



ORDINARY MEETING OF COUNCIL

ENCLOSURES

Tuesday 16 June 2015

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
9.4	Jones Beach Dog Off-leash Swimming Area – permanent establishment	
	Enclosure 5 Summary details of public submissions - support.....	2
	Enclosure 6 Summary details of public submissions - oppose.....	18
	Enclosure 7 Summary details of online questionnaire - support.....	46
	Enclosure 8 Summary details of online questionnaire - oppose.....	51
9.5	Proposed Local Environment Plan Review Committee	
	Enclosure 1 Expressions of Interest - LEP Review Committee - nominations.....	54
10.2	Fit for Future submission	
	Enclosure 1 Fit for Future - whole submission	109
11.1	Interstate Conference - Economic Development Australia (EDA) Annual Conference	
	Enclosure 1 Conference Program	149
11.2	EEO Management Plan 2015 - 2018	
	Enclosure 1 Draft EEO Management Plan.....	151
13.2	Trade Services Panel	
	Enclosure 1 Trade Service Panel Recommendations	163
15.1	Reporting on the 3rd quarter Operational Plan activities	
	Enclosure 1 Report to Council - OP - Behind target - March 2015.....	166
	Enclosure 2 Report to Council - OP Completed - March 2015.....	172
	Enclosure 3 Report to Council - OP - NITP - March 2015.....	178
	Enclosure 4 Report to Council - OP - Ahead of Target - March 2015	193
	Enclosure 5 Report to Council - OP - On target - March 2015	197
15.2	Ocean Lifeguard Season Report 2014/2015	
	Enclosure 1 Ocean Lifeguard Season Report 2014/2015	229
15.3	Kiama Cultural Board minutes	
	Enclosure 1 Kiama Cultural Board - Minutes - May 2015.....	238
15.15	Kiama Youth Advisory Committee Meeting	
	Enclosure 1 Youth Advisory Committee June minutes 2015.....	242
15.21	Kiama Development Industry Committee Meeting - Minutes	
	Enclosure 1 Minutes - 3 June 2015.....	245

10/29/22

Cathie Bax

From:
Sent:
To:
Subject:

Hello Mark and Council members,

I would like to submit my feedback regarding the off leash area at Jones Beach for our four legged friends...

Our dog Elsa has an absolute love of the water and running along the beach and we are most grateful to have this area within walking distance to our home. It provides a safe area for her to enjoy the environment and it's a great outing for her and for our family. The area has been well thought out with great signage and easy access away from the children's playground. All the dog owners that I've come in contact with have made comment on how wonderful the area is and in-turn treat it with respect. I have even come across people walking along the beach who no longer own a dog and comment on how wonderful is it to see them out enjoying the beach and that they wished they had the same facility when they had their dogs.

It's a brilliant area for the family and our dogs to exercise and I would be most disappointed to see it close.

Thank you for your time and consideration in keeping this area open for us all to enjoy.

Kind regards,


Item 9.4

Enclosure 5

15/09/20

Cathie Bax

From:
Sent:
To:
Subject:

Hello Mark and Council members,

I would like to submit my feedback regarding the off leash area at Jones Beach for our four legged friends...

Our dog Elsa has an absolute love of the water and running along the beach and we are most grateful to have this area within walking distance to our home. It provides a safe area for her to enjoy the environment and it's a great outing for her and for our family. The area has been well thought out with great signage and easy access away from the children's playground. All the dog owners that I've come in contact with have made comment on how wonderful the area is and in-turn treat it with respect. I have even come across people walking along the beach who no longer own a dog and comment on how wonderful it is to see them out enjoying the beach and that they wished they had the same facility when they had their dogs.

It's a brilliant area for the family and our dogs to exercise and I would be most disappointed to see it close.

Thank you for your time and consideration in keeping this area open for us all to enjoy.

Kind regards,


Item 9.4

Enclosure 5

10/20/2011

Cathie Bax

From:
Sent:
To:
Subject:

Dear Mr Forsyth,
I wish to submit my support for the continued Dog off leash area at the southern end of Jones Beach.

[REDACTED]
[REDACTED]

Kiama Downs.

I also submit proxy votes on behalf of Chewbarker and Bindi Hayes. Woof!

Item 9.4

Enclosure 5

15/22510

Cathie Bax

From:
Sent:
To:
Subject:

Dear Kiama Council,

Please could we register our support to continue with the “Dog Off Leash” area at the Southern End of Jones Beach. This resource is a valuable resource to the community of Kiama Downs and frequently used by residents.

Kind Regards

[Redacted]
[Redacted] Kiama Downs NSW 2533

Item 9.4

Enclosure 5

15/08/11

Cathie Bax

From:
Sent:
To:
Subject: nes Beach Kiama Downs

Kiama Council General Manager.
Michael Forsyth.

In my opinion this dog off leash area should be kept open as it has been a success.

I am pleased to take my dog to this off leash area.

The dogs are free to enjoy the area between the allocated signs by socialising with other dogs which in turn leads to all the dogs being friendly towards each other, and even the owners of the dogs are friendly and talk to each other.

We keep the area clean by using the council supplied doggy bags to pick up the dog droppings then place the doggy bags in the council bin.

I would like to put forward a suggestion that the doggy bag dispenser and the bin be moved closer to the beach entrance area for the regulars and for visitors to Kiama that want to walk their dogs on the beach area.

Regards,




Kiama Downs.

Item 9.4

Enclosure 5

13/10/22

Cathie Bax

From:
Sent:
To:
Subject:

The following information has been submitted from the Kiama Municipal Council:

Name : [REDACTED]

Phone : [REDACTED]

Email : [REDACTED]

Comment Type : Feedback

Details : I am writing to comment on the introduction of the Dog off of leash area south of Jones Beach, Kiama Downs.

The area has been and continues to be an asset to the wonderful lifestyle we have as residence of this area.

I have frequented this part of the beach with and without my dog over the past six months. I have found the beach to be as clean as it was previous to the introduction of dogs on the beach. The dogs I have come across have been well socialised, with smiles as wide as their owners to be enjoying the sunshine and fresh air of our beautiful suburb.

Thank you for providing this area and it would be great if it could continue indefinitely.

Regards [REDACTED]

Item 9.4

Enclosure 5

15/21801

Cathie Bax

From: [REDACTED]
Sent: Thursday, 26 March 2015 4:41 PM
To: Council Mailbox
Subject: Dog Off Leash area Jones Beach south

I fully support the above its about time.. [REDACTED] rate payer Kiama Downs

Sent: Thursday, 23 April 2015 8:01 PM
To: Mark Way
Subject: Jones Beach Off Leash Area

Hi Mark,

I am writing to you on behalf of the 100+ members of Kiama Canine Capers, a dog friendship group that is active in the Kiama Downs area.

We would like to express our support for the Jones Brach Off Leash area In the hope that the area will be made permanent. The area has now been in operation on a trial basis for some six months and we feel that it has been a wonderful community asset for the pet owners of Kiama Downs and beyond.

Our members have made extensive use of the area and have nothing but positive praise for the area and the way Council has administered and supported the area. Our members promote the area to all dog owners and have been proactive in reminding people of the rules of compliance for the area. Members also distribute bags to dog owners to ensure that the area is left as clean as possible. We believe the area has, on the whole, been used correctly and that it deserves to be maintained as a permanent area. It enables dog owners to exercise their pets in a fun environment close to their homes. Some dog owners are unable to reach the Bombo Beach area as it is too far to walk or they do not have suitable transport options.

Kiama Downs SLSC has also been proactive in supporting the area during surf patrol hours and will continue to do so if the area is made permanent. I have received this assurance from the club's management committee.

The trial period has been a wonderful example of how a local council can establish and manage an off leash area in a positive and professional manner. Council rangers should be congratulated for the way in which they have promoted and managed the area in such a positive manner. Signage and the blue painted threshold has been clear and positive in showing members of the public the boundaries of the area, its access points and the rules governing its use.

We would sincerely request that Kiama Council make the Jones Beach Off Leash area a permanent fixture. You have our assurance that our group will do everything possible to promote the area and contribute to a positive education program to ensure the rea is used correctly and compliance rules are followed.

We would be most grateful if you could forward this email to the relevant Council Officers for their perusal.

Kind regards,

1

1

13/01/15

Cathie Bax

From: [REDACTED]
Sent: Thursday, 26 March 2015 2:11 PM
To: Council Mailbox
Subject: Dog off leash area at Jones Beach Southern end.

Attention: Michael Forsyth

This email concerns my support of the off-leash area at the southern end of Jones Beach. Being able to exercise on the beach with my dog during the trial of the last six months has been wonderful. As a Kiama Downs resident of 25 years, it has also been great to see this under-utilised area of the beach being used at all times of the day, despite the weather. For so many years I have sadly often seen this part of the beach totally deserted, which always seemed to me to be such a waste.

Concerns by some regarding the usage of the beach as an off leash area appear to me to be unfounded. The clean and pristine quality of the beach remains, a fact that needs to be recognised and is testimony to the responsible nature of the dog owners using this area and the ongoing support of council rangers in keeping the doggy bags fully stocked. All that is left on the beach by these users are their footprints....Just as they should be.

Regards,

[REDACTED]

Sent from my iPad

Item 9.4

Enclosure 5

15/21489

Cathie Bax

From: [Redacted]
Sent: Thursday, 26 March 2015 10:30 AM
To: Council Mailbox
Subject: Jones Beach Dog Off leash Area support email

Hi there,

I'd like to register my support for the permanent continuation of the Jones Beach dog off leash area. Being a resident of Kiama Downs I take my dog for a walk on this beach area quite regularly and have not had any bad experiences so far. My dog loves the beach and the chance to run and take a dip. I really appreciate the doggy doo plastic bags that Council has supplied at the entrance to the area and use these regularly. The signage and colour coded posts are also helpful to clearly mark the area out.

My only issue with dog ownership in the Kiama Council area continues to be the number of dogs roaming around off leash in the suburbs, particularly Kiama Downs. Some irresponsible dog owners somehow seem to think that it is OK to allow their dog to wander around the front of their property off leash or as they walk down the street. These dogs tend to charge out at other leashed dogs passing by on a walk with their owners. Sometimes this includes children who are traumatised by the gnarly dogs charging at their pet. I would appreciate some greater level of Council ranger patrols and warnings to the owners of these off leash dogs as a matter of urgency. Thanks.

Kind regards,

[Redacted]
email - [Redacted]

This message is intended for the addressee named and may contain privileged information or confidential information or both. If you are not the intended recipient please delete it and notify the sender.

Item 9.4

Enclosure 5

10/21/17

Cathie Bax

From: [redacted]
Sent: [redacted]
To: C
Subject: C

Dear Council,

I understand that a decision will soon be made at Kiama Council as to whether the off leash dog area at Jones' Beach will become a permanent facility.

I was very pleased to hear that the area was to be trialled last year and have been using the facility with my dog since the opening. There are numerous positives that I would like to share:

- * It is wonderful to be able to walk my dog on the beach and for him to be able to run freely and 'surf' in the ocean.
- * I have met and made new friends within my community.
- * My health has improved - I feel fitter and healthier because I take the time to walk to the beach and walk the length of the leash free area. It is a beautiful area and now I am encouraged to use it and share it with my dog.
- * I have been very impressed with how dog owners respect the area. I have not seen any dog faeces. I have not seen any dog 'disagreements" The dog owners respect the beach and other dog walkers.
- * I always have dog bags on my walk and often pick up rubbish (human waste such as bait bags, bottles, plastic etc.)
- * The council rangers are polite, helpful and provide dog waste bags, signage and support.

I can not think of any negatives. The whole scheme has been well organised, well-planned and obviously the ongoing work and commitment of the council rangers is excellent.

I urge you to make this excellent initiative a permanent facility.

Thankyou

Item 9.4

Enclosure 5

Area

Thank you for your work and support for the off leash area at Jones' Beach and the other area near the Minnamurra River. We have completed the Kiama Council Survey re the Jones Beach area and would also encourage your ongoing support to have the area made permanent.

The ability to use particularly Jones Beach has been most convenient and environmentally friendly. We can walk down to Jones Beach and do not have to drive to Bombo. It has had a positive health effect for our dog and family. The vast majority of dog owners have utilised the area responsibly maintaining control of their dogs, ensuring well behaved dogs and the area has generally been kept very clean i.e. responsible owners are picking up their dog faeces. I have spoken with other dog owners and they have enjoyed using the area as well. The council has provided clear signage, encouraged responsible practice and there has been good co-operation between council rangers and the public. I don't believe the area gets overcrowded and small numbers use the area throughout the day at differing times.

I would also support the area by the river where we can swim our dog without waves.

Again many thanks for your ongoing support to get more permanent dog off-leash and calm swimming areas.

Yours sincerely



Item 9.4

Enclosure 5

I wanted to take the time to thank you for letting local dog owners, like myself, utilise Jones's Beach for the dog off-leash trial.

I sincerely hope that it is given the go-ahead to become a permanent aspect of my and my pets' life!

I have noticed that since its beginning, the ability to encourage my 2 working- breed dogs to run free and swim to their hearts' content has been amazing. They are becoming more obedient and responsive (and I am a hard task-master!), are socialising well with other dogs and people and it is wonderful to see other like -minded people using the area as per your trial rules. I have only positive comments to make and it seems everyone that I speak to on the beach agrees.

The Rangers are doing a wonderful job policing these rules and it is very pleasing to see the community embracing this.

I would love to have this area become a permanent facility for myself and my dogs so we can enjoy this lovely area in which we reside together.

Thank you for the opportunity to offer my view,

Yours Sincerely,



15/21/15

Cathie Bax

From: [REDACTED]
Sent: Wednesday, 25 March 2015 4:26 PM
To: Council Mailbox
Subject: Jones Beach dog off-leash area

To: Michael Forsyth
General Manager, Kiama Municipal Council

Dear Michael,

I would like to congratulate Kiama Council on the trial of a dog off-leash area for the southern end of Jones Beach, and Cr Mark Way for instigating the trial.

I urge you to make it a permanent feature.

I walk my daughter's two dogs every day, and use the Jones Beach off-leash area several times a week at least - sometimes every day. It is a great facility for dog-owners in the area, who would otherwise have to take their dogs to Bombo Beach to give them an off-leash run and swim. For many residents, that is either impossible or would mean a car trip.

From my observation, the facility is well-used and has become an important social gathering point for dogs and humans alike!

Also from my observation, dog-owners are respecting the rules (ie: keeping their dogs on leash until they reach the sand, restricting them to the designated area and picking up their droppings). This shows both respect for the opportunity that Council has provided, and a willingness to "do the right thing" by other beach-users.

I have lived in a house overlooking Jones Beach since 1977, and the southern end of the beach has never been widely used. If anything, it is more popular now than ever before.

Therefore, I sincerely hope that Council makes this permanent.

Yours sincerely

Item 9.4

Enclosure 5

Sent: Monday, 13 April 2015 10:30 AM
To: Mark Way
Subject: dogs

Hi all,
Its simple, all dogs have a god given right to a walk, fresh air and sunshine, just as us useless humans do. Its NOW TIME for humans to be fair!!!

Sent: Friday, 10 April 2015 10:30 AM
To: Mark Way
Subject: Re offleash dog area Jones beach Kiamadowns

Dear Concillor Mark Way I would just like to praise the council for the opportunity to use this area walking ny dog Rockie each afternoon .!

For me to walk along this beach with my dog and meet other dogs and their owners is such a treat.I find the dogs play well together or just enjoy running in and out of the ocean.

Prior to the trial, this part of the beach was underutilised. It has now become a great community hub.

I ask for your support in conveying my thoughts to council and hope they decide to make it a permanent off leash area.

Sent from my Samsung Galaxy smartphone.

Cathie Bax

From: [REDACTED]
Sent: Sunday, 26 April 2015 7:50 AM
To: Council Mailbox
Subject: received.

The following information has been submitted from the Kiama Municipal Council:

Name :

Phone :

Email :

Comment

Type :

Details : As a new resident to Kiama downs, I congratulate the council on opening part of Jones's beach as an off-leash area. My own dog thrives on socialising with other dogs in this area and splashing in the surf edge. The ranger has been friendly and resourceful and I have not seen any untoward behaviour from other dogs.

I would suggest another dog bag provider near the walkway onto the beach.

Sent: Friday, 24 April 2015 6:18 AM
To: Mark Way
Subject: Jones Beach - Dog off the leash area

Dear Mark,

I am writing to you with some comments concerning the proposed permanency of the dog off the leash area at Jones beach. I feel that this is a vital continuing component of the use of council land to a broad range of the community. Some points to note:

I have regularly visited the area during the trial period and I have never seen any faeces on the beach or the walk-on area. I know some people have been exaggerating this detail with claims of large amounts present etc – I have never seen any left behind.

The opening of this area has seen a whole new section of the community use the beach to exercise their dog – importantly, I have seen a greater number of families, especially with small children, use the facility to exercise their , but as a family.

The area is only a minor portion of the beach – by legitimising the use of specific area for dog walking stops people from using the whole beach for dog walking

There are a large number of dog owners and they are a responsible community who have been shown to use the area responsibly. I have also observed locals educating visitors as to where they can exercise their dog.

These are just a couple of points amongst the great long list of why it is important to maintain this facility for use by a significant number of people in the local community

Cathie Bax

From: [REDACTED]
Sent: Friday, 24 April 2015 4:19 PM
To: Council Mailbox
Subject: Jones Beach Dog Off leash Area

Hi Michael,

[REDACTED]

We have been residents of the Kiama Downs, Jones Beach area for 37 years and for the majority of this time, owners of Border Collie dogs.

We currently have a 2 year old Border Collie which requires lots of exercise and we find that a beach is the best place for her to run.

Since the start of the trial for the south end of Jones Beach as an off leash area, we have frequented the area on an almost daily basis. The area is ideal for all members of the community as it is easily accessible, unlike Bombo Beach, for anyone with mobility problems or who do not drive.

In our regular visits to the beach we have not witnessed any behaviour that could be considered inappropriate, either from canines or humans. It has actually become a place where people can catch up and talk with friends whilst their dogs get the best possible exercise.

We would like to make particular comment on the cleanliness of the area, both the beach itself and the grassy approach to the walkway. This indicates that local dog owners appreciate the use of the area and are being responsible for the actions of their dogs i.e: cleaning up after them.

We believe that not to make the area a permanent off leash area for dogs would be a backward step and would force people to use other areas to exercise their dog that are less appropriate.

Please contact us if you wish to discuss.

Kind Regards

[REDACTED]

Item 9.4

Enclosure 5

Cathie Bax

From: [REDACTED]
Sent: Friday, 20 March 2015 1:16 PM
To: Council Mailbox
Subject: Dogs off Leash in Jones Beach playground area
Attachments: IMG_1878.JPG

To whom it may concern

The photos attached are taken today of a lady walking in swimwear down Moona Avenue with two dogs off the leash. She crossed North Kiama Drive & walked through the playground and down to the south end of the beach, two dogs running ahead proceeding her, the whole time off lead. Fortunately, as the dogs reached the playground before their owner and they were a pair of young in dark brown big, boisterous dogs is likely to be attracted to children, there were no children in the playground. At 1 pm.

I assume the lady will be swimming and if so where are the dogs? I assume that the pair of young dogs will be together running free on the beach as she had no lead with her.

I am opposed to dogs off the leash because they are a threat to children in the playground, as in this instance, and run up and jump on people who are walking without dogs or sunbaking on the beach

[REDACTED]



Item 9.4

Enclosure 6

5/1/15

Cathie Bax

From: [REDACTED]
Sent: Friday, 27 February 2015 12:12 PM
To: Council Mailbox
Subject: Objection to Dog Off-Leash Trial Jones Beach- Objection
Attachments: IMG_1338.JPG; IMG_1340.JPG; IMG_1339.JPG

Issue: Dog Owners leaving dog faeces on walking paths and dog-prohibited areas of Jones Beach

Dog owners using Playground an oath at playground tio access Jones Bbeach, posing risk to children, and fouling the people area with dog faeces.

I spoke to a dog owner who advised he "digs a hole I the sand to bury his dog poo on the beach".

Dogs on Jones Beach, a highly used residential area of beach is both unsanitary and unsavoury, and is spoiling th pristine environment & enjoyment for residents and tourists alike.

I have seen many dogs and dog owners using the main route from their car through the playground to both access and leave the beach with their dogs - evidenced by the dog faeces left on the path - Photos attached taken
14 Feb 2014

Sent from Gmail Mobile



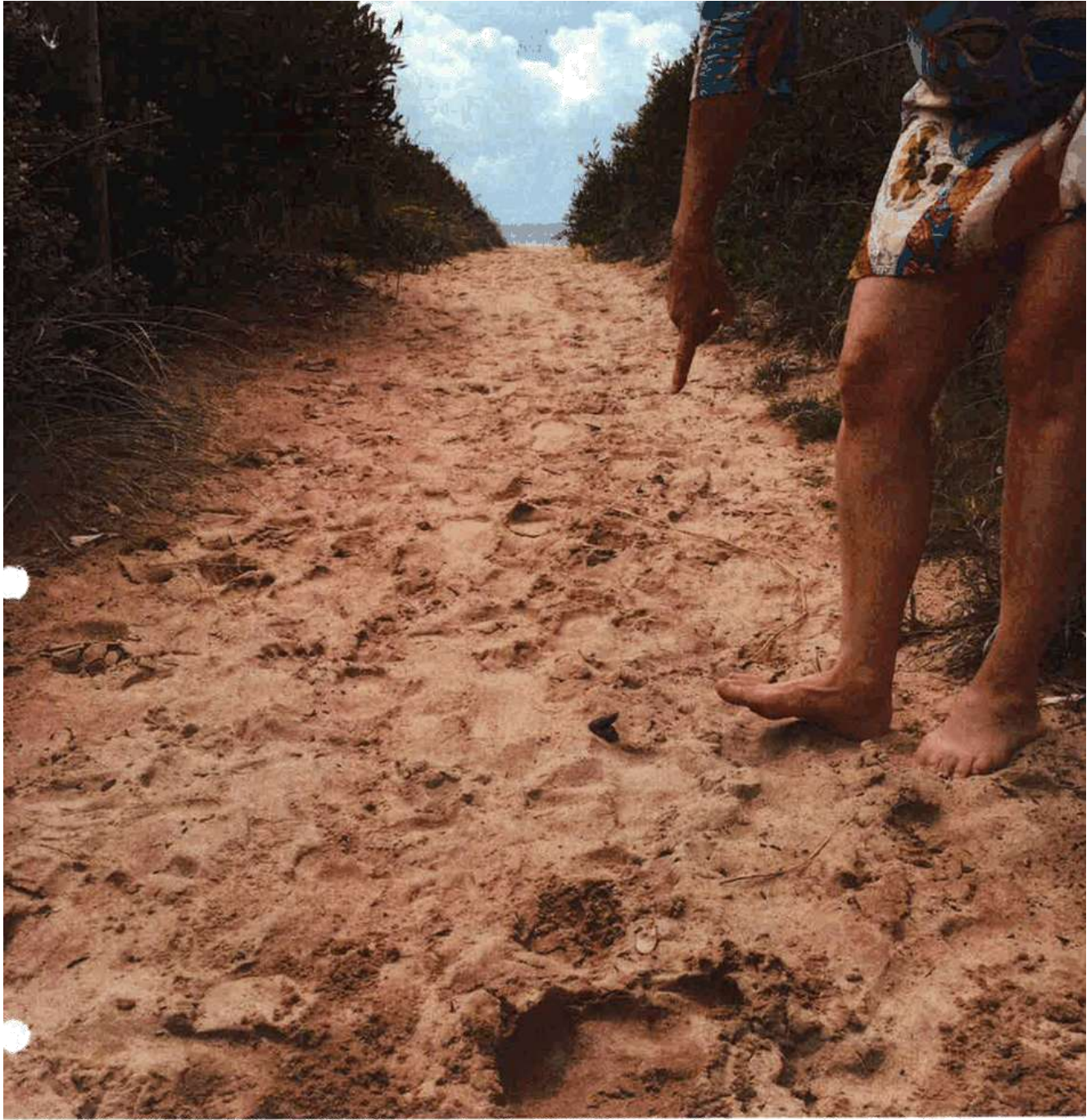
Item 9.4

Enclosure 6



Item 9.4

Enclosure 6



Item 9.4

Enclosure 6

Cathie Bax

From: [REDACTED]
Sent: Friday, 27 February 2015 11:56 AM
To: Council Mailbox
Subject: Submission -Objection to Jones Beach Dog Off Leash Trial Submission
Attachments: IMG_1541.JPG; IMG_1540.JPG

issue:

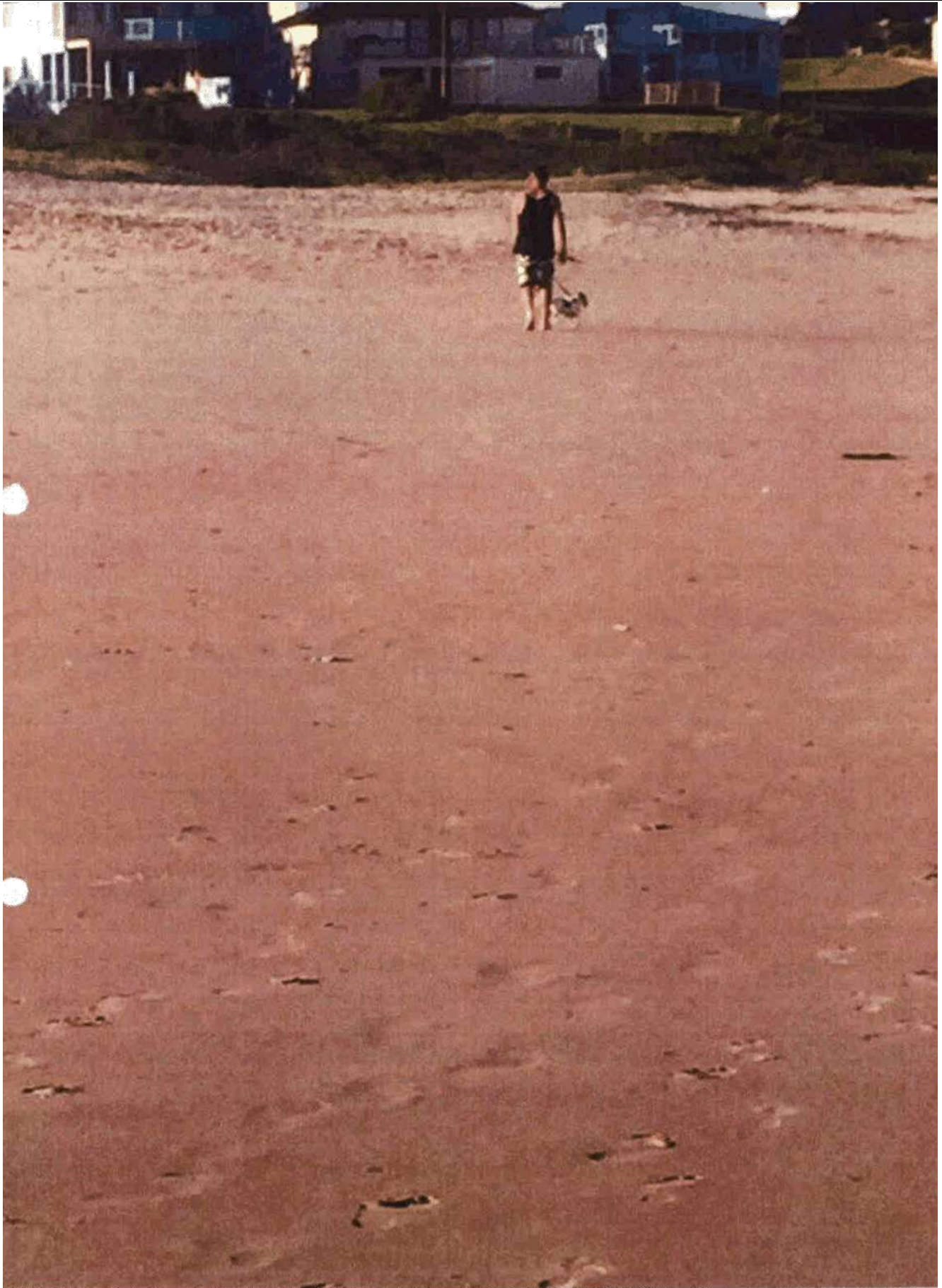
Control Area not Observed By Dogs Off Leash: Photos attached taken 22 Feb 2015-

As evidenced by photos taken this month & attached-

Owners walk the full length of Jones Beach with their dogs and release them off leash. Dogs off leash have on more than one occasion this summer jumped on me and other people on the North end of Jones Beach. Dogs off leash obviously can not read and run past the signage and disturb people wanting to relax on the beach.

