

ORDINARY MEETING 24 FEBRUARY 2010	14
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CBD STREETSCAPE IMPROVEMENTS - GRAFTON STREET

Fiona Dix: FD 1/3/21-10 : #2463537

RECOMMENDATION:

That Council:

1. **Note the progress of current projects including the City Centre Strategy, the Cairns Transit Network and Lake Street to the airport access.**
2. **Await further progress and outcomes from these studies to confirm the suitability of the current draft proposal for Grafton Streetscape Improvements before commencing a process of public consultation to establish a final design.**
3. **Receive a further report back to Council in July 2010 to review the progress and outcomes of the various CBD planning projects – most significantly the CBD Traffic Modelling project - to determine the suitability of the proposed Grafton Streetscape Improvements.**

INTRODUCTION:

At Council's Works & Services Meeting on the 16th September 2009 the following resolution was passed:

"That while Council acknowledges the Road Hierarchy Strategy in the CBD, work in Grafton Street be suspended until an overall view of future transport and traffic movement systems and plans are defined and adopted. These future systems and plans include the CBD revitalisation programme, the new Cairns Transit Network Project and the planned future opening of Lake Street to the airport access.

That the work required for the cultural heritage program on Grafton Street continues.

That a report be presented to the Works & Services Committee meeting in February 2010."

This report notes the progress on projects and studies currently underway in Cairns City relating to transport and their possible implications for the proposed Grafton Street Improvements.

BACKGROUND:

CBD Streetscape Improvements - Grafton Street

Rollout of CBD Streetscape Master Plan

The Grafton Street Improvements project represents a rollout of the CBD Streetscape Masterplan which, in turn, is based on the CBD Street Hierarchy.

The project involves the design, construction and landscaping of Grafton Street between Aplin Street and Spence Street in accordance with the CBD Streetscape Master Plan. A draft proposal has been developed as a first step to undertaking a comprehensive program of internal and community consultation to establish a final plan for implementation. A copy of the draft Community Consultation Plan has been attached for information.

With the adverse reaction from some sections of the community to works done on McLeod Street to, in part, implement the CBD Streetscape Masterplan and with the initiation of a number of planning studies including the CBD Parking Study, the CBD Traffic Study and the City Centre Strategy, which may cause the CBD Streetscape Masterplan to be revised, it was identified and resolved at the Works & Services Meeting on the 16th September 2009 to wait for the outcomes of these studies to assess the ramifications for Grafton Street before finalising a draft proposal to allow public consultation.

Chinese Heritage

The concept theme of the design is based on the Chinese heritage of Grafton Street. In the late 1800's many Chinese people settled in Sachs Street between Spence and Shields Streets in an area known as Chinatown. This area was attributed with a rather unsavoury reputation and included early City brothels and gambling houses. Eventually, in 1938, the Council altered the Street name from Sachs to Grafton in an attempt to shed the notoriety Sachs Street had attracted. The former Grafton Street Chinese Temple (Joss House) was once located at number 95 Grafton Street (now known as the 'Temple'-boutique home shop).

Currently, Council has State Government grant of \$25,000 (50:50) from the Community Memorial Restoration Program where a submission has been accepted to extend the currency of the grant from the original deadline of May 2009 until June 2010. The grant submission was based on a proposal to install interpretation heritage signage and posts on the footpath in the vicinity opposite the old Chinese temple in Grafton Street. Further works to install a pedestrian crossing, seating and pergola would offer a themed gateway to the area. This work was intended to be done as an element of the overall improvement works for Grafton Street. The delay in determining the final form of the Grafton Street Improvements would constrain what can be done to implement this work and may put some of this funding at risk. Cultural and Community Services officers are currently working with design staff to establish what elements of the interpretive and themeing works can be implemented and/or pre-purchased so as to minimise the risk of losing this grant funding.

