

Nowra CBD Revitalisation Strategy Committee

Meeting Date: Wednesday, 10 October, 2018
Location: Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra
Time: 4.00pm

Please note: Council's Code of Meeting Practice permits the electronic recording and broadcast of the proceedings of meetings of the Council which are open to the public. Your attendance at this meeting is taken as consent to the possibility that your image and/or voice may be recorded and broadcast to the public.

Agenda

1. **Apologies**
2. **Confirmation of Minutes**
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5. **General Business**

Membership

Mr James Caldwell - Chairperson
Clr Jo Gash
Clr Patricia White
Clr Nina Cheyne
Mr Paul Keech or delegate
Mr Phil Costello or delegate
Ms Annie Aldous
Mr Scott Baxter
Mr Brendan Goddard
Mr George Parker
Ms Lynnette Kearney
Mr Wesley Hindmarch

Non-voting members

All other Councillors

Quorum – Five (5) members

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. Budget adopted \$500,000.
- 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.

MINUTES OF THE NOWRA CBD REVITALISATION STRATEGY COMMITTEE

Meeting Date: Wednesday, 5 September 2018
Location: Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra
Time: 4.07pm

The following members were present:

Mr James Caldwell - Chairperson
Mr Phil Costello - Director, Planning Environment and Development
Mr Paul Keech - Director Assets and Works
Ms Annie Aldous
Mr Scott Baxter
Mr George Parker – arrived at 4.09pm

Others Present:

Clr Gash
Clr Cheyne – arrived at 4.22pm
Stephen Dunshea – Director Finance, Corporate and Community Services
Sara McMahon – Governance Unit Manager
Lauren Turner – Coordinator – Local Planning Team
Jessica Rippon – Executive Manager Communications

1. Apologies / Leave of Absence

An apology was received from Clr Findley, Clr White, Brendan Goddard, Lynnette Kearney and Wesley Hindmarch.

2. Confirmation of the Minutes

Note: George Parker arrived at the meeting at 4.09pm

RESOLVED (By consent)

That the Minutes of the Nowra CBD Revitalisation Strategy Committee held on Wednesday 01 August 2018 be confirmed.

CARRIED

3. Declarations of Interest

Nil

REPORTS

CBD18.54 Request from Shoalhaven Arts Board - Appointment Representative

**HPERM Ref:
D18/252643**

Scott Baxter addressed the meeting and suggested that the Committee decline the request for an Arts Board Representative on the basis that the current membership of the Committee is sufficient. If the Shoalhaven Arts Board have something they wish to bring to the Committee, they are more than welcome to address the committee.

Stephen Dunshea suggested that the Committee should acknowledge the interest from the Shoalhaven Arts Board.

Recommendation

That:

1. Consideration be given to the request of appointing a representative from the Shoalhaven Arts Board.
2. Subject to the decision in respect of Recommendation 1 above, the Committee recommend to Council that the Committee's Terms of Reference be amended to reflect a new Shoalhaven Arts Board Representative as a non-voting member.

RECOMMENDATION (Scott Baxter / George Parker)

That:

1. The request for membership from the Shoalhaven Arts Board be acknowledged
2. The Shoalhaven Arts Board be advised that the Nowra CBD Revitalisation Strategy Committee welcomes representations on items of interest and/or projects relating to Arts Projects, however do not support the inclusion of an additional member on the Nowra CBD Revitalisation Strategy Committee.

CARRIED

CBD18.55 Successful Heritage Grant - Nowra CBD Historical Walk - Historical interpretative signage and app content development

**HPERM Ref:
D18/295472**

Scott Baxter addressed the meeting and advised that he wasn't aware of any App that was part of the original submission. He was the original person that approached the Historical Society for the idea of the Walk and the Committee with \$4000 for the Plaques for the Walk.

Scott Baxter together with Ros Holmes and Wesley Hindmarch formed the Nowra CBD Historical Walk Working party for the Committee working on that project.

Lauren Turner - Coordinator – Local Planning Team addressed the meeting and advised that there has been brochures placed at various locations for the walk, however there is no data if people are using the brochures for the walk. OEH have been looking for digital ways for heritage walks which would possibly be by the way of an App, this is why an application was sought for additional funding. The costs for photos and graphics outlined in the report reflect the greater number of photos and work needed for the App. The photos in the App would need to up to standard of OEH.

Note: Cllr Cheyne arrived at 4.22pm

Lauren Turner advised that the breakdown of the Grant can be adjusted to suit the needs of the project and stated that the costs provided were based on estimated figures.

Scott Baxter advised that the project started with the Committee and felt that all processes should have come through the Committee first.

Jessica Rippon – Executive Manager Communications addressed the meeting and advised that the Committee is being consulted and advised that Council was successful in applying for the Grant and is now seeking the Committee's input on how they want the Grant to be spent.

The Committee held a discussion on Grant funding, and it was noted that concerns raised related to breakdown in communication between Council and the Committee, whose project this was.

There was discussion around whether the Grant now belongs to the Committee or Council. Paul Keech advised that given the Terms of Reference, the use of the Grant funding of \$30,751 was at the direction of the Committee and work undertaken would be under the auspices of the Working Party, however it was 'Council's' Grant.

It was noted that this matter was discussed at the Workshop of the Committee and needs to be clarified in the review of the Terms of Reference outlined at that Workshop.

Recommendation

That the Committee:

1. Supports Council accepting the grant offer of \$30, 751 from NSW Officer of Environment and Heritage under the *Heritage Near Me* Activations Grant 2018-19 for the Nowra CBD Historical Walk – interpretative signage and digital content development to create a physical and interactive trail.
2. Given the limited timeframe required for project completion, Council staff commence the project working with the Shoalhaven Historical Society and nominated members of the Committee to prepare digital content for the Heritage Near Me app and designs for the interpretative signage to create a physical and interactive trail for the Nowra CBD historical walk.
3. Nominate members of the Committee to form a subcommittee, to consider the design of the signage and promotional material and to assist with research and delivery of this project including discussions with shop and building owners where plaques and signs are proposed to be located.
4. The Nowra CBD Historical Walk project be completed by 30 April 2019 in accordance with the grant requirements.

RECOMMENDATION (By consent)

That the Committee:

1. Supports Council accepting the grant offer of \$30, 751 from NSW Officer of Environment and Heritage under the *Heritage Near Me* Activations Grant 2018-19 for the Nowra CBD Historical Walk – interpretative signage and digital content development to create a physical and interactive trail.
2. Given the limited timeframe required for project completion, Council staff commence the project working with the Shoalhaven Historical Society and the Nowra CBD Heritage Walk Working Party to prepare digital content for the Heritage Near Me app and designs for the interpretative signage to create a physical and interactive trail for the Nowra CBD historical walk.
3. That Scott Baxter, Ros Holmes and Wesley Hindmarch as the existing Nowra CBD Heritage Walk Working Party, consider the design of the signage and promotional material and to assist with research and delivery of this project including discussions with shop and building owners where plaques and signs are proposed to be located.
4. The Nowra CBD Historical Walk project be completed by 30 April 2019 in accordance with the grant requirements.

CARRIED

Introduction of Items as Matters of Urgency

RESOLVED (James Caldwell)

That the following addendum reports be introduced as matters of urgency:

1. CBD18.56 Outstanding Actions Information Report
2. CBD18.57 Nowra Bridge Project
3. CBD18.58 Commercial Property Leasing
4. CBD18.59 Proposed O'Keefe Avenue Traffic Lights

CARRIED

The Chairperson ruled the matters as ones of urgency as they relate to urgent business of Council and allowed their introduction.

ADDENDUM REPORTS

CBD18.56 Outstanding Actions Information Report

**HPERM Ref:
D18/289923**

The Committee was informed of the following Council resolution (MIN18.674) in relation to not having the seats removed.

