



City of
Ipswich

AGENDA

IPSWICH CENTRAL REDEVELOPMENT COMMITTEE

Thursday, 9 February 2023

10 minutes after the conclusion of the Environment and Sustainability Committee or such later time as determined by the preceding committee

Council Chambers, Level 8
1 Nicholas Street, Ipswich

MEMBERS OF THE IPSWICH CENTRAL REDEVELOPMENT COMMITTEE

Councillor Marnie Doyle (**Chairperson**)
Councillor Nicole Jonic (**Deputy Chairperson**)

Mayor Teresa Harding
Councillor Kate Kunzelmann
Councillor Russell Milligan

IPSWICH CENTRAL REDEVELOPMENT COMMITTEE AGENDA

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** Item includes confidential papers

IPSWICH CENTRAL REDEVELOPMENT COMMITTEE NO. 1

9 FEBRUARY 2023

AGENDA

WELCOME TO COUNTRY OR ACKNOWLEDGEMENT OF COUNTRY

DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

BUSINESS OUTSTANDING

CONFIRMATION OF MINUTES

1. **CONFIRMATION OF MINUTES OF THE IPSWICH CENTRAL REDEVELOPMENT COMMITTEE NO. 2022(11) OF 29 NOVEMBER 2022**

RECOMMENDATION

That the Minutes of the Meeting held on 29 November 2022 be confirmed.

OFFICERS' REPORTS

2. **NICHOLAS STREET PRECINCT - BRAND AND ACTIVATION MANAGER REPORT - JANUARY 2023**

This is a report concerning the brand and activation activity undertaken and planned for the Nicholas Street Precinct in January 2023.

RECOMMENDATION

That the Nicholas Street Precinct Communications, Engagement and Events Monthly Report be received and the contents noted.

3. **NICHOLAS STREET PRECINCT - RETAIL SUB-PROJECT STEERING COMMITTEE DECEMBER 2023**

This is a report concerning the December 2022 report from the Retail Sub-Project Steering Committee on the status of the leasing program and associated developments with the retail component of the Nicholas Street Precinct redevelopment.

RECOMMENDATION

That the December 2022 Retail Sub-Project Steering Committee Report be received and the contents noted.

NOTICES OF MOTION

MATTERS ARISING

IPSWICH CENTRAL REDEVELOPMENT COMMITTEE NO. 2022(11)

29 NOVEMBER 2022

MINUTES

<u>COUNCILLORS' ATTENDANCE:</u>	Councillor Marnie Doyle (Chairperson); Councillors Mayor Teresa Harding, Kate Kunzelmann, Russell Milligan and Nicole Jonic (Deputy Chairperson)
<u>COUNCILLOR'S APOLOGIES:</u>	Nil
<u>OFFICERS' ATTENDANCE:</u>	Chief Executive Officer (Sonia Cooper), General Manger Planning and Regulatory Services (Peter Tabulo), General Manager Community, Cultural and Economic Development (Ben Pole), Precinct Manager (Greg Thomas), Precinct Director (James Hepburn), Precinct Accountant (Brett Edmunds), Manager Economic and Community Development (Cat Matson), Chief of Staff – Office of the Mayor (Melissa Fitzgerald), Project Manager – Ipswich Central (Erin Marchant), Brand and Activation Manager (Karyn Sutton), Manager Procurement (Richard White) and Theatre Technician (Trent Gray)

WELCOME TO COUNTRY OR ACKNOWLEDGEMENT OF COUNTRY

Councillor Marnie Doyle (Chairperson) delivered the Acknowledgement of Country.

DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

Nil

BUSINESS OUTSTANDING

Nil

CONFIRMATION OF MINUTES

1. **CONFIRMATION OF MINUTES OF THE IPSWICH CENTRAL REDEVELOPMENT COMMITTEE NO. 2022(10) OF 10 NOVEMBER 2022**

RECOMMENDATION

Moved by Councillor Marnie Doyle:
Seconded by Councillor Kate Kunzelmann:

That the Minutes of the Ipswich Central Redevelopment Committee Meeting held on 10 November 2022 be confirmed.