I object to dogs on Jones Beach as the evidence shows the restricted areas are not observed

--
Sent from Gmail Mobile



Item 9.4

Enclosure 6

15/2305

Submission on Dogs off leash at Jones Beach

Dear members of Council,

I am a daily walker on Jones Beach and I am opposed to allowing dogs on the beach on a permanent basis.

The ideal place for dogs is still Bombo, a large expanse of sand, with its own dog agility park and even more, the off-leash area on the headland. Surely we can have one beach in the Kiama Downs vicinity where families can relax and enjoy themselves without having to watch out for dogs?

I wrote to council 26th January about an incident where two dogs ran up behind me and caused me to stumble and fall. The result from this is that I am now unable to face going down to the beautiful Cathedral Rocks area unless someone accompanies me, such is my fear of dogs. I love Jones Beach and live an equal distance to Bombo beach also, but have never been back to Bombo since the introduction of the leash free area. I want to have the freedom to take my grandchildren to the beach in safety and also not have to watch out for dog faeces.

My observation of the trial has been that we do have some responsible dog owners without a doubt, but I have been saddened to see how many people flout the rules and walk through the children's playground. They are not isolated cases. Then there are the people who completely ignore the signs and have their dogs on the northern end of the beach.

I believe that when the trial ends, and if Council votes to ban dogs on the beach, we will still have people walk their dogs there (as they did before the trial began). This will mean a need for increased inspections by the animal controller for a few months. Boneyard has a no dogs policy, yet I have rarely seen it without dogs.

Please take my letter into consideration when making a decision on the dog trial. I understand that people would like to give their dogs the freedom to run on a beach, but please let them use everything on offer at Bombo. Leave Jones Beach and its beautiful Cathedral Rocks to remain a safe and clean place for families, tourists and photographers - dogs don't belong there.

Item 9.4

Enclosure 6

Cathie Bax

From:
Sent:
To:
Subject:

To Whom It May Concern,
Off-leash dog areas in Kiama are ruining the tranquility of an evening walk on the beach! You can't go to the south end of Jones's Beach anymore without annoying , barking dogs running at you and jumping up. (4 stupid, yapping miniature collies circling me this evening). Not to mention the failure of many people to pick up the excrement their dogs leave behind.) So...try the Kiama Downs cycleway for a leisurely walk with the family, Tuesday... 4 dogs run at us at different intervals- 3 jump all over us with muddy paws and one BITES me on the hand! Luckily for me it was just "playing" so I only received a tiny bruise but being a staffy it had a powerful jaw & gave me a fright(as well as a very sore hand)! Lucky it was not a small child on the receiving end of this or the outcome may have been different. This is not an off-leash area. Only one of the dog owners attempted to call their dog(s) away (which didn't work anyway!)

Dog owners should control their dogs!

I pay rates etc and should have a right to walk on my local beaches and paths without having this constant problem of out-of-control dogs. I feel the local dog owners see it as open slather to have their dogs off-leash anywhere they like!

The claim that the off-leash areas are a success is highly questionable. I feel it only a matter of time before someone is seriously injured & it most likely will be a small child.

What is the council doing to ensure people are keeping their dogs under control in these areas? How can council seriously police this?

15128397

STATUTORY DECLARATION

I, _____ (mas) _____ (Full Name)
 of _____ (Address)
 in the State/Territory of NEW SOUTH WALES 24 APR 2016 Date Received
Kiama Municipal Council

do solemnly and sincerely declare that:

On the 18th January 2015 my Family and I were attending a "Christmas in January" party in Kiama Downs. We traditionally take the children and grandchildren to the 'Pirate Cave' near Cathedral Rocks.

This year, for the first time, our enjoyment was marred by a number of incidents concerning dogs on the rocks and the beach.

Our group of children include babies, toddlers, preschoolers and upwards and some of our littlest members were extremely frightened by dogs rushing, barking and jumping on them. Not the sort of 'happy ending' that we normally conclude our day with!

The dogs (we found out later) are not supposed to be at this end of the beach. This 'trial' of dogs being allowed at the OTHER end of the beach is obviously not ^{not} a good ^{of} decision and by not a workable situation.

One very irate Nanna

Item 9.4

Enclosure 6

15/28494

Date Recd

24 APR 2015

Kiama Municipality

Mr M Forsyth, General Manager

Kiama Council

Re Review of off leash swimming area . Jones Beach.

I wish to record my objections to the above matter which is under review, for the following reasons.

"The foreseeable risk to the public " by the continuance of this policy.

The loss of amenity and quite enjoyment of a public area.

Public observations.

1. People arrive on the site with multiple dogs off leash, the practice observed of dog walkers that then enter the surf and leaving these groups of dogs to wander the beach unrestricted and unsupervised.

The result of this is that various dogs run along the shoreline amidst families with small children and fisherpersons and their equipment, who often prefer to leave the area for their safety and comfort.

Towards the Southern end of the dog area exists a large, partly sand submerged rock shelf, which leads to an increasingly rocky section adjoining Cathedral Rocks. The uncontrolled dogs run freely around this area and onto Cathedral Rocks , I fear that that it is only a matter of time before some person is knocked over and possibly injured on that rock area. (Photo attached). A possible solution to this problem could be to move the Dog Area further to the North towards the rock free, middle section of the beach front, nearest to the car park. Thus allowing the sheltered Southern end of the beach again to be used by young families, as was prior to the off leash trials.

Photos two (2) attached

The clear definition and separation of the high risk rock area from the off leash areas should assist in the mitigation of risk to the public.

2 . Observations demonstrate that a common practice is to allow off leash dogs to run unchecked among the sand dunes, damaging the Spinifex and grasses which prevent erosion, thereby risking degradation of the environment. This is further exacerbated by my observation of unattended dogs defecating within the dune area.

3. I reiterate that Council should seriously my recommendation to relocate the dog off leash more to the Northern section of the beach.

4. It is incumbent on Council to provide adequate Ranger supervision of the off leash area to ensure that dog owners comply strictly with conditions of use as displayed.

It is requested that this letter be acknowledged in writing and notification be given in regard to further public discussion and comment at open Council meeting

Yours Sincerely,

[Redacted signature]

23/04/15

24th April 2015

Kiama Council
11 Manning St
Kiama, NSW, 2533.

Date Recd:
24 APR 2015
Kiama Municipality

Dear Sir,

Re: Dog off leash area southern end of Jones Beach, Kiama Downs.

I am not in favour of the southern end of Jones Beach permanently becoming a dog off leash area.

Problems I have encountered during the trial period include;

- **People not picking up dog faeces from the beach.** This includes leaving dog faeces on the beach for all to see, burying the dog faeces and even picking up dog faeces in plastic bags, then burying the bag in the dune area. I believe this happens because there are no bins until people get back to the car park and some people are unaware their dog has defecated on the beach as they are not properly supervised.
- **Unsupervised dogs.** People bring their dogs to the beach while they go for a swim. The dog stays on the beach and in some cases barks and howls while the owner is in the water. Other times the dog wanders around the beach unsupervised. This is leading to dog faeces being left on the beach as the owners are unaware their dog has defecated on the beach. The council sign at the beach states that dogs must be in control of the owner. Some dogs are at times hundreds of meters away from their owners. how is this in control? There has been one dog attack. I know of at least one other incident which went unreported, where a large dog jumped up at a woman causing a scratch and bruising to her leg. If dog owners were made to have their dogs leashed on the beach at all times these problems could be prevented.
- **Dog Urine.** Dogs love to mark their territory. I find it disgusting to watch dogs as they run up the beach cocking their leg as they go, as families with children play on the beach. There is a large rock toward the southern end of the beach I walked passed one morning and the area smelt of dog pee. My wife had an incident when our own dog cocked its leg on a sand castle that two young boys were building.
- **Barking.** I have been surprised at how many people let their dogs bark. Some people say well that's what dogs do! Our family home backs on to Jones Beach and at times the barking noise is unbearable. If my neighbour's dog barks excessively I have grounds to complain. I now have a dog off leash area practically in my back yard and I am expected to live with that! At times during summer I had my windows and doors shut to get a break from the barking. An example of this is a red kelpie which loves to chase the waves that break on the shore line. This dog barks all the way along the beach, then, all the way back.

The southern end of Jones Beach is wrongly being described as a beach that no one goes to. In summer Jones Beach is as busy as any in the Kiama area. By making the southern end of Jones Beach a permanent dog off leash zone you will be chasing all other beach users out. This should never happen.

Date Received

26 APR 2015

Attention: General Manager Kiama Council

Dear Sir/Madam

Ref: Opposition to the current trial dog off leash area at Jones Beach

I am writing regarding the Trial Dog off leash area at Jones Beach. I am against this area being made a permanent off leash area. Since the trial began the number of dogs coming to the area has increased thirtyfold and at times there is upwards of 10 dogs on the beach. Despite many dog owners following the rules, there are also many who are flouting the rules.

Inconsiderate dog owners are not picking up their poo, which is being left on the walk ways; in the children's playground area; in the sand dunes and towards the water on the beach. This is ruining the park and beach which is such a shame given that it is a nippers/surf club beach and it is a viewing point for Cathedral Rocks, it does not give tourists to the area a particularly good view of the way we keep Kiama.

Dog owners are not sticking to the on leash rule and are letting dogs off the leash from the cars. There have been several incidents where dogs have been allowed in the playground area and around it, including one incident that we have reported to the ranger where a dog charged our two year old son on the swing. In addition this week I've seen a dog owner allow a dog onto the playground equipment and it is a regular occurrence that dogs are left to wander around the park off leash. It is only a matter of time until a child is knocked over or worse in the playground. This is a foreseeable event and as such whilst the council may not be held responsible, it is not a responsible decision to have a dog off leash area adjacent to a playground.

Dog owners are not keeping their dogs under control on the beach. Therefore the North end of Jones beach is not dog free. It means that there is no longer a waterside area that people who are afraid of dogs ; allergic to dogs or those who simply believe (as we do) that dogs should not be allowed on every area of common land, to enjoy. Whilst this significant group of people does not have a "club" to represent them, their safety and enjoyment of the beach should not be compromised in order to give dog owners and the dog clubs yet another beach to walk on with their dogs. Please click on the following link to see that dogs and salt water do not mix.

<http://www.vetinfo.com/dogs-drinking-salt-water.html>

If this is to be made a permanent situation Kiama Council needs to look at limiting the timing in order for there to be times of the day that the beach is dog free, particularly at the weekends. It would also be wise to launch a bigger campaign building awareness of the responsibilities of dog owners and increase the enforcement of fines for those that disregard the rules. It is these individuals that are making the south end of Jones beach and unpleasant place to be.

Yours faithfully



Submission on the 'Leash-Free' area at Jones' Beach

1 of 4 pages

A totally obedient dog is a rare sight in public. I have observed nearly 6 months of exuberant off-leash dogs on Jones' Beach, both south and north. They generally respond to the handlers' entreaties – after they have chased the seagull, the wave, another dog, then sniffed and marked every raised object (be it seaweed, rock or sandcastle) and added their turd to the current collection on the sand.

Being dogs, they're also likely to approach an unwitting and/or unwilling person anywhere on the beach, be they moving or stationary.

Intimidation - A case in Point.

On 3rd November 2014, early in the trial off-leash period, at 8 a.m. I collected my 5 year old grandson whom I was minding at least 3 days per week until the end of January. At his request, our preferred route was to be along the beach from his house at the northern end of Jones Beach to ours, at the southern end. I envisaged the many rambles we would have twice a day, investigating and exploring along the sand.

On this, our first venture, we were about 50 metres north of the northern end of the off-leash area, when a middle-sized dog bounded out from beside the sign and headed for us at a run. The owner called it, to no avail, and my grandson became extremely agitated. This is a child who, until earlier that year, lived on a farm and ran with three dogs from the time he could walk.

I lifted him up and just stood there – hoping for the best. The dog arrived at my feet, cavorted around a bit, then returned to its owner.

Even so, this episode doesn't have a happy ending. We returned to his home that afternoon via the footpath and he has never chosen to walk the beach since. In addition, he now doesn't want to play on the beach – so we have not been there all summer. When he lived on the farm, all of his visits here started with time on Jones' Beach.



One memorable day the winter before, he and I spent a record 4 hours playing at the southern end of the beach – him splashing and exploring pools with fish and other critters (as in the photo), climbing rocks, foraging in the sand, playing imagination games – just like his mother did many years ago at the same spot.

Submission on the 'Leash-Free' area at Jones' Beach

2 of 4 pages

Health Hazard

The southern end is a natural kids' playground. My children and I recreated there daily for years, as did the Bretts, the Feneleys and anyone else with small children. Up until this summer, I'd reminisce when I saw little kids doing the same. Just recently (20th March) I ventured there with my 22 month old grandson and his mother, hoping to have a good experience, beyond the leash-free area.

Well, it was an experience we'd never had before. The little fellow paddled in a rockpool then we ventured to the nearest piece of

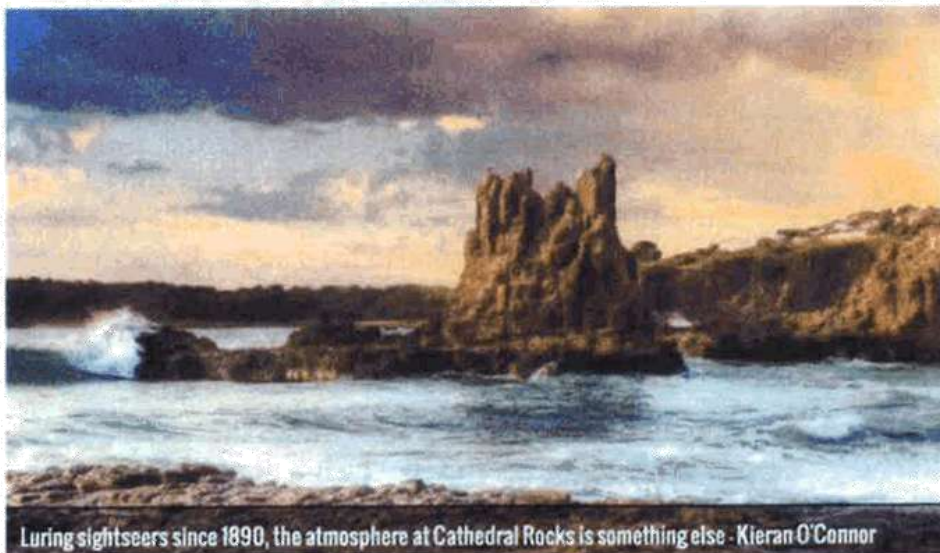


seaweed with the idea of floating some in the pool. Fortunately I reached him just as he was about to grab it and saw two fresh large dog turds on the weed. Not wanting the turd in his bucket, I resolved to collect it later – it's a sad indictment that you need doggy-bags on the beach when you don't

have a dog. Unfortunately, I didn't get to it that day.

Tourist Turn-Off

100 Best Views In Australia #9 Cathedral Rocks, Kiama



The next day (21st March) I saw 30-40 tourists walking the beach, obviously to photograph the Cathedral Rocks. I grabbed a camera, in order to re-iterate to Council that we have seen such groups on countless occasions before.

Submission on the 'Leash-Free' area at Jones' Beach

3 of 4 pages



To my horror, as I approached, one of the tourists was pointing out the same turds in order for the group to give them a wide berth. Not such a pleasant memory of a location highly recommended to photographers throughout Australia.

Physical Injury

The following incident is not, the hospital staff told us at the time, an uncommon occurrence. My mother, in her eighties, still quite mobile, was watching her grand-children's cricket session on the lawn of her home. The dog fielded the ball (many balls get thrown for dogs on Jones Beach and many focussed dogs rush to retrieve or return them). This dog was returning the ball when he brushed past, touching my Mother's leg. The contact caused her fragile skin to peel back, exposing her raw leg from knee to ankle. Immediate hospital treatment was needed. Many older walkers traverse the firm sand near the shoreline; so do many sandy dogs – chasing waves on the edge whilst their owners have gone in for a swim. No active supervision here. One excitable sandy dog's coat could cause considerable damage to an elderly wanderer.



Stress

Jones' Beach is no longer people-friendly. Every time there is a dog on the beach no-one can be totally relaxed – be it a dog owner or beach user. You need to be aware of the dogs' locations, which change by the second, and be on the watch for anything, from your vicinity being urinated upon, to an unknown force approaching you. On the few occasions there are no dogs, one needs to constantly scan to be prepared if one appears. Worse with children in tow who are likely to wave a spade or run for a ball, with the possibility that a dog will want to join the fun in its own way.

Submission on the 'Leash-Free' area at Jones' Beach

4 of 4 pages



Non-Compliance

The limits of the leash-free area are marked and, in many cases, disregarded at both ends. From my observations 2 out of 3 dog owners deliberately take their animals right to the southern end of

the beach, often around onto the rocks.

We have dogs in the playground and unleashed in the reserve since the trial started. If this trial is to become permanent, then there is every likelihood that confrontation, already happening, will escalate.

Solution

Any dog owner who feels the enjoyment shown by their dogs outweighs the safety of even one person, let alone a child, is not the sort of person who should be on Jones' Beach in the first place.

Scenic places available to exercise with a dog off-leash? No problem. Try Minnamurra Headland or Bombo Headland or Bombo Beach. If dog owners are not spritely enough to get to Bombo Beach, then they're not nimble enough to retrieve their dogs on Jones', if necessary.

The whole of this beach, according to the conditions, has served locals and visitors alike very well for many years, summer and winter, until now.

Jones' Beach is the centre and the recreational gem of North Kiama. It would be outrageous to permanently limit the freedom of use that has been imposed by the trial. Every other coastal recreational area in North Kiama is available for leash-free use.



The trial has been a trial for all of us – the turds, the urinating, the barking, the stress, the intimidation, the attacks, the need for constant surveillance whether at the beach, the playground or the

reserve, is hopefully coming to an end.

We need to be able to relax and enjoy our beach again – with no dogs.

Mr Michael Forsyth

Kiama Council General Manager

Dear Michael

Date Received
21 APR 2015
Kiama Municipal Council

As a courtesy please find enclosed copies of both my wife [redacted] and my own submissions on the Jones Beach Dog 'Off-Leash' proposal. According to my best info from Council, this will come up at the May Council meeting.

I just hope that what seems from [redacted] and my viewpoints, is that this proposal, should it get the nod, apart from everything else, does not result in harm to any child as the result of unrestrained dogs on a well used public beach.

Regards,

[redacted]
[redacted]

Item 9.4

Enclosure 6

[Redacted] re South Jones' Beach Dogs Off-Leash Swimming Area

1 of 6 pages

From the sublime



to the ridiculous



Item 9.4


Enclosure 6




The policy to make South Jones' Beach a dog off-leash swimming area has been poorly thought out for the following 10 reasons.

Each reason on its own should be enough to disqualify this policy in its own right. Taking all these reasons as a whole, the policy must clearly be abandoned.

- **'Dog Kennel-like Noise'** South Jones' Beach is half of the total 900metre beach length. At the southern end it becomes increasingly overshadowed by residents' houses as they rise up the contour of the cliff resulting in a "catcher's mitt" effect for those residents, particularly when it comes from noise generated by incessant excited barking. This can occur even with one dog when either the surf conditions are small, thus removing any wave-noise cloaking effect. Or, if the wind is calm or has any easterly aspect to it. When there are a dozen dogs at the same time it can be significantly worse. There can even be barking an hour before dawn. This is a major loss of amenity to beachside residents along that part of North Kiama Drive as well as part of Cliff Drive.

- **Risk to the public, particularly children** The trial noted one attack on an adult, yet the official report to Council judged the trial to be a 'success'. This is ridiculous. What if the attack was on a child?  The photo shows a file image of a child's face that has 'interacted' with a dog. Before the reader can accuse the writer of being unreasonably dramatic - this is a reality when a child's face is at the level of a dog's teeth and the dog loses control for whatever reason. The resulting physical and even worse, the psychological trauma to a child, can be profound. Is Council going to mandate or even suggest that families and their children cannot use the southern end of Jones Beach, to protect them from dogs? Not even the main proponents of this scheme would suggest this, surely? To suggest such a separation of the two groups, those with dogs, as against those without accompanying dogs, would result with Council's name being associated with some form of canine human apartheid.

- **Intimidation** Hands up the Councillors that have monitored South Jones' Beach nearly every day since the pilot began? Or even visited it more than once or twice in that time? Well your humble supplicant has done just that and what has become most obvious? Families with children, far more often than not, do not progress past the northern sign on the beach denoting the start of the 'off-leash' area. They are being intimidated from using the southern end. Some wag might say it looks pretty good where they are in the above photo but that is to deny this is a public beach. Many days, due to the prevailing westerly, right around to the south easterly, wind conditions on the day, the southern end is the place to be with families due to the wind shadow effect of the cliffs. This is simply a fact. 



- **The Myth of the 'Safer Swimming' Northern End** This has to be addressed at this point in case some uninformed person puts this up as always being fact, thus supposedly justifying keeping the public safer by default by handing the Southern End over to the dogs, thus keeping the general public away. As one who has been officially recognised as a surf expert (National Surf Survival Certificate Coordinator for SLSA for 13 years), allow me to point out that the northern end is only patrolled a sixth of the year. Having said that, Jones Beach is not regarded generally as a 'dangerous beach' (see Prof Andrew Short's work on Australian Beaches on behalf of SLSA) but either end of the beach can obviously have its moments. The point being, both ends are as safe for swimming as each other with perhaps a lower risk factor at the southern end, more of the time, due to the south easterly or even southerly swell conditions that impact more towards the northern end for much of the year. Just look at where the board-riders congregate most of the time – from the northern end back to the central part of Jones Beach, where the waves are bigger. Obviously it is better one swims between the red and yellow flags, but if they are not there, as they are not for 5/6ths of the year, the southern end is marginally safer for swimming than at the northern end, a lot of the time. *Thus there is no scientific rationale for removing South Jones' Beach, either by default or design, from the general public who may wish to recreate there, on the basis of water safety.*

- **The children's playground opposite the centre car park**



It is a regular occurrence for dog owners to disregard even the posted rule of keeping their dogs at least 10 metres from the kids' enclosure, at times even passing right through the playground. No amount of rationalisation along the lines 'it only happens occasionally' is acceptable. How many kids need to risk intimidation or even

injury, in the name of misplaced populism?

