

SHOALHAVEN CITY COUNCIL

**NOWRA CBD REVITALISATION STRATEGY COMMITTEE**

to be held on Thursday 28 July 2016  
commencing at 4.00pm

City Administrative Centre  
Bridge Road  
NOWRA NSW 2541

20 July 2016

Dear Member

**NOTICE OF MEETING**

You are hereby requested to attend a meeting of the Nowra CBD Revitalisation Strategy Committee to be held on **Thursday 28 July 2016**, commencing at **4.00pm** in the **Jervis Bay Rooms 1 & 3** Meeting Rooms for consideration of the following business.

Yours faithfully

R D Pigg  
**General Manager**

**Please note that refreshments will not be supplied at this meeting**

**BUSINESS OF MEETING**

1. Apologies
2. Minutes of the Previous Meeting
3. Declarations of Interest
4. Report of the General Manager
  - Planning and Development
  - Assets and Works
5. Report – Nowra CBD Revitalisation Strategy
  - Budget Update (verbal report)
6. Addendum Reports
7. General Business
  - Proposed Lease Hyper Hyper Coffee (James Caldwell)
  - TV Advertising (Brendan Goddard)
  - Nowra Alive Activities (Jessica Rippon)
  - Summary Nowra CBD Car Parking Study (Mark Crowther with Infrastructure Group)
  - Rear of Building Works – Jelly Bean Park (Scott Baxter with Beautification Group)

**MEMBERSHIP – Quorum (5)**

James Caldwell - Chairperson  
General Manager (or nominee)  
Director Planning & Development  
Services (or nominee)  
Director Assets & Works (or nominee)  
Annie Aldous

Mark Crowther  
Grant Gleeson  
Brendan Goddard  
George Parker  
Sivan Agam  
Scott Baxter

Cell Phones: Council's Code of Meeting Practice states that "All cell phones are to be turned off for the duration of the meeting".

## **Purpose**

- To direct the development and implementation of the Revitalisation Strategy for the Nowra CBD and review as appropriate.
- To determine overall capital works programs established by the Nowra CBD Revitalisation Strategy, as amended from time to time.
- To agree an annual capital works budget with council
- To identify and approve all expenditure of funds identified in the Nowra CBD Revitalisation Strategy, additional funds allocated by council for capital expenditure in the Nowra CBD including any loans, grants or from funds from any other source.
- To act as a communication conduit between Council and the CBD stakeholders in respect to the Nowra CBD Revitalisation Strategy with appropriate support from council as required.
- Assist council in advocating the adopted CBD Revitalisation Strategy to the community.
- Provide a report to council each year outlining progress towards achieving the goals set out in the CBD Revitalisation Strategy together with any recommendations for updating the Revitalisation Strategy.
- Consult with relevant stakeholders as needed.

## **Delegated Authority**

- To expend funds allocated to the CBD Nowra Revitalisation Strategy Committee by Council within the approved budget.
- To establish sub Committees as deemed appropriate.
- To promote the advantages of the CBD inside and outside the area, including making press releases and promoting the Nowra CBD Revitalisation Strategy project.
- To raise funds other than rates and loans to fund the objectives of the Committee.
- To expend funds raised outside of Council as the Committee deems appropriate, e.g. promotions, entertainment etc.

## **Voting & Recommendations**

- Voting on recommendations is made by consensus and all decisions regarding the allocation of funding for works must be stated precisely for the inclusion of the minutes.
- Where a consensus cannot be reached at two consecutive meetings, then a majority of 60% of those present can adopt a recommendation. The alternate views are to be minuted

## **Declarations of Conflict of Interests**

- Committee members have completed a generic Conflict of Interests form arising from their membership on the Committee. Further declarations for specific items will be required at Committee meetings and will be available from the Governance Officer at the meetings.