AFFIRMATIVE

Councillors:

Doyle

Harding

Kunzelmann

Milligan

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

OFFICERS' REPORTS

2. IPSWICH CENTRAL REVITALISATION - SIX MONTHLY REPORT

This is a report concerning the Ipswich Central Revitalisation, a catalyst project identified in the iFuture Corporate Plan for 2021-2026. This report highlights the progress that has been made since June 2022 and showcases activities and case studies.

RECOMMENDATION

Moved by Councillor Russell Milligan:
Seconded by Mayor Teresa Harding:

That the report be received and the contents noted.

AFFIRMATIVE

Councillors:

Doyle

Harding

Kunzelmann

Milligan

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

3. NICHOLAS STREET PRECINCT - RETAIL SUB-PROJECT STEERING COMMITTEE
NOVEMBER 2022

This is a report concerning the November 2022 report from the Retail Sub-Project Steering Committee on the status of the leasing program and associated developments with the retail component of the Nicholas Street Precinct redevelopment.

RECOMMENDATION

Moved by Councillor Russell Milligan:
Seconded by Mayor Teresa Harding:

That the November 2022 Retail Sub-Project Steering Committee Report be received and the contents noted.

AFFIRMATIVE

Councillors:

Doyle

Harding

Kunzelmann

Milligan

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

4. NICHOLAS STREET PRECINCT - BRAND AND ACTIVATION MANAGER REPORT -
NOVEMBER 2022

This is a report concerning the brand and activation activity undertaken and planned for the Nicholas Street Precinct in November 2022.

RECOMMENDATION

Moved by Councillor Marnie Doyle:
Seconded by Councillor Russell Milligan:

That the Nicholas Street Precinct Communications, Engagement and Events Monthly Report be received and the contents noted.

AFFIRMATIVE

Councillors:

Doyle

Harding

Kunzelmann

NEGATIVE

Councillors:

Nil

Milligan
Jonic

The motion was put and carried.

MOVE INTO CLOSED SESSION

Moved by Councillor Marnie Doyle:
Seconded by Mayor Teresa Harding:

That in accordance with section 254J(3)(g) of the *Local Government Regulation 2012*, the meeting move into closed session to discuss Item 5 titled Procurement - Tender Consideration Plan - Retail Leasing Services and Item 6 titled Procurement - Contract 16456 Program Management Services Variation.

The meeting moved into closed session at 1.35 pm.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Doyle	Nil
Harding	
Kunzelmann	
Milligan	
Jonic	

The motion was put and carried.

MOVE INTO OPEN SESSION

Moved by Councillor Marnie Doyle:
Seconded by Mayor Teresa Harding:

That the meeting move into open session.

The meeting moved into open session at 1.52 pm.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Doyle	Nil
Harding	
Kunzelmann	
Milligan	
Jonic	

The motion was put and carried.

5. PROCUREMENT - TENDER CONSIDERATION PLAN - RETAIL LEASING SERVICES

This is a report concerning the procurement of a retail leasing agent for the Nicholas Street Precinct, without first inviting written quotes or tenders. Information detailed within this report shall provide clarity and justification for adoption of a Tender Consideration Plan by Council to re-appoint Ranbury Property Services Pty Ltd as retail leasing agent for the Nicholas Street Precinct pursuant to the requirements of section 230 of the *Local Government Regulation 2012*.

“The attachment/s to this report are confidential in accordance with section 254J(3)(g) of the *Local Government Regulation 2012*.”