- **South Jones' Beach Reserve Must be Protected**

Many dog owners increasingly ignore Council's stipulation that they must not take their dogs through the reserve past the entry point to the beach. Since the



[Redacted]

South Jones' Beach Dogs Off-Leash Swimming Area

4 of 6 pages

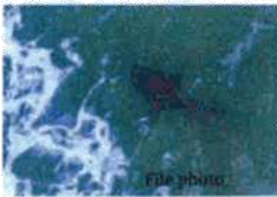
trial began this dog traffic has increased to the point it is usual to see dogs in the reserve with some even entering the fresh water spring fed lagoon at the very end. This is an area that must be protected, for any number of valid reasons (and has already been highlighted in the POM for the reserve).

- **Dogs Must be Kept Under Control By Their Owners While 'off-leash'??**
This oxymoron would be laughable if it did not hide the seriousness of what it suggests can be done when it comes to dogs running around untethered in a public space, let alone on a beach with families on it. Let us be blunt and point



out that dogs are not under control when they are 'off-leash'. 'Off-leash' dogs are free spirits and act that way. Even on a leash, a dog can lunge out and nip or attack a human passing by before its owner reacts to pulling it away. South Jones' Beach would have to be the worst of the current 4 'off-leash' Council areas in North Kiama, when it comes to the strong possibility of dogs interacting with other members of the public who are without accompanying dogs.

- **Sharks** All authorities, from SLISA through to Taronga Zoo's Shark Watch (see <http://www.smh.com.au/environment/shark-watch-how-to-minimise-the-risks-of-a-bite-20150116-12rhpo.html>), when it comes to offering advice on reducing the risk of shark attack unfailingly mention, in words to the effect: 'keep dogs out the water where humans are recreating'. Jones' Beach is the Municipality's popular beach when it comes to local residents' usage. With this 'off-leash' proposal here at South Jones' Beach, Council is increasing, no matter how marginally one may want to debate the issue, the potential risk to humans from sharks when they enter the water there. But apart from the vibrations incumbent with dogs swimming or splashing around in the surf, there is the added problem of smell/taste associated with dogs defecating in the shallows – all adding up to being shark attractants.



- **Dog Faeces Anyone?** Kiama, National Tidy Town winner in 1995, is not in the running for a repeat when publicity ensues from allowing dogs onto South Jones' Beach with their befouling of the area. Again, to those who would argue 'it is only a minority', tell that to someone who has inadvertently stood in a 'torpedo' while in bare



[Redacted] re South Jones' Beach Dogs Off-Leash Swimming Area

5 of 6 pages

feet. Worse, when some tourist notices the defecation while walking by. But far worse when some child has come into contact with dog faeces, while playing on the sand or in the water. Despite protestations to the contrary, one can go down to South Jones', after a few dogs have been out and about, and usually find evidence of their droppings. *The public does not go to the beach to interact with dog shite.*

- **Cathedral Rocks and the Surrounding Rock Shelf** Councillors may not be fully aware but the Cathedral Rocks area, at the southern end of Jones' Beach,



rates as no.9 in the best photographic views of Australia, by **Australian Traveller Magazine**. <<http://www.australiantraveller.com/archives/?tag=100bestviews>>



The view of Rangoon Island as seen from Minnamurra rates no.43 – the Blowhole does not make the top 100 these days. Further, the southern end with its associated rock pools, tidal shelves and even a large fairy-tale 'pirates' cave, is a true wonder-land for children and their families to explore.

This is one of Kiama's most photogenic and iconic areas, appealing to residents and tourists alike. It must be protected from dogs befouling the area and intimidating families and their children from enjoying its delights.



But throughout the pilot period, this area has been constantly visited by dogs and their owners, despite Council's clear direction that this area is 'off-limits'.



Item 9.4

Enclosure 6



Summation

Each of the above 10 reasons for abandoning the 'off-leash' area at Jones' Beach cannot be satisfactorily 'micro managed' by other initiatives whether they be supposedly through more education, better signage, or having a ranger permanently stationed on site. Taking the 10 reasons as a totality must cause any impartial observer to completely reject the proposal.

No amount of FaceBook type campaigns supporting dogs invading this beachscape can satisfactorily answer the 10 points raised in this submission.

We all love our dogs but there is a time and place – South Jones is not the place for all of the above reasons. It is for kids and their families to enjoy.

The original proposal was initially based on the false premise the southern end was always 'little used'. On its day it can have as many people as up the northern end, and sometimes more. From this misconception it spawned a pilot scheme that has resulted in a serious loss of amenity and substituting it instead with polluting, intimidatory and potentially dangerous canine behaviours.



The way it should be – people and families recreating at South Jones Beach without the presence of dogs.



Item 9.4

Enclosure 6

[REDACTED]

23rd April 2015

Dear Councillors and Council Officers

RE: TRIAL OF OFF-LEASH AREA AT THE SOUTHERN END OF JONES' BEACH

I would like to make the following submission about the above. Although my civic opposition to the first beach off leash area in the Municipality, at Werri Beach, was well known at the time, I make this submission as a mother of a toddler who is experiencing the thin edge of the wedge becoming a large obstacle for people wishing to enjoy the southern end of Jones' Beach.

In March 2015 I stayed for a few days with my parents, my young son and my dog, at my childhood home located adjacent to the southern end of Jones' Beach. The weather was generally rainy with a south-easterly breeze, but that does not deter a toddler from wanting to go down the beach. I did not take my dog with us down the beach to the trial off leash area, as I think dogs on beaches destroy the amenity for other beach users. I have used the off leash areas on Minnamurra and Bombo headlands in the past.

Unfortunately for my young son, the most interesting and child-friendly part of the beach was effectively off-limits to us, because it was the trial "no-go child" zone. The trial zone contains geologically interesting sandstone boulders, thrown from the escarpment in a historic landslide into a volcanic environment (basalt), and these boulders are perfect to scabble over and around, searching for crabs and limpets and little pools, without cutting open your feet as one does on the jagged basalt rock platform at the far southern end of the beach. I had a bad experience at another beach with my son when he was an infant, when a dog (in the presence of its owners on a dog-free beach) dashed into our shade tent when I was nursing my son and scared the living daylights out of me as I curled around my precious bundle to protect him, the dog butting against me. So, as a responsible parent, there was no way on earth we were going to be playing in the trial zone.

We were effectively excluded from that section of the beach. Council is quite clear in its literature that members of the public recreate in off-leash areas at their own risk, as per the Civil Liability Act of 2002. Apart from the danger of injury to my son from an excitable dog, I did not want him to be emotionally scarred for life against dogs because one

incompetent or reckless dog owner could not or would not control their dog. I had watched an energetic border collie just leave the trial zone, so we quickly walked through the trial zone past its southernmost point, where we got the little bloke into a wet suit and started doing some serious playing. This location - past the trial zone - is the most protected part of the beach during south-easterly winds. It was all going well until the little bloke went to grab some interesting seaweed which sported a large, fresh dog poo. This dog poo was well to the south of the end of the trial zone. Assuming dog owners would be on their best behaviour during an off-leash trial - so as to facilitate success of the trial - I was both surprised and disgusted.

This surprise and disgust was exacerbated when we walked home through the reserve and came across two piles of dog poo in the middle of the path... one pile positively steaming in its freshness. Contrary to the opinion offered by Councillor Mark Way in various media reports, I do not see how the local population can have a "high proportion of responsible dog owners" when a number of excrement hazards present themselves in such a relatively short period of time. I also note that, for the first time in my living memory (about thirty-six years), I did not see ANY birdlife on the ground in either the coastal dunes or the reserve adjoining the trial zone on the landward side - no egrets, no herons. I question what impact having dogs off-leash and/or passing through these areas in significant numbers has on the biodiversity of this area - has Council completed a before and after impact study? Are there still ground parrots in the reserve?

Over the next two days, during quite poor weather, I observed a significant number of people (unaccompanied by dogs) walk through the trial zone to the southern end of the beach, including one large group of tourists clearly bent on photographing the hexagonal basalt columns of the Cathedral Rocks formations (one of the few places in the world where this occurs). The suggestion that the southern end of Jones' Beach is "hardly used" by walkers and families is a complete furphy. Jones' Beach is quite different to Bombo Beach in that Jones' Beach has residential housing along its entire length - every point of the beach is accessed by people. Bombo Beach does not have a large human population living right alongside it and it is a notoriously dangerous swimming beach, responsible for a number of fatalities. The southern end of Jones' Beach is most suitable for families to swim in, as I have done so since I was old enough to walk. It is sad to think that the next generation of both locals and visitors alike will not enjoy this place if the "child-free zone" on Jones' Beach becomes permanent.

I also observed a lot of people roaming through the trial zone with their dogs off leash - and when I say "through" the zone, I mean "through and out the other side" into the pro-child zone of the beach. There appears to be a lot of contempt for the rules from the dog owners that I witnessed.

Council acknowledges that, in public areas, children and dogs don't mix. The signs at the children's playground at the southern carpark of Jones' Beach attest to this - no dogs, not even ON a leash, within ten metres. How sad that our kids can play on a steel and plastic structure without worrying about incidental injury from dogs, but can't use the best part of nature's playground - the beach, the bit with the rocks that kids find so fascinating?

In conclusion, may I say:

Kiama has had its fair share of "Big Poos" in the past; do we really want Kiama to be known as the land of the "Little Poos", a proverbial "Paris of the South" where your visit is marred by dog excrement?

Has Council considered what an off leash zone means for native species in this area?

I fail to see how an off leash zone in this area is justified, given that Kiama has a total of eight off leash areas already in a relatively short section of coastline, including one area within five hundred metres of the trial zone. That's a lot of dog poo already.

Leash-free areas are effectively people-free areas - the Civil Liability Act makes that quite clear. I might be part of a family with a dog, but I don't want my child having a bad experience with someone else's dog on a beach - a moment is all it takes for something to go horribly wrong. In such a populous location such as Jones' Beach, I ask that Council make a clear statement that dogs are not more important than children.

Yours sincerely

[Redacted Signature]

[Redacted Name and Qualifications]

SUPPORTING QUESTIONNAIRE ANSWERS - JONES BEACH DOG OFF-LEASH SWIMMING AREA														
Do you support the Jones Beach dog off-leash swimming area being made permanent?	No	Yes	social contact for dogs	social contact for people	encourages exercise	the location	health benefit for dogs	enjoyment	dogs being able to swim	convenience	Do you own a dog?	Do you live locally?	Have you read the conditions of use of the off-leash area?	Add a note here if you would like to go into further detail or make additional comments
1	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	Allow access from any path for dogs on leash to get to the off leash area
2	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	Walking and swimming also provides health benefits for dog owners
3	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	I have always found the dogs to be well behaved. Their owners are respectful of beach walkers. It is a great activity to encourage community engagement and social interaction. It is an easy access location. The signs are easy to read and understand. I think it has added to our local community.
4	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	This area has been a great success with high usage from local dog owners who have kept the area clean and their dogs under control. Kiama Downs has a large population of dog/owners who wish to both exercise their dogs and themselves. Most will walk to this location. Local dog owners have also acted as educators and unofficial rangers by advising users of compliance rules etc. This is further supplemented by a local dog club who have over 100 members that actively promote responsible dog ownership and compliance with Council rules.
5	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	It has been wonderful to see this part of the beach which was so often deserted being used regularly at all times of the day. Both the dogs and their owners have been able to appreciate our local beach and with so many responsible dog owners I cannot see that this should end. It has been of particular enjoyment for those less able dog owners who find the trek to Bombo and along its very soft sand rather beyond them. It has also been great for locals as they no longer need to drive anywhere...much better for the health of all involved!
6	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
7	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
8	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
9	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
10	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	This is a terrific initiative. A wonderful area for not only dogs to exercise and socialise but for dog owners too. I have made new friends within the community and my health and fitness has improved. I look forward to walking to the beach enjoying my local environment and keeping healthy. I often visit the local bakery/coffee shop and therefore benefit my local economy. I really cannot find any negatives to this fantastic facility.
11	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	I think this is a wonderful opportunity for dogs and their owners to socialise and discuss responsible pet ownership. I know that the area is being used responsibly by local dog owners. Interaction with Council Rangers has been positive and they have been proactive ensuring that the area is being used properly. As I am unable to walk or drive to Bombo the area has been very convenient.
12	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	I have used this area during the trial both with and without a dog with no issues.
13	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	This off leash trial has seen the trial both with and without a dog with no issues. I haven't seen any issues between animals or the general public. People have been considerate of the comfort of other beach goers and careful not to spoil the beautiful location.
14	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	I think making this off leash area permanent would be great for both the dogs and the owners. It's great for the dogs to socialise and play with other dogs and its convenient for dog owners that live in Kiama Downs because its only walking distance.
15	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	It is great for dogs, families and the community. All dog owners we have interacted with have kept their dogs well under control and cleaned up after them
16	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	It is great. It would be a real loss if it were reversed
17	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
18	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
19	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	I would like the doggy bag dispenser and the bin moved to the entrance of the beach off leash area so that Kiama residents and visitors have direct access to the Council supplied doggy bag dispenser at the ACTUAL entrance to the beach off leash area and the bin at the ACTUAL exit from the beach off leash area for the dog owners to dispose of their full doggy bags.
20	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	I live in the Jamberoo area and regularly take my dog to Jones Beach. It is much easier to access especially with my elderly mother with no river/ creek crossings and a shorter walk before being able to let the dog off than at Bombo. I have a Cocker Spaniel who loves to swim so thank you for providing this wonderful area for both of us to enjoy.
21	Yes	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	The off leash area is the best thing that's happened for us dog owners. I own 2 big dogs and walking them on leads just isn't enough for them they pull me all the way. They just love the beach and the waves and the exercise is fantastic. They don't pull me on the way home now because they are satisfied. Thankyou Kiama Council.

	Do you support the Jones Beach dog off-leash swimming area being made permanent?	social contact for dogs	social contact for people	encourages exercise	the location	health benefit for dogs	enjoyment	dogs being able to swim	convenience	Do you own a dog?	Do you live locally?	Have you read the conditions of use of the off-leash area?	Add a note here if you would like to go into further detail or make additional comments
51	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
52	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	The off-leash area is well away from the patrolled swimming area and provides a good location for social contact for both dogs and their owners. The non dog owners I've met who walk in that area also seem to take pleasure in watching dogs enjoy the freedom to play and swim. Nor have I met any surfers who have complained. It also takes the pressure off a single designated area and allows some owners to walk there.
33	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	No	Yes	This is a fantastic addition to the beautiful Jones Beach area of Kiama Downs. As a regular visitor to the area I was very pleased to see this new addition. Not only does this space allow enjoyment and exercise for the dogs. It is also a great place for community bonding as the people of the area have a place to meet and share enjoyment. This area being reasonably unique in the precinct creates an added advantage of drawing in new people to visit. In addition as Jones Beach is a popular holiday destination this area encourages families to bring everyone along and enjoy a space together. In my numerous visits to the space I or my dogs have never had a bad experience. All pet owners have been responsible for their dogs and cleaning up after them. What has been noticeable is the increased enjoyment of all those visiting the beach. This is a perfect addition to the area as noticeable by the large usage of it. It would be a great shame to see this excellent addition removed.
4	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	No	Yes	This is a fantastic addition to the beautiful Jones Beach area of Kiama Downs. As a regular visitor to the area I was very pleased to see this new addition. Not only does this space allow enjoyment and exercise for the dogs. It is also a great place for community bonding as the people of the area have a place to meet and share enjoyment. This area being reasonably unique in the precinct creates an added advantage of drawing in new people to visit. In addition as Jones Beach is a popular holiday destination this area encourages families to bring everyone along and enjoy a space together. In my numerous visits to the space I or my dogs have never had a bad experience. All pet owners have been responsible for their dogs and cleaning up after them. What has been noticeable is the increased enjoyment of all those visiting the beach. This is a perfect addition to the area as noticeable by the large usage of it. It would be a great shame to see this excellent addition removed. To ensure that all dog owners are placing their dog's droppings into the bins I would suggest that a bin be placed at the blue entry pathway. This would ensure that people have an easy place to put their dog's droppings and makes it even more convenient. Another addition could include the black plastic bags being placed at the entry way. This would ensure that all people have ease of access to plastic bags as well. This would mean that all pet owners have no excuses for leaving their dog's droppings behind.
5	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
6	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
7	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
8	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
9	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
2	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	I think it is a wonderful thing that Kiama Council has made this area available for dogs to access the water with plenty of room to run along the beach - a beach without a dangerous rip. My dog needs to exercise in the water as remedial treatment to strengthen her leg after being run over by a car. This is one of the few places I can put this into effect. There are very few places that permit off-leash exercise for dogs and it can be hard to give them sufficient exercise on a lead. Also it's nice to meet other enthusiastic dog owners and for the dogs to socialise with each other.
	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	I have truly enjoyed being able to take part in the trial with my beloved pets. Owing 2 young working dogs and a recently rescued elderly small dog, there are obviously difficulties with exercising all three at once having the ability to utilize the amazing resource at Jones' beach is a godsend. My younger dogs have the ability to run in the surf providing the necessary exercise that an on-leash walk falls short of, and my 14 year old can similarly exercise her tired limbs as much as she is able. It also provides a sound area to practice control skills which in an on-leash area cant be done and my dogs are responding beautifully to the opportunity and becoming exceptionally obedient and responsive. I notice a similar aspect with other dogs meet there with amazingly gentle and playful interactions between mine and other dogs as well as other people doing the right thing like myself in cleaning up after pets and obeying, posted signage. Thank you for this opportunity may it continue please keep the off-leash area open for us and our dogs to enjoy
	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	I have thoroughly enjoyed walking my dog on the south end of Jones beach. She has become a happier dog and it has made me want to walk more.
	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	

	Do you support the Jones Beach dog off-leash swimming area being made permanent?	social contact for dogs	social contact for people	encourages exercise	the location	health benefit for dogs	enjoyment	dogs being able to swim	convenience	Do you own a dog?	Do you live locally?	Have you read the conditions of use of the off-leash area?	Add a note here if you would like to go into further detail or make additional comments
81	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	No	Yes	
82	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	thanks for having somewhere locally to bring my toy poodle. We make a family occasion of popping down to the beach. I have used the beach to walk my dog. I met a lovely older gentleman who has given me great advice on where to buy good quality dog food etc and he shares his knowledge and love for dogs. It's a beautiful area and my puppy is free to run and play with other dogs and I get the pleasure of watching her run free. I can walk to the beach from where I live as I don't have to drive to Bomo which is great for me and of course the environment. I hope we can continue to enjoy this beautiful beach with our faithful companions.
83	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	We frequent the area with our Border Collie almost daily and have never encountered any issues either with dogs or people. The area is easily accessible unlike Bomo Beach hence elderly and less mobile people can gain easy access. Of particular note is the cleanliness of the area both the grassy approach and the beach itself which indicates that dog owners are respecting the leashes using the beach.
84	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
85	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
86	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
87	Yes	✓	✓	✓	✓	✓	✓	✓	✓	No	Yes	No	My family will be adopting a dog soon and it is important to us we have a local safe area to take our dog for healthy interaction with other pets and we all get quality family time together being active and outdoors.
88	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	My pup loves swimming and it's such a joy walking distance to my house and it's always clean when I've been there. All dog owners always do the right thing and pick up after their dogs I've found which makes it pleasurable for tourists and other people who aren't lucky enough to be dog owners to enjoy the area as well. Apart from all the benefits of allowing dogs to run on the beach the convenience of not needing to put the dog in the car to take him to Bomo anymore is fantastic!
89	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
90	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
91	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
92	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
93	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
94	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
95	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	Considering that dog owners who live in either Kama Downs, Minnamurra or Gainsborough for a long time were only allocated the helicopter pad at the north end of Jones Beach it is a welcome relief in the summer especially that we are now able to go for a swim as well. This dog area has had wonderful health & social benefits for our whole family & friends. We have met some great people & dogs & built up many happy social connections in our local community. We are very mindful of the conditions. Gosh there are a lot more problems with tourist leaving their rubbish outside the Jones Beach shops & at the Boneyard. From a happy loving peaceful doggy family.
96	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
97	Yes	✓	✓	✓	✓	✓	✓	✓	✓	No	Yes	Yes	
98	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	My family live in our own home near Jones Beach and have a dog. We need a place to walk our dog off-leash. We follow the rules for the responsible use of the off-leash area at South Jones Beach and walk our dog here on a regular basis. There is no other suitable alternative but there are plenty of other areas where dogs are not allowed for those who wish to be in a dog free space, kind regards.
99	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	The ability to use this area has been most convenient and environmentally friendly. We can walk down to Jones Beach and do not have to drive to Bomo. It has had a positive health effect for our dog and family. The vast majority of dog owners have utilised the area responsibly with well behaved dogs maintaining control of their dogs and the areas general cleanliness. I have spoken with other dog owners and they have enjoyed using the area. The council has provided clear signage encouraged responsible practice and there has been good co-operation between council rangers and the public. I don't believe the area gets overcrowded and small numbers use the area throughout the day at differing times. I would also support the area by the river where we can swim our dog without waves.
100	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
101	Yes	✓	✓	✓	✓	✓	✓	✓	✓	No	Yes	Yes	
102	Yes	✓	✓	✓	✓	✓	✓	✓	✓	No	Yes	Yes	
103	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	No	
104	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	It will only work if dog owners follow the rules and use the dog waste bags as provided. People who do not like dogs have their space but dog owners have to respect that all people do not like dogs or could have allergies to them.
105	Yes	✓	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	It will only work if dog owners follow the rules and use the dog waste bags as provided. People who do not like dogs have their space but dog owners have to respect that all people do not like dogs or could have allergies to them.

	Do you support the Jones Beach dog off-leash swimming area being made permanent?	social contact for dogs	social contact for people	encourages exercise	the location	health benefit for dogs	enjoyment	dogs being able to swim	convenience	Do you own a dog?	Do you live locally?	Have you read the conditions of use of the off-leash area?	Add a note here if you would like to go into further detail or make additional comments
106	Yes	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes		I have been using this area daily since trial began 1/10/14. It is one of my favourite times of each day watching the dogs running happily together and having a chat with other dog owners. I have seen all owners pick up after their dogs and have only seen responsible owners use the area. Crossing fingers and toes it can remain for the health and happiness of myself my dog and many others.
107	Yes	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes		
108	Yes	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes		The Jones beach off leash area is much easier to access and use than bomo beach for older people or other people with mobility issues. Furthermore it is less isolated than bomo so some people feel safer using this beach with their dogs than they do bomo. Having somewhere safe and easy to use to exercise and socialise ourselves and our dogs is so important. My dog and I have really enjoyed the off leash area especially as she loves the water. It is an easy walk from our house and very accessible via the pathway. My dog has had good contact with other dogs on the beach which has been a good experience for her. Thanks
109	Yes	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes		
110	Yes	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes		

OPPOSING QUESTIONNAIRE ANSWERS - JONES BEACH DOG OFF-LEASH SWIMMING AREA												
	Do you support the Jones Beach dog off-leash swimming area being made permanent?	Area is unusable	poor dog control by handlers	faeces	safety issues	employment of area compromised	health issues	lack of enforcement	Do you own a dog?	Do you live locally?	Have you read the conditions of use of the off-leash area?	
1	No	✓	✓	✓	✓	✓	✓	✓	No	Yes	Yes	
2	No	✓	✓	✓	✓	✓	✓	✓	No	Yes	Yes	Whilst I appreciate the desire of the dog community to have "off leash" areas I do not feel able to support this one due to quite hygiene by many owners who do not clean up after their dog. Also if children are playing on the beach it can be quite confronting to have a dog run up to them without being adequately controlled.
3	No	✓	✓	✓	✓	✓	✓	✓	No	Yes	Yes	
4	No	✓	✓	✓	✓	✓	✓	✓	No	Yes	Yes	
5	No	✓	✓	✓	✓	✓	✓	✓	No	Yes	Yes	
6	No	✓	✓	✓	✓	✓	✓	✓	No	Yes	Yes	Easter monday 9 am person with dog in childrens playground. Dog poo on way down to beach (prohibited area). One dog on beach in wrong area. This is just in 20 minutes on one day. What is it like the rest of the time?
7	No	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	I think there are enough opportunities for off leash areas in Kiama Downs now and I am concerned that people who do not like sharing the beach with dogs will no longer have a completely dog free option in Kiama Downs if this is made permanent. This creates more potential for conflict on all our beaches. Even though I am a dog owner who regularly takes my dog to the Bombo leash free area I understand that some people want to know they can go to the beach without worrying about interactions with dogs. This is especially true for young families. I have noticed a lot more people taking their dogs into the northern section of Jones since this trial started including nippers even though this is not permitted under the trial arrangements.
8	No	✓	✓	✓	✓	✓	✓	✓	No	Yes	No	When dog owners learn to pick up after their dogs then they can have access to more areas.
9	No	✓	✓	✓	✓	✓	✓	✓	No	Yes	No	When dog owners learn to pick up after their dogs then they can have access to more areas.
10	No	✓	✓	✓	✓	✓	✓	✓	No	Yes	Yes	We already have an off leash area
11	No	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
12	No	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
13	No	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	There has been one incident report but I know of another one which was not. It is only a matter of time before a child gets injured. The dogs get extremely excited when near the crashing waves and some owners put the dogs back on leash and walk them down the north end of Jones beach. I think there are enough approved and unpopulated beaches/river where dog owners can take the dogs for a swim in the ocean/river. There is no need for another.
14	No	✓	✓	✓	✓	✓	✓	✓	No	Yes	Yes	I am concerned about the effect that roaming dogs have on native population such as sea birds.
15	No	✓	✓	✓	✓	✓	✓	✓	No	Yes	Yes	too close to the children's playground. There are too many dog off leash areas in Kiama Downs now which is taking away from the enjoyment of the area for the majority of the residents. There is constantly faeces on the footpaths along the street and those that do pick it up place it in the nearest residential bin which now doesn't get collected for a fortnight.
16	No	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	I am a child and there are too many dogs at to many places and it is to hard to kick a football without a dog coming and jumping on you or take your ball. I also think that there is to much rough contact with dogs when we take our dog for a job
17	No	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
18	No	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
19	No	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	Individuals do not control their pets some persons/children are frightened of dogs. The rules are not enforced like many things these days there are always those who don't do the right thing. The beach should be a place that is safe for all.
20	No	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
21	No	✓	✓	✓	✓	✓	✓	✓	No	Yes	Yes	
22	No	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	I believe this is unnecessary with us already having bombo the river and the headland as these areas for dogs. Jones is my local beach and on a few occasions I have tried running it and had to stop with dogs jumping all over me. I have been attacked down there by a German shepherd (this was reported). The dogs are not kept in the correct area and are certainly not u see control. I can not go to that area of the beach anymore which is sad when Jones is such a short beach and some days you need to be down there to be protected from the weather. I have two dogs and think that the other of leash areas are enough and easy enough for us all to get to without adding another area that will make it not enjoyable to visit when dogs are running all over the place. Thanks Tina
23	No	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
24	No	✓	✓	✓	✓	✓	✓	✓	Yes	Yes	Yes	
25	No	✓	✓	✓	✓	✓	✓	✓	No	Yes	Yes	I have family members that are scared of dogs which would mean they would probably stop using the beach. Also the faeces. And the safety I've seen too many dogs at bonnyard doing whatever they want!