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**MINUTES OF THE NOWRA CBD REVITALISATION STRATEGY COMMITTEE MEETING  
HELD ON WEDNESDAY 15 JUNE 2016 IN JERVIS BAY ROOM 1, LEVEL 3, CITY  
ADMINISTRATIVE CENTRE, BRIDGE ROAD, NOWRA COMMENCING AT 4.00PM**

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The following members were present:

James Caldwell  
Mark Crowther  
Annie Aldous  
Scott Baxter  
George Parker – arrived 4.08pm  
Russ Pigg – General Manager – left 6.00pm  
Tim Fletcher – Director, Planning and Development  
Ben Stewart – Director, Assets and Works

Others present:

Gordon Clark – Strategic Planning Manager  
Michael Park – Planner, Strategy North  
Ros Holmes – City Design and Support Unit Manager  
Jessica Rippon – Communications Executive Manager

Apologies:

Apologies were received from Sivan Agam, Brendan Goddard

1. Minutes of Previous Meeting

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MOTION

Moved: Consent

RESOLVED that the Minutes of the meeting of the Nowra CBD Revitalisation Strategy Committee held on Wednesday 2 March 2016 be confirmed.

CARRIED

2. Declarations of Interest

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It was advised that Scott Baxter had not been sent out a Declaration of Interest form. A Declaration of Interest form will be sent to Mr Baxter for completion. The Committee was reminded that the Declaration of Interest forms are resubmitted annually each financial year.

Note: George Parker – arrived 4.08pm

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## REPORT OF GENERAL MANAGER

### CORPORATE AND COMMUNITY SERVICES

3. Resignation - Grant Gleeson - Business Owner File 50242e

MOTION: Moved: Russ Pigg / Second: Annie Aldous

RESOLVED that the Nowra CBD Revitalisation Strategy Committee;

- a) Accept Mr Gleeson's resignation;
- b) Welcome Mr Baxter as the replacement Business Owner Representative Member

CARRIED

MOTION: Moved: Scott Baxter / Second: George Parker

RESOLVED that James Caldwell be appointed the Chairperson of the Nowra CBD Revitalisation Strategy Committee.

CARRIED

4. Additional Item – Verbal Report – Nowra CBD Revitalisation Strategy Budget Update

Michael Park provided a verbal report regarding the budget.

It was confirmed that \$62,000 remained in the 15/16 budget; however, next financial year's budget already has funds allocated in relation to Kinghorne Street, (\$200K), Promotions (\$50K) and façade improvement (\$21K).

# Michael tabled a spreadsheet breakdown.

James Caldwell enquired regarding a late request from the owner of 73 Junction Street, as the owner has been in contact with James. Michael Park confirmed that Council has not yet received the request and the owner has been advised they must formally submit the request in writing.

Scott Baxter enquired whether the Fitzgerald Lane, Arthur Moore House mural has been determined. Michael Park advised that Council is looking to set up a strategic approach. This requires the set history and there are complex copyright issues, therefore, no decision has been made and no funding has been allocated. Assets & Works and Council's Property Unit may be providing funding towards this.

Tim Fletcher reminded the Committee of the broader issue, the Faces of Nowra is a reoccurring theme which we can capitalise on.

Ros Holmes and Michael Park are seeking direction from the Committee for next step when the copyright of the image. has been finalised. There is no final costing. The Committee was asked if they would like to sight the images prior to Ros and Michael making a decision.

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It was noted that not all the images will be colour and not all will be black and white.

MOTION: Moved: Annie Aldous / Second: Scott Baxter

RESOLVED that up to \$10,000 be allocated from the current financial year's budget 15/16 for the faces of the Shoalhaven mural.

CARRIED

## ITEMS FOR DISCUSSION

### 5. Procedural Motion – Bring Item Forward

PROCEDURAL MOTION: Moved: Consent

That the matter of Pedestrian Counters be brought forward for consideration.