Planning Studies and Other Projects

There are a number of planning studies and projects relating to the Cairns CBD that could potentially have ramifications for the form and priority of proposed Grafton Street Improvements. These include:

CBD Road Hierarchy & Streetscape Masterplans

The CBD Road Hierarchy was developed in the late 1980s and early 1990s and has formed the basis for the adopted Cairns CBD Streetscape Master Plan Policy 2008 and the Cairns Pedestrian Movement and Cycle Travel Strategy 2004, and it is an important element of Council's planning scheme, CairnsPlan. The CBD Road Hierarchy has been a primary reference for many projects that have been undertaken in the CBD. These strategies set out the road hierarchy in a series of maps, showing streets classified as "sub-arterial" roads or "collector" streets.

As Cairns matures as a city and with increasing numbers of people living in and wanting to visit the CBD, a "hierarchy" of roads is necessary to ensure that the CBD remains accessible, usable and sustainable. The hierarchy identifies a number of roads - Sheridan Street, Ray Jones Drive, Spence Street and Abbott Street - to be changed over time to become "sub-arterial" roads. These "sub-arterial" roads are designed to carry significant traffic volumes and allow access into the CBD for vehicles. The hierarchy identifies other roads - like McLeod, Grafton, Aplin and the Esplanade - as "collector streets". The function of "collector streets" is to provide for parking and for safe and convenient access for cyclists and pedestrians as they go about accessing the businesses in the CBD. "Collector streets" are a lower speed environment for vehicles and provide for a more "people friendly" environment incorporating streetscaping, kerbside dining and safe cycle and pedestrian circulation.

Getting people into the CBD and then providing a non-threatening, pedestrian friendly environment is seen as a critical step in re-invigorating the CBD and ensuring that businesses in the CBD are sustainable in the long term in the face of the convenience offered by shopping malls.

The Cairns CBD Streetscape Masterplan identifies this need to re-work collector roads to provide greater safety and priority for pedestrians and cyclists and to attract business back into the CBD by improving the appearance and amenity of the streetscape, making the CBD a vibrant, interesting and safe place to spend time. Extensive consultation was conducted prior to the adoption of this Masterplan and it was open for public comment for at least a month.

Prior to the 2008 changes to McLeod Street (reducing two lanes to one), the CBD Road Hierarchy Strategy has guided the following conversions in the CBD over the last ten years including:

- Shields Street: Lake to McLeod;
- Lake Street: City Place to Aplin;
- Hartley Street: Sheridan to Lake;
- Esplanade: Spence to Florence;
- Wharf Street: Sheridan to Abbott; and Aplin:
- Abbott to Esplanade (northern side).

McLeod Street Changes

McLeod Street received an asphalt overlay in August 2008. This presented an opportunity to implement another stage of the CBD Road Hierarchy Strategy and associated CBD Streetscape Masterplan.

Although the CBD Road Hierarchy has been around since the late 1980s and has informed subsequent planning, there was recognition that the changes would cause some angst. To obtain feedback and refine proposed line marking, a one month trial using temporary line marking was undertaken.

The temporary line marking provided an opportunity for Council to gather responses from road users and also monitor the effectiveness of the proposed road layout.

In response to feedback that was received and considering the results of a traffic survey, the trial was considered successful and a few minor adjustments were made prior to the permanent line marking of the single traffic lane, bicycle lane, and buffer zone.

Feedback during the trial raised a variety of issues that Council was able to address through modifying merging lanes, retiming of the traffic lights and the permanent line marking of McLeod Street.

Traffic surveys and observations have indicated that there are no significant delays experienced by motorists on McLeod St during the peak traffic times in the AM, Midday and PM. McLeod Street appears to be operating satisfactorily with the traffic volumes it carries as a one lane road.

Issues raised by taxi rank users are currently being investigated.

City Centre Steering Committee

The reinvigoration of the Cairns CBD is a key objective for this Council. The aim of the City Centre Strategy Steering Committee (formerly the CBD Strategy Steering Committee) is to oversee and direct the development of a City Centre Strategy that will establish a vision and direction for the future reinvigoration of the CBD and an implementation plan for its achievement.