No	Do you support the Jones Beach dog off-leash swimming area being made permanent?	Area is unsuitable	poor dog control by handlers	fences	safety issues	employment of area compromised	health issues	lack of enforcement	Do you own a dog?	Do you live locally?	Have you read the conditions of use of the off-leash area?	Add a note here if you would like to go into further detail or make additional comments
47	No	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	No	Yes	Yes	I have been attacked by dogs while walking on more than one occasion and now have a fear of dogs off their leash!
48	No	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	No	Yes	Yes	
49	No	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	No	Yes	No	
50	No	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	No	Yes	Yes	The fear of being threatened, chased or bitten is very traumatic and can last a lifetime for some people. Nearby Bombo beach has everything for dogs and their owners to enjoy. Keep Jones beach safe and clean for families.
51	No	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Yes	Yes	Yes	
52	No	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Yes	Yes	Yes	
53	No	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Yes	No	Yes	

Debbie Boles

From: Megan Hutchison
Sent: Thursday, 28 May 2015 5:16 PM
To: Debbie Boles
Cc: Chris Quigley
Subject: RE: Formation of LEP Review Committee

Hi Debbie,

The Economic Development Committee has nominated Patrick Mahedy as our representative to the LEP Review Committee.

Many thanks

MEGAN



Megan Hutchison
Economic Development Manager
Kiama Municipal Council
P: 02 4232 0444
F: 02 4232 0555
PO Box 75, Kiama NSW 2533
www.kiama.nsw.gov.au

PRIVACY & CONFIDENTIALITY NOTICE

This transmission of any part of it is intended for the named recipient/s only. It may be confidential, privileged and/or subject to copyright. If you are not the intended recipient, any use, disclosure or copying of this e-mail or its attachments is unauthorised. If you have received this e-mail in error, please notify Kiama Council immediately by return e-mail or by a reverse charge telephone call to +61 2 4232 0444 and erase all copies of the message and attachments. No liability is assumed by Kiama Council for expressions of opinion in this communication which are other than the official opinion of Kiama Council and a communication of other than official opinion is not to be regarded as a communication from Kiama Council. While all care has been taken, Kiama Council disclaims all liability for loss or damage to person or property arising from this message being infected by computer virus or other contamination.

Debbie Boles

From: Patrick-PRM [patrick@prmarchitects.com.au]
Sent: Tuesday, 26 May 2015 11:38 AM
To: Megan Hutchison
Cc: Gavin McClure; Chris Fuller; council@shoalhaven.nsw.gov.au; Dennis Seage; Neil Reilly
Subject: PRM Update: Council LEP Review Committee

Dear Megan and Chris Fuller
CC Councillor's McClure, Seage and Riley

I am a member of two Council committees:

1. Economic Development Committee, as Kiama Chambers of Commerce Representative
2. Kiama Development Industry Committee as a local Consulting Architect + Town Planner

My involvement on these committees reflects my absolute professional interest to be part of this Planning reforms and reviews into the Kiama LGA

Whilst Kiama Chamber wishes me to continue my representation on the EDCC, please advise if you require a specific application for me to attend on the LEP review committee or take this email as my confirmation and Expression of interest

Kind Regards

Patrick Mahedy, CPP, ARB

Architect + Town Planner

NSW Architects Registration Board. ARB No. 4770

Certified Practising Town Planner No. 5463RUE

PRM Architects +Town Planners Pty.Limited



Mr. Mahedy is PRM's Nominated ARB Architect

Gerringong Ph.02 42 340444

Mail: P.O Box 323 Gerringong, NSW 2534

Office: Suite 1 No.3 Noble Street Gerringong

IMPORTANT -

(1) The contents of this E-mail and its attachments are confidential and privileged. Any unauthorised use of the contents is expressly prohibited. If you receive this email in error, please contact us, then delete the E-mail. (2) Before opening or using attachments, check them for viruses and defects. The contents of this E-mail and its attachments may become scrambled, truncated or altered in transmission. Please notify us of any anomalies. (3) Our liability is limited to resupplying the email and attached files or the cost of having them resupplied.

Debbie Boles

From: Chris Fuller
Sent: Friday, 5 June 2015 10:40 AM
To: Debbie Boles
Subject: Kiama Development Industry Committee representative on the LEP Review Committee

Deb,

At its meeting of the 3rd June 2015 the Kiama Development Industry Committee elected Stuart Dixon (from Cowman Stoddart) as their representative on the LEP Review Committee.

Regards,



Chris Fuller
Manager Development Assessment
Kiama Municipal Council
P: 02 4232 0444
F: 02 4232 0555
PO Box 75, Kiama NSW 2533
www.kiama.nsw.gov.au

PRIVACY & CONFIDENTIALITY NOTICE

This transmission of any part of it is intended for the named recipient/s only. It may be confidential, privileged and/or subject to copyright. If you are not the intended recipient, any use, disclosure or copying of this e-mail or its attachments is unauthorised. If you have received this e-mail in error, please notify Kiama Council immediately by return e-mail or by a reverse charge telephone call to +61 2 4232 0444 and erase all copies of the message and attachments. No liability is assumed by Kiama Council for expressions of opinion in this communication which are other than the official opinion of Kiama Council and a communication of other than official opinion is not to be regarded as a communication from Kiama Council. While all care has been taken, Kiama Council disclaims all liability for loss or damage to person or property arising from this message being infected by computer virus or other contamination.

Debbie Boles

From: Nick Guggisberg
Sent: Friday, 5 June 2015 11:24 AM
To: Debbie Boles
Subject: RE: Urgent - LEP Review Committee

Hi Debbie,
Yes, Leonardo Murgo will be the Health & Sustainability Committee Rep.
Do you need any other details?
Cheers
Nick



Nick Guggisberg
Manager Community & Cultural Development
Kiama Municipal Council
P: 02 4232 0444
F: 02 4232 0555
PO Box 75, Kiama NSW 2533
www.kiama.nsw.gov.au

PRIVACY & CONFIDENTIALITY NOTICE

This transmission of any part of it is intended for the named recipient/s only. It may be confidential, privileged and/or subject to copyright. If you are not the intended recipient, any use, disclosure or copying of this e-mail or its attachments is unauthorised. If you have received this e-mail in error, please notify Kiama Council immediately by return e-mail or by a reverse charge telephone call to +61 2 4232 0444 and erase all copies of the message and attachments. No liability is assumed by Kiama Council for expressions of opinion in this communication which are other than the official opinion of Kiama Council and a communication of other than official opinion is not to be regarded as a communication from Kiama Council. While all care has been taken, Kiama Council disclaims all liability for loss or damage to person or property arising from this message being infected by computer virus or other contamination.

Debbie Boles

From: John Moulang [john.moulang@moulangdesign.com.au]
Sent: Thursday, 28 May 2015 3:14 PM
To: Council Mailbox
Subject: LEP Review Committee

I am an access consultant based in Kiama and would like to contribute to a better and safer built environment based on the philosophy of "Access For All" and that "Good Access is Good Business".
I have noticed that new buildings are being delivered with very poor (and unlawful) accessibility.
I would be honoured to contribute.

John Moulang
moulang.desgin.management
john_moulang@moulangdesign.com.au
phone: 0419-688 344 Australia
All emails and contents are subject to statutory laws
governing copyright, privacy and confidentiality.

Debbie Boles

From: Mike Yalden [mjoy2@bigpond.com]
Sent: Tuesday, 26 May 2015 9:02 AM
To: Council Mailbox
Subject: LEP Review Committee application

Attention: The General Manager
Kiama Municipal Council

Re: Kiama Council LEP Review Committee

Applicant: Michael John YALDEN
Address: 6 Lilly Pilly Way Kiama
Contact details: t. 02 42331190
m. 0418 962 477
e: mjoy2@bigpond.com

As many of you will know, over the past 18 months I have developed a critical interest in the development process employed by KMC and believe that the time is absolutely right for the slated review.

Whilst it is true that I am not qualified in any pure planning discipline I believe that the understanding, knowledge and management experience that I have gained over many years of residence in a wide spectrum of jurisdictions would bring much to the committee review process. In addition to any formal discipline I hold a firm belief that it is imperative that a common-sense (more correctly, common experience) approach to issues should be paramount in solutions proposed. I am also passionate in my conviction that we have a fundamental responsibility to plan for the future and this is vital in a small community such as ours.

In terms of work ethic I do not believe that I can be faulted. From early qualification as a mechanical engineer to service in the Police Force (foreshortened due to injury) I embarked upon a sales and management career that culminated in my appointment as an executive director for a large Australian public company primarily responsible for the management of the entire South East Asian operation of the company. My particular expertise within the company was my ability to identify problem areas and propose and manage appropriate solutions. Latterly I hold non-executive directorships for an English Language College and a small graphic design company based in Kiama.

Since arriving in Australia in 1975 employment responsibilities (with the same company) has seen me relocate thirteen times and I have lived in communities both old and new in locations as diverse as Perth, Hong Kong, Melbourne, Sydney and the Sunshine Coast. I have seen the best and the worst of planning decisions!

When the time came, some 12 years ago, for me to put down roots in a community that best suited my desires for both that time and my future requirements, I chose Kiama simply because I believed that it offered residents an incomparable lifestyle. As a relative newcomer I have the benefit of recognition that whilst there are many beautiful places around the world none can compare to our Kiama.

Since my arrival I have immersed myself in the community and currently serve as a Director of the Kiama Bowling Club. I am also Past President and currently Vice President of the Kiama Harbour Combined Probus Club. Additionally residents of my Cedar Grove community requested me to act as their facilitator in their endeavour to alert Council to the dangers of traffic on narrow width community roads.

In conclusion there is much to be applauded in Kiama but it is imperative that community concerns are addressed in a manner that is both inclusive and responsible. This review is obviously just one element of a continuing process but it is a vital one and I believe that the community would support my appointment to the committee.

Should you require clarification or expansion of any of the information provided please do not hesitate to contact me.

Michael (Mike) Yalden
6 Lilly Pilly Way
Kiama NSW 2533
T: 02 4233 1190
M: 0418 962 477

Item 9.5

Enclosure 1

Debbie Boles

From: Timothy Fitzgerald [timfitz44@gmail.com]
Sent: Monday, 1 June 2015 3:13 PM
To: Council Mailbox
Subject: LEP Review Committee
Attachments: FITZGERALD, Timothy resume may 2014.doc

I would like to confirm my interest in joining the LEP Review Committee.

My relevant experience includes owning and operating three Real Estate businesses, (namely Bevans Albion Park, Tim Fitzgerald Property, and Harcourts Albion Park Rail).

I have been involved in multiple development projects within Wollongong, Kiama, and Shoalhaven councils. In the course of these developments I have had extensive personal experience with LEP of each council.

As I have lived in Kiama for approximately 40 years I have first hand experience in the growth and development of the Kiama and surrounding regions.

Being now retired I have the time, experience and desire to be involved in the local community. At the moment I am part of the Flood Focus Group Stakeholder Group as a community representative with Roads and Maritime Services providing input and advice for the Proposed Albion Park Rail bypass.

Attached is my resume detailing my real estate experience.

--

All the best

Tim Fitzgerald
0407936817

TIMOTHY DAVID FITZGERALD

2b Marks Street • Kiama • NSW • 2533
M: 0407 936 817 • H: 02 4232 2440
Timfitz44@gmail.com

Résumé

Private and Confidential

TIMOTHY DAVID FITZGERALD

2b Marks St • Kiama • NSW • 2533

(H) 02 4232 2440 • (M) 0407 936 817 • (E) timfitz44@gmail.com

PROPERTY SERVICE / BUSINESS OPERATIONS PROFESSIONAL

♦ Positive 'Can Do' Attitude ♦ Organised & Detail Oriented ♦ Thrives in a Challenge ♦

A Property Service / Business Operations Professional of high integrity and character. An extensive history of working with people in service industries and a capacity for hands-on initiative and hard work. A demonstrated talent for establishing successful business operations and a commitment to providing excellence in customer service. Has a natural flair for establishing rapport with a diverse range of people and treating all people with respect. Flexible, adaptable and highly organised, with the ability to handle multiple tasks simultaneously. High integrity and ethics are integral to professional behaviour.

Value Offered

Service Operations Expertise—

People oriented • Exceptional communication skills • Experienced in all facets of establishing and operating an efficient business • Delivers first-class, accurate and relevant customer service within a range of property service environments • Willing to learn from the experience and expertise of others • Trains, mentors and supervises staff to perform to high quality standards.

Organised, Efficient, Dedicated—

Highly organised - manages time and space efficiently • Practical and down-to-earth, employing a high level of common sense • Proactive and not afraid of a challenge • Demonstrates initiative • Detail-oriented and flexible • Hardworking and honest.

Key Performance Areas

- ✓ Excellent interpersonal and communication skills - exceptional communicator.
- ✓ Friendly and approachable manner.
- ✓ Strong service orientation and people skills.
- ✓ Projects a positive, professional image suitable for any business environment.
- ✓ Confident, reliable and detail-oriented.
- ✓ Competitive market analysis - outstanding problem solving abilities.
- ✓ Accustomed to multi-tasking under pressure.
- ✓ Flexible and adaptable - not afraid to take on new challenges.
- ✓ Estate development and management - sales, project marketing and planning skills.
- ✓ Self-motivated, highly organised and able to learn new skills rapidly.
- ✓ Client relationship management - strong negotiator.
- ✓ Coordinate and manage property activities and functions, managing investors property interests and completing projects on time and to budget.

Technology — Competent in the use of Windows XP, MS Word, the Internet and email. Highly proficient in Real Estate Industry specific software. Capable of learning new software applications where required.

TIMOTHY DAVID FITZGERALD

SELECTED ACHIEVEMENTS

- **Subdivision and development - Albion Park**
 - Integrated housing subdivisions in central Albion Park - listed and sold approximately 1000 Lots to date, directly to individual project builders and developers .
 - Coordinated selling, planning and subdivision of up to 36 acreage lots in Albion Park.
 - Listed and sold approximately 200 commercial and industrial properties throughout the Illawarra region.

- **Larkins Lane Subdivisions at Albion Park**
 - Spearheaded the rural and acreage development at Albion Park - selling 18 two acre Lots within approximately 12 months of release at the highest prices ever achieved for comparable properties in the area. Plus many other individual rural /residential sales and developments within the Illawarra.

- **Terry Street - Albion Park**
 - Successfully coordinated the full stage of the sale to Miltonbrook Development Company.(several hundred lots)

- **Illowra Crescent - Primbee**
 - Integrated residential land subdivision of 2 Lots developed into 2 stages, featuring 4 x 1 bedroom units followed by 4 x 2 bedroom units.

- **Elected as Chairman of the Real Estate Institute NSW (Illawarra) by local Real Estate Agents and peers, serving two years. Trained by Real Estate Institute NSW in real estate law and empowered to hear legal and ethical disputes from agent to agent and also between agents and the public,authorised to adjudicate and negotiate a successful solution where possible to matters and apply judgements and penalties as required.**

- **Appeared many times at the Department of Fair Trading Tenancy Tribunal,both presenting and defending matters before the tribunal (approx 15 years). As far as I am aware I am the only agent in the Illawarra that has never lost a case.**

- **Local Achievement**
 - Became the first individual to open Harcourts Real Estate in the Illawarra in 2005. This business operated successfully for 3 years.

Further Development

Institution	Qualification	Period
-------------	---------------	--------

Harcourts Group Real Estate	Multiple professional sales and property management courses. Multiple sales, and property management awards received.	2005 - 2008
Neil Jenman Systems	Management and Property Management	1995 - 1996
Wollongong TAFE	Licensed Real Estate Agent and Auctioneer Licence	1988

TIMOTHY DAVID FITZGERALD

Career History

Owner / Proprietor and Licencee 2005–2008

HARCOURTS REAL ESTATE – ALBION PARK RAIL

➔ Specifically approached to operate and build the business to greater success in the Illawarra region. Accomplished an increase in both the revenue and customer levels, with ultimate business success recognised through the numerous awards achieved during tenure with the Harcourts Group.

- Managed all facets of real estate business operations, incorporating supervision and motivation of staff, cash management and general daily operations.
- Established and grew highly functional sales team.
- Motivated team, reviewed performance targets and encouraged initiative via weekly sales meeting.
- Increased customer satisfaction ratings with quality service strategies.
- Performed comprehensive market analysis – identifying prospective target areas and growth opportunities.
- Increased client database through effective cold-calling techniques and community based marketing.
- Consistently achieved sales and property management targets.
- Ensured the delivery of exceptional customer service – meeting and exceeding client expectations.
- Reviewed, devised and implemented winning sales/appraisal presentation techniques to consistently outperform competitors.
- Evaluated competitive market trends and implemented strategies to ensure growth.
- Fostered long term relationships with clients to ensure return business.
- Effectively negotiated sales and favourably positioned sales closing against competitors.
- Ensured excellent standards of customer service.

Owner / Proprietor and Licencee 1993–2005

TIM FITZGERALD PROPERTY – ALBION PARK

➔ Established this successful business from the ground up, including leasing negotiations with building management, design and layout of the agency, business planning and sourcing new business, marketing and sales techniques.

- Managed all facets of operating an efficient business, incorporating supervision and motivation of staff, cash and accounts management, general operations and stock control.
- Delivered high quality customer service at all times in all circumstances.
- Looking to further improve operations I joined the “Harcourts Group” to take advantage of the many benefits this franchise group offered.

Owner / Proprietor and Licencee 1990–1993

BEVANS REAL ESTATE – ALBION PARK

- Coordinated all front counter business operations, including staff rosters and cash management.
- Delivered outstanding and accurate customer service in a fast-paced, high pressure environment, resulting in the retention of repeat customers.

-
- Purchased Bevans Real Estate from Jim Flemming and increased turnover by approximately 200% within the first 12 months of operations.
 - Established a new rent roll from zero properties (at time of purchase) to approx 75 properties within 18 months.
 - Due to the success of operating as a Bevans Franchise I dropped the franchise and then traded as "Tim Fitzgerald Property" in albion park. Bevans re opened in albion park shortly after to compete for the market,they closed after approx 6 months .

TIMOTHY DAVID FITZGERALD

Referees

Harry Kersten
Licensee and Principal
Raine & Horne Real Estate
226 Corrimal St,
Wollongong
M: 0417 655 628

Michael Barrett
Owner/Director of multiple local
businesses.
M:0411 396 111

Paul Fraser
Owner/director
Illawarra Conveyancing Services
Tongarra Rd Albion Park
M: 0410 504 290

Dr Iain Pratt
Phd in Architecture
Pheasant point dr
Kiama
M: 0457 777 400

Debbie Boles

From: Alex Kelly [alex@cflegal.com.au]
Sent: Wednesday, 3 June 2015 12:06 PM
To: Council Mailbox
Subject: LEP Review Committee - Expression of Interest

Dear Sir/Madam,

My names is Alex Kelly and I am writing to you to express my interest in being appointed to the LEP Review Committee.

I am a solicitor working in central Kiama, my business address being 3/130 Terralong Street, Kiama.

I specialise in Local Government and Planning Law and I believe that I would lend appreciable experience and understanding to the matters of concern with and potential amendment of the Kiama Local Environmental Plan 2011.

I have worked for Kiama Municipal Council previously while in the employ of RMB Lawyers and continue to work both for and sometimes against other Council's in the Illawarra Region, from my office in Kiama with Carter Ferguson Solicitors.

My knowledge of planning law is vast and I am regularly approached to advise on a range of issues from strategic planning to enforcement and the like, for Councils which have adopted the standard instrument, like Kiama has.

I would greatly appreciate your consideration of my expression of interest and ask that you contact me if you have any further questions.

Kind regards and thank you,

Alex Kelly
Solicitor | LLB BA



3/130 Terralong Street, Kiama NSW
p. 4208 3299 | f. 4208 3291
e. Alex@cflegal.com.au
web. cflegal.com.au

6 Fitzroy Street

KIAMA N.S.W. 2533

3rd June 2015

The General Manager

PO Box 731

Kiama.N.S.W. 2533

Re: LEP Review Committee

Dear Sir

I am a 62 year old female Kiama resident who would like to be considered to join the LEP Review Committee. I live in Central Kiama and enjoy strong community ties both as a person born and educated in Kiama and as an engaged member of our community. I have a Bachelor of Social Science Degree with Research and Statistics included in my degree. Part of my working life was spent at TAFE teaching in The Disabilities Unit. I have done research for TAFE Outreach and written programmes to be taught at TAFE.

I have worked and studied continually all my adult life and retired fifteen months ago after running our family business for many years.

I am an open minded person used to working as part of a team. I understand that protocols have to be followed and respect given to all points of view. It would be a privilege to work on this committee.

Yours faithfully

Kathryn Timbs

Ph :0407 107 498

02 42324499

Debbie Boles

From: James McGuinness [jimcguinness@hotmail.com]
Sent: Wednesday, 3 June 2015 6:08 PM
To: Council Mailbox
Subject: LEP review committee

Att: General Manager,

Regarding the recent call for interest in a review of the Kiama Municipality LEP, I am a local resident and heritage consultant/archaeologist raising a young family in Kiama and would be interested in participating in the discussion, particularly regarding the establishment of an inventory of LEP heritage items that could inform the heritage component of DA processes. A similar document has been established for Shellharbour and provides council, developers, consultants and the public with a framework for understanding the built heritage and any archaeological values of the area. This includes the all important significance levels that inform LEP guidelines for development and preservation.

Feel free to contact me regarding the discussion, I would love to be involved in the review.

kind regards,
James McGuinness.

ARCHITECTURE URBAN DESIGN INTERIORS RESEARCH + PLANNING



03.06.2015

Kiama Municipal Council
PO Box 75,
Kiama NSW 2533

Dear Chris Fuller,

Re: Kiama Local Environmental Plan Review Committee

I am writing to express interest in becoming a member of the Kiama Local Environmental Plan Review Committee. I feel it is important to have such a committee working together to provide a communication tool between the community and council and is essential to review the current Local Environment Plan on an ongoing basis. I confirm that I am available to work with the committee throughout the outlined period ending August 2016.

Having read through the report from Council's May 2015 meeting I understand the general scope of the role. I also recognise that the Kiama Local Environmental Plan is being assessed on a larger municipality wide scale and that the extent of the review is not specific and may consist of only minor change.

I look forward to working with government agencies, groups and individuals in the community, to raise issues and listen to suggestion/submissions to the LEP review. The network between community, committee and council is an important chain, where we can look at the social, economic and sustainable needs in the Kiama Area.

I have been a resident of Kiama for 30+ years and outline the following points.