CARRIED

### 6. Pedestrian Counters in the CBD

Mark Crowther had sought quotes from a number of providers including a local company who have come up with a counter that is placed on the underside of awnings that covers a 3m wide count area if on a 3m high awning. The information collected is sent back to a central database. There are other types of counters, however after discussion with the providers the underside of the awnings is better than standard directional counters (thermal sensor).

The initial costing is approximately \$4,400 per unit to install ex GST. There is also an additional cost to move them (they will need to be moved a few times per year, other sites within the heavy retail CBD to be completely covered). This will provide an opportunity to monitor foot traffic and the success of the revitalisation program.

Mark Crowther believes the best way forward would be to install a counter permanently in the busiest part of Junction Street; at the crossing point, this will be known as the base counter. The base counter will remain in place permanently to accurately measure changes of numbers over the years to scope for improvement.

Staff suggested that four pedestrian counters could be positioned in four different locations (where satisfactory to mount them i.e must be an awning) for a period of three months to gain better coverage of the CBD use. Each year the process will be repeated where the counters are placed in the same position for the same months. Per unit this would be a cost of \$6189 ex GST (to move them \$1579 ex GST) moving three times per year including running costs after the initial cost.

The data is picked up per hour per day and continuous live counting. You can manipulate the data. The pedestrian counters and the database does not require any work. Simply log in to database and the Committee can graph, pull and manipulate data as required.

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Ben Stewart suggested to install one pedestrian counter initially to test the data formats and to confirm the information aligns with what the Committee requires.

If there is foot traffic numbers, we can market these to be able to show the proof of how many people are shopping, attracted and walking through the CBD.

The River Festival is a major benefit to foot traffic in Shoalhaven CBD, however, until we know what numbers there is no proof of how much more it is bringing to the CBD.

National retailers want to know the numbers prior to renting a shop. The Improvement over all streets in CBD is evident but the need for the numbers was emphasised. It is also important to know where to focus revitalisation activities.

The Committee discussed the importance of always keeping the permanently fixed one in Junction Street. Kinghorne Street and Berry Street would be the next to follow. The cost for three would be approximately \$18,600.

Russ Pigg confirmed all the surplus budget funds from current financial year will carry over to next financial year's budget (16/17).

MOTION:

Moved: Mark Crowther / Second: Scott Baxter

RESOLVED that

- a) A pedestrian counter be acquired immediately for a trial basis on Junction Street
- b) \$25,000 be allocated 16/17 budget from the Nowra CBD Revitalisation Program towards counters in the CBD for the acquisition of further units.

CARRIED

7. Additional Item – Directional Parking Signs

Annie Aldous would like to see P2, P4, P24 directional parking signs implemented. In many towns there are signs to show the direction to the long day and hourly parking. We need to apply what is best for our area. Annie explained it would be beneficial to direct drivers to where the long term parking areas are located. For example an arrow in the direction and P24.

Annie Aldous will provide suggestions of locations of signage and sign style to Ben Stewart for discussion at the next Committee meeting.

8. Additional Item – 2ST Advertising Promotional Activities CBD

Rhonda McGuire and Annie Aldous deferred the remaining allocation from Winter to an activity for spring when more people are actively in the CBD.

\$3000 remains in the budget and needs to be spent. Jessica Rippon was advised the funds must be spent by July 2016. Mark Crowther has confirmed with 2ST that it can be carried over.

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9. Additional Item – Groups within the Nowra CBD Revitalisation Committee

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Gordon Clarke displayed his previous proposal of possible groups that can form within the Nowra CBD Revitalisation Strategy Committee to determine responsibilities of tasks.

James Caldwell restated the Committee must be a working committee and take responsibility and ownership. James also was enthusiastic for Staff to be involved in the groups and volunteers where appropriate.

# Gordon displayed a 'possible alternate operating model'. It included ideas for group's tasks. Such as a committee member or teams take responsibility for promotions, events, or infrastructure.

The teams are to consider possible needs in their area.

This will help with staff discussion with a team and streamline the process of developing ideas for the Committee.