It will include specific, prioritised plans of action and cost estimates on the following issues:

- City image,
- Integration of all major developments and redevelopment projects within the CBD,
- Coordinated marketing,
- Streetscape,
- Pedestrian access, transport and parking,
- Entertainment, events and recreation,
- Business, retail, tourism opportunities,
- Inner city residential,
- Culture and heritage,
- Safety and security, and
- Coordination and long term management of the CBD.

A project manager has been commissioned to develop a City Centre Revitalisation Strategy. The outcomes of this Strategy may determine that some changes are necessary to the current draft Grafton Street Improvement proposal.

CBD Traffic Model

Council has engaged a consultant to develop a traffic model of the CBD. This will allow proposed changes to the roads in the CBD to be modelled and the impact on traffic flows to be investigated. These simulations will apply new technologies to test proposed road hierarchy strategies and the impacts of any future changes made to CBD streets.

The base traffic modelling is expected to be completed by April. Subsequently, scenario modelling will allow the impact of various proposed works in the CBD to be investigated. It is intended that this tool be used to investigate the impacts of a number of the proposals and projects which may have significant influence on traffic flows in the CBD including Grafton Street.

CBD Parking Strategy

As an integral part of a broader and ongoing strategy to investigate and provide solutions to the many issues inherent in traffic control and parking in the CBD Council has recently engaged consultants to review CBD parking. A strategy for the management of long and short term parking in the city is expected mid-2010.

An output of the Parking Strategy will be the preferred location and sizing of off-street car parking facilities. These facilities may have a significant impact on traffic flows and it is intended that these would be reviewed using the CBD Traffic Model.

Cairns Transit Network

The Queensland Government has commenced planning for a new transit network for Cairns. This planning includes building a network to deliver dedicated public transport spines that will connect the length and breadth of Cairns.

The network will improve public transport by giving buses priority with a bus rapid transit system via separate bus or transit lanes or on dedicated bus-only roads called busways.

The project is investigating three key corridors for the network totalling approximately 70 kilometres, to link the major communities in Cairns from Palm Cove to Gordonvale via Redlynch and the City.

Most notably for the CBD is the current proposal which includes consideration of Lake Street as a major public transport corridor with a proposal to provide a public transport link through the existing City Place. This proposal will significantly change the way traffic is distributed through the CBD. It is intended to model this scenario to establish the impact that this will have on traffic.

Lake Street to the Airport access

The Department of Queensland Transport and Main Roads are undertaking a Captain Cook Highway Strategy.

The study area includes Airport Ave and any necessary future infrastructure to manage this intersection.

This study will consider, inter alia, an extension of Lake Street to join Airport Avenue. Cairns Regional Council officers will be working with the strategic team in the development of this work.

CONSIDERATIONS:

Corporate and Operational Plans:

The Cairns CBD Streetscape Masterplan supports the CairnsPlan which is a major strategy under the Community and Land Use Planning Goal.

Statutory:

The process for preparing a new Planning Scheme Policy is set out in Schedule 3 of the *Integrated Planning Act 1997*. This includes a minimum 20-day consultation period and review and response to any submissions received during the consultation period. This process will be coordinated to coincide with the consultation on the proposed amendments the CairnsPlan as part of this first review.

Policy:

CairnsPlan Planning Scheme Policy - Cairns CBD Streetscape MasterPlan.

Financial and Risk:

Funding for the streetscape upgrade of Grafton Street has been allocated in the 2009/10 budget.

\$50K for the Chinese Heritage Trail feature (\$25,000 grant funding from the State Government's Community Memorials Restoration Program).

Sustainability:

The planning projects referred to in this report support, encourage and facilitate a comprehensive basis on which to develop environmentally, economic, social and culturally sustainable development of the of Cairns.

CONSULTATION:**Cairns CBD Streetscape Masterplan & Hierarchy**

The Cairns CBD Streetscape Masterplan (and the CBD Hierarchy as part of the Masterplan) was adopted by the former Cairns City Council in January 2008 and the Cairns Pedestrian Movement and Cycle Travel Strategy 2004.