That the 11 advertising courtesy seats be retained until the contract ends in year 2026 at which time either the contract can be extended or the seats can be removed at no cost and the Committee be notified of Councils decision.

The Committee questioned that the seats don't comply with the DCP.

Scott Baxter advised that the Committee should be entitled to look at the agreement between Council and Claude Neon and then this request should go back to the Council meeting if the seats were never complying with the DCP.

Paul Keech – Director Assets and Works advised that he is happy for Scott to view the document when requested.

Clr Gash – indicated that she would bring a rescission motion to Council in relation to this.

Stephen Dunshea – Director Finance, Corporate and Community Services advised that in relation to Item CBD18.45 (Annual Promotions Budget) it is noted that quarterly financial statements are not required and the Committee is to provide the annual financial statements.

Recommendation (Item to be determined under delegated authority)

That the Outstanding Action report be received for information.

RESOLVED (By consent)

That the Outstanding Action report be received for information.

CARRIED

CBD18.57 Nowra Bridge Project

**HPERM Ref:
D18/302316**

Scott Baxter addressed the meeting and asked if Council has a position on where the new Bridge

should be located?

Paul Keech – Director Assets and Works advised that the RMS land acquisition has been identified and Council is making comments and preparing a submission to the RMS.

Scott Baxter – Question whether the Committee should make a submission or comment or add comments to Council's submission? The Committee and the Business Chamber will follow Council's lead in relation to the submission.

Paul Keech – advised that the public, Committee and Business Chamber are free to make comments or submissions to the RMS as they are holding public meetings as detailed in the report.

Paul Keech indicated that RMS were in town over the next few days and he would try and arrange a meeting for the Committee members.

Recommendation (Item to be determined under delegated authority)

That Nowra CBD Revitalisation Strategy Committee Invite RMS to attend to discuss environmental assessment and concept design for the Nowra Bridge Project to discuss the revised bridge plans in greater detail.

RESOLVED (By consent)

That the report regarding Nowra Bridge Project be received for information.

CARRIED

CBD18.58 Commercial Property Leasing

**HPERM Ref:
D18/302320**

Annie Aldous advised that she should leave the room. The Chairperson advised that the Committee will keep the conversation general on the topic of leasing to allow Annie to remain in the room.

Scott Baxter – asked what is Council's Policy for leasing commercial properties to businesses in the CBD to short term and/or pop up shops? Scott also advised that he didn't feel that Council should own commercial premises and it had been a long time since Council had been out to the market place to engage Property Managers.

Paul Keech – Director Assets and Works spoke to the General Managers comments in the report and confirmed that the Pop up shop was not provided free of charge as it had previously been noted on Social Media

Clr Gash asked if Council should have a Policy? It was noted that Council's Occupation of Council Owned or Managed Land (POL16/150) was attached to the report for information for the Committee. This Policy does not specifically deal with 'pop up' shops.

Stephen Dunshea – Director Finance, Corporate and Community Services commented that from discussions of the Committee and on Social Media there needs to be clarification in the protocols to be followed and communications between Council and the Agent in relation to the leasing of the premises and agreements.

Recommendation (Item to be determined under delegated authority)

Council's policy of leasing commercial properties and having the head of this department attend to explain the Lorna Jane situation.

RESOLVED (By consent)

That the Committee notes that the General Manager (Director Assets and Works) will be undertaking a review of the contract and lease agreements.

CARRIED

CBD18.59 Proposed O'Keefe Avenue Traffic Lights

**HPERM Ref:
D18/305940**

Scott Baxter advised that he and staff had done a walk around and one of the issues raised at the time was the Coles pedestrian crossing on O'Keefe Avenue and it was suggested that a more appropriate location would be traffic lights at the intersection of O'Keefe Avenue and Junction Street.

The current location creates traffic issues and the trees create sight issues for vehicles being able to see pedestrians.

Paul Keech – Director Assets and Works advised that Council have applied for a Grant, however no funding yet for the traffic lights has been established at this stage.

Annie Aldous suggested that it would make an easier flow for traffic and pedestrians if there were an alternate entry to the car park.

Recommendation

That the proposed position of the O'Keefe Avenue traffic lights be moved slightly west to coincide with the Nowra Taxi Rank location.

RECOMMENDATION (By consent)

That Council seek to move the proposed crossing near the Coles carpark on O'Keefe Avenue, Nowra to the intersection of O'Keefe Avenue and Junction Street and include the provision of fencing to direct pedestrians to the crossing.

CARRIED

GENERAL BUSINESS

CBD18.60 Additional item - Update - Planter Boxes and Lights

James Caldwell advised that Ros Holmes was on leave however had advised him that the Planter Boxes are going well and there is a consultant coming next week for the Christmas.

CBD18.62 Additional item - Resignation - Luke Sikora

The Committee was advised the Luke Sikora had resigned from the Committee due to work commitments and wished the Committee well for the future.

Given the Terms of Reference is under review it was best to wait until that was resolved prior to seeking new members.

RECOMMENDATION (By consent)

That the resignation from Luke Sikora be accepted and Council not go out to EOI at this stage until the Terms of Reference is discussed and adopted.

CARRIED

CBD18.63 Additional Item - Finance / Budget Report and Terms of Reference

Stephen Dunshea – Director Finance, Corporate and Community Services advised that the financial reporting use to be managed and reported from Strategic Planning. This role now sits with Finance. He will work the James Caldwell for a revised model of the Promotions Budget and report back to the Committee on this matter.

Paul Keech indicated that he had started looking at the Terms of Reference after the last meeting and handed out first draft, however he has now realised that all the actions arising from the Workshop were not determined at the last meeting and he will not be able to proceed with this work without it being confirmed by the Committee.

The Workshop recommendation which was presented to the Committee at the last meeting, but which was deferred was:

That:

1. *The attached report regarding overview of the Workshop be received for information.*
2. *In accordance with the outcomes of the workshop*
 - a. *The Nowra CBD Revitalisation Strategy be promoted and reviewed regularly*
 - b. *The Nowra CBD Revitalisation Strategy Action Plan be formalised, monitored and revisited annually.*
 - c. *The Nowra CBD Revitalisation Committee be consulted in the preparation of the Draft Capital Works Program in relation to works in the Nowra CBD*
 - d. *The terms of reference and delegations of the Nowra CBD Revitalisation Strategy Committee be clarified and amended to incorporate the outcomes of the workshop*
 - e. *The frequency of meetings of the Nowra CBD Revitalisation Committee be increased to monthly meetings until September 2018, after which meetings will be held bi-monthly meetings (6 per year).*

Scott Baxter and James Caldwell on behalf of the Committee indicated they did not feel that they were in a position to adopt the workshop recommendations at this time. It was noted that the Workshop was attended by Committee members and they dedicated their time to do so, however the Councillor who introduced this to the Council did not attend. Therefore members were hesitant to spend further time on the Workshop. This would be reconsidered before the next meeting.

CBD18.64 Additional Item - Nowra CBD Accessible Businesses

Clr Cheyne as Chairperson of the Inclusion and Access Committee addressed the meeting and thanked the Nowra CBD Revitalisation Strategy Committee and local businesses that made their businesses accessible, and would like to encourage other shops to make them accessible.

A suggestion was to canvas the Nowra CBD and encourage shops to make them accessible and more user friendly. There are Grants available for this purpose and it was noted it would be helpful if the Committee was made aware when applications can be made.

RESOLVED (By consent)

That the General Manager (Finance, Corporate and Community Services) submit reports to the Committee when Grants are available for businesses.

CARRIED

CBD18.65 Additional item - Radio Proposal - Buskers Festival

Annie Aldous advised that she had received the radio proposal for the Buskers Festival which was to run over a 4 week period over the Spring school holidays.