RECOMMENDATION

Moved by Councillor Marnie Doyle:
Seconded by Councillor Russell Milligan:

- A. That pursuant to Section 230(1)(a) of the *Local Government Regulation 2012* (Regulation), Council resolve to prepare a Tender Consideration Plan for the re-engagement of Ranbury Property Services Pty Ltd for the provision of retail leasing services for the Nicholas Street Precinct.**
- B. That pursuant to Section 230(1)(b) of the *Local Government Regulation 2012* (Regulation), Council resolve to adopt the Tender Consideration Plan for the re-engagement of Ranbury Property Services Pty Ltd for the provision of retail leasing services for the Nicholas Street Precinct.**
- C. That in accordance with the Tender Consideration Plan, Council enter into a contractual arrangement with Ranbury Property Services Pty Ltd at a fixed cost of \$145,665.00 excluding GST, plus transaction success fees, over the entire term, being an initial term of six (6) months, with options for extension at the discretion of Council (as purchaser), of an additional two (2) x six (6) month terms.**
- D. That pursuant to Section 257(1)(b) of the *Local Government Act 2009*, Council resolve to delegate to the Chief Executive Officer the power to take “*contractual action*” pursuant to section 238 of the Regulation, in order to implement Council’s decision.**

AFFIRMATIVE
Councillors:
Doyle
Harding
Kunzelmann
Milligan
Jonic

NEGATIVE
Councillors:
Nil

The motion was put and carried.

6. PROCUREMENT - CONTRACT 16456 PROGRAM MANAGEMENT SERVICES VARIATION

This is a report concerning a variation of contract 16456 with Ranbury Management Group Pty Ltd for the provision of Program Management Services for the Ipswich Central Revitalisation Project. This report makes the recommendation intended to facilitate the ongoing engagement of Ranbury Management Group Pty Ltd until the conclusion of the contract.

“The attachment/s to this report are confidential in accordance with section 254J(3)(g) of the *Local Government Regulation 2012*.”

RECOMMENDATION

Moved by Mayor Teresa Harding:

Seconded by Councillor Russell Milligan:

- A. That the contractual arrangement (Council contract 16456) with Ranbury Management Group Pty Ltd (Supplier) for the provision of Program Management Services for the Ipswich Central Revitalisation Project be varied to amend the purchase price from two million, five hundred and nineteen thousand, two hundred and twenty nine dollars and fifty cents (\$2,519,229.50) excluding GST to approximately two million, nine hundred and seventy one thousand, seven hundred and eighty six dollars and eighty cents (\$2,971,786.80) excluding GST over the entire term.**
- B. That Council enter into a deed of variation with the Supplier to appropriately amend the existing contractual arrangement.**
- C. That pursuant to Section 257(1)(b) of the Local Government Act 2009, Council resolve to delegate to the Chief Executive Officer the power to take “contractual action” pursuant to section 238 of the Regulation, in order to implement Council’s decision, including the deed of variation to the revised fee estimate and any future variations up to the contingency amount.**

AFFIRMATIVE

Councillors:

Doyle

Harding

Kunzelmann

Milligan

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

NOTICES OF MOTION

Nil

MATTERS ARISING

Nil

PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting commenced at 1.29 pm.

The meeting closed at 1.53 pm.

Doc ID No: A8615828

ITEM: 2

SUBJECT: NICHOLAS STREET PRECINCT - BRAND AND ACTIVATION MANAGER REPORT -
JANUARY 2023

AUTHOR: BRAND AND ACTIVATION MANAGER

DATE: 27 JANUARY 2023

EXECUTIVE SUMMARY

This is a report concerning the brand and activation activity undertaken and planned for the Nicholas Street Precinct in January 2023.

RECOMMENDATION/S

That the Nicholas Street Precinct Communications, Engagement and Events Monthly Report be received and the contents noted.

RELATED PARTIES

Nil

IFUTURE THEME

Vibrant and Growing

PURPOSE OF REPORT/BACKGROUND

The purpose of this report is to provide a summary of activity held in January and inform of activity upcoming.