Extensive consultation for the Cairns CBD Streetscape Masterplan was conducted prior to its adoption, including advertisements in The Cairns Post and workshops with the Cairns Landscaping Industries Cluster (CLIC). The Masterplan was open for public comment for at least 30 days.

Councillors attended a public meeting on 9 September 2009 to address concerns regarding future traffic management within the CBD. Consultant traffic engineer, Pat Flanagan, presented at the meeting on behalf of Council and gave an overview of the adopted CBD Road Hierarchy Strategy. Before the adoption of this strategy, Cairns did not have a road hierarchy and all roads had a similar cross section and form. Whilst this was sufficient when traffic in the CBD was low, it is becoming increasingly inadequate as the CBD becomes busier.

The details of the proposed work in Grafton Street were considered by the CBD Strategy Steering Committee in mid-2009.

City Centre Revitalisation Strategy

Public consultation for the City Centre Revitalisation Strategy commenced in September 2009. A draft discussion paper to be subsequently released for public consultation.

Cairns Transit Network

Consultation for the Cairns Transit Network closed on 18 December 2009. Queensland Transport and Main Roads are undertaking the public consultation for this project.

Lake Street to the airport access

Consultation has not commenced for a Lake Street connection to Airport Avenue. This is not expected to occur until QTMR has completed a strategic plan for the Captain Cook Highway.

OPTIONS:

That Council:

1. Await the outcomes of a number of current planning initiatives and projects so that their impacts can be investigated and an assessment of the consistency of current draft proposals for Grafton Street Improvements can be made.

Or

2. Proceed to public consultation with the current draft proposal for the Grafton Street Improvements.

CONCLUSION:

Given the public reaction to the McLeod Street Upgrade and the initiation of a number of planning studies and projects within the CBD that may have a impact on the form and priority of Grafton Street, it is proposed to await the outcome of a number of these studies to assess the impact these may have on the form and priority of the proposed Grafton Street Improvement works.

ATTACHMENTS:

Attachment 1.

Draft Public Consultation Plan for Grafton Street upgrade

Fiona Dix
Executive Officer

Stephen Tyter
Manager of Infrastructure Management

Ross McKim
Acting General Manager Infrastructure Services



COMMUNITY ENGAGEMENT PLAN

Grafton Street Upgrade

Project Title:
Grafton Street Upgrade

Project Manager:
Wayne Dagleish

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Signature

.....
Date

Branch Manager Approval:
Brad Finegan

.....
Signature

.....
Date

A/General Manager Approval:
Ross McKim

.....
Signature

.....
Date

Councillors Workshop:
TBC

SKIDS Reference:
#2066617v1

Identify Project

This project involves the upgrade of Grafton Street, between Aplin Street and Spence Street, in accordance with the CBD Streetscape Master Plan. Council will conduct community consultation on the draft design plan. Feedback received during this consultation phase will be considered before the plan is finalised prior to the construction phase.

The draft design includes but is not limited to:

- Change of existing two-lane vehicle configuration to one-lane configuration (from Aplin to Spence Street) as per the CairnsPlan Planning Scheme Policy - Cairns CBD Streetscape MasterPlan.
- Reconfiguration of car parking including realignment of parking bays (One additional motorcycle park, 4 loading bays and 2 carparks lost – check final numbers).
- Additional landscaping between Aplin and Spence Streets, including median and shoulders islands with irrigation systems.
- Removal of some existing trees and concrete islands.
- Pedestrian crossing to be linked to the footpath by a wide bridge of recycled plastic (in grey timber finish).
- Other improvements include bicycle lanes and bicycle storage, CCTV cameras, seating, improved lighting and new pay and display parking ticketing machines on shoulders.
- Landscaping to incorporate a Chinese heritage theme featuring a Chinese heritage micro site with display boards, Chinese pergola with Jade Vine at mid-block crossing, a long 'Chinese Red' seat and sculptural element.

