

MINUTES OF THE NOWRA CBD REVITALISATION STRATEGY COMMITTEE

Meeting Date: Wednesday, 6 November 2019
Location: Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra
Time: 4.06pm

The following members were present:

James Caldwell - Chairperson
Clr John Wells – left the meeting 5.37pm
Phil Costello - Director Planning Environment and Development
Paul Keech - Director Assets and Works
Annie Aldous
Scott Baxter
George Parker
Brendan Goddard – arrived 4.25pm

Others present:

Clr Nina Digiglio
Sara McMahon – Governance Unit Manager
Tom Dimec – Technical Services Manager
Gordon Clark – Manager, Strategic Planning
Jessica Rippon – Executive Manager Communications – left the meeting 4.30pm
Bronwyn Coulston – Arts & Culture Manager – left the meeting 5.37pm

Apologies / Leave of Absence

Apologies were received from Clr Gash, Clr White and Wesley Hindmarch.

Confirmation of the Minutes

RESOLVED (By consent)

That the Minutes of the Nowra CBD Revitalisation Strategy Committee held on Wednesday 11 September 2019 be confirmed.

CARRIED

Declarations of Interest

Nil

Matters arising from the Minutes

CBD19.40 - Get Involved webpage

Jessica Rippon's team is asking for content. Suggestions should be sent to her direct.

19.38 – Christmas 2019

Annie Aldous provided an update.

- Decorations have now been installed in Junction Street and Jellybean Park.
- Christmas trees are going out this week.
- The radio campaign is in preparation.
- The banner over the overpass bridge is being made up.

The Committee discussed the potential changes to the Christmas promotional gift voucher program in light of the new Fair Trading Act stipulation that vouchers are to be honoured for three years. Paul Keech confirmed the three-year period does not apply to promotional vouchers, and a use-by date may be applied. It was noted the vouchers are usually issued with the proviso they be redeemed by February.

Brendan Goddard reported receiving negative comments about the bunting. Members were asked to view the bunting and report back.

REPORTS

CBD19.43 Appointment of Members

**HPERM Ref:
D19/378089**

Sara McMahon (Manager, Governance) summarised the process of recruitment. Two applicants have been put forward: Alison Henry and Christopher Williamson.

The Chairperson recommended both be endorsed for appointment by Council.

Recommendation

That

1. Alison Henry be appointed as the Nowra CBD Retail/Business operators (Non-CBD property owner) member on the Nowra CBD Revitalisation Strategy Committee.
2. Christopher Williamson be appointed as a Community member on the Nowra CBD Revitalisation Strategy Committee.
3. Alison Henry and Christopher Williamson be notified of their appointments and be invited to all future meetings.
4. The other two (2) persons who applied for the Community member position be thanked for their applications and interest in the Committee.

RECOMMENDATION (Scott Baxter / Annie Aldous)

That

1. Alison Henry be appointed as the Nowra CBD Retail/Business operators (Non-CBD property owner) member on the Nowra CBD Revitalisation Strategy Committee.
2. Christopher Williamson be appointed as a Community member on the Nowra CBD Revitalisation Strategy Committee.

3. Alison Henry and Christopher Williamson be notified of their appointments and be invited to all future meetings.
4. The other two (2) persons who applied for the Community member position be thanked for their applications and interest in the Committee.

CARRIED

**CBD19.44 Notification - Council Resolution - Re-establishment of
Nowra CBD Revitalisation Strategy Committee and
Election of Chairperson**

**HPERM Ref:
D19/356440**

Clr Wells was nominated as Returning Officer for the election of the Chairperson.

Clr Wells as Returning Officer called for nominations for Chairperson. Sara McMahon informed the meeting that no nominations had been received prior to the meeting. A nomination was then received for James Caldwell.

James Caldwell accepted the nomination.

As no further nominations were forthcoming, Clr Wells declared Mr Caldwell the Chairperson for 12 months from October 2019.

Recommendation (Item to be determined under delegated authority)

That:

1. The Committee receive the report regarding Council Resolution – Re-establishment for information; and
2. The Committee elect (insert name) as Chairperson for twelve (12) months from October 2019.

RESOLVED (By consent)

That:

1. The Committee receive the report regarding Council Resolution – Re-establishment for information; and
2. The Committee elect James Caldwell as Chairperson for twelve (12) months from October 2019.

CARRIED

**CBD19.45 Installation of Industry Standard Air Conditioning at
Shoalhaven Regional Gallery - Including roof top
screening**

**HPERM Ref:
D19/336298**

Bronwyn Coulston (Manager, Arts & Culture) explained the Gallery's need for a new climate control system to meet the required standard for loans of artworks from state and national institutions, and touring works. The Shoalhaven will now be able to attract major exhibitions. She noted the structure is significantly larger than present system, so there will be a significant change to the view of the Egans Lane wing of the gallery. Installation will also require closing the gallery for 12 weeks from early March.

Recommendation (Item to be determined under delegated authority)

That the report on the Installation of Industry Standard Air Conditioning at the Shoalhaven Regional Gallery, including roof top screening be received for information.

RESOLVED (By consent)

That the report on the Installation of Industry Standard Air Conditioning at the Shoalhaven Regional Gallery, including roof top screening be received for information.

