Cr Nina Digiglio					Yes
Wesley Hindmarch		Yes			Yes
Vacant					
Annie Aldous	Yes				
Scott Baxter		Yes	Yes	Yes	
Brendan Goddard		Yes			Yes
George Parker	Yes				
Lynnette Kearney	Yes			Yes	
Phil Costello			Yes		
Paul Keech		Yes		Yes	
SCC Contact (Director Rep)	Jessica Rippon	Tom Dimec	Gordon Clark	Tom Dimec	Jessica Rippon

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

1. Apologies / Leave of Absence

Lyn Kearney is on an extended leave of absence.

An apology was received from Clr Digiglio.

2. 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

3. 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 Streets

**HPERM Ref:
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

CBD19.18 Outstanding / Ongoing Actions

HPERM Ref: D19/139337

Group: Finance Corporate & Community Services Group
Section: Human Resources, Governance & Customer Service

Attachments: 1. Ongoing / Outstanding Actions List [↓](#)

Purpose / Summary

To advise and update the Committee on the Outstanding/Ongoing Actions from the Nowra CBD Revitalisation Strategy Committee.

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:
 - a. CBD19.9 – Nowra CBD Revitalisation Strategy Sub-Committees – deferred – Complete and Remove
 - b. CBD19.2 – Grant Opportunities – Nowra CBD Businesses – Australian Government Website – Premier Cabinet – 2019 Elections – Complete and Remove
 - c. CBD19.3 – Review of Terms of Reference and Membership – Deferred – Tender Panel – Complete and Remove
 - d. CBD18.112 – Role Adoption – Terms of Reference Review – Complete and Remove

Options

1. As Recommended
2. Adopt an alternate recommendation

Background

The actions listed in the attachment are drawn from Resolutions made by the Committee of which an action is required.

The Action Table (**attached**) is current as at the time of drafting this report (Tuesday 7 May 2019).

This will be a standing report on the Agenda for each meeting to keep the Committee informed of progress on the actions/resolutions from previous meetings.

Date From:				Action Sheets Report
Date To:				
Meeting Name Nowra CBD Revitalisation Strategy Committee 05/09/2018	Minute No:	Item No. CBD18.58	Group: Assets & Works Group	Target date: 05/10/2018
Title: Commercial Property Leasing - Review - Contract & Lease Agreements				Completed:
Resolution: RESOLVED (By consent) That the Committee notes that the General Manager (Director Assets and Works) will be undertaking a review of the contract and lease agreements. CARRIED			Notes: 18/04/2019 – <i>Comment from Staff</i> EOI documentation is still being reviewed	

Meeting Name Nowra CBD Revitalisation Strategy Committee 05/12/2018	Minute No:	Item No. CBD18.113	Group: Assets & Works Group	Target date: 04/01/2019
Title: Update - Report - Berry Street Footpath Upgrade (Western Side Between Junction and Worrigeer Streets)				Completed:
Resolution: RESOLVED (Clr White / Brendan Goddard) The Nowra CBD Revitalisation Strategy Committee: 1. Endorses the layout plan for the footpath and carparking upgrade works in Berry Street (western side) between Worrigeer Street and Junction Street (Plan Reference 4985-58, 4985_59_1 and 4985_59_2) and note that this work will fully expend the \$20,000 allocation. 2. Allocates \$10,000 from the Nowra CBD Revitalisation Capital Funds to finalise the detailed drawing and prepare the tender documentation for the construction of the works.			Notes: Notes for Action Sheet as of 6/3/19 1. This is complete 2. Finance has been arranged – this is complete 3. Noted – no further action required 4. An update on the budget and costings will be provided to the Committee 5. A project management team has been established. Brendan Goddard will be liaised with during the various phases until completion of the project. 10/04/2019 – <i>Staff Comment</i>	

Date From: Date To:	Action Sheets Report
<p>3. Note: the pre-tender estimate of cost (to take the project to completion) for the upgrade works in Berry Street (western side) between Worrigea Street and Junction Street (Plan Reference 4985_59_1 and 4985_59_2) is approximately \$990,000 (exc GST).</p> <p>4. Further reports be provided on the following:</p> <ul style="list-style-type: none"> a. Current existing budget available; and b. Final costings of the pre-tender <p>5. Appoints Brendan Goddard as the committee representative to work with the Shoalhaven City Council's Project Management team as the staging strategy, tender documentation and procurement process proceeds.</p> <p>CARRIED</p>	<p>responses to both stakeholders and Cttee comments. On questioned raised via the subcommittee to the final draft on plans QMC's cost estimate to construct \$883,842.49 ex GST. commercial based construction cost firm assume contingency allowed say 5% email sent to subcommittee of draft cost and budget required to proceed to tender</p> <p>Parts 4 and 5 to have a report to the July Meeting.</p>