There is a lot happening in the CBD this Spring and it's difficult to get it in before the long weekend and suggested that the Busking Festival be held over until next year and can the radio program be used somehow for Christmas?

James Caldwell – if the Committee is in agreeance for the radio proposal, just need to determine when to have the Buskers Festival.

Clr Gash suggested speaking with the Media Team.

CBD18.66 Additional Item - Nowra CBD Flag

Annie Aldous suggested that the Committee design and order some sort of Nowra CBD Flag to be used for future events.

CBD18.67 Additional Item - Banners - Poles - Christmas Tree Locations

James Caldwell asked for an update regarding the Banner systems. – Staff advised that Council is waiting to hear back from Endeavour Energy (refer to pages 3 and 4 of the Attachments).

James Caldwell advised that he would like to purchase 2 more large Christmas Trees and is looking for suggestions for locations. It was suggested the balcony of the School of Arts or the forecourt of the Gallery may be suitable location in Berry Street.

RESOLVED (By consent)

That Council investigate the Gallery forecourt location or other suitable locations in Berry Street for placement of a Christmas Tree.

CARRIED

There being no further business, the meeting concluded, the time being 5.56pm.

Mr James Caldwell
CHAIRPERSON

CBD18.69 Australia Day - Nominations

HPERM Ref: D18/323196

Group: Finance Corporate & Community Services Group
Section: Human Resources, Governance & Customer Service

Attachments: 1. 2019 - Australia Day Nomination Form [↓](#)

Purpose / Summary

To advise the Committee that the nominations for the 2019 Australia Day Awards opened in August 2018.

Recommendation (Item to be determined under delegated authority)

That the Nowra CBD Revitalisation Strategy Committee:

1. Receive the Australia Day Nominations report for information; and
2. Actively promote the Australia Day Nominations.

Options

1. As recommended.

Implications: Nil

Background

The Shoalhaven has many people who achieve great success and make a significant personal contribution to better the region and improve the lives of others. Shoalhaven City Council recognises these individuals to be of great importance. One of the ways in which we do this is via our “**Australia Day Awards**” each year.

The Australia Day Awards seek to recognise outstanding contributions to the local community during 2018 based on the following categories:

- Citizen – 25 Years and Over
- Young Citizen – 24 Years and Younger
- Sports Person – 19 Years and Over
- Junior Sports person – 18 Years and Younger
- Outstanding Contribution to the Environment
- Outstanding Contribution to an Inclusive Shoalhaven - *This category is for nominees who have made an outstanding contribution to making the Shoalhaven a more inclusive community for people of all abilities, ages and/or cultures.*
- Outstanding Emerging Artist - *This category is open to artists of any age, practising any art form including writer, visual/ digital artist, performer etc*
- Outstanding Contribution to Arts & Culture - *This category is open to both artists and non-artists contributing to the arts in any capacity*

Nomination forms will be made available online in August and can be found via this link www.shoalhaven.nsw.gov.au and at the following Council buildings:

- Nowra Administration Building
- Ulladulla Administration Building
- Nowra Aquatic Centre
- Nowra Library
- Ulladulla Aquatic Centre
- Ulladulla Library/Civic Centre
- Bay and Basin Leisure Centre

The Nomination form is attached to the report and nominations are open until Friday 30 November 2018.

The awards will be an exciting event in recognising the achievements of our local community heroes.

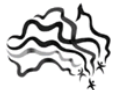
We encourage all members of the Nowra CBD Revitalisation Strategy Committee to make nominations for the awards and share the information and nomination forms within the Community.

Community Engagement

Council staff will liaise with Council committees and advisory groups, CCBs, sporting associations, not for profit organisations, service providers and community groups by either working directly with the committees to spread the message and information, visiting their meetings and sending out constant communications. Other engagement and communications platforms including community stands, noticeboards, advertising, media, videos, social media, speaking engagements, posters in Council Buildings and interviews will be utilised.



2019 Australia Day Awards Nomination Form



Australia Day

As part of the Australia Day Celebrations for 2019, Shoalhaven City Council in conjunction with the Australia Day Council NSW will be presenting two categories of Citizen Awards to residents of the Shoalhaven City area. The aim of the awards are to recognise outstanding contributions to the local community during 2018.

Nominees will be assessed on the basis of information provided in this nomination form and attachments. Nominators are asked to take care in completing this form and are encouraged to provide complete and accurate information about the nominee.

Which Category are you nominating for:

Citizen (25 Years and Over) ☐

Sports Person (19 Years and Over) ☐

Outstanding Contribution to the Environment ☐

Highlights nominees who have made an outstanding contribution to the environment within the Shoalhaven.

Outstanding Contribution to an Inclusive Shoalhaven ☐

This category acknowledges nominees who have made an outstanding contribution to making the Shoalhaven a more inclusive community for people of all abilities, ages and/or cultures.

Young Citizen (24 Years and Younger) ☐

Junior Sports Person (18 Years and Younger) ☐

Outstanding Emerging Artist ☐

Open to artists of any age, practising any art form including writer, visual/ digital artist, performer etc

Outstanding Contribution to Arts & Culture ☐

Open to both artists and non-artists contributing to the arts in any capacity

1. Notes to Assist in Completing this Form

How to Enter

- Complete the Nomination Form.
- Nomination Form must be signed by the Nominator.
- Attach a Photograph of the Nominee
- Please provide any information (maximum 10 Pages) or other documentation that may support this nomination.
- Forward the signed Nomination Form and any attachments to the:

Governance Unit, Shoalhaven City Council, PO Box 42, Nowra NSW 2541.

Or via email to: council@shoalhaven.nsw.gov.au

Closing Date Nominations must be received at the above address by **5.00 pm on Friday 30 November 2018.**

Eligibility

- Only individuals may be nominated. The nomination of a club or association or any other organisation will not be accepted.
- Nominees are those that have made **significant contributions** to the city.
- Persons who have previously been nominated but have not been awarded a Shoalhaven Medal or Australia Day Award in that category are eligible to be nominated again.
- Individuals cannot nominate themselves.
- Individuals, associations or clubs may nominate a Candidate.

Assessment

Entries will be considered by the Judging Panel whose decision will be final and no correspondence will be entered into. The judging panel will be looking not only at the length or value of service but also the quality of the service, including individual acts of compassion, generosity, bravery, ingenuity, creativity or professional accomplishments. Should a Nomination be received which is better suited to a different category, the Panel reserves the right to reassign the nomination to the more suitable category.

Information to Include

Please list specific details and examples. Generalised statements such as "the Nominee is community minded" or "the Nominee is willing to offer assistance whenever needed" may be true; however they do not provide enough relevant information.

2. Signature of Nominator

I hereby declare that the information contained in this nomination regarding the Nominee is, to my knowledge, true and accurate.

The nominee has the right to access information and subsequent information provided as part of this nomination.

Information provided within this nomination may be publicised in the media. The nominee may be called upon to respond to the media.

Signed:

Date:

PLEASE PRINT CLEARLY AND COMPLETE ALL SECTIONS

3. Details of Nominee

Mr /Mrs /Miss /Ms Surname: Given Name:

Current Place of Residence:

Postal Address (if different from above):

Email: Phone: Age as at 26 January 2018

Does the Nominee permanently live in the Shoalhaven? YES ☐ NO ☐

Why do you believe this nominee should receive an Australia Day Award?

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For how many years has the nominee been involved in their chosen field?

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Describe the nominee in one paragraph.

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What impact or contribution did the actions of the nominee have on the community over the years?

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How is the nominee an inspirational role model for their community?

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Achievements and/or Awards the nominee has received (e.g. highest sporting achievement)

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PLEASE PRINT CLEARLY AND COMPLETE ALL SECTIONS

Details of Nominee Continued

Please provide examples of how the nominee has enhanced the Image of the Shoalhaven?