In January the Nicholas Street Precinct hosted The Great Australian Bites Australia Day event and Tunes in Tulumur.

The Great Australian Bites on Thursday, 26 January started with a welcome performance from the Nunukul Yuggera Aboriginal Dance Company, address from Mayor Teresa Harding, and live music from Bam Solo and Captain Thunderbolt.

Attended by approximately 3,500 visitors, the event hosted six food trucks and eight market stall holders, and activities including pavlova making, fairy bread and koala biscuit making, plus arts and crafts and water splash play for the kids.

Great Australian Bites was presented by the Queensland Government, in partnership with Ipswich City Council and the National Australia Day Council and proudly supported by the Hit Network and Triple M.

January also saw the opening of Tulmur Walk and the first internal tenant, Sofia Nails opened on Thursday, 12 January.

Tulmur Walk is now open daily and provides connection between Nicholas Street with the Ipswich Train station with Sofia Nails proud to be the first to open and offer their signature beauty services.

Events in February include:

- Thursday, 2 February – The Police and Emergency Services Expo
- Saturday, 4 February – The Witches Night Market
- Friday, 24 February – Tunes in Tulmur
- Select dates – Auslan yoga

A new event to the calendar, The Witches Night Market features an evening of tea leaves, crystals, tarot and curiosities and is on from 2pm to 9pm with free entry.

Sushi Hyo is also anticipated to open in February, and planning is underway for the upcoming Easter School Holidays with popular children's favourite CoComelon set to headline the program.

Brand and marketing activity continues to focus on general brand awareness of the precinct and tenants driven by targeted advertising, partnerships and social media.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:

Local Government Act 2009

RISK MANAGEMENT IMPLICATIONS

Comprehensive COVID-19 plans are in place for all events in addition to the enforcement of the issues and crisis plan, emergency plan and engagement of 1800-medics to support as appropriate.

FINANCIAL/RESOURCE IMPLICATIONS

The 2022-2023 precinct activation budget has been approved and all activity is within budget.

COMMUNITY AND OTHER CONSULTATION

Internal and external consultation included key precinct stakeholders (landlords and business owners), project partners and contractors (Ranbury, Hutchinsons, event organisers, etc).

CONCLUSION

Commercial success for the precinct in the medium and long term is reliant on a comprehensive and ongoing management strategy and complementing activation plan to support tenants and deliver a revitalised precinct that encourages the community to 'explore more'.

Karyn Sutton

BRAND AND ACTIVATION MANAGER

I concur with the recommendations contained in this report.

Sonia Cooper

CHIEF EXECUTIVE OFFICER

"Together, we proudly enhance the quality of life for our community"

Doc ID No: A8565598

ITEM: 3

SUBJECT: NICHOLAS STREET PRECINCT - RETAIL SUB-PROJECT STEERING COMMITTEE
DECEMBER 2023

AUTHOR: PROJECT MANAGER

DATE: 23 JANUARY 2023

EXECUTIVE SUMMARY

This is a report concerning the December 2022 report from the Retail Sub-Project Steering Committee on the status of the leasing program and associated developments with the retail component of the Nicholas Street Precinct redevelopment.

RECOMMENDATION/S

That the December 2022 Retail Sub-Project Steering Committee Report be received and the contents noted.

RELATED PARTIES

Ranbury Management Group - Program Management Partner
Ranbury Property Services - Retail Leasing Agent

Councillor Fechner may have a potential conflict of interest in relation to this matter.

Councillor Madsen may have a potential conflict of interest in relation to this matter.

IFUTURE THEME

Vibrant and Growing

PURPOSE OF REPORT/BACKGROUND

The Retail Sub-Project Steering Committee (RSPSC) supports the Ipswich Central Redevelopment Committee (ICRC) in delivering the Nicholas Street Precinct redevelopment. The RSPSC reports monthly to the ICRC on the planning, development, delivery and operations of the Nicholas Street Precinct's retail and commercial assets.