Meeting Name	Minute No:	Item No.	Group:	Target date:
Nowra CBD Revitalisation Strategy Committee 06/02/2019		CBD19.7	Assets & Works Group	08/03/2019
Title: All Day Parking Signs - Review - Nowra CBD - \$15,000 - allocate				Completed:
Resolution: RESOLVED (Annie Aldous / Clr White) That the Nowra CBD Revitalisation Strategy Committee allocate \$15,000 from the Nowra CBD Revitalisation funds to augment the existing All Day off street carparking signage arrangement with larger, more prominent signage, update the existing public information on Council's website and add the updated information to a multi-user platform, such as Google Maps. CARRIED			Notes: <i>01/05/19 – Staff Comment</i> Council's Traffic Unit is currently in the preliminary investigation stage for this item. Council Staff have located and catalogued all potential sites for sign installation and are in the process of designing the proposed signage for manufacture. Annie Aldous will be contacted within the next 2 weeks for consultation on the sign design.	

Date From: Date To:				Action Sheets Report
Meeting Name Nowra CBD Revitalisation Strategy Committee 06/02/2019	Minute No:	Item No. CBD19.9	Group: Assets & Works Group	Target date: 08/03/2019
Title: Nowra CBD Revitalisation Strategy Sub - Committees - deferred				Completed:
Resolution: RESOLVED (Clr White / Annie Aldous) That this matter be deferred pending comments by the members within 14 days sent to the Chairperon, and then forwarded by the Chairperson to staff to incorporate into a report to March. CARRIED			Notes: This matter was dealt with in conjunction with the Terms of Reference. Complete – recommended to be removed	
Meeting Name Nowra CBD Revitalisation Strategy Committee 06/02/2019	Minute No:	Item No. CBD19.2	Group: Finance Corporate & Community Services Group	Target date: 08/03/2019
Title: Report Grant Opportunities - Nowra CBD Businesses - Australian Government Website - Premier Cabinet - 2019 Elections				Completed:
Resolution: RESOLVED (Clr White / Clr Gash) That: 1. The Nowra CBD Revitalisation Strategy Committee: a. Note that that grant alerts are published on the Australian Government's business.gov.au website and the Productive Shoalhaven website. b. Receive grant alerts from Council officers or other sources within and external to Council. c. Members are encouraged to establish relationships with other agencies and key personnel who will be aware of funding opportunities such as Office of			Notes: <i>07/05/19 – Staff Comment – Shelley Hancock has responded to the invitation and has accepted to attend the meeting scheduled for 11 September 2019.</i> Complete – recommended to be removed It is desirable to provide a copy of the Draft Capital Works Program and what project / works might be suitable and worth pursuing.	

Date From:		Action Sheets Report	
Date To:			
Premier and Cabinet, Regional Development Far South Coast, ministerial feeds etc.			
2. Following the 2019 State Government Elections the General Manager invite the local Members and/or Minister for Premier and Cabinet to a future Meeting of the Nowra CBD Revitalisation Strategy Committee to discuss possible Grant funding opportunities for the CBD.			
CARRIED			

Meeting Name Nowra CBD Revitalisation Strategy Committee 06/02/2019	Minute No:	Item No. CBD19.3	Group: Assets & Works Group	Target date: 08/03/2019
Title: Update - Review of Terms of Reference and Membership - Deferred - Tender Panel				Completed:
Resolution: RESOLVED (Paul Keech / Clr White) That: 1. The matter relating to Review of Terms of Reference be deferred pending further consultation between members in relation to the details of the Terms of Reference. 2. Committee members send comments to the Chairperson within 14 days who will compile the comments and forward collective comments to Director Assets and Works for clarifying in a report to the next meeting of the Committee. 3. The Draft Terms of Reference be amended to increase the Committee membership on Tender Panels under Part 1.4.3 to two (2) members. CARRIED			Notes: Terms of Reference adopted by Council on 26 March 2019. MIN19.171 Complete – Recommended to be removed	

Meeting Name	Minute No:	Item No.	Group:	Target date:
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Date From:			Action Sheets Report	
Date To:				
Nowra CBD Revitalisation Strategy Committee 13/03/2019		CBD19.14	Planning Environment & Development Group	12/04/2019
Title: Community Member Submission - Nowra CBD - Traffic congestion, Parking and Rejuvenation Suggestions				Completed:
Resolution: 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			Notes: <i>07/05/19 – Staff Comment –</i> Strategic Planning will provide response to submission with input from Traffic Unit. Action to be reassigned to Executive Strategy team (Jessica Rippon) for new website and changes to Nowra Alive.	