Chinese Heritage

The concept theme of the design is based on the Chinese heritage of Grafton Street. In the late 1800s many Chinese people settled in Sachs Street, between Spence and Shields Streets, in an area known as Chinatown. This area was attributed with a rather unsavoury reputation and included early city brothels and gambling houses. Eventually, in 1938, Council altered the Street name from Sachs to Grafton in an attempt to shed the notoriety Sachs Street had attracted. The former Grafton Street Chinese Temple (Joss House) was once located at number 95 Grafton Street (now known as the 'Temple'-boutique home shop).

Currently it is proposed to install interpretative heritage signage and posts on the footpath in the vicinity opposite the old Chinese temple in Grafton Street. Further works to install a pedestrian crossing, seating and pergola will offer a themed gateway to the area.



This project will provide a permanent historical record for future generations and recognizes the significant contribution of the Chinese community to the development of Cairns. It will be of considerable interest to locals and to the growing number of tourists from China who visit Cairns.

Engagement Goals

Cairns Regional Council must provide accurate information to all stakeholders regarding the design and construction of the Grafton Street Upgrade.

Council is also required to provide the opportunity to respond to and discuss the options with the informed members of the Council and their consulting team and to provide timely and accurate information to all stakeholders throughout the scope of the project.

Project Message

Council is committed to improving an integrated streetscape that will enhance the tropical character of the CBD and provide greater safety and priority for pedestrians and cyclists. This is a priority under the Cairns CBD Streetscape MasterPlan, which supports the CairnsPlan.

Locality/Area of Interest?

The Cairns Regional Council Community, particularly residents and business owners who live or work in Grafton Street (between Aplin and Spence Street).

Background



The Cairns CBD Streetscape Masterplan (and the CBD Hierarchy as part of the Masterplan) was adopted by the former Cairns City Council in January 2008 and the Cairns Pedestrian Movement and Cycle Travel Strategy 2004.

Extensive consultation for the Cairns CBD Streetscape Masterplan was conducted prior to its adoption, including advertisements in The Cairns Post and workshops with the Cairns Landscaping Industries Cluster (CLIC). The Masterplan was open for public comment for at least 30 days.

The Cairns CBD Streetscape Masterplan identifies the need to re-work collector roads to provide greater safety and priority for pedestrians and cyclists. Council's planning scheme CairnsPlan also sets out the road hierarchy in a series of maps.

Some of the major formatting changes to roadways include parking buffers, bike lanes, landscaping, city paving, resealing roadways, kerb and channel drainage and creating safer parking conditions.

The FNQROC Development Manual sets out the design specifics for each road type. The manual specifies collector roads as a single lane in each direction with 10m wide pavement, indented bus bays, 2m wide footpath, and 1.5m cycle lanes.

In late 2008 Council implemented a one lane configuration plus bicycle lane in McLeod Street (from Aplin to Shields Street) as per the typical collector road layout identified in the approved CBD Streetscape Masterplan. Council will now roll out the next stage of the master plan in Grafton Street from Aplin to Spence Streets.

Identifying the Stakeholders

INTERNAL STAKEHOLDERS

Lyn Russell – CEO Cairns Regional Council
 Ross McKim – Acting General Manager Works and Services
 Ian Lowth - General Manager Community and Cultural Services
 Brad Finegan - Manager Project Services
 Mick McFadden - A/Manager Cairns Works
 Lesley Sparkes - Manager Cultural Services and Facilities
 Malcolm Robertson - Inner City Facilities Manager



COMMUNITY ENGAGEMENT PLAN

Grafton Street Upgrade

Andrew Baxter - Preconstruction Coordinator
 Wayne Dagleish – Project Manager, Project Services
 Bob Campbell - Project Delivery Coordinator
 Jack Mitchell - Design Services Manager
 Jez Clarke- Landscape Architect
 Maria Friend - Cultural Services Heritage Officer
 Natasha Murray - Traffic Engineer
 Steve Tyter - Manager Infrastructure Management
 Sarah Lillecrapp - Acting Communications Officer
 Margaret Lowry - Public Consultation and Communications Officer
 Pieter Taylor - Arborist
 Terri Golding-Clarke - Team Leader Community and Cultural Services
 Ian Chill – Access and Equity Project Officer