The RSPSC met on 14 December 2022 and considered the status of retail leasing, the progress of preliminary works on the Venue and Commonwealth Hotel and upcoming precinct activations. Refer Attachment 1 for the draft RSPSC 23 November 2022 minutes, which were not provided with the 29 November 2022 ICRC papers (due to the proximity of the committee meeting to month end). Refer Attachment 2 for the draft minutes of the December 2022 meeting.

The table below identifies the status of tenancy negotiations as at mid-January 2023 and shows movements since the last ICRC report. The total number of executed AFLs within the precinct remains at eleven. Stellarossa opened for trade in the Eats building in December 2022. Sophia Nails opened on 12 January 2023 with access via Tulumur Walk (connecting Bell Street with Nicholas Street). Tulumur Walk is now open to the public during Precinct trading hours. The fit-out for Sushi Hyo (Metro B) is almost complete with opening scheduled for February 2023. Leasing activities continue on the remaining tenancies.

Deal Status	As at mid-January 2023	Change from 7 November 2022
HOA Endorsed by Council (non-legally binding)	19	0
HOA Pending Approval by Council	0	-1
Lease Documents Issued	17	-1
Lease Documents Being Prepared	1	+1
Leases Executed by Lessee	11	0
Leases Pending Approval by Lessor (Council)	0	0
Leases Executed by Lessor (Council)	11	0

Following the engagement of a commercial leasing agent, work has commenced on the development of a commercial leasing strategy for the Precinct. Council recently entered into a 12-month licence for Level 1 of 143 Brisbane Street with the Albury Wodonga Community College) trading as Indie School. Handover of Level 1 to the Indie School occurred in January 2023.

Hutchinson Builders have recommenced site works on the Venue's refurbishment and the extension to the Commonwealth Hotel following the Christmas New Year break. The program goal for the construction of both assets remains late 2023 with a contingency for opening at Easter 2024. The Venue and the Commonwealth Hotel's extension are being project managed by Savills and Ranbury respectively.

Refer Attachment 3 for the November 2022 Executive Report and Attachment 4 for the December 2022 Executive Report. Due to the proximity of the 9 February 2023 ICRC meeting to the end of the reporting month, the January 2023 Executive Report will be attached to the ICRC papers for its 9 March 2023 meeting.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:
Local Government Act 2009
Local Government Regulation 2012

RISK MANAGEMENT IMPLICATIONS

Challenges to retail leasing continue including but not limited to COVID-19 impacts, the pace of the retail market rebound, the securing of anchor and other tenants and the attractiveness of the offer from the lessor (Council) in the current market conditions. The

conversion of endorsed HOAs into legally binding AFLs/leases remains a critical outcome given the completion of the refurbishment works to the Eats and Metro B buildings and the current works to Venue and the Commonwealth Hotel.

HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS
RECEIVE AND NOTE REPORT
The recommendation states that the report be received, and the contents noted. The decision to receive and note the report does not limit human rights. Therefore, the decision is compatible with human rights.

FINANCIAL/RESOURCE IMPLICATIONS

The retail precinct's short-term commercial success remains dependent on identifying, attracting and securing a commercially viable tenancy mix through executed leases. Medium to longer term success will require a comprehensive and ongoing activation and management strategy to support tenants and deliver a revitalised and activated precinct.





COMMUNITY AND OTHER CONSULTATION

The contents of this report did not require any community consultation.

CONCLUSION

The process to secure tenants continues as does the conversion of HOAs into AFLs/leases. The current works to the Venue and Commonwealth Hotel buildings will positively reinforce the CBD's future and Council's commitment to its success.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Draft RSPSC Minutes 23 November 2022 ↓ 
2.	Draft RSPSC Minutes 14 December 2022 ↓ 
3.	November 2022 Executive Report ↓ 
4.	December 2022 Executive Report ↓ 

Greg Thomas
PROJECT MANAGER

I concur with the recommendations contained in this report.