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Please provide examples of how the nominee has gone “above and beyond” for their chosen field / community?

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.....

Please provide additional information or other documentation that may support this nomination. (Max 10 pages - Read instructions above)

4. Details of Nominator

Name: Phone:

Organisation (If applicable):

Postal Address

Email Address

Nature of the relationship with nominee e.g. business, personal etc :

Referee's/persons who can verify contributions or service of the nominee:

Name: Phone:

Name: Phone:

How did you hear about the Australia Day Awards? (Please circle)

Social Media Website CCB e-newsletter Radio Word of Mouth
Councillor/s Other (Please Specify)

City Administrative Centre Bridge Road, Nowra, NSW, Australia, 2541
Address all correspondence to The General Manager, PO Box 42, Nowra, NSW, Australia, 2541
council@shoalhaven.nsw.gov.au I www.shoalhaven.nsw.gov.au I Phone: (02) 4429 3111 I Fax: (02) 4422 1816

OFFICE USE ONLY

Form Number: 888 Issue Date: 09/2017
Version Number 1 Next Review date: 07/2018

CBD18.70 Outstanding/Ongoing Actions Information Report

HPERM Ref: D18/333237

Group: Finance Corporate & Community Services Group
Section: Human Resources, Governance & Customer Service

Attachments: 1. Outstanding Actions Report (under separate cover)

Purpose / Summary

To advise and update the Committee on the Outstanding/Ongoing Actions from the Nowra CBD Revitalisation Strategy Committee.

Recommendation (Item to be determined under delegated authority)

1. That the Outstanding/Ongoing Action report be received for information.
2. The all items marked in the Action Listing attached to the report which are notated as as completed be removed from the listing.

Options

1. As Recommended
2. Adopt an alternate recommendation

Background

These actions (Attached) are drawn from Resolutions made by the Committee of which an action is required.

The Action Table (Attached) is current as at the time of drafting this report (Wednesday 26 September 2018).

This will be a standing report on the Agenda for each meeting to keep the Committee informed of progress on the actions/resolutions from previous meetings.

CBD18.71 Laneway Panel Project - Selection of successful proposal

HPERM Ref: D18/333910

Group: Finance Corporate & Community Services Group
Section: Recreation Community & Culture

Attachments: 1. All EOIS Laneway project merged (under separate cover)
2. Andre Braun options 1 & 2 [↓](#)
3. NAVA fees and wages (under separate cover)

Purpose / Summary

To advise the committee of the recommendation of the selection panel and seek authority to commence negotiations with the successful applicant.

Recommendation (Item to be determined under delegated authority)

That

1. The Laneway Panel Project 2018 be awarded to Andre Braun for the proposal 'Life Cycle' and that the Unit Manager – Arts and Culture undertake negotiations with Andre regarding artist fees and work schedules.
2. An additional \$2,500 is allocated to the project from the CBD Revitalisation Committee budget to allow the artist to work across all 21 panels in the laneway and achieve a more complete work.

Options

1. Adopt the recommendation as printed.

Implications: The Laneway Panel project will progress with the panels being finished and unveiled in a timely manner as per the intent of the CBD Revitalisation committee.

2. Reject the recommendation of the selection panel and allocate the project to another applicant.

Implications: The project may not be completed in a timely manner or within the allocated budget, or the successful applicant may not meet the criteria set for the project.

3. Reject the recommendations of the selection panel and not allocate the project to any applicants at this time.

Implications: Community expectations around the project will not have been met and the funding may not be allocated as per previous recommendations.

Background

As part of the Winter Laneway event delivered by the CBD Revitalisation Committee, the Egans Lane panels on the side of the Shoalhaven Regional Gallery (SRG) building were removed to be updated and refreshed. Following advice from the Unit Manager – Arts and Culture to Jessica Volkanovski at the time, these panels were not included in the Winter

Event and went through a separate EOI process managed by SRG, ensuring equity and opportunity to all community members for this commission.

Following the EOI period, three proposals were received, two were received by the due-date, one came in after and was not considered. Of the two proposals received, it was noted that they were of very high quality, the artists had considerable experience in public art and the quality of the final product was assured.

The selection panel comprising of Bronwyn Coulston (Unit Manager – Arts and Culture) and Scott Baxter (CBD Revitalisation Committee member), met to consider the proposals and recommend that Andre Braun receive the commission to deliver the panels. It was felt that Andre's proposal was clearly identifiable as relating to Nowra, that it gave a sense of a journey along the Lane, and that it worked well with the surrounding artwork and the Shoalhaven Regional Gallery branding, while also picking up on Shoalhaven City Council's logo.

It was further recommended that the Unit Manager – Arts and Culture hold further discussions with the artist to see if the proposal could be expanded to cover all 21 panels, painted directly on the existing window boards, rather than the aluminium panels. These discussions have resulted in a further proposed design as attached for consideration.

The allocated budget for the Laneway Project was \$2,500 with some money already spent to have the aluminium panels removed from the window boards prior to the Winter Event. The remainder budget will be allocated to the successful artist after negotiation of artists fees, accommodation and requirements for materials, including scaffolding to undertake the project. Should the option to paint all 21 panels be chosen, further budget of \$2,500 is required to be allocated to this project to ensure the artist is able to complete the work and is paid appropriately for their time.

It is anticipated that the project will be completed in early December, for a launch that can be combined with any Christmas shopping events planned by the CBD retailers and activation committee.

Community Engagement

The EOI and call for proposals was advertised through local print media, online through Facebook, the SRG and council website and other avenues as appropriate.

Following the finalisation of the project details, further community engagement will take place through a media release and opportunities for members of the public to view the creation of the work in Egans Lane.

Financial Implications

A budget of \$2,500 has been allocated to this project from the CDB Revitalisation Committee budget. Communication has taken place with the Artist regarding expanding their project from the original 10 aluminium panels to painting directly onto the 21 window boards. This option will have some financial implication over and above the allocated amount as it requires considerably more material, will require the artist to seek accommodation in Nowra during the painting of the boards and will require sourcing a small moveable scaffold or scissor lift for the artist to work from.

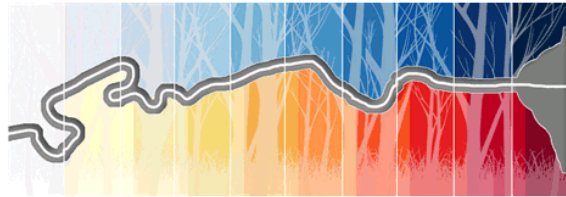
In working through the budget with the artist, the recommended pay grades as per the National Association for Visual Arts have been considered. This document is attached for reference.

A recommended budget for delivering the project across all 21 panels is outlined below.

