

## MINUTES OF THE NOWRA CBD REVITALISATION STRATEGY COMMITTEE

**Meeting Date:** Wednesday, 7 April 2021  
**Location:** Council Chambers, City Administrative Centre, Bridge Road, Nowra  
**Time:** 4.11pm

The following members were present:

Mr James Caldwell - Chairperson  
Clr Patricia White  
Clr John Wells  
Mr Paul Keech - Director City Services  
Mr Robert Domm - Director City Futures  
Mr Scott Baxter – (Remotely)

Others present:

Clr Amanda Findley  
Ms Sara McMahon – Business Assurance and Risk Manager (Remotely)  
Ms Melissa Dunn – Unit Manager – District Engineer – Central (Remotely)  
Mr Micaiah Tipton – Manager Design Services (Remotely)  
Mr Craig Exton – Manager Technical Services (Remotely)  
Mr Matthew Rose – Coordinator – Strategy Planning Team

### Apologies / Leave of Absence

An apology was received from Clr Gash and Wesley Hindmarch.

### Confirmation of the Minutes

Notes:

- Paul Keech, Director City Services, provided an update on the Pop-up (Payday) Lender on Kinghorne Street.
- Clr White requested that the seat be moved to an alternate location and was advised by staff that this can be achieved.

**RESOLVED** (Clr Wells / Clr White)

That the Minutes of the Nowra CBD Revitalisation Strategy Committee held on Wednesday 3 February 2021 be confirmed.

CARRIED

## Declarations of Interest

Nil

## REPORTS

### CBD21.5 Committee Actions Ongoing / Completed Items

HPERM Ref:  
D21/106251

The Committee held a discussion in relation to the Items in the Action Table and made the following comments:

- CBD21.3 - Matthew Rose (Coordinator – Strategy Planning Team) advised that in relation to the Food & Drink a Planning Proposal will be submitted to the May Development & Environment Committee.
- CBD20.24 - An internal meeting will take place in relation to Council's Alcohol Free Zones and Alcohol Prohibited Areas and an update will be provided to an upcoming meeting.
- Completed – CBD20.21 - Kylie has completed work on the Draft Action Plan – to be presented at meeting next week. – Completed and remove.

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

That the Committee Actions Ongoing / Completed Items report be received for information.

### RESOLVED (James Caldwell / Clr White)

That the:

1. Actions Ongoing / Completed Items report be received for information;
2. Following completed items in the Action List attached to the report be removed from the listing:
  - a. CBD20.21 - Presentation - Kylie Legge - Place Partners - Engage - Consultant - Review - feedback - Commit Funding
  - b. CBD20.30 - Additional Item - Grant Support – 'Your High Street' Application for Nowra - Place Score - Fund \$8,500
  - c. CBD20.31 - Additional Item - Fee Proposal – CBD Revitalisation Action Plan - Fund - Place Score - \$70,350
  - d. CBD20.32 - Additional Item - Payday Lender - Complaints - Lease from Council - Catherine Shields - Submission - Follow up required
  - e. CBD21.1 - Election of Chairperson - James Caldwell - 2021

CARRIED

## GENERAL BUSINESS

### CBD21.6 Additional Item - Nowra By Night

Clr White reported on meeting with Tourism Unit regarding the street festival. A co-branded Council / Nowra CBD Revitalisation Strategy Committee stand will be part funded from the Promotions Committee, and four banners have been procured. A lucky-dip raffle with \$25 vouchers also is to be funded.

**RESOLVED** (Clr White / Clr Wells)

That the Nowra CBD Revitalisation Strategy Committee recommend the funding of promotional activities up to \$8700 from the Promotions Budget.

CARRIED

**CBD21.7 Additional Item - Berry Street Pavers****RESOLVED** (By consent)

That staff investigate the cost of the pavers on Berry Street (i.e. Council Staff vs Contractor costs) and aim to report back in June 2021.

CARRIED

**CBD21.9 Additional Item - CBD Lighting****RESOLVED** (By consent)

That staff:

1. Investigate the possibility of retrofitting LED lighting to the existing black poles; and
2. Investigate the dim lighting in Morisons Arcade, given that this Arcade is a public thoroughfare.
3. Aim to report back in June 2021.

CARRIED

**CBD21.10 Additional Item - CBD Walkaround**

Paul Keech recommended that another walkaround of the CBD be arranged. The list of items resulting from the walkarounds in 2019 has been mostly addressed and will be circulated during May 2021.

**Other matters:**

- **Music Recitals Proposal**
  - Clr Wells described a proposal to hold music events based around the piano at the Nowra School of Arts.
- **Christmas Evaluation Meeting Feedback**
  - Clr White reported on plans for a newsletter to be circulated to shopkeepers.
  - The proposal for the 2021 Christmas season is to be complete by the end of May and brought to the June/July meeting of the Committee. To ensure the appropriate licence for playing seasonal music is held.

There being no further business, the meeting concluded, the time being 5.18pm.

Mr James Caldwell  
CHAIRPERSON