Action Report from Ordinary

Meeting Name Ordinary Meeting 18/12/2018	Minute No: MIN18.1012	Item No. CBD18.112	Group: Assets & Works Group	Target date: 17/01/2019
Title: Nowra CBD Revitalisation Strategy Committee - Role adoption - Terms of Reference review				Completed:
Resolution: RESOLVED* (Clr Gash / Clr Guile) MIN18.1012 That given the Councillor membership on the committee, the Council adopt the following as the Role of the Nowra CBD Revitalisation Committee and thus allow the Terms of Reference to now be reviewed in the context of these roles. Note: Tasks in relation to 1.4 will not be undertaken by Councillors 1. Committee's Role: 1.1. Recommend to Council possible refinement of, and improvements to, the Nowra CBD Revitalisation Strategy as the committee considers appropriate.			Notes: Terms of Reference adopted by Council on 26 March 2019. MIN19.171 Complete – Recommended to be removed	

Date From: Date To:	Action Sheets Report
<p>1.2. Develop a list of projects (with estimated costings) for Council to consider funding over a rolling three-year time frame, that will assist in achieving the ten elements of the Nowra CBD Revitalisation Strategy. The list is to be presented to an Ordinary Meeting of Council in February each year, and thus adopted by the Council.</p> <p>1.3. Make a formal submission to Council's annual capital works budget as it relates to the Nowra CBD, in accordance with Council's budgeting process.</p> <p>1.4. Monitor the expenditure of Council's annual capital works budget as it relates to the Nowra CBD, in particular;</p> <p>1.4.1. Approving design plans and specifications at the 20% complete and the 80% complete milestones.</p> <p>1.4.2. In cases where the General Manager (or delegate) determines that capital works within the Nowra CBD, will be tendered out, the Committee Chair (or delegate) will approve the tender documentation before tenders are advertised.</p> <p>1.4.3. The Committee Chair (or delegate) is to participate on tender evaluation panels for capital expenditure in the Nowra CBD.</p> <p>1.4.4. Assign a Project Steering Sub Committee to endorse the payment of progress claims and endorse the approval of variations, for capital expenditure in the Nowra CBD.</p> <p>1.4.5. In the case where Council staff undertake capital expenditure in the Nowra CBD the Committee will receive a report outlining progress (including expenditure updates) and plans at each of the Committee's Meetings.</p> <p>1.5. Act as a communication conduit between Council and the CBD stakeholders in respect to the ten elements within the Nowra CBD Revitalisation Strategy and approved Capital Works within the Nowra CBD with reasonable support from Council, at Council's expense, as determined by the General Manager.</p> <p>1.6. Assist Council in advocating to the community the adopted list of projects that seek to deliver on the ten elements of the CBD Revitalisation Strategy.</p> <p>1.7. Provide a report to Council each quarter outlining the year to date expenditure of Council's annual capital works budget as it relates to the Nowra CBD and present a report to an Ordinary Meeting of Council in August each year that</p>	

Date From: Date To:	Action Sheets Report
<p>explains the capital expenditure and any non-expenditure, for the previous financial year.</p> <p>1.8. Consult with relevant stakeholders as needed.</p> <p>CARRIED</p>	

CBD19.19 Draft Capital Works Program - Proposed Projects - Nowra CBD

HPERM Ref: D19/8904

Group: Assets & Works Group

Section: Technical Services

Attachments: 1. Overview of Potential Projects for the Nowra CBD Revitalisation Strategy Committee 2018-2021 [↓](#)

Purpose / Summary

The Draft Capital Works Program allows the Nowra CBD Revitalisation Committee to document and prioritise capital works projects that achieve the Terms of Reference of the Committee.

The Committee will have an opportunity to put forward projects from the list for consideration in future years and as funding is made available, thus allowing a priority of scheduled works and funding allocation for the Nowra CBD.