CARRIED

CBD19.46 Additional Item - Outstanding / Ongoing Actions - Convene Meeting

Paul Keech apologised that a number of reports had not been finalised in time for this agenda, and proposed that a further meeting be convened on 9 December 2019 to address these.

The following items will be retained on the list of Actions:

CBD19.7 – The order for the signage is in place, to be installed mid-January 2020.

CBD19.32 – A report on the one-way traffic proposal for Junction Street will be brought to the 9 December meeting.

CBD19.37 – Progress is being made; a meeting has been held with Claude Outdoor staff regarding removal of the bus seats.

CBD19.42 – A report on the Quarterly Budget Review will be brought to the 9 December meeting, plus a presentation on the Multi-Storey Car Park. Options for leasing parking spaces to be considered.

CBD19.36 – A workshop is to be held in late (not 30) November to discuss Council's policy on occupation of Council owner or managed land.

CBD19.40 – Feedback is invited on the Get Involved webpage.

RESOLVED (By consent)

That an additional meeting be convened on Monday 9 December 2019 to address the Actions List and other held over items.

CARRIED

CBD19.48 Additional Item - Nowra CBD Historical Walk

Gordon Clark explained the content of the draft brochure, which had been emailed to members for their concurrence. The signs are ready, and their placement has been discussed with the Chairperson. The Historical Walk is designed to be taken as a whole walk or by colour-coded precincts.

It was clarified that the funds allocated by the Committee have not been completely expended, and any remaining may be allocated to the second walk.

Under the terms of the Heritage Grant there will need to be a formal launch.

RESOLVED (Annie Aldous / Brendan Goddard)

That the Committee approve the draft Map Guide for the Nowra CBD Historical Walk.

CARRIED

CBD19.49 Additional Item - Bus Stops Stewart Place

Scott Baxter recommended that Stewart Place needs to be an integrated bus terminal. The State Member has indicated she will support applications for funding, but a definite plan will need to be presented to progress this. Clr Wells noted that initiating a DA process will allow access to potential State funding.

RESOLVED (Scott Baxter / Annie Aldous)

That a verbal report on opportunities for Stewart Place be presented to the 9 December meeting of the Committee.

CARRIED

CBD19.51 Additional Item - Water & Sewerage Headworks Charges

Scott Baxter noted that Section 455 water and sewerage headworks contributions have increased 15%, and it appears Section 64 charges are being applied. He sought clarification on how fees are calculated and on what basis. Clarification was also requested on why S64 charges are applicable in the case of a S455 DA amendment.

Phil Costello clarified that the difference becomes payable where a development has been intensified, resulting in higher usage.

RESOLVED (Scott Baxter / Annie Aldous)

That the Committee receive a verbal report on the operation of Section 64 charges.

CARRIED

GENERAL BUSINESS**Smoke-Free CBD**

The Committee discussed the recent Council resolution to undertake public consultation to ascertain the level of support for making the Nowra CBD smoke-free. Clr Wells proposed the Committee should canvass the views of businesses and colleagues in the CBD and communicate their views to Council. Clr Digiglio, who had submitted the Motion, clarified it is not intended to be punitive, but to be respectful of all users of the CBD. The proposal does include provision for set-aside areas for smoking, and it would be helpful to have an indication from businesses where these could be located.

Berry Street Footpath

Tom Dimec provided a brief update. The project is being put on TenderLink and is due to commence construction on 29 January 2020. The works will lead into Easter, but it is a condition in the tender that access is to be provided to all business premises. The cinema will not be affected.

The Committee discussed different footpath treatments – pavers and concrete of the aluminium edging.

North Street Traffic Signals

The Chairperson noted the Committee had not been directly approached for input during the consultation on the North Street traffic lights, and that an offer by the Committee to make a presentation had not been taken up.

Note: Clr Wells and Bronwyn Coulston left the meeting at 5.37pm.

Mobility Scooters

Annie Aldous raised the issue of mobility scooters being used at potentially dangerous speeds on footpaths, and asked whether Council Rangers have any enforcement powers. Scott Baxter noted a recent court case on the Central Coast which had ruled against prohibition, but recommended a limit of 3km/h and registration of scooters. No local government law currently exists that can be enforced.

Public Walkways

Annie Aldous reported that she often sees people charging their devices using the unlocked power points along the side of the Arts Centre. There are concerns about people using these walkways and feeling unsafe. Bronwyn Coulston confirmed that locking the power points has been investigated, and also that no problems have been reported.

Funding for Projects

The Chairperson asked for support in encouraging Council to raise the percentage of co-funding it provides for the Committee's planned projects. For the three projects with anticipated costs of between \$650k and \$880k, Council assistance is 4.7% to 5.23%, which is insufficient. The Committee's \$500k budget also bears the costs of footpaths etc. and is not enough for improvements to revitalise the CBD. He suggested that the costs of CBD infrastructure investments should be shared equally among all ratepayers in the Shoalhaven.

Staff will consider this as they provide the updated list of capital funding to the next meeting.

There being no further business, the meeting concluded, the time being 6.05pm.

Mr James Caldwell
CHAIRPERSON