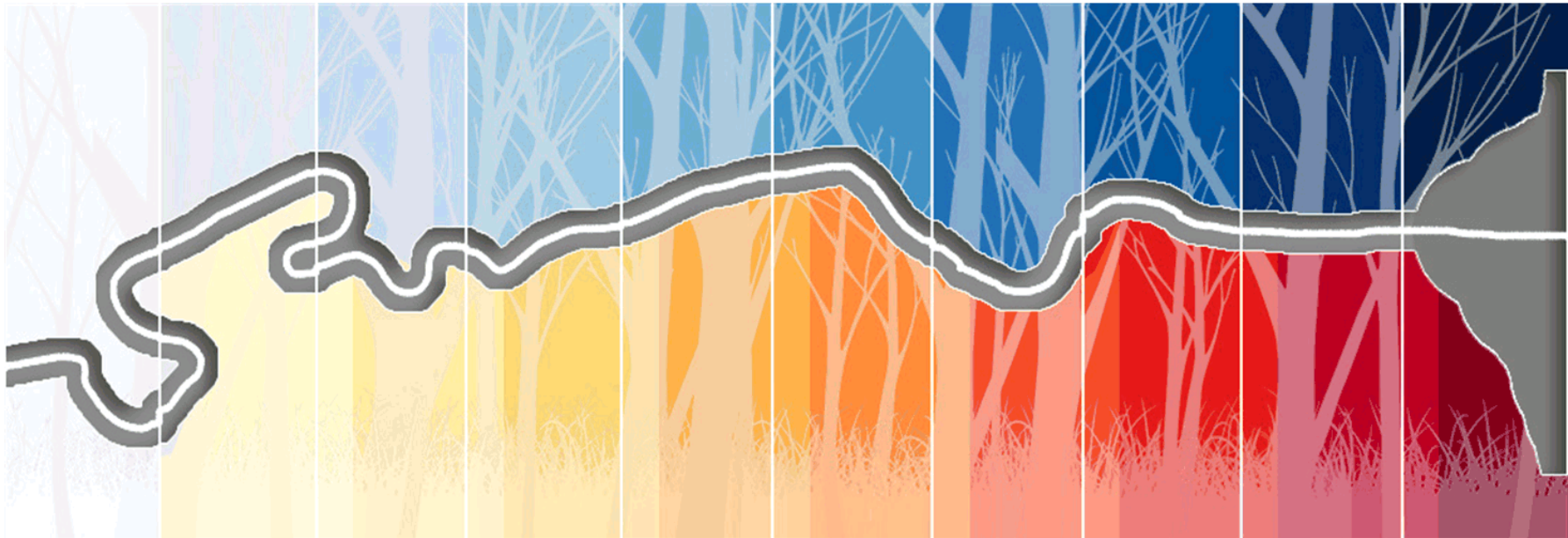
Item	Units	Rate	Total
Commissioning of Public Art as per NAVA rate (per hour)	25	\$109.28	\$2,732
Hire of small mobile scaffolding platform	3 days	\$76	\$228
Accommodation (George Bass Motor Inn)	3 nights	\$134	\$402
Materials	1	\$1,200	\$1,200
Total			\$4,562

To enable this project to proceed the CDB Revitalisation Committee are requested to consider allocating a further \$2,500 to achieve an outcome of greater quality and higher artistic integrity.

concept design - laneway - option 1 - 10 panels (view 1)



concept design - laneway - option 1 - 10 panels



concept design - laneway - option 2 - 21 panels



concept design - laneway - option 2 - 21 panels (view 1)



concept design - laneway - option 2 - 21 panels (view 2)



artist impression

CBD18.72 Committee Membership

HPERM Ref: D18/340871

Group: Finance Corporate & Community Services Group
Section: Human Resources, Governance & Customer Service

Purpose / Summary

To inform the committee of Councils decision to include three (3) councillors as voting members of the committee.

Recommendation (Item to be determined under delegated authority)

That the Nowra CBD Revitalisation Strategy Committee receive the report regarding the Council's resolution to include three (3) Councillors as voting members of the Committee for information.

Background

Council reviews its committee structure annually. This usually occurs at the September Ordinary Meeting.

At the Ordinary Meeting held on 25 September 2018 Council resolved to retain the Nowra CBD Revitalisation Strategy Committee with the existing purpose, delegation and quorum. Council also resolved to increase the voting membership to include three (3) councillors, being Cllrs Gash, White and Cheyne. All other councillors will remain as non voting members.

CBD18.73 Election of Chairperson

HPERM Ref: D18/341032

Group: Finance Corporate & Community Services Group
Section: Human Resources, Governance & Customer Service

Purpose / Summary

To allow for the election of the committee Chairperson in accordance with section 3.3 of the Committee's Terms of Reference.

Recommendation (Item to be determined under delegated authority)

That the committee elect (insert name) as Chairperson for twelve months from October 2018.

Options

1. As recommended.

Background

In accordance with 3.3 of the Terms of Reference (below), the Nowra CBD Revitalisation Strategy Committee is required to elect a Chairperson annually.

- 3.3. *The Committee will appoint the position of chairperson annually.*
- 3.4. *The role of the chairperson shall be:*
 - *Chairperson of meetings of the Nowra CBD Revitalisation Strategy Committee*
 - *Representative on sub-committees as appropriate*
 - *Oversight of activities of a co-ordinator (if applicable)*
 - *Attend Council/Committee meetings as appropriate*

The role of Chairperson is open to all Committee members.

The Committee last formally elected Mr Caldwell as Chairperson on 31 January 2018.

Outlined below is the process that is followed for the Election of Office Bearers for Committees of the Council:

At the time on the agenda when the election of office bearers is listed, the following process will be followed:

- (1) *The chairperson to step down from the chair (unless their position is not up for election). An appropriately Senior Officer of the Council or other official should assume the chair for the nomination process.*
- (2) *Individually, for each position the following is to take place:*
 - a. *Nominations are called for that position and are acknowledged by the chair*
 - i. *They may be received in writing prior to the meeting or provided verbally at the meeting*
 - ii. *The Officer conducting the election shall confirm acceptance of each nominee prior to his or her inclusion in the ballot.*
 - b. *If only one nomination is received, that person is declared as elected*

- c. *If more than one nomination is received, the Committee will be asked to resolve whether the election is to take place by open voting (i.e. show of hands) or ordinary ballot (i.e. written votes recorded and provided to the chairperson in secret).*
- d. *Where a large number of nominations are received, the Committee may elect to proceed by a preferential ballot, whereby ballots are consecutively taken and the nominee with the least number of votes is excluded from running after each ballot, until there are two preferred candidates remaining and a final ballot is undertaken and declared.*
- e. *The nominee with the most ballots is declared as elected.*
- f. *In the event of an equal number of ballots being cast for nominees, the position shall be determined by draw. The name drawn by the chairperson will be appointed to the position.*

At the conclusion of the elections, the Chairperson shall reassume control of the meeting and proceed with other business.

CBD18.74 Update - Report - Banners - Worrigee Street

HPERM Ref: D18/341318

Group: Assets & Works Group

Purpose / Summary

This report is submitted to provide additional information to previous reports submitted regarding installation of Bannerconda® systems on Endeavour Energy light poles.

Funding is sought for the supply and installation of Bannerconda® systems on both sides of the Princes Highway from the Shoalhaven Bridge through to Worrigee Street (or a shorter tranche of work as deemed appropriate by the Committee).

Recommendation (Item to be determined under delegated authority)

That

1. That the amount of \$97,321 be funded by the Nowra CBD Revitalisation Strategy Committee for the full cost of supply and installation of Bannerconda® systems on 44 poles between south side of Shoalhaven Bridge to Worrigee Street on both sides of the Princes Highway.
2. The Bannerconda® systems be ordered for supply and installation as soon as possible given the delays to delivery as outlined below.
3. The Committee establish a working party to investigate management, budget and design of the banners once the installation of Bannerconda® systems is complete.
4. That the *Nowra CBD Banner Policy* (POL16/243) be updated to include the new works.

Options

1. That the amount of \$97,321 be funded by the Nowra CBD Revitalisation Strategy Committee for the full cost of supply and installation of Bannerconda® systems on 44 poles between south side of Shoalhaven Bridge to Worrigee Street on both sides of the Princes Highway.

Implications: This option provides best value for money to the Committee on a per unit price considering installation and traffic management.

2. That \$80,317 (incl GST) be allocated by the Nowra CBD Revitalisation Strategy Committee for the supply and installation of the Bannerconda® system on 37 Endeavour Energy light poles between south side of Shoalhaven Bridge and North Street to both sides of Princes Highway.

Implications: This option is nominally less expensive in terms of capital cost however the installation and traffic management component remains high.

3. The Bannerconda® be ordered for supply and installation as soon as possible given the delays to delivery as outlined below.