The Committee may determine what the teams are and who is taking the lead in the teams and come up with recommendation / priorities and allocation of funds to be presented to the Committee.

The following teams were established:

- Mark Crowther – Infrastructure – Ben Stewart Shoalhaven City Council Contact
- Annie Aldous and George Parker – Promotions and Events (website merged within) – Jessica to be the Shoalhaven City Council Contact initially.
- Scott Baxter and Sivan Agam – Beautification – Michael Park and Ros Holmes will be the Shoalhaven City Council Contacts
- James Caldwell – Volunteers

Note: Ben Stewart (infrastructure), Michael Park (Beautification) and Jessica Rippon (Events and Promotions) will be alternate points of contacts

James Caldwell restated that he is happy for enthusiastic staff to volunteer to participate within the Working Groups mentioned.

Mark Crowther suggested their groups be started immediately.

The members raised concerns that meetings each quarter is causing continuity issues.

Sivan Agam and Brendan Goddard be invited to select a preference for a team.

MOTION:

Moved: Consent

RESOLVED that the next meeting of the Nowra CBD Revitalisation Strategy Committee be brought forward to Thursday 28 July 2016

CARRIED

10. Summary Nowra CBD Car Parking Study – deferred from last meeting File 2186E, 2537e

Mark will discuss with the Infrastructure Group and report back to the next meeting, Thursday 28 July 2016.

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11. Status Update Request – Rear of Building Works – Jelly Bean Park File 50242E

Scott Baxter discuss with the Beautification Group and report back to the next meeting, Thursday 28 July 2016.

12. Shopping Trolleys File 50242E

Scott Baxter suggested each Monday, Shoalhaven City Council to collect every trolley that is not secured and remove them. He believes when Coles and Woolworths lose a bulk amount of their trolleys it will encourage them to become more proactive.

Tim Fletcher advised the rangers call Woolworths and Coles prior to doing a collection of trolleys however on last Wednesday there were 21 collected and on Thursday 61 collected. Also indicated that a future clean-up was planned for next week.

Coles trolleys are the primary owner that are being collected.

Russ Pigg advised that Coles and Woolworths are not re-claiming the collected trolleys.

Mark Crowther suggested every day for two weeks to as many as we can.

Russ Pigg will provide the details of the point of contact for Coles to Scott Baxter. Scott Baxter will contact them to discuss the issue on behalf of the Nowra Business Chamber.

13. Claude Neon File 50242E

Scott suggested the Claude Neon seats be removed.

MOTION: Moved: Consent

RESOLVED that Martin Uptis (Asset Management Section Manager) report back to the Committee regarding the contract of the seats

CARRIED

14. Advertising 'Courtesy' Seat Relocation File 50242E

Report back to next meeting on an exit clause or exit strategy to Committee on the contract for removal of seats and implications for Claude Outdoor.

MOTION: Moved: Scott Baxter / Second: Mark Crowther

RESOLVED that Shoalhaven City Council not except any additional seating from Claude Outdoor.

CARRIED

15. Pedestrian Counters in the CBD

Please note: this item was dealt with earlier in the meeting.



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## GENERAL BUSINESS

### 16. Additional Item – Flower Baskets in the Nowra CBD

Annie Aldous and George Parker implemented flower baskets in the CBD if there are funds left over this could be something that could continue on.

Annie noticed when travelling in New Zealand there were irrigation systems such as an automated sprinkler via plastic tubes along the awnings to water the plants along the street. Annie will send photos to Scott Baxter and Ros Holmes as part of the Beautification Team.

### 17. Additional Item – Council Land Cnr North and Moss Street

Ben Stewart, Brendan Goddard and Mark Crowther met in April to discuss the concepts and ideas of the Council land on the corner of North and Moss Street. Mark Crowther commented that within five days he received a phone call from a representative of the adjacent lease holder who intended to approach Council to lease and beautify the site. Mark let Ben Stewart know he had been contacted.