Recommendation (Item to be determined under delegated authority)

That the Committee review the Draft Capital Works Program (Attachment 1 - D19/151875) for the period 2019-2024 with the view of adopting a Capital Works Program at the next Committee meeting, for Council to consider.

Background

The following relevant clauses are extracted from the Committee's Terms of Reference for convenience.

- 1.2 Develop a list of projects (with estimated costings) for Council to consider priorities over a rolling three year time frame, that will assist in achieving the ten elements of the Nowra CBD Revitalisation Strategy. The list is to be presented to an Ordinary Meeting of Council in February each year, and thus adopted by the Council.*

At the Committee Meeting on Date the Committee resolves as follows (CBD18.107)

- 4. The Nowra CBD Revitalisation Committee be consulted in the preparation of the Draft Capital Works Program in relation to works in the Nowra CBD*

The Attachment 1 (D19/151875) is submitted for the Committee to consider under delegation and advise Council of potential future project priorities.

Community Engagement

Consultation with Committee members has taken place outside of delegated Committee meetings. It is intended that the Nowra CBD Revitalisation Strategy Committee discuss and review the Draft Capital Works Program and report members conclusions in the May Committee meeting.

Policy Implications

Nil.

Financial Implications

Nil. Typically, Council collects in the order of \$500,000 (plus indexation) specifically for expenditure in the Nowra CBD and in some instances additional funding is provided on a case by case basis, by a resolution of the Council. This should be kept in mind when the committee prioritises works.

