

MINUTES OF THE NOWRA CBD REVITALISATION STRATEGY COMMITTEE

Meeting Date: Wednesday, 1 June 2022
Location: Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra
Time: 4.04pm

The following members were present:

Mr James Caldwell - Chairperson
Clr Serena Copley
Clr Matthew Norris
Clr Tonia Gray (Remotely)
Mr Scott Baxter (Remotely) – left at 5.01pm
Mr Brendan Goddard – left 5.45pm
Mr Wesley Hindmarch (Remotely)
Ms Alison Henry
Ms Catherine Shields – Chairperson 5.32pm – 5.45pm

Others present:
Clr Patricia White
Mr Paul Keech – Director City Services
Mr Micaiah Tipton – Manager Design Services
Ms Sara McMahon – Manager – Business Assurance & Risk (Remotely)
Ms Brooke Aldous – Governance Coordinator

Apologies / Leave of Absence

Apologies were received from Jo Gash and George Parker

Confirmation of the Minutes

RESOLVED (By consent)

That the Minutes of the Nowra CBD Revitalisation Strategy Committee held on Wednesday 27 April 2022 be confirmed.

CARRIED

Declarations of Interest

James Caldwell – CBD22.16 - Presentation - Overview of the Program - Facade Improvement – pecuniary interest declaration – he is an applicant and has previously received funding – will leave the room and will not take part in discussion or vote relating to the applications.

CBD22.18 Election of Acting Chairperson - 1 June 2022

It was noted that an Acting Chairperson will need to be elected in the event that James Caldwell is required to leave the room for a declaration of pecuniary interest.

RESOLVED (By consent)

That Catherine Shields be elected as Acting Chairperson for the 1 June 2022 meeting in the event that James Caldwell is required to leave the room for a declaration of pecuniary interest.

CARRIED

PRESENTATIONS**CBD22.17 Presentation - Discussion - CBD Maintenance Suggestions****HPERM Ref:
D22/205876**

Unit Manager – District Engineer – Central provided a presentation in relation to proposed CBD Maintenance.

Concerns were raised that at the end of a 12 month trial it would be expected that the funding continue.

The committee discussed different options including the scope (how many workers, equipment required, number of days required, trial periods and a deep clean).

Director City Services advised that following discussions today he will submit a report including options for the Committee to consider.

1. A crew of 2 workers that includes a once a month clean following the Night Food Markets
2. 2-3 days per week for 6 months.

RESOLVED (By consent)

That the Nowra CBD Revitalisation Strategy Committee receive a report including but not limited to, two (2) options for cleaning and maintenance crew options for the CBD being:

1. A crew of 3 workers full time (as presented on 1 June 2022)
2. A crew of 2 workers full time
3. A crew of 2 workers 2-3 days per week for 6 months, including after hours to assist with events .

CARRIED

CBD22.15 Presentation - Discussion - Place Manager Recruitment**HPERM Ref:
D22/205868**

Manager Design Services provided a presentation in relation to the progress on the recruitment of the Place Manager.

Note: Scott Baxter left the meeting at 5.01pm.

It was noted that the position has been difficult to recruit, the Director City Services will work with the Chairperson and Kylie Legge offline and submit a report including a way forward.

CBD22.16 Presentation - Overview of the Program - Façade Improvement**HPERM Ref:
D22/205872**

James Caldwell declared a pecuniary interest as he is the applicant for the façade funding, left the room and did not participate in discussion or vote.

Catherine Shields assumed the role of Chairperson.

The Director City Services provided a presentation in relation to the Façade Improvement Program overall and the applications received.

RESOLVED (By consent)

That:

1. The Nowra CBD Revitalisation Committee accept the application for Façade Improvement Funding for the property at 73 North Street, Nowra for half of the cost of the improvement up to a maximum of \$5000.00 as per the Policy.

FOR: Cllr Copley, Cllr Norris, Wesley Hindmarch, Alison Henry and Catherine Shields

AGAINST: Cllr Gray and Brendan Goddard

CARRIED

Note: Brendan Goddard left the meeting at 5.45pm.

The Director City Services advised that the staff would:

1. Write to all property owners within the CBD boundary advertising the Façade Improvement Program, surveying them and seeking their interest and suggestions for improvement of the program.
2. Provide a further report based on the feedback received in part 1 above, with the aim to review the program.

Note: James Caldwell returned to the meeting and resumed the Chair.

There being no further business, the meeting concluded, the time being 5.51pm.

Mr James Caldwell
CHAIRPERSON