Implications: The supplier of the Bannerconda® system has advised that there is a shortage of the product required and limited supplies of < 20 units are currently available in Australia. An early order will take advantage of the shipment expected in the new year of Bannerconda® systems.

4. The Committee establish a working party to investigate management, budget and design of the banners once the installation of Bannerconda® systems is complete.

Implications: A working party will liaise with Council staff to ensure the ongoing management of banners is captured for the future.

5. That the *Nowra CBD Banner Policy* (POL16/243) be updated to include the new works.

Implications: The policy amendment will assist the working party in the management of banners.

6. Not support the funding of banner design and installation of Bannerconda® systems to any Endeavour Energy light poles along the Princes Highway.

Implications: The original bannerettes will remain *in situ* and are still able to be used, however the WHS issues are greatly raised due to the need for mounting banners via scissor lift. Permission for each banner change is required by RMS. Costs for manually handling the banners and purchase of new banners is far greater than when compared to Bannerconda® system and attaching banners from the ground.

Background

At the Committee meeting held 6th June 2018 (CBD18.26) staff provided a presentation and written update on the types of banner systems available which included cost estimates and the process to obtain Endeavour Energy approval.

Subsequently further investigations and approvals have been sought and obtained.

On 18th September 2018, approval was given to SCC to install Bannerconda® systems onto Endeavour Energy (non timber) poles on both sides of the Princes Highway. The approval actually exceeds the extent of site required by the Committee. However the extent of site has been framed as follows:

1. 44 Endeavour Energy light poles are located between south side of Shoalhaven Bridge and Worrigee Street to both sides of highway. The cost estimate to remove the existing bannerettes and supply and install the Bannerconda® systems = \$97,321 (incl GST).
2. 37 poles are located between south side of Shoalhaven Bridge and North Street to both sides of Princes Highway. The cost estimate to supply and install new Bannerconda® systems and remove existing bannerettes = \$80,317 (inc GST).
3. The Committee have been provided information regarding the administration of banners in the Nowra CBD in previous reports. However a working group we be able to present options to manage the banners moving forward once the additional Bannerconda® are installed.
4. There is currently an existing policy POL16/243 which guides the management of banners within Nowra CBD. The Committee have previously been advised this policy will be updated by the Strategic Planning Section once an option has been identified and scope of works defined.
5. Funding may be available from the Shoalhaven Tourism Action group and Business and Economic Development Committee. This information has previously been provided to the Committee in an update report in August by the Economic Development Unit.

Community Engagement

No consultation has been undertaken at this stage.

Policy Implications

Following the Committee's decision to adopt one of the options recommended that *Nowra CBD Banner Policy* (POL16/243) be updated to extend to include the Princes Highway.

Financial Implications

No immediate cost to Council for the initial capital cost of Bannerconda® system supply and installation as this cost will be borne by the Nowra CBD Revitalisation Strategy Committee.

However the issue of ongoing maintenance, management and replacement of future banners is yet to be resolved - note that each new banner costs \$200 ea for custom design and \$100 each for off the shelf banners. It has been recommended that banners be replaced on a three monthly basis due to wear, tear and fading. The approximate replacement costs of each set of banners on a three monthly basis is costed at \$10,800 per time and approximately \$43,200 (inc GST)per annum.

Risk Implications

Traffic and pedestrian management

Once the Bannerconda® system is fixed to EE poles the risk and disruption to traffic, pedestrian and Council employees who erect the banners is considered low as the securing of the banner onto the Bannerconda® system is done from the ground.

Contractors installing the Bannerconda® systems will be required to implement a Site Safety Plan specific to the tasks being undertaken prior to commencing any work – it is noted that there is a three metre wide road shoulder on both sides of the highway. The road shoulders provide an opportunity to mitigate risks and avoid complications with pedestrians and highway traffic, and should be considered in the creation of a Traffic Management Plan (TMP). No work is to proceed until TMP is approved and implemented.

Timeline to procure and install

Staff have been advised by the Bannerconda supplier that there is limited stock (<20) in Australia of the patented Bannerconda® systems and new stock is not expected to arrive until early New Year.

Works along the Princes Highway require negotiation with RMS and it is advisable to note that this phase of the approval process may affect the timing of the installation phase. At this point in time it is not known whether RMS will request the works to be undertaken at night. Please note night work has not been factored into the above costs and as such the costs will be reviewed and the Committee advised if night work is required.

CBD18.75 Update - Report - Raised Planters

HPERM Ref: D18/341360

Group: Assets & Works Group

Purpose / Summary

To advise the Committee that Stage 2 installation of raised planter boxes has been completed.

Recommendation (Item to be determined under delegated authority)

That the Committee note that there is no further outstanding work regarding the installation of 12 x raised planters, soil and planting in accordance with CBD18.37.

Options

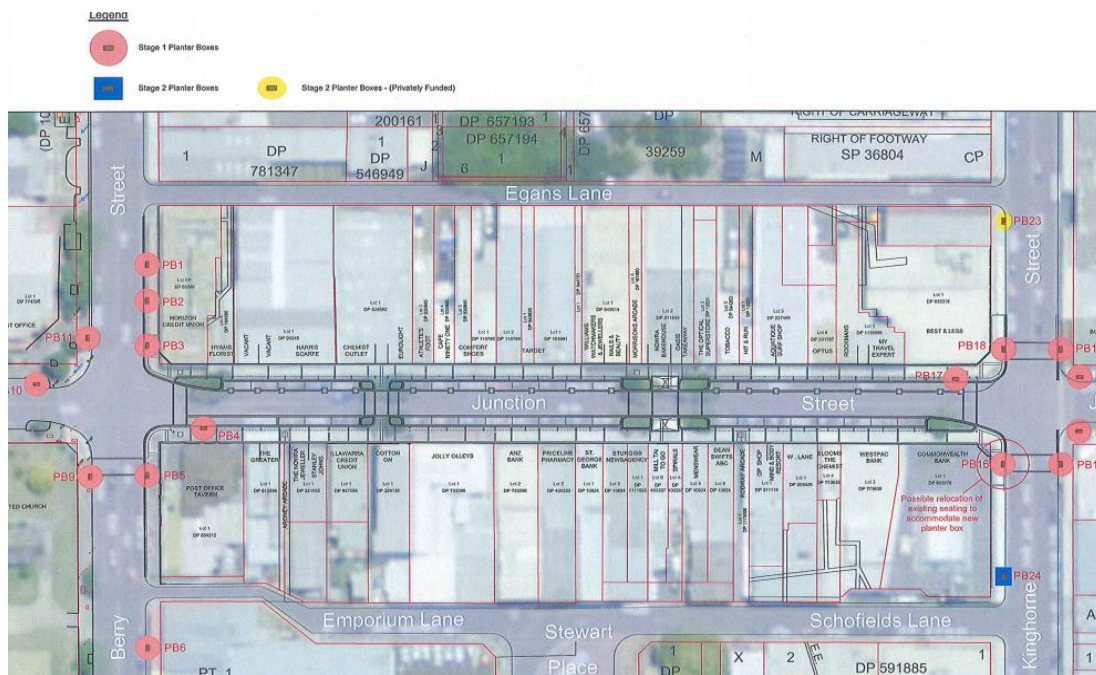
1. That the Committee note the report.

Implications: Nil.

Background

In accordance with request by Committee members 12 planters were installed as indicated in the plans below. The Committee funded the purchase of 12 planters to a cost of \$15,747.60 (incl GST). However, James Caldwell volunteered to pay for 6 planters to a cost of \$7,543.80 (incl GST), Scott Baxter volunteered to pay for 2 planters to a cost of \$2,514.60 (incl GST) and Annie Aldous volunteered to pay for 1 planter to a cost of \$1,257.30 (incl GST) which left the impost of 3 planters to the Revitalisation Committee .