External Stakeholders

All residents/ratepayers and business owners along Grafton Street (from Aplin to Spence Street)
 Gilligans / Rusty's Market
 Market Square businesses - Craig Squire
 Cairns Chamber of Commerce
 Tourism Tropical North Queensland
 Cairns City Centre Steering Committee
 Inner City Task Force (Shelly Evans)
 Project North – Cairns City Centre consultant
 Cycle user groups – Cairns Bicycle User Group (CBUG) cbug-list@lists.cairnsbug.org; Cairns Cycling Club 164 McCormack St Manunda; Bicycle Queensland (eng@bq.org.au); Bicycle Federation of Australia (cyclist@bfa.asn.au)
 Cairns Pedestrian and Cycling Focus Group
 Temple boutique home shop
 Chinese heritage groups in Cairns (including.....)
 Multicultural groups in Cairns (including...)
 Other road users including bus companies, general road users and taxi companies
 Department of Transport and Main Roads



RoadTek
Queensland Police
The Department of Environment and Resource Management
Ergon Energy
Origin Energy
Telstra
Flanagan Consulting
Broader Cairns community

DIVISIONAL COUNCILLOR/S

Mayor Val Schier
All Councillors

Level of Engagement

- **Information and education:** Fact sheets and plans/design, onsite signage, letters, web site, media campaign, street talk and library displays, PR, press and media interviews and articles in Council Corner featured in the Cairns Sun and Cairns Post.
- **Consultation:** Public display of design.

Techniques for Engaging the Community

Design consultation phase



COMMUNITY ENGAGEMENT PLAN

Grafton Street Upgrade

Responsibility	Tool	Details	Target Audience	When/frequency	Level of engagement
Communications Officer/Project Officer	Letter out to residents/ratepayers/business owners/stakeholders	Inform of plans to upgrade Grafton Street with copy of draft design and date for when feedback closes.	Residents/business owners directly affected by facility and stakeholders.	-Start of consultation Open for 30 business days	Inform/educate/engage
Project manager/Communications Officer	Onsite Signage	Inform of draft design and proposed future work and info on where to find the design and provide feedback.	Wider Cairns Community	Start of & during consultation phase Open for 30 business days	Inform/educate
Communications Officer	Information Posters for display at Grafton Street businesses	Inform of draft design and proposed future work and info on where to find the design and provide feedback.	Wider Cairns Community	Start of & during consultation phase Open for 30 business days	Inform /promote
Communications Officer	Information Flyer/Posters including copy of design for Council Street Talks - Baby Expo	Inform of draft design and proposed future work and info on where to find the design and provide feedback.	Wider Cairns Community	- Baby Expo 6/7 March? Open for 30 business days	Inform /promote


COMMUNITY ENGAGEMENT PLAN
Grafton Street Upgrade

Communications Officer	Cairns Regional Council website - Online Survey Q&A	Inform of plans to upgrade Grafton Street with copy of draft design and date for when feedback closes.	All stakeholders	-Start of & during consultation phase Open for 30 business days	Inform/educate/engage
Communications Officer/Media Coordinator	Community Service Announcement on all Cairns radio stations	Inform of plans to upgrade Grafton Street with copy of draft design and date for when feedback closes.	Wider Community	Start of & during consultation phase	Inform/educate/engage
Communications Officer/ Media Coordinator	Media release	Inform of plans to upgrade Grafton Street with copy of draft design and date for when feedback closes	Wider Cairns Community and all stakeholders and Elected Members	Start of & during consultation phase	Inform/promote/engage
Communications Officer	Advertising	Have Your Say advertising & articles in Cairns Sun – Council Corner, Cairns Post/Weekend Post	Wider community	-Start of project - Key milestones - Completion of project Open for 30 business days	Update/inform/engage
Communications Officer	Public Consultation and Communications Report	Summary of feedback received from the draft concept design	Council staff, Management, Elected Members	Once feedback closes for the design concept.	Update/ inform
Project Manager	Council Reports	Monthly project updates as per reporting timelines	Council staff, Management, Elected Members	Monthly	update