- I have practiced in architecture and urban design in Kiama for 25+ years, where I currently operate a successful business, BHI Architects.
- For a ten year period I was a member of the Kiama Council Design Review panel.

sydney
3.10/77 Dunning Ave
Rosebery NSW 2018
Ph: 02 9313 7800

wollongong
PO BOX 5335
Wollongong NSW 2500
Ph: 02 4254 1012

kiama
Suite 4, 125 Terralong St
Kiama NSW 2533
Ph: 02 4254 1012



www.bhia.com.au
Mark Hitchcock Nominated Architect
Reg No, 4763
bhi architects ply limited
ABN 61 154 194 064

ARCHITECTURE URBAN DESIGN INTERIORS RESEARCH + PLANNING



BHI ARCHITECTS

- As an architect/ urban designer I have a thorough understanding and use the LEP on a daily basis, together with the associated technical issues and interpretations that arise.
- In the course of my career I have experience working with other LEP's in the Illawarra and Sydney areas.
- My broad range of experience in using the current LEP covers a diverse range of project types & land use. Zones covered include Residential, Industrial, Recreation, Infrastructure, Rural, Coastal and Environmental.
- Population growth is a factor being addressed where current experience covers affordable housing, seniors housing, dual occupancy and multi residential. With the increase in the aged population I am also working in the aged care sector and accessible housing solutions.
- My experience with affordable housing is expanding with the demand for apartment living and mix use developments. The focus is to provide a variety of housing types and facilities to meet the residence needs.
- I have extensive experience working with heritage buildings and precincts important in maintaining Kiama's cultural heritage. Protection and conservation is important in retaining the value of such buildings and their historic setting which contributes to the quality of Kiama.
- Proven experience also resides within sustainable development in relation to the environment and social impacts with the need for economic viability.

It is my belief that the characteristics of Kiama need to be protected and that future development should be planned in this context.

Please find attached my CV for your information.

Yours Faithfully,

Mark Hitchcock | Director
BHI ARCHITECTS
Mark Hitchcock | Registered Architect NSW 4763

sydney
3.10/77 Dunning Ave
Rosebery NSW 2018
Ph: 02 9313 7800

wollongong
PO BOX 5335
Wollongong NSW 2500
Ph: 02 4254 1012

kiama
Suite 4, 125 Terralong St
Kiama NSW 2533
Ph: 02 4254 1012

The A+ logo, a stylized 'A' with a plus sign inside a square, representing the Australian Institute of Architects.
www.bhia.com.au
Mark Hitchcock Nominated Architect
Reg No. 4763
bhi architects ply limited
ABN 61 154 194 064



MARK HITCHCOCK

B. SC (Arch) B.Arch (Hons) RAlA, PIA, GBCA
Senior Director

Summary Mark is a director of BHI Architects Pty. Ltd. overseeing and managing projects in the Sydney, Wollongong, Kiama offices. Mark has an extensive portfolio of Projects both locally and internationally, with 33 years as a practicing Architect.

- Membership and Affiliations**
- Royal Australian Institute of Architects – Associate
 - Board of Architects – NSW – Registered Architect No. 4763
 - Board of Architects – QLD - Registered Architect No. 3869
 - Planning Institute of Australia – Associate
 - National Trust of Australia – OM Individual Member
 - Heritage Branch – Registered Heritage Consultant
 - Architecture and Urban Design Review Panel – Kiama Council
 - Green Building Council of Australia - GSAP
- Professional Philosophy**
- Mark Hitchcock practices the following methodologies:
- Environmental Sustainable Design
 - Contextual Design responding to Environmental situation
 - Contemporary and functional design outcome influenced through the contextual framework
 - Integrated design incorporating all necessary disciplines required by the project
- Relevant Experience**
- Mark is BHI's Urban Design team leader. Mark's involvement in projects is from a macro to micro scale, from design and implementation of city precinct plans to single residential projects.
- Mark specialises in urban design, sustainability and heritage buildings having been involved in a wide range of projects including: industrial, commercial, institutional, government, tourist aged care, medium density and single residential projects.
- Seniors / Aged Care Experience**
- Illawarra Retirement Trust - St Georges Basin - 40 Bed Hostel and 40 Independent Living Units
 - Berry Masonic Village - Berry - 40 bed hostel and 60 Independent Living Units
 - The Waters retirement Village - Newcastle - 250 Independent Living Units and 120 bed Residential Aged Care (Development Application Stage)
- Heritage Experience**
- Redfern Public School - Redfern, Sydney - Adaptive reuse of 3 level buildings and site master-planning for the Murawina Centre
 - Wilson Stores - Berry - Adaptive Reuse and refurbishment of a commercial building for a retail precinct
 - Shellharbour Arts Centre + Café - Shellharbour Village - Addition of Exhibition wing and restoration of existing cottage
 - Various projects within Kiama Heritage Precincts, including Collins Street , Hindmarsh Park and Manning Street
 - Berry Township Heritage Study and various projects within the Heritage Precinct
- Urban Design Experience**
- Landcom Seniors Living site – Shellharbour Square
 - Seniors housing Development – Federal ACT
 - Seniors Housing Development and Community Centre – Camden
 - Coastal Housing Development – Moonee Beach
 - Marina Residential & Tourism development – Batemans Bay
 - Seniors Living Housing – Harvey Bay
 - Pambulang Forest Housing – Newcastle
 - West Dapto Housing/ Village Precinct

Debbie Boles

From: Bronwyn Seiden [bronwyn@setconsultants.com.au]
Sent: Friday, 5 June 2015 9:08 AM
To: Council Mailbox
Subject: LEP Review Committee - Expression of Interest

I wish to submit by details below as my Expression of Interest as a member of the Kiama LEP Review Committee. These details have been provided having read the Terms of Reference and matters for consideration in the selection of members.

1. I have been a resident of Kiama since 1980 and now live at 19 Bourrool Lane Kiama. My husband & I reared our 4 children here in Kiama. We now have grandchildren growing up in Kiama and attending the local schools and pre-school. I am involved in a range of sporting interests and groups and mix with a broad demographic of people throughout the LGA through sports, school activities and social contacts in the area. I'm not a member of any service clubs but I have an extensive range of friends and associates in these groups with whom I often discuss Kiama and the changing times.
2. We have lived in 5 different homes in Kiama, each time selling and buying or building in different locations around Kiama, so I have a good understanding of the different characteristics of Kiama local government area.
3. I have 20years experience of working in local government, with 16 of those years directly in town planning My experience has been at Kiama, Shellarbour & Wollongong Councils so I have a good understanding of where Kiama is positioned in the Illawarra region & the role of Kiama in a local context. My experience includes a further 15 years in the private sector as a project manager for a development company to now as a planning consultant.
4. I am passionate about Kiama and all the attributes it has to offer as a lifestyle place. However I am aware how difficult it is to maintain a viable town centre and housing mix across the LGA to cater for all ages while respecting some of the special attributes of the area. While I acknowledge that I have a consultancy business with an interest in the Kiama LGA, I know that I have a lot to offer with being a local resident and good understanding of the challenges Council faces through maintaining an LEP that is both effective, responsive to demand and current.

I can be contacted on my mobile (0419 997 180) at any should you wish to discuss my submission.

Many thanks

Regards,
Bronwyn Seiden
Principalee



SURVEYING | ENGINEERING | TOWN PLANNING

SET CONSULTANTS PTY LTD
 51 Graham Street Nowra
 PO Box 495 Nowra NSW 2541
 p 02 4421 4500
 Kiama 02 4233 2006
 mail@setconsultants.com.au
 www.setconsultants.com.au

Item 9.5

Enclosure 1



SCARRATT & ASSOCIATES

Surveyors & Land Consultants

The General Manager
Kiama Municipal Council
Manning Street
KIAMA NSW 2533

3 June 2015

Dear Sir,

RE: LEP REVIEW COMMITTEE

I wish to submit my expression of interest in membership of the LEP Review Committee as a community representative.

As a long term resident of Kiama who has lived and operated a professional surveying consultancy business in the LGA for 35 years I believe that I can make an important contribution to such a committee.

I am currently a member of both the Kiama Economic Development Committee and Kiama Development Industry Committee and work on a very frequent basis with the Kiama LEP 2011. My involvement with land and development issues in this LGA as a professional surveyor has given me a significant amount of experience with many of the planning provisions affecting land management and development in this area and also in adjoining LGA's.

I have examined the terms of reference for the LEP Review Committee and am persuaded that I can provide the type of feedback that will be a benefit to the purpose of the committee.

If required, I would be happy to provide details of my professional qualifications, membership of professional organisations and experience.

Awaiting your advice in due course.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'S. Thomas', written over a horizontal line.

Stephen Thomas
Registered Surveyor

Debbie Boles

From: Neil Menzies [neilm@wmval.com.au]
Sent: Thursday, 4 June 2015 10:10 PM
To: Council Mailbox
Subject: LEP REVIEW COMMITTEE - Expression of interest.

Mr Michael Forsyth
General Manager
Kiama Municipal Council

RE: LEP Review Committee – Expression of Interest

Dear Michael,

Apologies for the late advice, however I would like to express my interest in being part of the above mentioned LEP Review Committee.

I have read the Draft document pertaining to the Committee Terms of Reference and I believe if given the opportunity I could make a positive contribution to both the committee and the process.

By way of briefly detailing my qualifications and experience appropriate for a role on this committee, I offer the following:

- I have been a resident of Kiama LGA since 2005, currently renting in Kiama Heights whilst building a home on rural land at Jerrara.
- I would be happy to be involved on the basis of my being a local resident or as a rural land owner.
- I am a registered Property Valuer based in and specialising in the Kiama Local Government Area including specialist Statutory Valuation work. I have significant experience in valuing local property and a good working knowledge of the Kiama LEP 2011 and the implications of the various zonings on local land use and the real estate market in general.
- I also have significant rural land management experience having been a farmer and Agronomist for many years prior to moving to Kiama in 2005.
- I have provided varied and extensive property advice to local, state and various other Government Agencies and private individuals regarding property in and around Kiama LGA over the past 10 years and this has given me exposure to a wide range of properties and LEP related issues.

I seek a role on this committee because I am passionate about both the Kiama community and property in general and I believe my skills and background in property and valuation would be beneficial to the committee and process.

I would like to acknowledge I have been engaged by Kiama Municipal Council on various occasions to provide property Valuation advice and should you or any other member of Council consider my involvement in this process to be a perceived conflict of interest I will withdraw my interest, however I do not consider this to be so. Also in the interests of probity, my wife Catherine and I also own various property assets in the Kiama area which I would seek to fully disclose prior to accepting a role on the committee, should this expression of interest be successful. I do not seek a role on this committee to further my own interests but rather to be involved in a local community process dealing with issues I am genuinely passionate about.

Should you require any further information from me in support of my expression of interest I would be happy to respond to any request in this regard.

Thank you for considering my expression of interest.

Kind Regards,

NEIL MENZIES AAPI - DIRECTOR
 Certified Practising Valuer • Ba. App. Sc (Agric) • Grad. Dip (Property) • Reg. Valuer 15566
 P: (02) 4229 7867 • M: 0418 234 420 • E: neilm@wmval.com.au • W: www.wmval.com.au

Our Services

Motel Valuations	Rural Valuations	Rental Assessments
Caravan & Tourism Parks	Residential Valuations	Registered / Service C
Childcare Centres	Commercial Valuations	Taxation Valuations
Compulsory Acquisition	Industrial Valuations	Family Law / Property
Expert Valuation & Expert Witness	Retail Valuations	

Shoalhaven & South Coast
 Suite 1, First Floor, 57 Junction Street
 Nowra NSW 2541
 P: (02) 4421 7155
 E: valuations@wmval.com.au

Illawarra & Southern Highlands
 Suite 5, First Floor, 52 Burelli Street
 Wollongong NSW 2520
 P: (02) 4229 7867
 E: valuations@wmval.com.au

*Liability limited by a scheme under Professional Standards

This e-mail message is intended only for the addressee(s) and contains information which may be confidential. If you are not the intended recipient please advise the sender by return email, do not use or disclose the contents, and delete the message and any attachments from your system. Unless specifically indicated, this email does not constitute formal advice or commitment by the sender or Walsh & Morgan Pty Limited.

API AUSTRALIAN PROPERTY INSTITUTE [CP]

Item 9.5

Enclosure 1

Members of

This e-mail (and any attachments) is for the exclusive use of the person or corporation to which it is addressed and may contain information that is privileged, confidential or protected by copyright.

If you are not the intended recipient of this e-mail kindly notify us immediately on (02)44217155 or by return e-mail, and then destroy the original transmission of this e-mail. You are notified that any use, disclosure, distribution, printing or copying is prohibited by law, and that the contents must be kept confidential.

Debbie Boles

From: Cliff Mason [cliff_mason@bigpond.com]
Sent: Wednesday, 3 June 2015 9:58 AM
To: Council Mailbox
Subject: LEP Review Committee
Attachments: ATT00001.htm; LEP Review Nomination 0615 Final.pdf; ATT00002.htm

Mr Michael Forsythe
General Manager
Kiama Municipal Council

Dear Michael,

Please find attached a letter to express interest in being selected as a community representative of the North Kiama/Minnamurra Zone of the Kiama LGA on the new Kiama LEP Review Committee.

Yours sincerely,



Minnamurra Progress Association

134 Charles Avenue
Minnamurra 2533
Ph: 4237 7559
Mob: 0400 245 121
Email: cliff_mason@bigpond.com

General Manager
Kiama Municipal Council
11 Manning St.,
Kiama 2533

3 June 2015

Dear Michael,

I hereby express interest in representing the community of the North Kiama/Minnamurra zone of Kiama LGA on the Kiama Local Environment Plan (LEP) Review Committee.

In support of this expression of interest, I offer the following points:

- As President of the Minnamurra Progress Association, I'm in a unique position within this zone to both represent community views on the Committee and to articulate the recommendations of the Review Committee to the community,
- In fact, the members of the Association unanimously moved last night to nominate me for the LEP Review Committee. However, I do realize that as a member of the Review Committee, I will be representing the views of all residents in the North Kiama/Minnamurra Zone.
- I have a proven record of working effectively on Kiama Council Committees, having been an original member of Councils' NBN Advisory Committee from early 2011 through 2012 with the NBN Expo and digital rollout program, and then most recently, a Community Member of the Coastal Zone Management Plan Committee for the Minnamurra River Estuary.
- I'm a resident and ratepayer of Minnamurra and have a demonstrated record over the last few years of working to achieve improvements for my local community, and for protecting the environmental and recreational beauty of the Minnamurra River and surrounding area,
- Whilst I have no formal Local Government planning qualifications, I hold an Honours Degree in Computer Science (UNSW), am a Fellow of The Australian Computer Society, a past Chairman & Director of the Sutherland Credit Union, Chairman of the Lucas Heights Lodge Cooperative Ltd (a ski lodge in Jindabyne), Life member of Loftus Apex Club and winner of two Sutherland Shire Council Community Service Awards.
- I am also closely in touch with other parts of the Kiama LGA and the impact of Councils current 2011 LEP, through my voluntary work as Secretary of Kiama - Jamberoo Uniting Church, and Chair of its development committee. This has involved presentations to KMC regarding the (now approved) Seniors Housing

DA in Manning Street next to our Kiama Uniting Church, and a proposed subdivision of portion of the Church's land in Wyalla Road, Jamberoo.

- I have first hand experience of Kiama's planning and development laws, having subdivided our land in Charles Avenue, Minnamurra and erected our new home on the remaining (waterfront) portion of the land in 2007, At that time, I had to appear before Council's Public Access meeting on two occasions before gaining DA approval for our home.

I believe the above points clearly indicate that I am a "connected and representative" member of the community, and will take an active part in the work of the LEP Review Committee. I also believe I have a good working relationship with each of the Councillors and Council staff on the Committee.

Yours sincerely,



CLIFF MASON
President,
Minnamurra Progress Association

Debbie Boles

From: sharon [nknc@hotmail.com]
Sent: Saturday, 23 May 2015 10:27 AM
To: Council Mailbox
Subject: LEP Review Committee

To Whom it may Concern,

I would like to put my name forward to represent the Kiama Downs Community on the LEP Committee, I am a residence of 35years and also the Manager of the North Kiama Neighbourhood Centre for over 15years and I have been on many Kiama Council committees representing my Kiama Downs community.

Kind Regards

Sharon Parker
Community Development Manager
North Kiama Neighbourhood Centre Inc
28a Meehan Drive, Kiama Downs NSW 2533

P:(02) 42378422 M: 0408 217 127 E: nknc@hotmail.com

NKNC acknowledges the traditional owners of this land,
and we pay our respects to the past, present and future owners.

Debbie Boles

From: Nat and Tim [nat_tim@optusnet.com.au]
Sent: Friday, 22 May 2015 2:25 PM
To: Council Mailbox
Subject: LEP Review Committee

To whom it may concern,

I would like to express my interest in joining the LEP review committee. I have a keen interest in planning matters and am currently studying a Bachelor of Urban and Regional Planning part time through UNE.

Over the last 11 years I have held positions with a developer and a project builder and currently work in real estate in Kiama.

I am a resident of Kiama Downs and connected to the local community through various sporting activities, child care, Minnamurra primary school, North Kiama out of Hours school care committee and through my work contacts.

I would be happy to supply additional supporting information or documentation and any other content required for this application if required.

I can be contacted on 0413 662 970 or via this email address.

Kind regards

Natalie Allan

Email sent using Optus Webmail

note received

- 10/1/2015

...

L E P Review Committee

271 Willow Vale Road
Gerringong 2534

The General Manager,
Kiama Municipal Council
Kiama

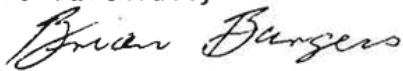
Dear Sir,

I wish to apply to serve on Council's Local Environmental Plan Review Committee as a representative of Rural land holders.

My experience is as follows;

- *A lifetime resident of the Municipality with 34 years as a Dairy farmer
- * Past President and Life Member of Kiama Show Society
- * Past Vice- President of Australian Registered Cattle Breeders Association
- *Past National Vice- President of the Australian Holstein Dairy Cattle Association. 14 Years as a National Board member of this Association
- * Past NSW President of the NSW branch of the above Association. 34 Years on the State Committee
- * Past Executive member of the NSW Dairy Farmers Association for 14 Years
- * Past Board member of the Gerringong Dairy Society
- * Foundation and Life member of Kiama Rugby club
- * Foundation and Life member of Kiama Jazz Committee
- * Past President and currently active member of Gerringong Sunrise Rotary Club.

Yours faithfully



Brian Burgess

Item 9.5

Enclosure 1

Debbie Boles

From: Roger Collins [rogerrcollins@gmail.com]
Sent: Tuesday, 2 June 2015 3:55 PM
To: Council Mailbox
Subject: LEP Review

I wish to express interest in joining this Review from the Gerringong / Gerroa precinct. I have been a resident in the Municipality since 1971 and a rural landholder since 1987. Currently I run Angus on our property at 64 Crooked River Road Gerroa and have taken a keen interest in both the Precinct and the rural developments in our district.

My expertise is in three areas.

First, as a farmer I am enthusiastic about developing our Municipality as a centre of excellence in Agri - tourism. Whilst the district can never be the food basket of Sydney in terms of either its scale or cost of production, like the Hunter Valley it can bolster the local economy and employment through small farms that are oriented towards providing accommodation and hands on farm experiences and products. To reach its full potential changes may be necessary in our LEP and LCP to allow more scope for Agri-tourist facilities. In turn there will be flow on benefits of the like of the Kiama Farmers' Market that benefit locals and visitors alike.

My second dimension of expertise is in management and strategy. For over a quarter of a decade I was a Professor of Management at Australia's leading Business School: the Australian Graduate School of Management. Development of the LEP requires a strategic perspective and I can bring this through my long association with the Department of Planning and Environment (in its various guises) where I worked directly as a consultant with Director's General from Richard Smythe and Gabrielle Kibble to most recently Sam Haddad - all of whom would attest to my understanding of and contributions to the State's planning legislation and strategies.

Finally, I am an active Board member with extensive Board experience which ranges from Foundation Chairman of Grant Thornton (#5 accounting firm in both Australia and internationally) and currently Deputy Chair of Inenco, Australia's largest distributor of engineering products. This board experience establishes my ability to contribute effectively as a committee / team member.

Accordingly, I am keen to be considered for the LEP Review role.

Roger R Collins
Emeritus Professor
0408276430
Sent from my iPad

Debbie Boles

From: Roger Collins [rogerrcollins@gmail.com]
Sent: Wednesday, 3 June 2015 4:33 PM
To: Council Mailbox
Subject: Fwd: LEP Review

Further to my expression of interest (see below) I wish to indicate that my interest is in representing rural landholders. Roger Collins

Sent from my iPad

Begin forwarded message:

From: Roger Collins <rogerrcollins@gmail.com>
Date: 2 June 2015 3:54:33 pm AEST
To: Council Mailbox <council@kiama.nsw.gov.au>
Subject: LEP Review

I wish to express interest in joining this Review from the Gerringong / Gerroa precinct. I have been a resident in the Municipality since 1971 and a rural landholder since 1987. Currently I run Angus on our property at 64 Crooked River Road Gerroa and have taken a keen interest in both the Precinct and the rural developments in our district.

My expertise is in three areas.

First, as a farmer I am enthusiastic about developing our Municipality as a centre of excellence in Agri - tourism. Whilst the district can never be the food basket of Sydney in terms of either its scale or cost of production, like the Hunter Valley it can bolster the local economy and employment through small farms that are oriented towards providing accommodation and hands on farm experiences and products. To reach its full potential changes may be necessary in our LEP and LCP to allow more scope for Agri-tourist facilities. In turn there will be flow on benefits of the like of the Kiama Farmers' Market that benefit locals and visitors alike.

My second dimension of expertise is in management and strategy. For over a quarter of a decade I was a Professor of Management at Australia's leading Business School: the Australian Graduate School of Management. Development of the LEP requires a strategic perspective and I can bring this through my long association with the Department of Planning and Environment (in its various guises) where I worked directly as a consultant with Director's General from Richard Smythe and Gabrielle Kibble to most recently Sam Haddad - all of whom would attest to my understanding of and contributions to the State's planning legislation and strategies.

Finally, I am an active Board member with extensive Board experience which ranges from Foundation Chairman of Grant Thornton (#5 accounting firm in both Australia and internationally) and currently Deputy Chair of Inenco, Australia's largest distributor of engineering products. This board experience establishes my ability to contribute effectively as a committee / team member.

Accordingly, I am keen to be considered for the LEP Review role.

Roger R Collins
Emeritus Professor
0408276430
Sent from my iPad

Debbie Boles

From: Chris Cassidy [chris.cassidy@jemmail.com.au]
Sent: Wednesday, 3 June 2015 11:55 AM
To: Council Mailbox
Subject: LEP REVIEW; Community Representative From Gerringong/ Gerroa

Attention: The General Manager

EXPRESSION OF INTEREST

PERSONAL DETAILS

I am a resident of Gerroa and have resided here for about five (5) years. I reside at 52 Riverleigh Ave, Gerroa. I am a semiretired Criminal Lawyer having worked predominantly in the Government Sector for the Legal Aid Commission. I have been an active member of Auburn City Council's Access Committee for about fifteen (15) years where I have served as a Councillor and since 2007 as a Community Representative.

EXPERIENCE

I was an elected Councillor on Auburn City Council for sixteen (16) consecutive years from 1991. In that time I served two (2) Terms as Mayor. In my second Term as Mayor I was also part of a working Group looking at revised Planning Laws for the ParramattaRoad corridor.

I also argued for Auburn City Council to join WSROC, and served as one of the first Directors. I represented Auburn City Council on WSROC for six (6) years. For part of that time I was responsible for a Community Portfolio.

I was elected by Auburn City Council as a Community Member on a Joint Regional Planning Panel (JRPP) dealing with a proposed Development for the Auburn LGA. I was also elected as an alternative member of another JRPP for Auburn City Council.

One aspect of the work on the Access Committee is that some Planning matters are referred to the Committee on a consultative basis pertaining to Access issues only.

OTHER RELEVANT FACTORS

I am a Director of a top ten Registered Club in Western Sydney, and have been so since 2002 . I am currently a member of the Board's Property and Building Committee.

SUMMARY

I have gained considerable experience from my time on Council in relation to Planning Issues. During my time on Council there was cause to Review Council's LEP, DCP and do so in a broad Consultative manner. I would have no difficulty working with the Committee to ensure that the Community perspective is fully taken into account in any proposed changes.

Chris Cassidy
May 3, 2015
Mobile: 0408295990
Home: 42342035

Sent from my iPad

Darrell Clingan
47 Pacific Ave
Werri Beach
NSW 2534
2nd June 2015

Kiama Municipal Council
PO Box 731
Kiama
NSW 2533

To Whom It May Concern.

Re: Local Environmental Plan Review Committee

I hereby wish to be considered for a position on this extremely important committee as a representative of the community.

During the 12 years I have resided in the Kiama LGA, have been proactive not only in the Environment but Planning, Road Safety and other issues that might affect the Gerringong community.

Presently chair the Kiama Council South Precinct a position held for the last 6 years, which I believe would be the ideal conduit for the proposed LEP Review Committee to engage with the Gerringong community, member of this forum since 2003.

Local Members representative on the Kiama Council Traffic Committee, since 2011.

Should this application be successful I would work diligently towards a positive and progressive outcome for our community.

Yours Sincerely



Darrell Clingan

Debbie Boles

From: lsbrazier@bigpond.com
Sent: Wednesday, 3 June 2015 1:09 PM
To: Council Mailbox
Subject: LEP Review Committee EOI

Re: EXPRESSION OF INTEREST

LOCAL ENVIRONMENTAL PLAN REVIEW COMMITTEE

To Whom it May Concern

I wish to submit this expression of interest for membership of the LEP Review Committee, as the endorsed representative for the South Precinct Committee Gerringong/Gerroa area.

I have been a permanent resident of the Kiama Municipality for 22 years and I am currently a resident of Gerroa. I have been a high school teacher in Technology and Industrial Arts for 23 years with middle management experience, and a licensed builder for 10 years undertaking various consultancy roles.