Council acquired the land originally to accommodate the future road widening of North Street. The area that was leased included part of the square carpark and access off North Street for that carpark therefore there is only 450m left.

Ben advised that this issue is likely to be presented to next month's Council Meeting regarding the beautification of the corner and the interest in leasing a larger area.

Tim Fletcher advised it is a long term strategy to widen North Street and connect to ENSA.

James Caldwell raised concerns that the car parking requirements were not adhered to. James would like to see standards / requirements enforced equally and consistently.

Tim Fletcher advised it becomes difficult when there is a change of use. If there is a change of use that is substantially higher traffic generating then you can require further car parking, however, if minor change depending on the nature – i.e. no changes to the building it becomes more difficult.

Scott Baxter warned that there is a perception issue in the Nowra CBD that if a property is owned by Shoalhaven City Council there are exemptions when it comes to carpark requirements.

Note: Russ Pigg left, the time being, 6.00pm

Tim Fletcher will check the additional infrastructure (i.e. containers) is approved and investigate car parking requirements.

There being no further business, the meeting concluded, the time being 6.02 pm.

James Caldwell  
CHAIRPERSON

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## **REPORT OF GENERAL MANAGER**

### **NOWRA CBD REVITALISATION STRATEGY COMMITTEE**

**THURSDAY, 28 JULY 2016**

#### **PLANNING AND DEVELOPMENT**

1. **Illawarra-Shoalhaven Regional Plan and National Stronger Regions Grant Application.** **File 29118E, 49858E**
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**SECTION MANAGER: Gordon Clark.**

#### **PURPOSE:**

At the meeting on 2 March 2016 the Committee requested a report on the following:

- Illawarra-Shoalhaven Regional Plan.
- Details of the National Stronger Regions Grant Application.

This report responds to this request.

**RECOMMENDED, in accordance with the Committee's delegated authority from Council, that Nowra CBD Revitalisation Strategy Committee receive the report on the Illawarra-Shoalhaven Regional Plan and National Stronger Regions Grant Application for information.**

#### **OPTIONS**

1. As recommended
2. Alternate recommendation as determined by the Committee

#### **DETAILS**

##### **Illawarra – Shoalhaven Regional Plan**

The new Regional Plan for the Illawarra-Shoalhaven Region was formally released by the NSW Government in late November 2015 and has been in place for just over seven months.

The Regional Plan is a broad, essentially 'non statutory' plan, that applies to the four Local Government areas that make up the region. The plan plays a role in the land use planning framework for the region and identifies a range of actions (short/medium/long term), that will be a focus for those involved in the implementation of the plan, particularly the NSW Department of Planning & Environment (DP&E) who are the lead agency.

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## Nowra Centre

The Regional Plan specifically identifies the 'Nowra Centre' in action 1.3.1 as the business, retail and services hub of Shoalhaven.

Action 1.3.1 reads as follows:

*Renew and revitalise Nowra Centre by coordinating State Agency input into precinct planning and reviewing capacity for expanded health related uses.*

# **Attachment "A"** is an extract from the strategy document relevant to this action.

Council strongly advocated for the Nowra CBD to be specifically identified and acknowledged during the development of the Regional Plan to recognise its important role and also in recognition of the range of revitalisation actions that had already commenced in this important area.

It is noted that action 1.3.1 is listed in the plan as a 'Medium Term' Action – Council has however indicated to DP&E that the priority of this action should be revised to 'short term' given the plans and activities that Council is already currently working on.