Sonia Cooper
CHIEF EXECUTIVE OFFICER

"Together, we proudly enhance the quality of life for our community"



IPSWICH CITY COUNCIL

MINUTES - RETAIL SUB-PROJECT STEERING COMMITTEE

Meeting: Retail Sub-Project Steering Committee – No 29
Venue: Claremont Room, Level 8 - 1 Nicholas Street
Date: 23 November 2022 (10:00 – 11:30 AM)

Members:	James Hepburn (Chair) (JH); Sonia Cooper (SC),	
Observers:	Cr Marnie Doyle, Cr Nicole Jonic, Cr Kate Kunzelmann, Brent McKay (BM), Karyn Sutton (KS), , Nicole Denman (ND)	
Apologies	Greg Thomas (Precinct Manager) (GT)	
Chair / Minutes:	Chair – James Hepburn	Minutes – Nicole Denman
No.	OFFICER	DESCRIPTION
1	JH	Attendance / Apologies Fiona McDougall – Senior Project Manager Commonwealth Hotel
2	JH	Previous Minutes & Actions Arising 26.10.22 <ul style="list-style-type: none"> Item 4 – QPS accommodation Item 5 – Partial Road closure
3	JH	Retail Leasing <ul style="list-style-type: none"> NSP PCG meeting outcomes 15.11.22 Leasing - AFL status (distribute copy of latest leasing update) Leasing - HOA endorsements/ongoing negotiations/prospecting/new interest
4	JH	Commercial Leasing <ul style="list-style-type: none"> Commercial strategy development <ul style="list-style-type: none"> CBRE engagement focus (L2 1 Nicholas St and Upper Floor Eats) QPS Parking - CBD 1 Nicholas Street – leasing update <ul style="list-style-type: none"> Level 2 143 Brisbane Street – leasing update <ul style="list-style-type: none"> Interest tenants
5	JH	Retail Redevelopment <ul style="list-style-type: none"> Metro B/Eats <ul style="list-style-type: none"> Internal furniture procurement underway Fit out progressing Defects closing out Commonwealth Hotel <ul style="list-style-type: none"> Noise and vibration investigation concluded Program on track Venue <ul style="list-style-type: none"> Change Application - 10301/2019/MCU Updated imagery presented Hutchinson – design and scope challenges Contingency budget
6	KS	Precinct Activation and Events <ul style="list-style-type: none"> 2022/23 activation/event calendar <ul style="list-style-type: none"> Zonta Tunes in Tulumur Christmas events 2023 – Australia Day, Niche markets and events, school holidays Tulumur Place Operational Issues
7	JH/KS	Precinct Management <ul style="list-style-type: none"> Tenancy fit-outs, openings Tenant management Marketing, social media and website Wayfinding <ul style="list-style-type: none"> Investigating pricing

8	JH	<p>Procurement</p> <ul style="list-style-type: none"> • Current (refer attached Procurement Schedule) • Future – Tulumur Bar design, precinct management support functions (property/tenant mgt), retail leasing, tenancy coordinator, investment/leasing management and urban design <ul style="list-style-type: none"> ○ Metro A potential outcome discussed ○ Economic Development Strategy discussed – ACTION: JH & CEO to discuss offline
9	JH	<p>Financials</p> <ul style="list-style-type: none"> • 2022/23 operational budget update • 2022/23 capital budget update • Overview of Forecast but Unfunded Meeting with Finance
10	JH	<p>November 2022 ICRC/Council Reports</p> <ul style="list-style-type: none"> • November 2022 RSPSC/Brand and Activation Report • Ranbury Fee paper <ul style="list-style-type: none"> ○ Ranbury Management Group ‘Program Management Services’ contract variation to address incumbent delay related increase to project resource requirements ○ Ranbury Property Services ‘Retail Leasing Agent Services’ contract variation to allow services to continue beyond current contract expiry of 31.12.22. • AFL Approvals (TBC)
11	JH	<p>Retail Ministerial Exemption</p> <ul style="list-style-type: none"> • December 22 qtrly report (due 16.12.22) December 2022 half-yearly report (due 27.1.23) • 2023-28 Exemption Application
12	JH	<p>Precinct Strategy</p> <ul style="list-style-type: none"> • Business Plan Development
13	JH	<p>General Business</p> <ul style="list-style-type: none"> • Property Issues <ul style="list-style-type: none"> ○ Budget amendments – Freehold QR assets • Bell Street Pedestrian Crossing Widening <ul style="list-style-type: none"> ○ ACTION: CEO to approach IED Department, BM to distribute draft concept plan. • Potential high density residential housing development
14	JH	<p>Next Meeting – 14.12.22 (10:00– 11.30am)</p>