Risk Implications

Nil

List of potential projects for consideration for Nowra CBD Revitalisation Strategy Committee for years 2018 - 2021																
Priority	Streetscape Upgrade	Project Details	Survey services Investe	Concept Design	Consultation	Design App ^o d for Construction	Design & Spec's	Tender Doc	Proj Meet	Const'n Cost Estimate	Total Cost Estimate	2017/18	2018/19	2019/20	2020/21	Future Works
	Novra CBD - Raised Planters	Revitalisation C'ree CBD 18.22	✓	✓	✓	✓	18,000	0	0	0	18,000	18,000				
	Novra CBD - Lighting Permanent	Uplighting to two fig trees in front of Library Brief D18/203733	✓	underway	X	X	10,000	0	0	20,000	40,100		30,000			
1	Novra CBD Wayfinder Signage x 5 sites	(1) Stewart Pt, (2) Junction Cr, (3) Jelly Bean Pk, (4) Post Office Corner, (5) Stocklands (Revitalisation C'ree Brief D18/102087)	underway	underway	underway	X	10,000	0	0	35,000	35,000		35,000			
1	Novra CBD Feb/March 2019 Mural Project	Commission artist (Case MacLennan) and associated costs			✓		0	0	0	30,000	30,000		30,000			
	Novra CBD - Princes Hwy Banners	Revitalisation C'ree Brief D18/106877	underway	underway	underway		7,313	0	1,500	97,321	106,134		7,313			
2	Berry Street	Western side between Junction St & Worrigee St - Footpath Upgrade (full width honed concrete/Stoneset® header + additional strip of Stoneset® 300mm to widen path, trees & tree management system seat, raised planter)	✓	✓	✓	X	39,000	5,000	25,000	890,000	959,000		44,000	915,000		
	Batts Folly	Landscape replant/lighting/irrigation Brief D18/13582	✓	✓	X	X	5,635	3,000	2,000	80,000	90,635		4,000	86,635		
1	Novra CBD Historical Signage	Historical signage/walk brochure (Grant agreement with CEH - \$30,751)	X	underway	underway	X	8,075	0	0	26,729	34,804			4,053		
3	Kinghome Street	Eastern side between Smiths Lane & Worrigee St - Footpath Upgrade (full width honed concrete/Stoneset®, trees, tree guards, seats, raised planters)	X	X	X	X	35,000	5,000	20,000	580,000	640,000			40,000	600,000	
	North Street	South side between Berry St & Kinghome St (full width honed concrete/Stoneset® header, trees & tree management system, raised planters)	X	X	X	X	35,000	5,000	20,000	1,172,800	1,232,800			40,000	1,192,800	
	North Street	South side between Princes Hwy & O'Keefe (part width honed concrete & brick paver header, trees, tree guard)	X	X	X	X	35,000	5,000	20,000	600,000	660,000			40,000	620,000	
	North Street	North side between Princes Hwy & O'Keefe Ave (part width honed concrete & brick paver header, trees, tree guard)	X	X	X	X	35,000	5,000	20,000	600,000	660,000			40,000	620,000	
	Tree Planting	Tree removal and planting								100,000	100,000			50,000	50,000	
	Berry Street	Intersection cr. Junction/Berry St's upgrade to Post Office corner (full width honed concrete/Stoneset® header, trees, tree guard)	X	X	X	X	35,000	5,000	20,000	650,000	710,000					710,000
	Junction Street	South side between O'Keefe & highway - opposite RSL (full width honed concrete/Stoneset® header, trees & tree guards)	✓	✓	X	X	0	5,000	10,000	300,000	315,000					315,000
	Schofields Lane	North and south side Schofields Lane Footpath Upgrade (full width honed concrete/Stoneset® header, trees & tree guards)	X	✓	X	X	35,000	5,000	20,000	600,000	660,000					660,000
	North Street	Cr of North St & Berry St - Dave Hill Mains (full width honed concrete/Stoneset® header on Berry St side and brick paver on North St side)	X	X	X	X	35,000	5,000	20,000	413,000	473,000					473,000
	North Street	North side between Berry St to Graham St (full width honed concrete/brick paver header, trees)	X	X	X	X	20,000	5,000	20,000	580,000	625,000					625,000
	North Street	Southern side between Berry St & Osborne St (1.5m wide honed concrete with brick paver header)	X	X	X	X	35,000	5,000	20,000	500,000	560,000					560,000
	Worrigee Street	Northern side between Berry St & Kinghome St - Footpath Upgrade (full width honed concrete/Stoneset® header, trees, tree guard)	X	X	X	X	35,000	5,000	25,000	1,070,000	1,135,000					1,135,000
	Worrigee Street	Southern side between end of current work & Lawrence Ave (full width honed concrete/Stoneset® header, trees, tree guard)	X	✓	X	X	20,000	5,000	15,000	220,000	260,000	15,000				245,000
	Worrigee Street	Southern side between Lawrence Ave & Berry St (full width honed concrete/Stoneset® header, trees, tree guard)	X	X	X	X	35,000	5,000	20,000	540,000	600,000					600,000
	Kinghome Street	Eastern side between Worrigee St & Plunkett St - Footpath Upgrade (full width honed concrete/brick paver header, trees, tree guards, seats, raised planters)	X	X	X	X	25,000	5,000	20,000	540,000	590,000					590,000
	Kinghome Street	Western side between Worrigee St & Plunkett St - Footpath Upgrade (full width honed concrete/brick paver header, trees, tree guards, seats, raised planters)	X	X	X	X	25,000	5,000	20,000	540,000	590,000					590,000
	CBD Seating/bollards/furniture	Complete painting in endorsed colours	✓	✓	X	-	3,000	1,000	2,000	70,000	76,000					
		Expenditure Calculated					541,023	84,000	320,500	10,254,850	11,200,473	50,154	150,313	1,245,688	3,792,800	5,793,000
		Committee Budget Allocation										500,000	511,500	511,500	511,500	
		Budget Carried Forward from at previous FY											449,846	811,033	106,845	
		Budget Available										500,000	961,346	1,322,533	618,345	
		Surplus / Deficit										449,846	811,033	106,845	-3,174,455	
		Other Works Identified Outside Scope of Committee - DRAFT list only														
	Worrigee St	Local repair program												✓		
	Novra CBD renewal	Other streetscape program												✓		
	Novra CBD	CCTV Upgrade												✓		
	Novra CBD All Day Parking	Worrigee Street/Berry Street Multi Story Carpark Brief D18/134327												✓	✓	✓
	North Street	Traffic Signals - intersection Kinghome St & Moss St - Federal Blackspot Program												✓	✓	
	O'Keefe Avenue	Traffic Signals - midblock pedestrian signals between North St & Junction St - NSW Safer Roads Program												✓	✓	
	Berry Street	Traffic Signals - intersection at Worrigee St - NSW Safer Roads Program												✓	✓	✓

prepared Ros Holmes 14.6.18 File: Novra CBD Potential Projects

Key	
Pale Blue	Works Managed and/or installed by SCC (budget from SCC or others)
Darker Blue	Projects to be prioritised by Nowra CBD Revitalisation Strategy Committee & managed by SCC
Pink	Projects completed by SCC on behalf of Novra CBD Revitalisation Committee in 2018
Green	Projects currently underway