The renewal and revitalisation plans and activities that Council is working on are touched on in the Regional Plan, the relevant matters include:

### *Nowra CBD Planning Controls Review*

- Nowra CBD Urban Design Masterplan was formally adopted by Council in June 2014. This extensive plan and its supporting documents are available on Council's internet site.
- More detailed Nowra CBD Urban Design Development Controls were adopted by Council in June 2016 and will now be incorporated into both the Shoalhaven LEP2014 and Shoalhaven DCP2014 through detailed statutory processes that will involve further community consultation.
- Recently recommenced work on the masterplan for the Shoalhaven riverfront precinct and a meeting held with relevant NSW Government Departments to obtain their initial input. Council will shortly hold a meeting with private owners in this precinct. It is noted that the progress of this project is likely to be impacted by the timing of the Shoalhaven River Bridge project.
- Commenced a review of the current and planned retail hierarchy in Nowra-Bomaderry that could lead to additional or revised controls being added to the LEP to recognise the role and importance of the CBD.

### *Nowra CBD Revitalisation Strategy*

- This Strategy was adopted by Council in June 2014 to focus the implementation of a range of the key revitalisation actions identified in the overarching Nowra CBD Masterplan.

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- Council initially established the Nowra CBD Action Committee and then the Nowra CBD Revitalisation Strategy Committee to guide the revitalisation actions identified in this Strategy. The Revitalisation Strategy Committee has \$500,000 annually to undertake revitalisation activities in Nowra CBD.
  - Range of revitalisation actions have been undertaken or held including:
    - New community space (Thoroughfare Laneway) created between Berry Street and the Egans Lane car park and launch event held;
    - Annual Façade Improvement Grants program;
    - Three significant 'Faces of Nowra' murals by International artists now in place;
    - Car parking subsidy and discount policy in place; and
    - 'Nowra Alive' webpage created to promote the various revitalisation and renewal activities underway.
  - Range of streetscape and other infrastructure improvements have been implemented including the following significant works:
    - Berry Street footpath upgrade;
    - Kinghorne Street footpath upgrade; and
    - Completion of the new Jellybean Park.
  - The Nowra CBD Car Parking Study was completed in 2015 in response to community concerns regarding parking in the CBD. Council has resolved to commence the planning for all the 'short term' options identified in this study.
  - Development Application for the establishment of a new multi-storey carpark in Worrige Street will be reported to Joint Regional Planning Panel.

There is a wide range of information available on Council's internet pages regarding the abovementioned matters/projects and their status.

It is also noted in action 1.3.1 that the NSW Government will identify Shoalhaven Hospital's capacity for growth and consider opportunities to accommodate further expansion. Some master planning work was done previously for a possible Health Precinct and the NSW Minister for Health, Jillian Skinner MP, indicated in a media release in 2012 that in principle, agreement had been reached regarding the use of the remaining portions of Nowra Park as a future health precinct. Council has sought an update on where this matter is currently up to.

### **National Stronger Regions Grant Application**

Council has submitted an application to the Federal Governments 'National Stronger Regions' fund for the Nowra CBD Revitalisation project, which if successful will see a wide range of revitalisation and renewal works undertaken within the CBD.

Council resolved on 16 February 2016 to make an application under Round 3 of the National Stronger Regions Fund for the Nowra CBD Revitalisation project (MIN16.123)

It was noted in the application that:

*Council has implemented a CBD revitalisation program to ensure the future prosperity and vibrancy of the Nowra CBD. The program is the result of extensive community consultation*

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*and over ten years of planning and development. It reflects the recommendations of a number of formal plans, studies and designs, including the Illawarra-Shoalhaven Regional Plan.*

*The CBD Revitalisation Project, which is the subject of this grant application, has been developed to fast-track the completion of the overall upgrade program, which will strengthen the role of the Nowra CBD as the primary business, retail and community centre in the Shoalhaven Region.*

*The project will address a number of social issues and support economic opportunities through a program of infrastructure and assets renewal to improve the amenity, function and long term future of the CBD. This will not only protect existing employment, it will also create new, long-term jobs. The project has significant support from businesses, property owners and investors.*

The total project cost is approximately \$5,186,000 and the grant sought under this program is \$2,593,000. Council will provide matching funding if the grant is successful.

The grant application included a detailed program of proposed works and supporting letters from the Nowra CBD Business Chamber and Shoalhaven Business Chamber.