I believe that my continuing involvement in a number of local groups gives me a good insight into the values and opinions held by our community. I am confident that I could fairly and openly represent the Gerroa/Gerringong area.

Through my regular attendance at South Precinct and Gerroa Community Association meetings I would, when and if appropriate, keep members informed of the progress of the LEP Review Committee. I have also worked to maintain and enhance Seven Mile Beach National Park through Land-care activities for the past 6 years, and assisted in setting up and running regular Gerroa community markets (3 times per year) for several years.

I am dedicated to the maintenance and improvement of our local amenity, in particular, the natural environment. I would strive to ensure that future development is sympathetic with the natural and rural environment and that it reflects the ideals and expectations of the greater community.

Personal Details

Name: Stephen Brazier

Address: 24 Headland Drive, Gerroa

Member of the following community organisations:

South Precinct Committee (Gerringong)

Gerroa Community Association - committee member

Seven Mile Beach Land-care Group

Occupation:

Currently semi retired; licensed builder and building consultant/inspector (private consultant)

Previously, secondary teacher (22 years in Illawarra)

Email: lsbrazier@bigpond.com

Phone: 4234 0853 0417 260803

Debbie Boles

From: AlneBank Homestead [alnebank@gmail.com]
Sent: Wednesday, 3 June 2015 10:49 AM
To: Council Mailbox
Subject: Att: Mr Michael Innes> Customer Service Co-ordinator
Attachments: LEP-REVISION.doc; Burr Grass Summary p 1.jpg

RE :LEP Revision

Dr Michael Hindmarsh 3rd

Item 9.5

Enclosure 1

Kiama Municipal Council
Att: Mr Michael Innes-Customer Service Co-ordinator
Re: **Kiama LEP Revision** >Dear Michael-

3.6.2015

(1) *Relevant (a) experience*> A hands on experience with the Local Dairying Industry pioneered by Our Family with the development of the Illawarra & recently Friesian/Holstein Cattle. Peaking with Our "Alne Bank Lane" Subdivision commended by council CEO Michael Forsyth as a very successful development within this LEP! Contrasted by Our recent opposition to a *Rose Valley Abattoir proposition* eventually blocked by the LEP! Giving Me a deep understanding of the thorough craft involved in drafting this current LEP! Now with new challenges from Our underground Coal Seams which We owned prior to Premier Neville Wran confiscating Our assets in the 1960s! I have past experience against the Lake Cowal & North Parkes Gold Mines in the Central Western NSW with disasterous results against farm animals & the Environment. My 1991 Churchill Fellowship allowed Me to assess the challenge of Blue green Algal Toxicity in a World wide context coming up with Controls for Australia!

(b) *expertise*> My 16 years as a Veterinary Pathologist in three (3) Australian States has intensified my investigational skills into Animal Health which now is directed to help save *Our Fragile Environment* eg finding & controlling a very serious Weed =*Mossman River Burr Grass* which could have destroyed All Amenity in the *Gerroa Holiday Park!* Likewise Finding & Documenting a serious Tree Kill in the Gerringong/Boat Harbour/Cemetery Area resulted in a successful Kiama Municipal Council- Mediation! Last year I was presented with a runner-up Kiama Electoral Community Recognition Award> *Conservation Champion* for My Seven Mile Beach Dune Care & Southern Precinct Committee Involvement, Second to My Hero> Mr Howard H Jones.

(2) *Resident*>for a total of 24 years, born in Kiama in 1943

(3) *Gender* -Male

(4) *Cultural & Age Diversity*- Is respected, now with Wodi Wodi= Sims Relations in my Retirement Period!

(5) *Connected*> Being a representative of the pioneering Michael 2nd & Cecelia Sophia Hindmarsh Family, the first settled family in the Kiama Locality & 5th in the Illawarra! Deeply cognizant of the Historical Links in Land Management from 1827 within this Southern-Five Islands Zone.

Representative> I am a member of the Southern Precinct, a remnant of the Gerringong Council which reviews Kiama Municipal Council Business's pertinent to our area & using it to refer outstanding issues back to Council eg Tree Deaths, Weeds & Motorway Challenges.

Capable of having a broad spectrum Approach & a Wide Focus>being Municipality Wide> *Net-Working Skills!*

Yours sincerely,

Dr Michael Hindmarsh 3rd

"Alne Bank", 61 Alne Bank Lane, Gerringong, NSW- 2534- T 0242 340 281- em
>alnebank@gmail.com<www.hindmarshalnebank.com<



Spiny burrgrass

Invasive Species Unit

Introduction

Spiny burrgrass (*Cenchrus* species) is a summer-growing grass found throughout the drier areas of Australia, often on disturbed soils.

There are four species of *Cenchrus* classed as troublesome weeds in NSW, *C. caliculatus*, *C. echinatus*, *C. incertus* and *C. longispinus*, with the latter two declared noxious weeds throughout NSW (see Figure 5).

Not all species of *Cenchrus* are undesirable. There are 10 species in Australia, two of them native. Several such as buffel grass (*C. ciliaris*), slender buffel grass (*C. pennisetiformis*) and birdwood grass (*C. setiger*) produce soft burrs and can be beneficial tropical and subtropical pasture species. These pasture species are also considered invasive weeds of natural rangelands in some parts of Australia.

The difficulty in identifying individual species has led to considerable confusion in botanical identification and in the use of common names. For this reason the name **spiny burrgrass** is used generally in this primefact.

There are numerous other common names used to describe these species including bohena beauty, eldburr, sandburr, innocent weed, gentle Annie and hedgehog grass.



Impact

Spiny burrgrass is a weed because of its sharp and clingy burr, ability to spread rapidly and tendency to develop into dense infestations in favourable conditions. It is also difficult and expensive to manage, especially in marginal rainfall areas.

Mature burrs cause a range of problems such as:

- injury to stock causing swellings and ulcers in the mouth
- injury to people and dogs
- clinging to wool and penetrating the skin of stock, reducing the value of both
- contaminated wool, which requires leather gloves and/or aprons during shearing, often leading to increased wage costs
- inconvenience and discomfort to workers in irrigated crops such as vegetables, vines and citrus, and
- contamination of dried fruit and hay.

Distribution

Spiny burrgrass is commonly found in drier regions with rainfall of 250 to 600 mm. It prefers sandy to light soils and is generally not found on heavy clay soils. It readily establishes on disturbed sites such as roadsides, creeks and riverbanks.

Spiny burrgrass has spread extensively throughout NSW because of:

- large numbers of travelling stock, foxes and kangaroo
- movement of fodder
- an increase in areas of stubble from cereal crops that provide little competition and an ideal situation for the rapid build-up of the weed
- lack of pasture competition in low rainfall areas due to variable seasons
- road graders, slashers and vehicle tyres
- the use of contaminated sand for building

Debbie Boles

From: kensandy [kensandy@gmail.com]
Sent: Wednesday, 3 June 2015 2:28 PM
To: Council Mailbox
Subject: Expression of Interest - LEP Review Committee

Attention: The General Manager

I am writing to express my interest in a position as a Community Representative on the LEP Review Committee.

My name is Ken Sandy. I live at Karawarra, 73 Rose Valley Road, ROSE VALLEY, a heritage listed property which we have owned since 1990.

As a member of the May 2005 Community Panel which was part of the development of the current LEP I could bring the experience I gained from being involved in the wide ranging discussions and consultations which occurred throughout that process.

My wife and I were originally attracted to the Kiama area by its unique combination of natural beauty and history. This area of the South Coast is truly iconic and we have seen enormous changes throughout the area since 1990 which have generally maintained the areas special character. We are very keen to ensure that on-going developments are carried out in a way which maintains Kiama's special character and qualities while enabling progress which benefit the community.

Since purchasing Karawarra, we have undertaken 3 major projects on our property:

- Repair and restoration of the main house
- Planting 6000 indigenous trees to restore the original landscape and
- Restoration of an 1850's stone building.

We see these projects as our way of committing to and ensuring the long term maintenance of the areas unique qualities. We have been active in supporting local and regional hockey, presenting at Rotary and supporting young people to achieve their potential.

I am very keen to be a part of the proposed review. I would be happy to discuss the matter in more detail if required.

Kind regards

Ken Sandy
0411192626

4 June 2015

The General Manager
Kiama Council
PO BOX 75
KIAMA NSW 2533

Dear General Manager

RE: Community Representative on the Local Environmental Plan Review Committee

My name is Ken Sandy and I write to express my interest as the community representative for the Gerringong/Gerroa geographic area on the Local Environmental Plan Review Committee.

My wife Debra and I are residents of the Kiama local government area and live at Karrawarra, 73 Rose Valley Road, Rose Valley. Karrawarra is a heritage listed property which we have owned since 1990.

I have relevant experience as a member of the Community Committee which assisted in development of the current Local Environmental Plan and bring the experience I gained from my involvement in the wide ranging discussions and consultations which occurred throughout that process including:

1. Engaging members of the community as to the impacts of the draft Local Environmental Plan.
2. Communicating with the community, Council and the Committee.
3. Providing information to the community regarding the impact of the changes to the draft Local Environmental Plan.

Should I be selected as a community representative, I will be able to attend the quarterly scheduled Committee meetings or as is required.

My wife and I were originally attracted to the Kiama area by its unique combination of natural beauty and history. It is iconic and we have seen enormous changes since 1990 which have generally maintained its special character. We are very keen to ensure that on-going developments are carried out in a way which maintains Kiama's special character and qualities and also fosters progress which benefits the community.

In terms of my personal experience with planning, since purchasing Karrawarra, my wife and I have undertaken three major projects:

1. Repair and restoration of the main house, in keeping with its heritage status.
2. Planting of six thousand indigenous trees to restore the original landscape of the area.
3. Restoration of an 1850's stone building.

We see these projects as our way of committing to and ensuring the long term maintenance of the Rose Valley's unique qualities.

My wife and I are actively involved in our local community, in particular:

1. Local and regional hockey.
2. Presenting at Rotary.
3. Supporting young people to achieve their potential

I am keen to contribute to the Local Environmental Plan Review Committee's process and believe I will bring with me a sound understanding of the Kiama Local Government area.

I would be happy to discuss my attributes in more detail if required.

Yours sincerely



Ken Sandy

Debbie Boles

From: Sandra McCarthy [sandra.mccarthy@internode.on.net]
Sent: Wednesday, 3 June 2015 3:31 PM
To: Council Mailbox
Subject: LEP review committee

Dear Mayor Petschler and elected councillors,
I wish to forward my expression of interest for your consideration as a community member in the Kiama Environmental Plan (LEP) Review committee. As a resident of the municipality of 38 years i have participated as a community representative and elected member of Kiama Council in every planning process since the Gerringong charette in 1994. I feel I have considerable local knowledge of the municipality (social , environmental , economic) and have developed professional, technical and legislative skills and experience over a 17 year term including local and regional council involvement. I am proud of the achievements of Kiama Council, throughout the development of previous LEP 's and planning policies such as (WHO) recognised Kiama Health Plan as they have been exemplary in providing opportunities for public involvement and participation in the process.eg community panel process ; defining Gerringong's southern boundary; place-based community forums and workshops Involving planning, agricultural and economic expertise. Kiama Council has earned the respect of the community in conducting LEP reviews in an open and transparent process and I have confidence that this will be the case in this forthcoming review. Community contribution is valuable and crucial in assisting councillors in their decisions and having been part of the whole,lengthy Kiama LEP 2011 process I am keen to contribute my knowledge and participate as a community member.

In addressing the terms of reference i am competent in engaging with and listening to community opinions and reporting this knowledge to council decision makers. I am respectful of all views presented and aware that often challenging discussions can occur to form a consensus view (majority which is best for the community).. I am also willing to facilitate in the dissemination of information to the community in regard to the operation and review of the LEP.

Kind Regards, Sandra McCarthy.

Debbie Boles

From: Matt Philpott [mattphilpott@allenprice.com.au]
Sent: Friday, 29 May 2015 9:04 AM
To: Council Mailbox
Subject: LEP Review Committee - Expression of Interest
Attachments: Curriculum Vitae-PHILPOTT Matt-29 May 2015.pdf

To whom it may concern,

I wish to express my interest in becoming a member of the LEP Review Committee.

I am a resident of Werri Beach and would act as a community member on this committee.

I am also a civil engineer with extensive experience in town planning matters in various LGA's throughout NSW, particularly Shoalhaven and Kiama.

I have worked in both private industry and local government.

I believe I would provide a balanced view to the committee between community, environment and development pressure.

I have attached my CV which will provide you with some additional background to my application.

I look forward to hearing from you further on this matter.

Regards

Matt Philpott   
PARTNER | PLANNING MANAGER | CIVIL ENGINEER
Email: mattphilpott@allenprice.com.au



75 Plunkett Street, Nowra NSW 2541
PO Box 73, Nowra NSW 2541
tel 02 4421 6544
fax 02 4422 1821
email consultants@allenprice.com.au
website www.allenprice.com.au

This message is intended for the addressee named and may contain confidential information and/or copyright material of Allen, Price & Associates or third parties. If you are not an authorised recipient of this email, please contact Allen, Price & Associates immediately by return email or by telephone on 61 02 4421 6544. In this case you should not read, print, re-transmit, store or act in reliance on this email or any attachments and should destroy all copies of them.
Liability limited by a scheme approved under Professional Standards Legislation.
THIS NOTICE SHOULD NOT BE REMOVED.



allen, price & associates
land and development consultants

CURRICULUM VITAE

Name: Matthew John Philpott

Position: Director



**Professional
Qualifications:**

Bachelor of Engineering (1st Class Honours) – University of Sydney (1995)
Graduate Certificate of Management (Technology Management) – Deakin
University (2005)
Diploma of Project Management (Partially Complete)

**Professional
Memberships:**

Member of the Institution of Engineers, Australia
Chartered Practising Engineer
Registered on the National Professional Engineers Register in the "Civil" area of
practice
Company representative with the Urban Development Institute of Australia

**Professional
Experience:**

March 2004 – Present
Allen, Price & Associates
Land and Development Consultants
www.allenprice.com.au

Role: Partner

Experience: Development Applications
Town Planning Management
Subdivision Design
Road and drainage design
Water and sewer design
Traffic Studies
Flood Studies
Contract administration
Project management and supervision
Expert Witness Work
Business management
Liaison with Councillors
Liaison with Council development staff

75 Plunkett Street, Nowra NSW 2541 • PO Box 73, Nowra 2541
tel 02 4421 6544 • fax 02 4422 1821 • email consultants@allenprice.com.au
directors RJ Douglas, AR Aulsebrook, MJ Philpott, MA Klein
associates PW Rowell, CE Griffiths, TN Le, RN Smith
Liability limited by a scheme approved under *Professional Standards Legislation*

ABN 13 236 275 350
a partnership of
Ross Douglas Surveys Pty Limited
Taylinda Pty Limited
Pororoca Pty Limited
Kryssning Pty limited



Professional
Experience

(continued):

February 1999 –
March 2004

Shoalhaven Water
A Group of Shoalhaven City Council

Role(s):

Operations Engineer
Development Engineer
Policy and Planning Engineer

Experience:

Water and wastewater operations
Water and wastewater design
Information management
Asset management
Strategic Business Plan Preparation

January 1996 –
February 1999

Connell Wagner Pty Ltd
Multi-disciplinary Engineering Consultants

Role:

Engineer

Experience:

Water and wastewater design
Road and drainage design
Project management and supervision
Contract administration
Structural design

Court Work as an Expert Witness

Besmaw Pty Ltd v Sutherland Shire Council – Land and Environment Court Expert Witness

Evans v Cornish – NSW Supreme Court Expert Witness

South Coast Community Housing v Shoalhaven City Council – Land and Environment Court Expert
Witness

Horton v Shoalhaven City Council – Land and Environment Court Single Expert

Miller v Roads and Maritime Services – Land and Environment Court Expert Witness

Debbie Boles

From: Warren Holder [1knotwas@gmail.com]
Sent: Wednesday, 3 June 2015 8:12 PM
To: Council Mailbox
Subject: 'LEP Review Committee'

Expression of interest in the Kiama LEP review committee. 3/6/15

Dear Michael,

I would like to nominate for the LEP review committee as an environmental representative.

I understand that the proposed makeup of the committee currently doesn't include an environmental representative.

However I believe the practice in the past (both LEP 1996 and LEP 2011) has been for local environmentalists to be represented in the LEP process.

I believe that the current committee makeup would be unbalanced and not represent the diverse views of the community if there were not an environmental advocate on this LEP review committee.

I would like to request that council consider including an environmental representative on the committee and if it agrees to do so I would like to be considered for the position.

Warren Holder (President GEPS)

I'm a retired School Teacher with the ability to attend meeting at any time.

I have been a resident of Kiama LGA since 1975.

In that time I have lived in Central Kiama, as a renter and later home owner, Kiama Downs as a renter, and finally moved to Gerroa 1994 where I currently live as a home owner. I feel that gives me some idea of the Municipality and issues within it.

I have a very good grasp of Kiama's planning instruments including LEPs and DCPs both past and current and how they fit in with the various Regional Strategies and Plans.

For more than 20 years I have had an interest in the business of Kiama Council, its policies and practices.

In that time I have also been Vice President of Gerroa Community Association (GCA).

Currently I attend GCA and South Precinct meetings and as a result I have some knowledge of matters that come before both community associations.

I joined Gerroa Environmental Protection Society (GEPS) in 1994.

Since 2007 I have been president of GEPS.

In that time GEPS has made several submissions on behalf of our members, both to Kiama Council and the State Government, in the area of planning.

GEPS has taken considerable interest in the interaction of Planning and Environmental Law with the local environment and has a history of working closely with the community to provide information and education on local environmental matters.

Personally I have attended all public meetings related to:

- The Illawarra Regional Strategy.
- The Draft Illawarra Regional Growth and Infrastructure Plan.

GEPS made submissions to these two important planning documents.

I personally have made submissions to both as well.

I have two daughters in their early twenties and I regularly meet with young people, especially in my many roles in the Australian and NSW Wave Sailing Association. As a result I feel gives me a pretty good idea of their views.

In summary I believe that I satisfy the requirements for membership of this committee as set out in the terms of reference. I have the "relevant experience and expertise", I am a "resident of the Kiama LGA" and have "knowledge of the issues across the area" and I can demonstrate that I am "connected to and representative" of the community.

Your Sincerely,
Warren Holder
15 Burke Parade,
Gerroa NSW 2534
Ph 4234 0024

Debbie Boles

From: L & J Friedmann [ljfried@bigpond.net.au]
Sent: Wednesday, 3 June 2015 8:58 PM
To: Council Mailbox
Subject: LEP Review Committee
Attachments: LEP review Committee.docx

Please find my application for this committee for your consideration.
John Friedmann

LEP review Committee

I wish to apply for the position of representative for Jamberoo on the LEP Review Committee.

My name is John Friedmann and I am a retired School teacher aged 63 years.

I have lived in Jamberoo for 30 years during which time I have been involved with many local groups and organisations. These include:

Jamberoo Soccer Club where I was an inaugural member helping to set the club up.

Jamberoo P and C Association where I was part of a committee that developed the playground and rainforest area. I was a member while my three children were attending the school.

Jamberoo Scouts where I was Group Leader for 8 years.

Member of **Jamberoo Rural Fire Service** for 21 years and am currently Deputy Captain.

Have had the role of **raising the Australian Flag** outside Jamberoo Municipal Hall for 22 years on all relevant occasions.

A member of **Jamberoo Residents and Ratepayers Association**.

A member of **Jamberoo Valley Watch**

These roles have given me opportunity to work and liaise with many sections of the Jamberoo community . Being a member of both Jamberoo Residents and Ratepayers association and Jamberoo Valley Watch would allow me to liaise with a broad cross section of the community. I do not have business interests in the area that may cause conflict of interest.

PO Box 98
Jamberoo NSW 2533

General Manager
Kiama Council
via email council@kiama.nsw.gov.au

4 June 2015

Nomination for LEP Review Committee

Dear Mr Forsyth,

I wish to put forward my nomination as Jamberoo representative for the LEP Review Committee.

Response to Selection criteria in Terms of Reference

i. Relevant experience and expertise

- Have strong understanding of the NSW planning system and the place of LEPs in it.
- Have participated in constructive discussions with Council and Department of Planning and made many submissions on a range of planning matters over the last 10 years with the aim of obtaining the best community outcomes.
- I have good communication and negotiation skills which would be useful on the LEP Review Committee.
- I do not have any personal or business interests that could give rise to suggestions of conflict of interest in serving on the LEP Review Committee.

ii. Resident of Kiama LGA

Have been a permanent resident of the Kiama LGA for the last 21 years since moving to Jamberoo in 1994.

vi. Connected to and representative of Jamberoo Community

Over the last 15 years I have developed strong connections within the Jamberoo community

- I have collaborated with other Jamberoo community members in Jroo Forum then Jamberoo Valley Watch to raise community awareness on planning matters and development issues that have impacted the Jamberoo community with the aim of getting best community outcomes. A recent example was the staging by Jamberoo Valley Watch of the very successful community forum on the Government's *Draft Illawarra Infrastructure and Growth Plan* which attracted over 120 Jamberoo community members in November 2014.
- Established community newsletter to act as a 2-way communication channel to and from the Jamberoo community to raise community awareness on planning and development issues. Currently the Jamberoo Valley Watch newsletter has around 200 subscribers and is valued by community members. This newsletter will provide a useful community connection for the working of the LEP Review Committee when it is seeking community input.
- In conjunction with Council, I have been active in successfully promoting Landcare, Rivercare and sustainable living in the Jamberoo community.
- Worked with Council to achieve the Tidy Towns award for Jamberoo in 2005.

I can be contacted on ph 4236 0225, email rogerlyle@gmail.com if any clarification is needed.

Thank you for your consideration of my nomination.

Yours sincerely,

Roger Lyle

Jamberoo Valley Ratepayers and Residents Association Inc.

Wednesday, 3rd June, 2015.

The General Manager,
Kiama Municipal Council,
P.O. Box 75,
KIAMA, N.S.W., 2533.

Nomination for LEP Review Committee

Dear Michael,

From the June Meeting of the Jamberoo Valley Ratepayers and Residents Association Inc (JVRRA) I have been asked to nominate Vivienne Marris as the Jamberoo representative on Kiama Council's LEP Review Committee.

Vivienne is a resident of Jamberoo who operates a successful Real Estate business in the town and through this she has gained a broad knowledge of the people and the geography of the area.

She is an active and effective committee member of the JVRRA and has been prominent in conducting the monthly markets since their having been relinquished by the Kiama/Jamberoo Apex Club; she has been prominent in the Jamberoo Business Group (an offshoot of the JVRRA) which has been instrumental in progressing the Jamberoo Streetscape Plan; and is on the committee which was instrumental in bringing the Rotunda to fruition.

We believe that she has the attributes of a person who can constructively contribute to the LEP Review Committee.

With kind regards,

Yours faithfully,



Geoff Boxsell,
President,
Jamberoo Valley Ratepayers and Residents Association Inc.

Debbie Boles

From: Veronica Baker [versicreations@bigpond.com]
Sent: Friday, 5 June 2015 2:58 PM
To: Council Mailbox
Subject: Late Submission - Notification recieved too late from the Council.
Importance: High

Dear Sir/Madam,

I would like to submit my name to be on the committee for proposal to have a review of the Local Environmental Plan Committee.

As a residents and ratepayers of Jamberoo Valley we believe we have the right for our opinions to be heard.

Yours faithfully,
Mrs V & Mr SE Baker

1.1 Executive summary (word count allowed 500 words; this doc 532)

Kiama Council's position is one of relative strength. With strong governance, political stability, scale and capacity and an educated community with a high level of Council satisfaction (independent IRIS surveys), Council incorporates prudent financial decision making to deliver quality services, assets and infrastructure, and is demonstrable in listening to and servicing the needs of the community. The community continues to express a strong desire for Council to remain independent. The Local Government Review Panel Report reflects this position through it's assessment that Kiama Council remain autonomous.

Council meets four of the Fit for Future benchmarks and only marginally misses two (Operating Performance ratio -0.042 & Asset Maintenance ratio 97.58%). The Bldg & Infrastructure renewal benchmark (43.51%) is not met, however this figure is considered close to optimal at this time as Council believes that it is investing the correct quantum of funds to renew assets whilst at the same time accounting for and managing depreciation at the optimal level. This is reinforced by Council's very low infrastructure backlog.

Significantly, Council has 100% alignment between the Long Term Financial Plan (LTFP) and asset management plans and 100% alignment between asset management data and finance (CSP 2.10: 2.11: 2.12:2.13). With sufficient scale and capacity as well as a moderate FSR and neutral outlook, Council will build on this stable financial position to ensure the LTFP continues to support the Community Strategic Plan & Delivery Program and is structured to ensure the ongoing maintenance and delivery of assets and infrastructure to the standard accepted by our community.

A number of actions including an internal cost reduction program, shared regional procurement and participation in the Joint Organisation of Illawarra Councils (OP Activity 4.1.1.1) will further secure Council's financial position ensuring Council has sufficient scale and capacity to remain a high functioning and autonomous local government entity that continues to meet and service the needs of it's community (consistent with CSP Strategy 4.1). We will also take advantage of our strong low debt (Debt Service) position and access borrowing facilities at the optimal time to fund identified programs (with the benefit of this approach potentially delaying the need to consider a SRV until the mid to latter part of the LTFP period). Another major opportunity is realising significant revenue from the expansion of our aged care operations that will improve our Operating Performance for the remainder of the life of the plan. In the short term expenditure will exceed revenue and with increased borrowing to fund the proposed \$68m investment, the operating performance drops. However with predicted revenue increasing significantly on completion, our operating performance rises sharply from 2018 onwards, and borrowing costs reduce annually from this point. This project in particular is expected to deliver for Council a strong and ongoing injection of revenue into the future, as does the existing aged care facility.