All three Committee members have been invoiced for the planters as agreed prior to the purchase being made. The due date for payment of these privately funded planters is 13th October, 2018. It is proposed that Creditors reimburse the Committee budget with the funds pending payment in the next quarterly review. Council contributed the cost of soil, planter and planting installation including replacement of plants which have previously failed to thrive.

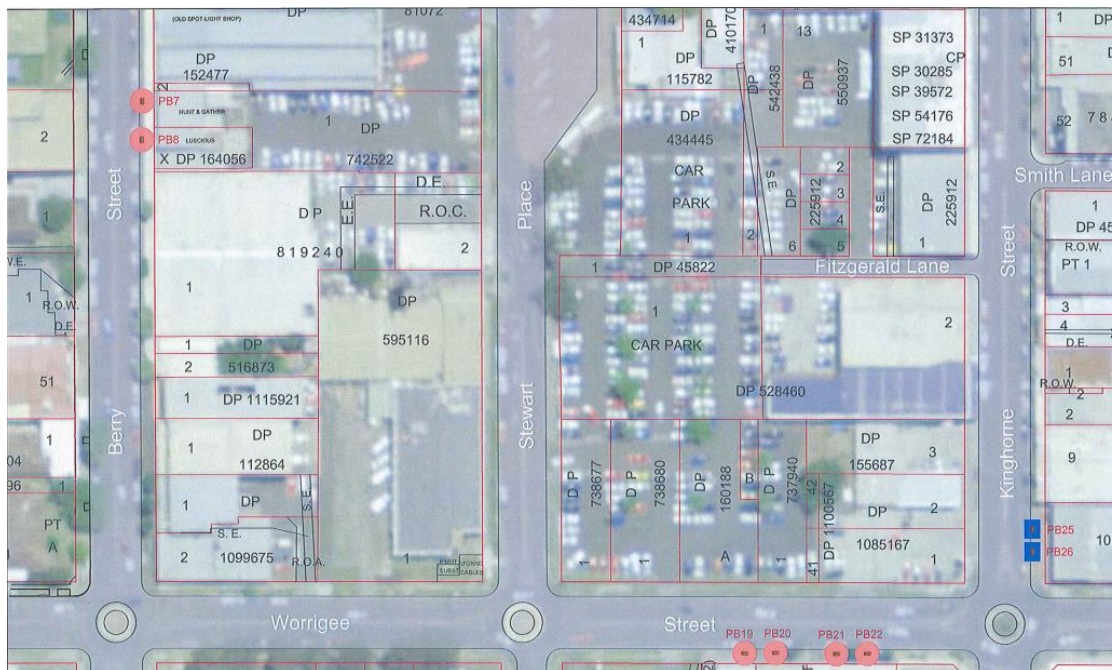


Plan indicating planters for Stage 1 – pink, Stage 2 – yellow & blue



Plan indicating planters for Stage 1 – pink, Stage 2 – yellow & blue

CBD18.75



Plan indicating planters for Stage 1 – pink, Stage 2 – yellow & blue



Plan indicating planters for Stage 1 – pink, Stage 2 – yellow & blue

Financial Implications

All 23 planters from Stages 1 and 2 installations are currently maintained by Works and Services as part of cyclical landscape maintenance in the Nowra CBD. These maintenance schedules are currently being reviewed as is the service level agreement.

A request has been lodged with Works and Services Parks team for more frequent watering and general horticultural upkeep.

CBD18.76 Update - Report - Wayfinding Signage

HPERM Ref: D18/342657

Group: Assets & Works Group

Purpose / Summary

The Committee fund the supply and installation of 5 x Wayfinding signs for \$35,000 (inc GST) in the following locations; Jelly Bean Park, Junction Court, Stewart Place, Post Office corner and Stocklands Nowra. The report also provides background as to the current design which has undergone several design iterations to this point.

Recommendation (Item to be determined under delegated authority)

The Committee fund \$35,000 (inc GST) for the supply and installation of 5 x Wayfinding signs to the agreed locations; Jelly Bean Park, Junction Court, Stewart Place, Post Officer corner and Stocklands Nowra.

Options

1. The Committee fund \$35,000 (inc GST) for the supply and installation of 5 x Wayfinding signs to the agreed locations; Jelly Bean Park, Junction Court, Stewart Place, Post Officer corner and Stocklands Nowra.

Implications: The Committee will meet the target of providing 'you are here' and 'wayfinding' signage to both Nowra CBD and Stocklands Nowra. The permanent installations allow for individual panels to be updated as required.

2. The Committee elect not to proceed with funding this project.

Implications: No wayfinding signage will be installed into the Nowra CBD or Stocklands Nowra, leaving the issue of locating public facilities for pedestrians unaddressed.

Background

The current design of the wayfinding signs as shown in plan 2736-120 below, has been further resolved to eliminate the sandstone plinth previously shown to the Committee and provide a sub-surface footing for strength. Several design iterations have been provided to the Committee in the past.

The five locations have been agreed to in previous Committee discussions and are as follows; Jelly Bean Park, Junction Court, Stewart Place, Post Officer corner and Stocklands Nowra. As each of the locations present with a different surface material such as Pebblecreate pavers, honed concrete or brick pavers it is proposed to include a square of charcoal coloured Stoneset® which will leave the surface neat and trip free once installation and footings are complete. The Stoneset® has been used in Nowra streetscape upgrades and forms part of the endorsed Streetscape Technical Manual.

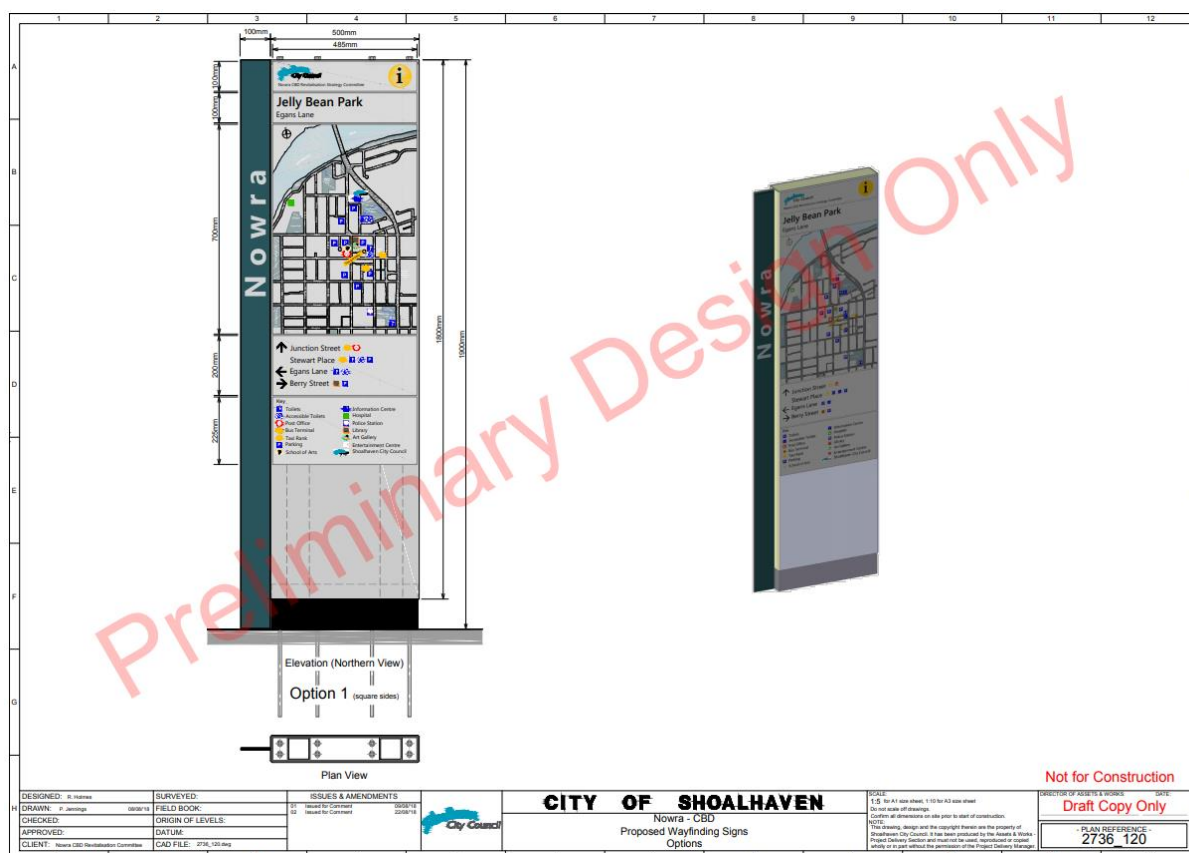
The casing of the sign will be manufactured out of 5-6mm aluminium and can be constructed by Council's Welding and Fabricating Unit at a cost of \$3,000 per case.