COMMUNITY ENGAGEMENT PLAN

Grafton Street Upgrade

Project Manager, Communications Officer	Key stakeholder meetings & correspondence (emails, letters, phone calls etc.	Meeting actions/agreements as required.	Funding partners, stakeholders.	As required	Inform update
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COMMUNITY ENGAGEMENT PLAN

Grafton Street Upgrade

Construction phase

Responsibility	Tool	Details	Target Audience	When/frequency	Level of engagement
Communications Officer/Project officer	Letter out to residents/ratepayers/business owners/stakeholders	Inform of consultation results, finalized plans, date work will start, how long work will take, disruptions involved, Council contact point	Residents/business owners directly affected by facility and stakeholders.	-Start of & during construction phase -key milestones/works achieved	Inform/educate
Project manager/Communications Officer	Onsite Signage	Inform of project details, date work will start, how long work will take, disruptions involved, Council contact point	Wider Cairns Community	-Start of & during Construction phase	Inform/educate
Communications Officer	Information Flyer/Posters including copy of final design for Council Street Talks & events including Carnival on Collins	Inform of final project details	Wider Cairns Community	- Carnival on Collins 6 September 09 - Street talks	Inform /promote



COMMUNITY ENGAGEMENT PLAN
Grafton Street Upgrade

Communications Officer	Cairns Regional Council website	Inform of consultation results, finalized plans, date work will start, how long work will take, disruptions involved, Council contact point	All stakeholders	Start and ongoing throughout consultation/construction phase and key milestones	Inform
Communications Officer/Media Coordinator	Community Service Announcement on all Cairns radio stations	Advise of works being carried out/road closures etc.	Wider Community	Throughout construction phase and key milestones	Inform/educate/engage
Communications Officer/ Media Coordinator	Media release and Media photo opportunities	<ul style="list-style-type: none"> - Start of construction phase - Key milestones - Completion of project 	Wider Cairns Community and all stakeholders and Elected Members	<ul style="list-style-type: none"> - Start of project - Completion of project - Key milestones 	Inform/promote/engage
Communications Officer	Advertising	Update articles in Cairns Sun – Council Corner, Cairns Post/Weekend Post	Wider community	<ul style="list-style-type: none"> - Tender process & outcomes - Start of project - Key milestones - Completion of project 	Update/inform/engage
Project Manager	Council Reports	Monthly project updates as per reporting timelines	Council staff, Management, Elected Members	Monthly	update
Project Manager, Communications Officer	Key stakeholder meetings & correspondence (emails, letters, phone calls etc.	Meeting actions/agreements as required.	Funding partners, stakeholders.	As required during construction phase	Inform update



COMMUNITY ENGAGEMENT PLAN

Grafton Street Upgrade

Construction Supervisor	Visual Message Boards	Advise of works being carried out/road closures etc.	Wider Community	As required during construction phase	Inform/promote
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Timeframes

Please Note: All timeframes dependant on approvals.

GRAFTON STREET UPGRADE DESIGN AND CONSTRUCTION

COMPONENT OF PROGRAM	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	June 2010	July 2010	Aug 2010	Sep 2010	Oct 2010	Nov 2010	Dec 2010			
Concept Design	x														
Consultation for concept design		x	x												
Detailed Design				x											
Tender for construction					x										
Award contract						x									
Construction to start						x									
Works to be complete (*weather/contractor dependent)										x					

** Works are dependant on the weather and equipment availability**



Budget Allocation

Preconstruction and Construction Activities PCT9660.

Monitoring, Feedback & Evaluation

The Public Consultation and Communications report will provide a good indication on how well the design is received and what issues arise from the public prior to construction.

Regular project meetings will provide internal feedback.

Stakeholders will be kept informed regularly.

External feedback will be monitored through Cairns Regional Council's internal feedback system and website statistics.

The successful construction of the Grafton Street Upgrade will provide the best indicator to evaluate this community engagement plan.

Please Note:

The Project Manager, Branch Manager AND General Manager must sign off on this Community Engagement Plan prior to proceeding with the planned activities.