



# Lithgow CBD Revitalisation Action Plan Steering Committee Wednesday 13 November 2013 5.30pm

Name of Committee	
Item Number	Agenda
1	Welcome/present/ apologies
2	Confirmation of minutes
3	Business Arising from the previous minutes
4	Resources for Regions Application
5	Draft Consultant Brief
6	Infrastructure quick wins
7	General Business
8	Next meeting

**MINUTES – LITHGOW CBD REVITALISATION  
ACTION PLAN COMMITTEE– 13 November 2013**



**ITEM: 1 PRESENT AND APOLOGIES**

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**Present:** Mayor Cllr Maree Statham, Cllr Ross Higlett, Cllr Col Hunter, Cllr Peter Pilbeam, Cllr Frank Inzitari, Ms Kelley Crane, Mr Roger Bailey

**Apologies:** No apologies

**Officers:** Matt Brewster

**Declaration of Interests:** Cllr Ross Higlett – Main St Business Operator  
Ms Kelley Crane – Main St Business Operator

**ITEM: 2 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING**

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The minutes were endorsed by two members of the Committee being:

Cllr Ross Higlett  
Cllr Peter Pilbeam

**ACTION:**

**THAT** the Minutes of the meeting of 11 September 2013 be taken as read and confirmed

**MOVED:** Cllr Ross Higlett                      **SECONDED:** Cllr Peter Pilbeam

**ITEM: 3 BUSINESS ARISING FROM THE PREVIOUS MINUTES**

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No business arising was identified

**ITEM: 4 RESOURCES FOR REGIONS APPLICATION**

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**SUMMARY**

NSW Governments Resources for Regions funding round is currently open and Lithgow is eligible to apply

The revised deadline for submissions is 2 December 2013

Council staff are currently preparing a submission to seek substantive funding to support the delivery of potential infrastructure components of the Lithgow CBD Revitalisation Action Plan

Ms Arabella Perugini – Sheere from A.P Sheere Consulting is providing Council with assistance in the preparation of the submission

## **COMMENTARY**

Council officers approached Singleton Council to understand the structure and approach used in their successful \$9m town centre revitalisation grant application from the previous round of Resources for Regions funding. It is intended to use their application approach as a guiding template/precedent for Lithgow Council's submission where appropriate.

Major infrastructure components for funding to be incorporated within Lithgow Council's submission will include:

- Potential service upgrades along Main St and feeder supplies as required
- Main St road pavement reseal
- Replacement of existing brick footpath pavers and kerb with new pavement surfaces and concrete kerb
- Replacement of existing street lighting
- Improvements to car parking access, design layout along with resurfacing
- Comprehensive new street and way finding signage
- New street furniture including seating, litter bins, bus stop shelters, balustrades
- Installation of new landscaping including street trees
- Major upgrades to iconic public domain spaces including Marjory Jackson Plaza and Pioneer Park
- Construction of an event notification structure

Preliminary estimates of cost will be prepared for the submission and these are currently being developed in consultation with key Council stakeholders and external contractors to ensure accuracy and to reflect true market rates. Councils brief to consultants for the preparation of the Lithgow CBD Revitalisation Action Plan will also be included within the submission.

## **ACTION**

**THAT** the Committee notes and endorses the scope of the submission being prepared for the next round of Resources for Regions funding.

**MOVED:**      **Clr Peter Pilbeam**

**SECONDED:**

**Clr Ross Higlett**

## **ITEM: 5 DRAFT CONSULTANT BRIEF**

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### **SUMMARY**

A draft consultant brief to deliver the Lithgow CBD Revitalisation Action Plan has been prepared for the Committee to review

### **COMMENTARY**

Matt Brewster presented the draft brief to the Committee for their consideration and comments

Overall the draft consultant brief has been designed around identifying the means to achieve the 5 objectives identified for the Lithgow CBD Revitalisation Action Plan as well as discussions from the previous Committee meeting

### **ACTION**

**THAT** the Committee endorses the draft consultant brief for issue to 5 appropriately qualified and experienced consultants

**MOVED: Cllr Ross Higlett**

**SECONDED: Cllr Frank Inzitari**

## **ITEM: 6 INFRASTRUCTURE QUICK WINS**

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### **SUMMARY**

The Committee was provided with further updates on infrastructure quick win projects.

### **COMMENTARY**

The Committee was advised that:

- The proposed town advisory sign on Mort St is currently being fabricated by the supplier
- A meeting of Lithgow Tidy Towns Laneways Mural Project members is scheduled subject to confirmation with Lithgow Tidy Towns
- The community consultation process associated with proposed new public toilets in the CBD has now closed. Preliminary outcomes are a community preference for an Exeloo style facility to be located in Marjorie Jackson Plaza with the toilets to be retained in Pioneer Park as well
- The street planters along Main St were replanted just prior to Halloween with purple leaved Cordylines under planted with orange marigolds.

**ACTION**

**THAT** the Committee notes the information provided

**MOVED:** Cllr Peter Pilbeam

**SECONDED:** Cllr Col Hunter

**ITEM: 7 GENERAL BUSINESS**

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There was discussion around a number of vacant shops along Main St and potential new uses for them.

**ITEM: 8 NEXT MEETING:**

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**Next Meeting: To be advised**

**There being no further business the meeting closed at 6:15pm**