**# Attachment “B”** provides a detailed overview of the proposed projects that are included in the application.

At this stage the application is currently with the Federal Government and no timing has been provided on a likely decision. The committee will be kept advised in this regard and if successful there will be detailed discussions around the projects that are contained in the application.

**FINANCIAL IMPLICATIONS:**

None at this stage

**COMMUNITY ENGAGEMENT:**

DP&E carried out detailed consultation as part of the preparation of the Illawarra-Shoalhaven Regional Plan.

If the National Stronger Regions Grant application is successful, consultation will be undertaken as required as each of the projects is implemented.

Tim Fletcher  
**DIRECTOR PLANNING AND DEVELOPMENT SERVICES**

R.D Pigg  
**GENERAL MANAGER**

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**REPORT OF GENERAL MANAGER**  
**NOWRA CBD REVITALISATION STRATEGY COMMITTEE**

**THURSDAY, 28 JULY 2016**

**ASSETS AND WORKS**

**2. Advertising Seats – Licence Agreement Conditions**

**File19686E**

This report addresses Items 13 and 14 of the minutes of the last meeting.

Council has an agreement with Claude Outdoor for a licence to install seats with advertising at agreed locations within the City. This agreement was extended by Council in August 2015 to 2026 (with a further 5 year option), when it will again be reviewed.

Clause 3.1 of the agreement states “The Company may from time to time, at its sole expense, install advertising seats at locations selected by the Company and agreed with Council”. Similarly, the relocation of existing seats could be negotiated and mutually agreed. However, there is no ‘seat removal’ clause but this would normally also be by mutual agreement. If Council directed the removal of a seat or seats Council would be liable for the future loss of revenue the seats could have generated for the life of the agreement.

In 2031, Council has the option of not renewing the agreement in which case Claude Outdoor would be required to remove its seats from the City, unless agreed otherwise.

B. Stewart  
**DIRECTOR, ASSETS & WORKS**

R.D Pigg  
**GENERAL MANAGER**

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**NOWRA CBD REVITALISATION STRATEGY COMMITTEE**

**THURSDAY, 28 JULY 2016**

**3. Hyper Hyper Coffee Proposed Lease**

**File 50242E**

**Submitted by: James Caldwell.**

**TOPIC / ISSUE:**

Council has received a submission/request on behalf of the owner of Hyper Hyper to lease the eastern portion of land adjoining the coffee shop on Moss Street, Nowra (over the existing informal car park).

The Revitalisation Committee (through Michael Park) have been asked to comment on this request.

The proposal is for the space to be landscaped and used as a Community Garden. Michael attached the concept plan that was submitted to Council.

**BACKGROUND & DETAIL:**

The Revitalisation Committee (through Michael Park) have been asked to comment on this request. There was a short turn around period for the comments, so the matter needed to be considered before the Committee meeting.

- # The proposal is for the space to be landscaped and used as a Community Garden. Michael attached the concept plan that was submitted to Council.

**SUGGESTED ACTION:**

James Caldwell requested that the Committee prepare any comments they wish to make for next meeting, 28th July 2016.

James Caldwell would be happy to table any comments on your behalf provided however they are forwarded to him in writing (by e-mail or otherwise).

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4. **TV Advertising Olympics (Aug) + Pre Holidays proposal**

**File 50242E**

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**Submitted by: Brendan Goddard.**

**BACKGROUND & DETAIL:**

# Attached is some information on TV advertising from Prime 7. Andrew from Prime has seen what the Revitalisation Committee has been doing and thought there is a lot of good stuff to talk about and thought he would present this to us for our consideration.

Brendan told him we hadn't considered TV advertising as of yet and that we do have budget constraints, however, the Committee will discuss.

5. **Nowra Alive Activities**

**File 50242E**

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**BACKGROUND & DETAIL:**

Jessica Rippon – Executive Communications Manager will provide a verbal update on the strategy and location development before moving further forward.