IPSWICH CITY COUNCIL

MINUTES - RETAIL SUB-PROJECT STEERING COMMITTEE

Meeting: Retail Sub-Project Steering Committee – No 30
Venue: Claremont Room, Level 8 - 1 Nicholas Street
Date: 14 December 2022 (9:30 – 11:00 AM)

Members:	James Hepburn (Chair) (JH); Sonia Cooper (SC), Greg Thomas (GT)	
Observers:	Cr Marnie Doyle, Brent McKay (BM), Karyn Sutton (KS), Nicole Denman (ND)	
Apologies	Cr Nicole Jonic, Cr Kate Kunzelmann, Fiona McDougall (FM),	
Chair / Minutes:	Chair – Greg Thomas	Minutes – Nicole Denman
No.	OFFICER	DESCRIPTION
1	JH	Attendance / Apologies
2	JH	Previous Minutes & Actions Arising 23.11.22 - Item 9 – Economic Development Strategy - Item 13 – Bell Street Pedestrian Crossing Widening ACTION: GT to provide concept plans for the widened crossing to the CEO.
3	JH	Retail Leasing <ul style="list-style-type: none"> • NSP PCG meeting outcomes 13.12.22 • Leasing - AFL status (discussed latest leasing update) • Leasing - HOA endorsements/ongoing negotiations/prospecting/new interest
4	JH	Commercial Leasing <ul style="list-style-type: none"> • Commercial strategy development on hold • 1 Nicholas Street – leasing update • 143 Brisbane Street – leasing update
5	JH	Retail Redevelopment <ul style="list-style-type: none"> • Metro B/Eats <ul style="list-style-type: none"> ○ Assets works lower ground, awning and facade projection ○ Opening date for Tulumur Walk – likely in Jan/Feb 2023 • Commonwealth Hotel <ul style="list-style-type: none"> ○ Demolition program and budget on track • Venue <ul style="list-style-type: none"> ○ Update on refurbishment
6	KS	Precinct Activation and Events <ul style="list-style-type: none"> • 2022/23 activation/event calendar <ul style="list-style-type: none"> ○ Christmas Program (3,500 attendees on average per day) ○ Australia Day event ○ Awarding of Entertainment Producer role ○ Resourcing challenges discussed. ACTION: KS to investigate future support options ○ ACTION: Events Branch to investigate the continuation of the festive lighting until Christmas Eve.
7	JH/KS	Precinct Management <ul style="list-style-type: none"> • Tenancy fit-outs, openings <ul style="list-style-type: none"> ○ Discussed current fit out works ○ Opening of Stellarossa ○ Installation of of blade signage • Tenant management • Marketing, social media and website <ul style="list-style-type: none"> ○ Comprehensive advertising plan • Wayfinding <ul style="list-style-type: none"> ○ ICC procurement
8	GT	Procurement <ul style="list-style-type: none"> • Current - procurement program discussed • Future - Tulumur Bar design, precinct management support functions (property/tenant mgt), retail leasing, tenancy coordinator, investment/leasing management and urban design