Policy changes and the adopted Action Plan which are outlined in the submission will contribute to even stronger strategic financial management, greater efficiencies and improved service delivery.

2.1 About your local government area (Word limit 500; this doc 550)

With a Community Vision of 'working together for a healthy, sustainable and caring community', and with strong political leadership and strongly functioning management team, Council strives for excellence in governance and civic leadership.

Established in 1859 and with a population of over 21,000 residents, Council enjoys a very solid relationship with the community (most recent survey results showed 3 out of 4 residents (76%) were either satisfied (60.8%) or very satisfied (15.2%) with Councils overall performance). Council is performing above the benchmark set by comparable councils. (Refer Attachment One).

The Kiama LGA has special character (and recognised in the Final Report of the NSW Local Government Independent Review Panel) – (Refer Attachment Two). Predominantly rural landscapes, with town and village centres prospering from a mix of residential and commercial activities, the proximity of Kiama to major cities such as Sydney and Canberra make it an attractive coastal tourist destination. The close proximity to Wollongong and Nowra means Kiama is an important contributor to the local Illawarra economy.

Council has a long history of collaborating with adjoining Councils and is the host organisation of the Southern Councils Group. There are many examples of shared resourcing and cooperation such as the library cooperative with Kiama and Shoalhaven Councils, materials and trade service shared contracts between Kiama, Shoalhaven and Shellharbour Councils.

Council is committed to meeting the challenges and threats the organisation faces over the coming years. Financial sustainability remains an important issue for Kiama Council. Issues such as cost shifting and under or reduced funding, rate pegging, and operating expenditure exceeding operating income continues to place increased pressure on the delivery of services to our community and on asset management. Other challenges facing Council include an ageing population and workforce, unplanned capital expenditure and an underestimation of full life cycle costing of new capital projects. A further significant challenge is the very large increase in population during peak holiday periods. Whilst bringing economic benefits to the local economy, the impact on Council assets and resources can be significant and it impacts on the Real Operating Expenditure ratio (Council is spending large amounts of funds on assets and infrastructure to service a 'seasonal' population.) However Council views these challenges as opportunities, and has addressed these opportunities in our Improvement Plan.

We have developed our Resourcing Strategy, Internal Audit Plan and Enterprise Risk Management Plan as steps to help us achieve strong governance frameworks, and to ensure we can satisfactorily maintain and renew our infrastructure and assets to meet the service and operational needs and expectations of our residents.

With rates and annual charges representing 33% of Council's total revenue, Council is relying less on this source of revenue, and more on sources of revenue Council can control, to gain more flexibility to fund our operations and maintain our financial sustainability. Council has the scale and capacity to prosper as a high functioning public authority.

Our commercial activities (for example our aged care services) continue to provide an important source of income to offset other financial constraints. Kiama Council has the strategies and framework in place to meet the needs of our ageing community into the future. Council also operates five commercial Holiday Parks as well as a commercial and domestic waste management service.

2.3 Performance against the Fit for the Future benchmarks

Sustainability

Measure/benchmark	2013/14	Achieves benchmark Y/N	2016/17	Achieves benchmark Y/N
Operating performance (≥ to break even ave over 3 yrs)	-4.2%	NO	-9.76%	NO
Own source revenue (>60% ave 3 yrs)	76.09%	YES	75.14%	YES
Building & infrastructure asset renewal (> 100% ave over 3 yrs)	43.51%	NO	30.84%	NO

Operating Performance ratio

Current – Council does not meet the benchmark

Forecast – Council does not meet the benchmark

Why benchmark not being met –

Council is currently managing an operating shortfall.

Council is operating within a relatively stable environment and there are no extraneous (geographical; historical; one off) reasons that are impacting on the ratio. Council's expenditure is growing at 2% more than the operating revenue thus increasing the shortfall.

One important factor impacting on this ratio particularly moving forward over the next four years is Council's commitment to the construction of the Centre of Excellence for Aged Care Facility in the 2015/16 year to meet the needs of the ageing local and regional population. The \$68m development involves the re-development of the Kiama Hospital site to erect a 13 bed Aged Care Facility, 51 Independent Living Units and 16 Adaptable Living Units in addition to in home cares support services and NSW Government day rehabilitation services.

Council will borrow significantly to fund the \$68m development (as evidenced in the Operating Performance ratio modelling). The impact on the Real Operating Expenditure ratio is also significant. The income generated from the facility once operational has a material

benefit to Council's revenue. The project will have annual expenditure in the range of \$8M to \$11M per annum while returning revenue of \$10M to \$14M per annum. The scale of the proposed development will allow Council to meet a growing demand in the local and regional community and importantly be a significant and sustainable generator of revenue for Council over the coming years.

An additional important factor impacting on the Operating Performance ratio is that operating revenue is not keeping pace with rising employee costs. Historically Council has been in a position to manage employee costs however it's now recognised that this part of the business requires further review to identify opportunities for efficiencies and savings.

The cost associated with funding asset depreciation is another major contributing factor to expenditure. Some gaps still exist in the evaluation of useful life for some asset classes and Council may be over stating depreciation values for some asset classes, which results in greater expenditure and an adverse impact on the ratio. A comprehensive review of this is required to ensure depreciation costs currently in the LTFP are not over stated. Council's view is that a comprehensive review of the 'useful life' of assets will achieve a positive effect on this ratio.

Council is spending the required quantum of funds on asset renewal. Reduced funding for asset maintenance would improve the ratio however the long term impacts are compounding and unsustainable. Council's current maintenance regime is considered optimal within the life of the current Delivery program and 10 year LTFP.

The introduction of AASB13 Fair Value Measurement for the Not for Profit sector resulted in a significant increase to the depreciation cost to Council. Regular increases in asset values have caused regular increases in depreciation costs to Council.

In the period to FY17 Council will access finance (borrowing) to fund the acquisition and establishment of it's Centre of Excellence for Aged Care. This has a short term impact on expenditure as a result of interest on borrowings and reduced interest on investments. This short term trend reverses as revenue increases once the facility becomes operational. This has an immediate and strong positive impact on the ratio from FY18 onwards.

Council has historically had a strong reliance on revenue derived from land development. An over reliance on this has potentially resulted in a focus away from strategic financial planning whereby full analysis of expenditure and revenue has not been at the level than it otherwise may have been.

The absence of cost based accounting that provides in depth analysis of the true/actual costs of operations and services being offered by Council and which can be used as a means to rationalise or assess the merits of an activity (project, service) may be negatively impacting on expenditure, as the true cost (when quantified) may render the activity/service as financially unsustainable.

Rate pegging has continued to impact on the capacity for Council to increase revenue at a level sufficient to close the gap between the operating performance result and the benchmark. The Federal Government freeze on Financial Assistance Grants currently represents a shortfall (compounded) of \$1m over the life of the LTFP.

Own source revenue ratio

Current – Council does meet the benchmark

Forecast – Council does meet the benchmark

Why benchmark not being met –

Building & infrastructure asset renewal

Current – Council does not meet the benchmark

Forecast – Council does not meet the benchmark

Why benchmark not being met –

Kiama Council’s Building and Infrastructure Asset Renewal reflects the current position of assets in their life cycles. Council contends that current performance is at the optimal level despite not meeting the benchmark.

All asset renewals for all classes of infrastructure are currently built into the asset management plans and long term financial plan in the year that their life cycle analysis indicates renewal is required. Council is of the opinion that if it were to increase the frequency of infrastructure renewal it would be over committing to infrastructure renewal at times when the assets are not required to be renewed. The effect is that Council would be over servicing (exceeding) the expectations of the community and in addition increasing the cost of asset management. It is anticipated that Kiama’s requirement for a renewal ratio greater than 100% will not occur until the 2030 to 2040 long term financial plan.

Effective infrastructure and service management

Measure/benchmark	2013/14	Achieves benchmark Y/N	2016/17	Achieves benchmark Y/N
Infrastructure backlog (<2%)	1.65%	YES	1.65%	YES
Asset maintenance ratio (> 100% ave over 3 yrs)	97.6%	NO	97%	NO

Debt service ratio (> 0% & ≤ to 20% ave over 3 yrs)	2.85%	YES	4.85%	YES
---	-------	-----	-------	-----

Infrastructure backlog ratio

Current – Council does meet the benchmark

Forecast – Council does meet the benchmark

Why benchmark not being met –

Asset maintenance ratio

Current – Council does not meet the benchmark

Forecast – Council does not meet the benchmark

Why benchmark not being met –

Kiama currently has an Asset Maintenance ratio of 97.6% (3 year average). If this ratio was above the benchmark Council is of the belief that it would be over committing funds for asset maintenance and therefore over servicing the community’s expectation for what it considers to be satisfactory. Improvements in purchasing power from Joint Organisation procurement with neighbouring councils will strengthen this ratio (through reduced expenditure) and enable Kiama to maintain it in the appropriate range of the high 90 percentile.

Debt service ratio

Current – Council does meet the benchmark

Forecast – Council does meet the benchmark

Why benchmark not being met –

Efficiency

Measure/benchmark	2013/14	Achieves benchmark Y/N	2016/17	Achieves benchmark Y/N
Real Operating Expenditure per capita (a decrease in RO expenditure over time)	decreasing	YES	increasing	NO

Real Operating expenditure per capita

Current – Council does meet the benchmark

Forecast – Council does meet the benchmark

Why benchmark not being met –

Council’s Real Operating Expenditure per capita ratio will continue to rise due to a number of factors, some out of Councils control.

The Kiama Local Government Area (LGA) average annual population growth is around the 1% per year (Source - Department of Planning & Environment – Refer Attachment Three). Council’s indexation percentage for expenditure growth is in the range of 2.5% to 3% through the Long Term Financial Plan (LTFP). There will always be a disparity in this ratio due to low annual population growth and the need to be spending funds to meet ongoing needs of the community.

Council is also embarking on the construction of the Centre of Excellence Aged Care Facility in the 2016/17 year. Once operational this project will have annual expenditure in the range of \$8M to \$11M per annum while returning revenue of \$10M to \$14M per annum. This has widened the gap between expenditure and population in the LTFP. This facility also may see an increase in population figures not factored into the Department of Planning population estimates as there may be increased residents outside of the Kiama LGA. The facility will accommodate 134 residential aged care places with 58 Independent and Assisted Living Units with 1 and two bedroom options (Refer Attachment Four Centre of Excellence Aged Care Facility cash flow).

Council also operates Blue Haven Care to meet the challenges of aged and disability care service delivery which provides services over four LGA’s with annual expenditure of \$3M.

A further significant challenge is the very large increase in population during peak holiday periods. Whilst bringing economic benefits to the local economy, the impact on Council assets and resources can be significant and it impacts on this ratio (Council spends a

significant amount of funds to manage and maintain assets and infrastructure to service a very high 'seasonal' population).

NOTE: Council provides services not offered by many other local government authorities. For example Kiama Council is a significant provider of community and aged care services (78 FTE) to older people in and outside of our LGA (incl. nursing home, independent living units and in home care services) and also owns and operates a residential, commercial and rural waste management service (23 FTE).

3. How will your council become/remain Fit for the Future?

3.1 Sustainability –

(Summarise council's strategies to improve performance in the 2016-20 period (new DP period) incl. outcomes expected to be achieved).

Kiama Council considers its performance in respect of the sustainability benchmarks to be at a level that is sustainable and which can be strengthened significantly with the adoption of improved financial management strategies and internal process improvements (to support existing CSP 4.2 – DP 4.2.2), before the need to consider changes to service levels, or Special Rate Variations.

The sustainability benchmark considered to be the most significant at this time is the Operating Performance ratio and it's considered that this is where most opportunities for improvement exist.

Kiama Council will adopt a multi faceted approach to achieving stronger financial sustainability and incorporate specific actions into its next iteration of the Operational Plan. A review of the Delivery Program will identify whether particular amendments or inclusions are required to better reflect a more targeted approach. Council recognises that no one solution exists but rather a combination of actions and interventions and a more targeted approach for greater strategic financial planning and analysis is required. Council's participation in the PwC/LG Professional 'Operational and management effectiveness survey', participation in Fit for the Future and participation in the Joint Organisation of Council pilot program will ensure Council commits to a series of improvements that institutionalise organisational change and a re-focus on improving Councils balance sheet, as well as stronger financial governance with respect to introducing activity based accounting; tighter controls on assessing new projects and new asset creation; opportunities to build on commercial and property investments; new revenue opportunities and analysing and rationalising current practises and operations. Our focus will be on actions that have a direct and tangible financial impact and benefit and we will target outcomes that achieve operating expense reductions and maximising operating revenue.

Where targeted policy and process changes are proposed within the current Delivery Program period, they will be aligned to existing CSP strategies/DP Actions (e.g. CSP Goal – 4 'Responsible civic leadership that is transparent, innovative and accessible' CSP Strategy 4.2 'Ensure finances are managed responsibly to meet the goals of the CSP and to protect financial investments and assets') (Refer Attachment Five) and embedded into annual

Operational Plan activities. Where longer term strategies are required, they will be embedded into the next iteration of the Delivery Program.

Operating Performance ratio

Operating expense reduction strategies

It's considered paramount that Council introduces cost based accounting into the organisation with the aim of being able to quantify the true cost of service provision and to allow analysis of proposed improvement options. Without this level of awareness Council is exposed to taking on or persisting with operations that may be financially unsustainable. This process may also generate evidence to support consideration for the use of contractors or third parties to take over particular services currently provided by Council.

Council will complete an efficiency review across the organisation. Opportunities for improvement will be identified and embedded within the new Delivery Program/Operational Plan. Part of the process will be to establish whether Information Technology opportunities exist, to help streamline processes and achieve operational efficiencies. It's assumed this exercise will achieve leaner operations that create operational efficiencies and medium to long term cost savings. A review of Council's Workforce Management Plan will coincide with this efficiency review to ensure any recommendations are reflected in the plan. In addition to an internal efficiency review Council will also undertake a critical review of the nature and type of services it provides to the community. The analysis is required to ensure that current services are meeting the needs and desires of the community (established through the CSP and community surveys) and to establish whether Council is currently over servicing or undertaking activities and services that aren't meeting a need, or which are financially unsustainable and should therefore be rationalised. Rationalising of services will occur only if there is a material benefit to the organisation and ratepayers.

During the latter part of 2015 Council will undertake its periodic Community Survey to gauge a range of community attitudes and opinions as part of Council's ongoing strategic planning and quality improvement process. Whilst needing to achieve longitudinal trends the survey will also improve the process of formalising 'satisfaction levels' with the community. Council recognises this may require a discrete engagement campaign in addition to the community survey to focus the community and seek their views on the level of satisfaction of infrastructure and services they would be prepared to accept.

The cost saving opportunities associated with regional procurement strategies and in sharing services amongst member Councils is considered to be significant (but hard to quantify for the purposes of this submission). The independent report for the Southern Councils Group Regional Procurement Roadmap Report (October 2012) makes reference to research undertaken in Victoria by Ernst and Young in 2008 which highlighted that significant savings of up to 15 – 20% are available through improved procurement practice and increased collaboration. Member Councils of the pilot Joint Organisation of Illawarra Councils (a Joint Organisation Special Interest Group JOSIG)) have already begun collaborating to identify opportunities centred on shared services and procurement as a means to reduce expenditure. Under the JO remit, the JOSIG have agreed to investigate collaboration on the

following activities 1) procurement 2) regional training opportunities 3) share committee and panels (e.g. Code of Conduct, legal) 4) asset maintenance (e.g. cleaning, building maintenance, fire safety) and 5) professional and specialist services.

Operating expense reduction - Reduced Depreciation

Depreciation of Kiama's infrastructure assets represents a significant cost. A review of Council's asset data will be undertaken including completing the review of the useful life of the different asset classes. Council recognises optimal life cycle costing is required to ensure maintenance activities (and costs) are undertaken at the right time and to ensure the remaining life of the asset appropriately reflects the intended use of the asset. The objective is to ensure Council is not over (or under) servicing its assets. Current practice is for assets to be re-valued on a cyclical basis of asset classes. It is important to Council that it maintains generational equity and does not look at quick fixes to the ratios that will result in future generations not being able to fund infrastructure renewal.

To minimise depreciation and still provide generational equity Council will undertake the following improvement program.

1) Review the remaining life of infrastructure assets not due for renewal in the next 10 years. Asset renewals for the next 10 years have already been completed and their useful lives extended to their optimal life cycle cost replacement, as improved asset data is able to demonstrate. Future depreciation savings are possible by extending this analysis to assets currently outside of the renewal programs. Depreciation savings are possible in the buildings asset class.

2) Investigate options for setting residual values or additional componentisation of assets into depreciable and not depreciable components depending on proposed or revised accounting standards. This should be conducted at each revaluation of asset classes with Stormwater and Road assets as at 30 June 2015. A revaluation of Buildings shall be brought forward from 30 June 2018 to 30th June 2016.

Continuing operating revenue increase

Council will undertake a review of its Fees and Charges policy as a means to identify possible increases in revenue and to ensure the fees and charges more accurately reflect the true cost to Council. It's anticipated the greatest opportunity in this context exists around Council's commercial activities including ensuring adequate rents from leases are being realised.

Council has committed to expanding its aged care operations. The commencement of development of the new Centre of Excellence in Aged Care and relocation of the existing facility to this site is scheduled to commence in 2015/16 and once operational modelling suggests a significant revenue increase for Council from 2018/19.

Due to existing strong performance of commercial operations (and the Own Source revenue ratio) Council is able to be less reliant on rates as a revenue source. Council already achieves significant income from commercial activities (which also positively impacts on Own Source Revenue ratio) including Holiday Parks, waste services, leasing of plant and

equipment and property management and development. Opportunities to expand these revenue sources need to be planned to provide additional income streams to Council that are non grant or rates based.

After Council has implemented these actions/initiatives and exhausted all other opportunities to reduce expenditure and increase revenue, analysis will be required to determine the residual gap in the Operating Performance ratio i.e. the gap between benchmark and performance. Where a gap exists it's proposed to consider closing the gap by passing onto the community the additional costs required to breakeven and achieve a surplus. Councils Debt Service ratio results will also inform the analysis. Council may be in a position to avoid the need for rate increases by borrowing to fund asset renewal works (beyond the current LTFP) due to the strong position of the Debt Service ratio.

Own Source revenue ratio

Councils meets the benchmark in all modelled and forecasted scenarios. This ratio will be improved through adoption of the improvement plan actions for the Operating Performance ratio including review of the Fees and Charges policy, reviewing current commercial activities and identifying new and additional opportunities and by examining capacity for existing activities to generate additional revenue. In the event that Council does pursue a rate rise or SRV in the future, the impact on this ratio will be a positive one.

Building and Infrastructure Asset Renewal ratio

Council's Building and Infrastructure Asset Renewal program reflects the current position of assets in their life cycles. All asset renewals for all classes of infrastructure are currently built into the asset management plans and long term financial plan in the year that their life cycle analysis indicates renewal is required (CSP Strategies 'Well planned and managed spaces, places and environment' 2.10-2.13 & 9 (Refer Attachment Six) and Responsible civic leadership that is transparent, innovative and accessible' 4.11). If Council were to increase infrastructure renewal it would be over servicing the community and increasing the optimal cost of asset ownership. It is anticipated that Kiama's requirement for a renewal ratio greater than 100% will not occur until the 2030 to 2040 long term financial plan. As a result, increased spending on asset renewals should not occur as all required infrastructure renewal/replacement has already been included in the 10 yr financial plan (the LTFP).

The most appropriate course of action at the present is to ensure all infrastructure renewals remain in the long term financial plan at their optimal renewal point, and to investigate the establishment of an Infrastructure Renewal Reserve, funded by at least part of the difference between current renewal and current depreciation. This will ensure Council has sufficient funds and available borrowings for future renewals when they arise in 20 to 30 years time.

(Explain the key assumptions that underpin your strategies and expected outcomes – e.g. the key assumptions that drive financial performance incl. use of SRV's; growth in rates; wage increases; FAG's or other operating grants; depreciation; other essential of major expense or revenue items)

The LTFP scenarios contain a number of assumptions relating to inflation, current service provisions and employee costs. Variations in these assumptions during the life of the plan may have a significant positive (or negative) impact on the Council's future financial plans. The LTFP is updated twice each year to ensure the assumptions are continually updated with the latest information available. A sensitivity analysis of the LTFP focuses on the following;

Rating Policy - Council has estimated that rates will increase by 2.55% per year building in a 0.05% rates growth. The current IPART announcement for rate pegging for 2015/16 of 2.4% will have a minor impact on revenue.

Employee Costs - Employee costs are subject to annual award increases and annual performance review increases. Staff levels are expected to remain at existing levels. For the years 2015/16 to 2024/25 a CPI factor of 3.0% has been applied through the plan.

Material and Contracts - The expenditure on materials, contracts and other operating costs have been based on a factor of between 2.3% to 2.5% per year and have been applied through the plan.

Interest on investments - Council's investment portfolio is subject to movements in interest rates. Investments are placed and managed in accordance with the Council's adopted Investment Policy in compliance with the Local Government Act. Service levels and capital expenditure are impacted by fluctuations in interest rates.

Inflation - changes in inflation impact both revenue and expenditure. Within the Asset Management Strategy the Capital Renewal Program for the 10 year plan assumes an inflation rate of 2.5%.

Population growth - Kiama's population growth is low in contrast with the NSW state average. The plan is based on 0.5 per cent population growth. Should the population grow faster than this rate both service costs and rating income will be impacted.

Grants - The LTFP models only include recurring grants and capital grants that have already been awarded. Benchmark ratios are modelled using the current parameters outlined by the OLG. Council does not have a strong reliance on grants revenue in comparison with other sources of revenue. A number of the grants that are received fund specific programs that may not be offered by the Council if the grants were eliminated. The general purpose component of the Council's Financial Assistance Grant is currently \$1.4 million. If this grant was eliminated, the Council would need to consider reducing capital expenditure and service levels or seek a SRV earlier than anticipated.

Risk - Throughout the development of the LTFP the assumptions underlying the plan are continually tested through a risk assessment process. A conservative approach has been taken in developing the LTFP to ensure chosen options are more likely to succeed and expose the Council to the least amount of risk.

From a long term financial perspective Council considers it's position to be sound (affirmed by TCorp rating FSR moderate/ Outlook neutral).

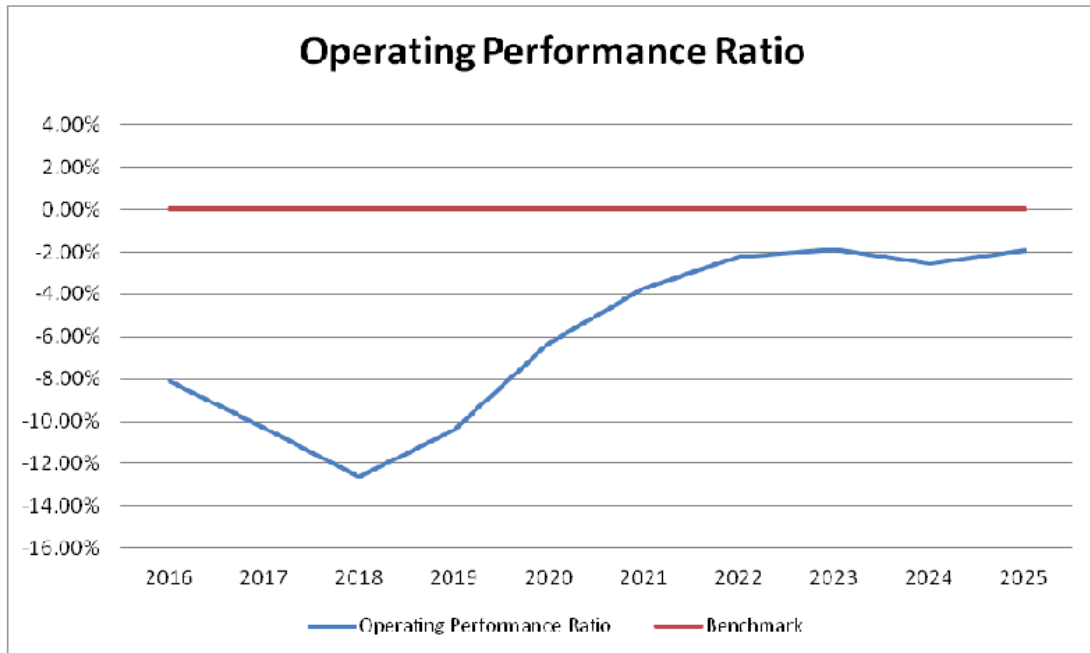
It is assumed that the combination of organisational reviews and process improvements /efficiencies as outlined above will achieve cost reductions and increased revenue that when combined, will deliver an improvement to the Operating Performance ratio. Council believes as a fundamental pillar of financial sustainability the organisation focuses first and foremost on internal processes and procedures, and exhausts all possible opportunities to refine and improve internal processes, before considering bridging any residual gap between performance and the benchmark, through a rate rise. This is considered an optimal approach as the additional impost on the ratepayers would be avoided if possible.