The individual signage panels which differ on both front and back of all 5 signs are to be supplied by an external signage supplier. They will be mounted using vandal proof removal screws to allow for panel changes or maintenance in the future.

The historic photographs and interpretive text will be including on panels using black etching on silver which comes with a 10 year outdoor guarantee. The photographs and texts will be supplied by Nowra Historical Society. At the time of writing this report further information regarding the photographs was pending.

Nowra CBD Revitalisation Strategy Committee have requested the signage be designed with cost investigations to be reported back. It is envisaged that the Committee will undertake stakeholder notification to shop owners and shop keepers and Council will provide online notification through Council's web page to community members.

The cost of supply and installation of the 5 x Wayfinding Signs will be borne totally by the Nowra CBD Revitalisation Strategy Committee. As yet it is unknown what the ongoing maintenance or signage update costs will be.



CBD18.76

CBD18.77 Update - Report - Permanent Lighting Installations

HPERM Ref: D18/342732

Group: Assets & Works Group

Purpose / Summary

To advise the Committee of three preferred options for permanent lighting installations in Junction and Berry Streets, Nowra. These options are the result of extensive investigations into potential coloured/white lighting fixings in Nowra CBD and subsequent discussions with the Permanent Lighting Working Party on 2nd October.

The preferred options form the recommendations below and include; installation of up-lighting two fig trees in Berry Street, up-lighting two shade sails on both sides of Junction Street and down-lighting of the mural painted to the rear (eastern wall) of the Nowra Library. Funding of \$ \$40,100 (inc GST) sought to allow for the supply and installation of the three lighting projects in Nowra CBD.

Recommendation (Item to be determined under delegated authority)

That the Nowra CBD Revitalisation Strategy Committee fund \$40,100 for the full cost of installing the following lighting projects:

1. Coloured/white up-lighting to two large fig trees in Berry Street to the value of \$20,000.
2. Coloured up-lighting to two shade sails in Junction Street to the value of \$9,600.
3. Down-lighting to the mural on the rear (eastern side) of the Nowra Library to the value of \$10,500.
4. The three projects are for fixed lighting and remain in situ permanently providing year round display.

Options

1. The Committee fund the amount of \$20,000 (incl GST) is required to supply and install programmable colour wash/warm white lighting at the base of the fig trees with additional warm white lighting Nowra Library facade.

Implications: Cost to Committee of \$20,000 (incl GST) to supply and install 3 x up-lights to each of the two trees and two spotlights to the facade of the library. The Library could expect an increase in annual electricity price of approximately \$70 to power this lighting. The Manager of Nowra Library has indicated that this is a cost they are willing to bear.

2. The Committee fund the amount of \$9,600 (incl GST and contingency) is required to supply and install set colour wash/warm white lighting sequence on the two shade sails in Junction Street.

Implications: Cost to Committee of \$9,600 (incl GST & contingency) is required to supply and install set colour wash/warm white lighting sequence on the two shade sails in Junction Street. The Traffic Management Unit will require notification of the intention to install coloured wash lighting to Junction Street. This matter will be attended to accordingly. The existing spotlights will be replaced so no increase power usage is expected.

3. The Committee fund the amount of \$10,500 (incl GST) to supply and install lighting to illuminate the mural on the rear of Nowra Library.

Implications: Cost to Committee of \$10,500 (incl GST) is required to supply and install the warm flood lighting. The Library could expect an annual electricity increase of approximately \$200 to power this lighting and as such the Library Manager from Finance Corporate and Community has indicated that they will absorb this cost.

4. The Committee not proceed with items the recommendation or any one of items 1, 2 or 3 above.

Implications: No permanent decorative light fixtures to be installed in Nowra CBD.

Background

Extensive investigations into lighting design, supply and installation have been undertaken by City Design Unit. For all three projects numerous lighting consultants and contractors have been requested to provide cost estimates. The best value for money of all cost estimates has been included above and discussed at length with the Permanent Lighting Working Party on 2nd October.

Further details on each separate lighting installation is included below.

1. Berry Street fig tree lighting

The option to install three up-lights which change colour or remain as white (programmable control module mounted inside library) at the base of each of the two fig trees, was investigated.

It must be noted that the lighting designer believed that the best effect would be achieved if Council use only warm white flood lights in lieu of the colour wash lighting. Also recommended was to install additional lights on the Library façade to allow lighting to add to the effect in both trees and provide safe passage for pedestrians using footpath. The quote allows for both coloured and warm white lighting sequences which are programmable to change automatically or manually. It is intended to draw low voltage power from the Library.

2. Two shade sails in Junction Street

The option to install warm white up-lights which change colour to a programmed set sequence on either side of both shade sails to both north and south sides of Junction Street was investigated (total 4 x sails). This task appears to be relatively risk free, effective and relatively low cost.

3. Shoalhaven Library- Mural on rear wall

The option to install warm white flood lights on the rear of the library wall positioned to highlight the mural. This task appears to be relatively straight forward as the property is owned by Shoalhaven City Council with Finance Corporate and Community Library Manager indicating support for this work to proceed.

4. School of Arts Building

Investigations into colour wash lighting to enhance the facade of the School of Arts building in Berry Street was undertaken. The intention to install flood lighting into existing positions

within front garden. This work is now proceeding and being funded by Council from a different funding source within Finance Corporate and Community.

5. Illumination of specific buildings in Junction Street

Investigations were undertaken with lighting design specialists regarding the lighting of the façades of specific historic buildings in Junction Street. The intention was to mount spot lights set onto the privately owned awnings with a fixed program of colour wash to shed onto the second storey façade. This task presented with many complications in regard to access, ongoing maintenance, night-time use of second storey by owners or renters and the structural stability of the awnings. The initial capital cost of this work was > \$42,000. The lighting design consultants and contractors who attended site meetings recommended not to proceed.

6. Shoalhaven City Art Gallery

Investigations were undertaken with lighting suppliers and installers, however despite the relatively low cost this work was not recommended by those who attended the site visit, as the effect would be minimal. Due to the dark colour of the brickwork the colour wash would be ineffectual and warm white only was suggested. Price range to install downlights to brick columns was \$7,315 - \$6,045. The lighting design consultants and contractors who attended site meetings recommended not to proceed.

Due to the reasons explained it is recommended that points 1, 2 and 3 proceed and note that point 4 is funded by others and points 5 and 6 not proceed.

Community Engagement

Nowra CBD Revitalisation and Strategy Committee have advised that they wished the investigations into permanent lighting be undertaken. As representatives of local CBD property owners and proprietors, it is understood that Committee members will be responsible for providing advice to the local business community in terms of these proposals. Council will provide information on these projects on Council's internet pages when extent of work is known.

Financial Implications

The cost of this work will be borne totally by the Nowra CBD Revitalisation Strategy Committee with nil additional cost to Council.