The Centre of Aged Care Excellence to be developed on the Kiama Hospital site by Council will significantly bolster revenue once fully operational. The new aged care facility modelling under existing conditions suggests that by 2022 the OP ratio deficit will be -2.52% (3 year average -4.29%). This is without the proposed process improvements identified above. Once these efficiencies are identified and levels of expenditure are reduced and increased revenue is brought to account, Council is confident of achieving an operating surplus toward the middle to latter part of the LTFP.

Council assumes that as long as the residual gap within the Operating Performance ratio is managed, the Building and Infrastructure Renewal ratio will be managed in accordance with optimal lifecycle replacements.

Council has undertaken scenario modelling and analysis as a means to identify the preferred options for managing the Operating Performance ratio to break even and a surplus. The following scenarios have been considered. The purpose of the iterative approach is to pursue and exhaust all options/opportunities before the need to consider a SRV to bridge any residual gap between performance and the benchmark.

Scenario 1:



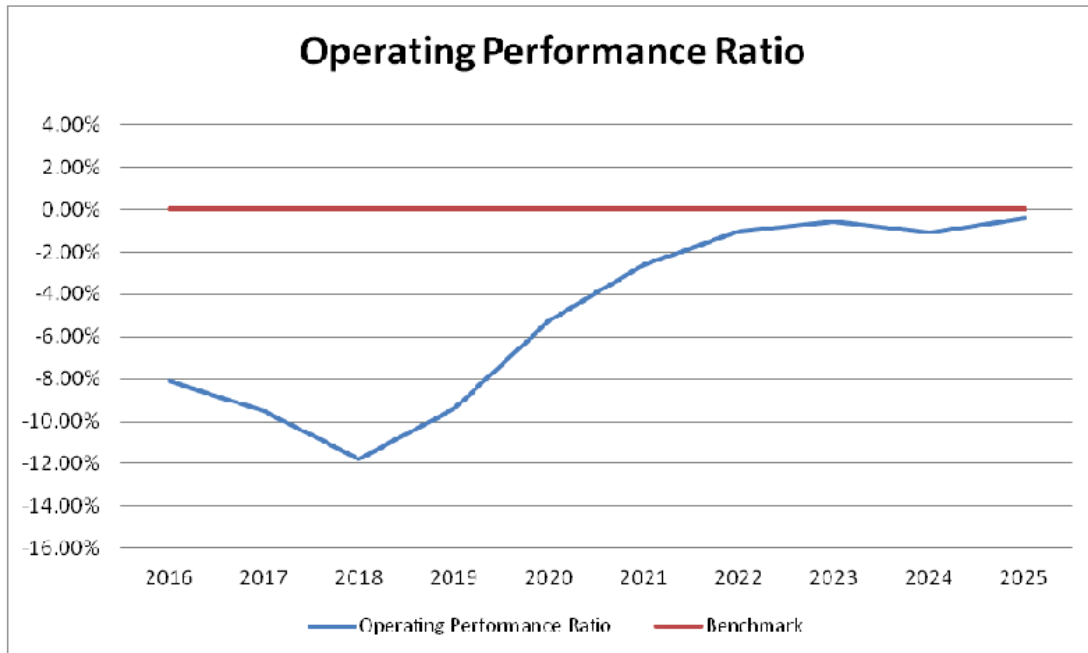
Efficiency savings;

Fees & Charges - A review of fees and charges in 2016/17 will be undertaken to identify the true cost of services with a view to obtaining possible increases in discretionary fees. Council is also involved in commercial activities that generate ongoing revenue and this will be one of the areas of review. The assumption is that an increase in fees charged (non statutory) in 2016/17 and a 2.5% consumer price index (CPI) increase each year over the rest of the Long Term Financial Plan (LTFP). It is anticipated a review could yield approximately \$700K extra revenue over the life of the LTFP.

Employee costs - As part of the efficiency review across the organisation it is anticipated that savings will be made in the 2017/18 and 2018/19 years. This review will focus on overtime costs, casuals wages, redesign of positions and natural attrition in some positions within the organisation. Kiama's involvement in the Joint Organisation of Councils could also generate savings in the medium to long term.

If saving can be made in these two years and using an assumption of wages growth of 3% per annum, this could yield approximately \$1.1M in savings over the rest of the LTFP.

Scenario 2:



Efficiency savings;

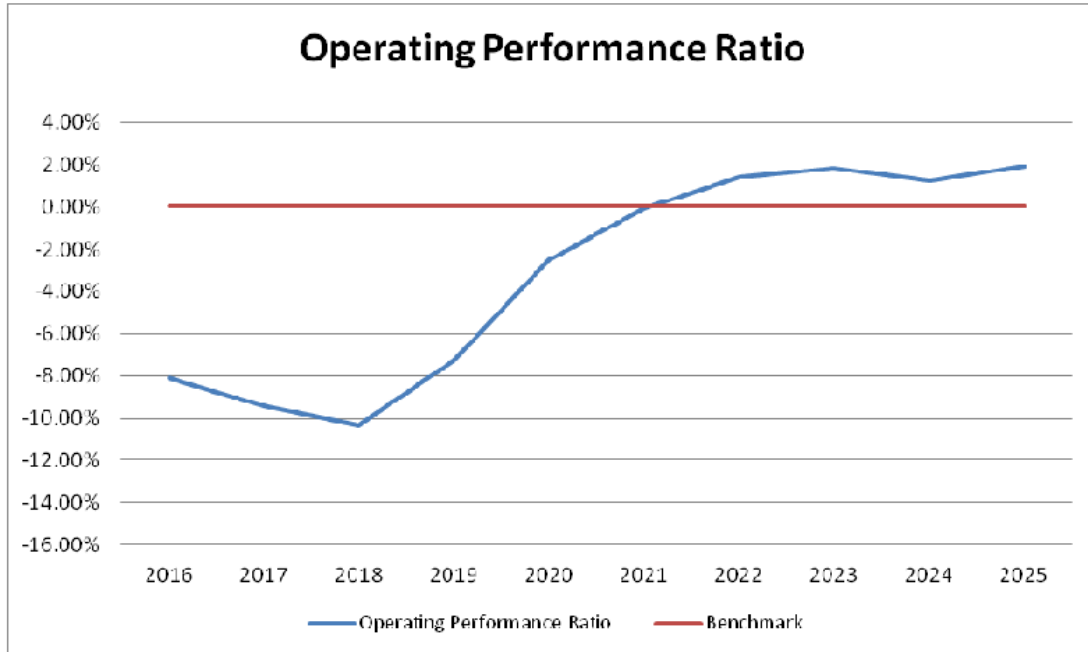
Fees & Charges - A review of fees and charges in 2016/17 will be undertaken to identify the true cost of services with a view to obtaining possible increases in discretionary fees. Council is also involved in commercial activities that generate ongoing revenue and this will be one of the areas of review. The assumption is that an increase in fees in 2016/17 and a 2.5% consumer price index (CPI) increase each year over the rest of the Long Term Financial Plan (LTFP). It is anticipated a review could yield approximately \$700K extra revenue over the life of the LTFP.

Employee costs - As part of the efficiency review across the organisation it is anticipated that savings will be made in the 2017/18 and 2018/19 years. This review will focus on overtime costs, casuals wages, redesign of positions and natural attrition in some positions within the organisation. Kiama's involvement in the Joint Organisation of Councils could also generate savings in the medium to long term.

If savings can be made in these two years and using an assumption of wages growth of 3% per annum, this could yield approximately \$1.1M in savings over the rest of the LTFP.

Materials and contracts - Cost saving associated with Regional Procurement opportunities could yield substantial savings to Councils involved. Estimated savings of between 15 to 20% are envisioned with improved procurement practice and increased collaboration among member councils (Source Ernst & Young 2008 within Southern Councils Group Regional Procurement Roadmap Report October 2012 – Refer Attachment Seven). A conservative approach taken in Kiama will see savings in the 2016/17 year of about \$370,000 compounded over the life of the LTFP could see savings of \$6M compared to the existing LTFP.

Scenario 3:



Efficiency savings;

Fees & Charges - A review of fees and charges in 2016/17 will be undertaken to identify the true cost of services with a view to obtaining possible increases in discretionary fees. Council is also involved in commercial activities that generate ongoing revenue and this will be one of the areas of review. The assumption is that an increase in fees in 2016/17 and a 2.5% consumer price index (CPI) increase each year over the rest of the Long Term Financial Plan (LTFP). It is anticipated a review could yield approximately \$700K extra revenue over the life of the LTFP.

Employee costs - Kiama's involvement in the Joint Organisation of Councils could also generate savings in the medium to long term.

If saving can be made in these two years and using an assumption of wages growth of 3% per annum, this could yield approximately \$1.1M in savings over the rest of the LTFP.

Materials and contracts - Cost saving associated with Regional Procurement opportunities could yield substantial savings to Councils involved. Estimated savings of between 15 to 20% are envisioned with improved procurement practice and increased collaboration among member councils. A conservative approach taken in Kiama will see savings in the 2016/17 year of about \$370K compounded over the life of the LTFP could see savings of \$6M.

Rate increase - Rate increase at year 3, 4 & 5 - 2018/19, 2019/20 & 2020/21 by 3% plus rate peg of 2.5% (with 0.05% for rate growth) then revert back to annual increase of 2.5% including 0.05% for rate growth. Increased revenue of \$10M over the life of the plan.

Objective	Strategies	Key milestones	Outcomes	Impact on other measures
Sustainability benchmarks	a) develop/introduce activity based accounting b) implement funding allocation process	Developed within 2 years Process established within 12 months	Identify the true cost of service provision to allow analyses of improvement options Full life cycle cost analysis process for new projects, new infrastructure or increases to service levels	Potentially reduces costs and improves Operating Performance ratio Potentially reduces costs and improves Operating Performance ratio
Improve Council's strategic financial management	c) internal efficiency improvement program (with target) d) review Fees & Charges	Commence 1 July 2016 Review completed and increases/new Fees and Charges identified by April 2016	Targeted savings on expenditure are achieved New and increased revenue opportunities are identified	Potentially reduce operating expenses Potential for improved OP and Own Source Revenue ratio through increase in revenue
	e) increased commercial opportunities f) infrastructure renewal reserve	Ongoing review with 6 monthly reports submitted to Council Reserve established and endorsed by Council	Increased revenue opportunities are identified and explored Infrastructure renewal reserve established to fund future renewal without overly impacting on Councils balance sheet	Potential for improved OP and Own Source Revenue ratio through increase in revenue Impacts and potentially benefits OP ratio and infrastructure asset renewal ratio

17

<p>Reduce depreciation</p>	<p>a) review options to increase asset lives and implement residual values or non depreciable components for Stormwater assets</p> <p>b) review options to increase asset lives and implement residual values or non depreciable components for Transport assets (Roads)</p> <p>c) review options to increase asset lives and implement residual values or non depreciable components for Building assets</p>	<p>Review complete by 30 September 2015</p> <p>Review complete by 30 September 2015</p> <p>Review complete by 30 June 2016</p>	<p>Improved knowledge, extension of asset life and lower depreciation</p> <p>Improved knowledge, extension of asset life and lower depreciation</p> <p>Improved knowledge, extension of asset life and lower depreciation</p>	<p>Potential reduction in depreciation and improvement in OP ratio</p> <p>Potential reduction in depreciation and improvement in OP ratio</p> <p>Potential reduction in depreciation and improvement in OP ratio</p>
<p>Procurement & shared service structure in place</p>	<p>a) Formalise agreed actions (above) through the pilot JO</p>	<p>Adoption by members of the pilot JO</p>	<p>JO Councils participate in shared service and regional procurement opportunities and cost savings to individual Councils are realised.</p>	<p>Reduction in OP ratio as a result of expenditure reduction</p>
<p>Manage the residual gap in the OP ratio</p>	<p>Assess need for rate increase</p>	<p>Analysis of need once all other 'interventions' are adopted/in place</p>	<p>Council has institutionalised change; quantified(cost/savings) benefits; analyses the need to close residual gap through rate increase</p>	<p>Improvement of own source revenue ratio</p>

18

3.2 Effective infrastructure and service management –

(Summarise council's strategies to improve performance in the 2016-20 period (new DP period) incl. outcomes expected to be achieved).

Council's infrastructure and asset management is fully integrated with the asset management plans, the Delivery Program and Operational Plan (CSP 2.10 – 2.13 & 4.11) and the Long Term Financial Plan. Full integration and reporting has been critical to Council's success in understanding and adopting better practice in asset management and asset accounting.

Infrastructure backlog ratio

Council has already planned for all required asset replacement in the ten year financial plan in the year the asset will become unsatisfactory. The definition of unsatisfactory will be reviewed as part of Council's engagement with the community (the next Community Engagement Strategy is scheduled for late 2015).

Kiama has built its entire infrastructure backlog into the renewal program within the Delivery Program (first 4 years of the 10 year financial plan). This ratio will be maintained below 2% as all asset renewals for all classes of infrastructure are currently built into the asset management plans and long term financial plan in the year that their life cycle analysis indicates renewal is required.

The improvement action most appropriate for Council in respect of its infrastructure backlog is to ensure all renewals remain in the long term financial plan at their optimal renewal point, and ensure that all current or future assets that are deemed unsatisfactory are renewed or maintained to a satisfactory standard within the Delivery Program.

Asset maintenance ratio

Council's asset maintenance ratio is currently in the high 90 percentile. Council's position is if this ratio was above 100%, Council would be over servicing the asset (and over servicing the community). An increase in the asset maintenance budget scheduled for 2015/16 will help in improving the ratio.

Council will continue to ensure that future ten year financial plans are inclusive of the required maintenance expenditure. The process however for determining required maintenance varies between Councils. As such Council will work with Joint Organisation (JO) member Councils to determine the appropriate method for establishing what required maintenance should be.

Improvements in purchasing power from Joint Organisation procurement with neighbouring councils will likely reduce operating expenditure and strengthen this ratio, and in addition will enable Council to maintain it in the appropriate range of the high 90 percentile.

Improving the ratio of scheduled versus unscheduled maintenance to achieve the optimal life cycle cost of infrastructure will ensure that the actual maintenance expenditure is managed at its optimum level.

Debt Service ratio

Council currently has very low debt levels and is well below the benchmark.

As the Building and Infrastructure Renewal ratio demonstrates Council is currently spending less on renewals than depreciation. In the medium to long term (2030-40) this situation will reverse and additional expenditure on assets in excess of depreciation will be required. To ensure that in the long term Council is able to fund renewals, a renewal reserve should be established and funded with a proportion of the annual difference between the amount of funds allocated to renewals and the cost of depreciation.

Loan funding will be required in the future to cater for the current accumulated depreciation that has not been funded into a renewal reserve.

(Explain the key assumptions that underpin your strategies and expected outcomes)

Council's Asset Management Strategy derived from the Asset Management Plans for asset categories is the corner stone of Councils asset management framework. The plan is fully integrated with all of the Integrated Planning and Reporting documents. The key aspects of the 10 year capital renewal schedule and 10 year new capital items schedule ensures that there is full integration of the asset management capital requirements in future budgets.

Councils asset management strategy is to define a structured set of actions aimed at enabling improved asset management by the organisation. The strategy contains:

- Current asset position
- Current status of asset management practices
- 10 year Capital Renewal Program
- 10 year Capital Additions Program
- Future vision of asset management
- Asset management improvement program to facilitate the vision

Council has assumed that the community will not wish to see a change in the condition of the majority of assets provided by Council. Over the past four years Council has responded to the community's priorities identified in the most recent Community Satisfaction Survey.. The results from the most recent survey in 2012 show the community place 'higher importance' on maintenance of local roads, public amenities, sports grounds and playing fields, parks and gardens and rock pools and beaches, and its assumed that this will again be reflected in the next survey results. As an interim assumption until the next survey results, Council's approach to asset maintenance will be to plan for and continue to maintain assets at their current level.

Objective	Strategies	Key milestones	Outcomes	Impact on other measures
Asset renewals built into LTFP	<p>a) Improve ratio of scheduled vs unscheduled maintenance</p> <p>b) Review 'unsatisfactory' assets</p>	<p>Review completed; renewals appropriately scheduled</p> <p>'unsatisfactory' assets scheduled for renewal</p>	<p>Renewals remain scheduled within the Delivery Program and accounted for in the 10yr plan. Optimal lifecycle of infrastructure maintained.</p> <p>All assets are/ or are scheduled for renewal in the DP and LTFP</p>	
Define 'satisfactory'	<p>a) Community engagement to establish deemed 'satisfactory' (or 'unsatisfactory')</p>	<p>Community survey complete and feedback provided by June 2016</p>	<p>Asset renewal and maintenance can be assessed against community expectation/acceptance of condition of asset</p>	
Cost reductions through joint procurement	<p>a) Continue to implement the Illawarra Procurement Roadmap and collaborate with JO and Councils to prioritise procurement activities</p>	<p>JO coordination of regional procurement actions for improved asset management</p>	<p>Cost savings achieved</p>	Improved OP ratio
Establish required maintenance methodology	<p>a) Work with neighbouring Councils to determine the appropriate methodologies for determining required maintenance expenditure</p>	<p>Commence November 2015 - ongoing</p>	<p>Regionally consistent approach to asset maintenance and cost savings due to regional procurement of asset maintenance services/activities</p>	Improved OP ratio

3.3 Efficiency

(Summarise council's strategies to improve performance in the 2016-20 period (new DP period) incl. outcomes expected to be achieved).

Some of Council's operating expenditure is a result of industrial and market forces, however a number of opportunities exist for Council to pro actively examine operating expenses and identify where opportunities lie to reduce exposure to increases. Some of these strategies are identified earlier in this submission and relate to the introduction of activity based accounting as a means to better understand the true cost of current activities performed by Council and the introduction of a funding allocation process (both assist in better managing Council's expenses). Other expense reduction measures include a review of depreciation and an organisational efficiency review (as part of the efficiency review across the organisation it is anticipated that savings will be made in the 2017/18 and 2018/19 years. This review will focus on overtime costs, casuals wages, redesign of positions and natural attrition in some positions within the organisation. There are also cost savings anticipated from active participation in regional procurement activities (driven largely through the pilot JO) where it's anticipated additional savings opportunities through improved scale can be achieved and hence reductions in Councils operating expenditure.

Council has resolved to commit to the expansion of it's aged care operations – to meet the needs and expectations of the ageing population in the Kiama LGA. In order to proceed with this important local and regional initiative, Council will borrow significant funds to finance the project. Whilst having short term implications, which include impacting on a number of ratios including Operating Performance ratio, Debt Service ratio and Real Operating Expenditure ratio, within a short timeframe, the revenue from the occupation of beds and Independent Living Units has a strong and beneficial impact on these ratios. The expansion of this important and strategic service has implications beyond the Local Government Area. In delivering the service Council is liable for costs associated with delivery of services, significantly however, a percentage of the recipients live outside the LGA. This has an impact on the Real Operating Expenditure ratio which in part, is a function of population. The result of this then has a material impact on the ratio.

(Explain the key assumptions that underpin your strategies and expected outcomes)

It is assumed that the combination of organisational reviews and process improvements /efficiencies as outlined above will achieve cost reductions and increased revenue that when combined, will deliver an improvement to the Operating Performance ratio and the Real Operating Expenditure ratio.

Borrowing represents a significant cost to Council. With Council embarking on the \$62m expansion of the aged care operations Council's borrowings will increase significantly, for the short term. Borrowing costs are set at 4.25%. The true cost may be lower if Council's capacity (if deemed to be Fit for the Future) to attract lower cost finance is able to be realised.

Objective	Strategies	Key milestones	Outcomes	Impact on other measures
a) develop/introduce activity based accounting	a) Developed within 2 years	Developed within 2 years	Identify the true cost of service provision to allow analyses of improvement options	
b) implement funding allocation process	b) Process established within 1 year	Process established within 1 year	Full life cycle cost analysis process for new projects, new infrastructure or increases to service levels	
c) internal efficiency improvement program (with target)	c) Commence 1 July 2016	Commence 1 July 2016	Targeted savings on expenditure are achieved	
Review Depreciation	a) review options to increase asset lives and implement residual values or non depreciable components for Stormwater & Road (transport) assets	Review complete by 30 September 2015	Improved knowledge, extension of asset life and lower depreciation	
Procurement & shared service structure in place	a) Formalise agreed actions (above) through the pilot JO	Adoption by members of the pilot JO	JO Councils participate in shared service and regional procurement opportunities and cost savings to individual Councils are realised.	Reduction in OP ratio as a result of expenditure reduction

3.4 Improvement Action Plan

Summarise the key improvement actions that will be achieved in the first year of the plan

Actions	Milestone
Develop activity based accounting	Commence October 2015 Council endorsed methodology by or before October 2016
Commence development of funding review process for new capital projects and 'significant' projects	Establishment of working group and commence process by Jan 2016
Internal efficiency review – identify which parts of Council are over resourced; identify relevance of services provided and rationalise internal administration	Report completed with recommendations for change/action by Dec 2016
Undertake Community Engagement Survey (incl. targeted approach to establishing 'satisfaction' of assets & infrastructure)	Survey undertaken October 2015; report received; 'satisfaction' established
Review Fees and Charges	Review complete by April 2016 and opportunities for increased revenue identified.
Undertake review of status of commercial interests and maximise existing and identify new revenue opportunities	Ongoing review complete and reporting every 6 months.
Review depreciation – review options to increase asset lives: options to implement residual values (for certain asset classes)	Depending on asset class either end September 2015 or June 2016. Justified and extended life of assets and reduced

	depreciation costs
Collaborate in the formalisation of and participate in, the Illawarra Joint Organisation of Councils to maximise procurement opportunities	Within 6 months regional procurement purchases being made.

DRAFT

Improvement Action Plan

Summarise the key improvement actions that will be achieved in the first year of your plan

Action	Timeframe	Cost/benefit	Risk	Link to IP&R
Develop activity based accounting	Commence Oct 2015	Consultants may be required to assist in development ~\$30k. Benefits to Council over the life of the plan are expected in the \$000,000's	Ongoing financial loss to Council through failure to act	Link to CSP 4.2; DP 4.2.2 Mapped to financial management and risk. Develop specific OP activity
Commence development of internal 'funding allocation process' for new capital projects	Commence Oct 2015	Liaise with JO member organisations who have completed and implemented such a process. Some consultant input may be required (~\$30k).	Ongoing financial loss to Council through failure to act; potential reputational risk through inappropriate development	CSP 4.2 & 4.6; DP 4.2.2 & 4.6.1 Mapped to financial management and risk. Develop specific OP activity for this and the above activity
Internal efficiency review	Commence Oct 2015	Process to be undertaken internally. Minor third party involvement with minor cost to Council. Process will help to redefine/review the Workforce MP as part of Resourcing Strategy	Ongoing financial risk through failure to act	CSP 4.9; DP 4.9.1 & CSP 4.14; DP 4.14.1 Mapped to workforce management and IP&R improvement

				(Resourcing Strategy) Develop specific OP activity
Undertake periodic Community Engagement Survey (incl. targeted approach to establishing 'satisfaction' of assets & infrastructure)	Complete April 2016	Approximate cost \$32,000	Potential reputational risk through lack of community engagement	CSP 4.1 & 4.5 DP 4.1.1 & 4.5.1 Mapped to governance (council autonomy) & community engagement/satisfaction
Review Fees and Charges	Complete by end April 2016	Opportunity for increased revenue	Ongoing (minor) financial risk through failure to act	CSP 4.2 DP 4.2.3 Mapped to financial management. OP to include specific activity.
Undertake review of status of commercial interests and maximise existing and identify new revenue opportunities	Complete by end Feb 2016	Internal process to identify opportunities for increased revenue through new and existing commercial activities	Ongoing financial risk through failure to act	CSP 4.3; DP 4.3.1 & 4.3.2 Ongoing and reported every 6 months. Mapped to diversify and expand new & existing revenue sources
Review depreciation – review options to increase asset lives; options to implement residual	Complete by end Sep 2015 for some asset	Internal review with ongoing assistance from asset management	Ongoing financial risk if failure to act	CSP 4.2 ; DP 4.2.2 Mapped to financial

values (for certain asset classes)	classes; full review by end June 2016	consultant		management. Undertake as part of current OP internal audit activity
Fit for the Future Community engagement	Commence July 2015	Ongoing benefit to Council by commencing an ongoing process that outlines the actions Council will need to undertake from this point forward as a result of F4F and Improvement Plan. Focus on financial sustainability; asset management and community expectations; actions (incl future need for rate increases)	Significant reputational risk through failure to properly and adequately engage with the community	CSP 4.1 & 4.5 DP 4.1.1 & 4.5.1 Mapped to governance (council autonomy) & community engagement/satisfaction

Outline the process that underpinned the development of your Action Plan.

For example, who was involved, any external assistance, consultation or collaboration, and how the council has reviewed and approved the plan

The Action Plan has been developed within Council and has been informed by senior staff and the executive and draws on a series of asset management and asset accounting recommendations made by Council's Asset Planning consultant. In addition Council's Community Satisfaction survey results and the LG Professional NSW & PwC Operational and Management Effectiveness Survey have also been used to give context to proposed actions including the need to consider various strategic financial management actions and establishing community satisfaction levels with Council services. Council staff have also worked within a 'special interest group' of employees from neighbouring Councils (as part of the existing collaboration amongst pilot Joint Organisation member Councils). Common ideas and themes were discussed over a number of meetings to consider issues faced by the councils, strategies to address a range of asset management matters and to consider joint regional procurement priorities and opportunities.

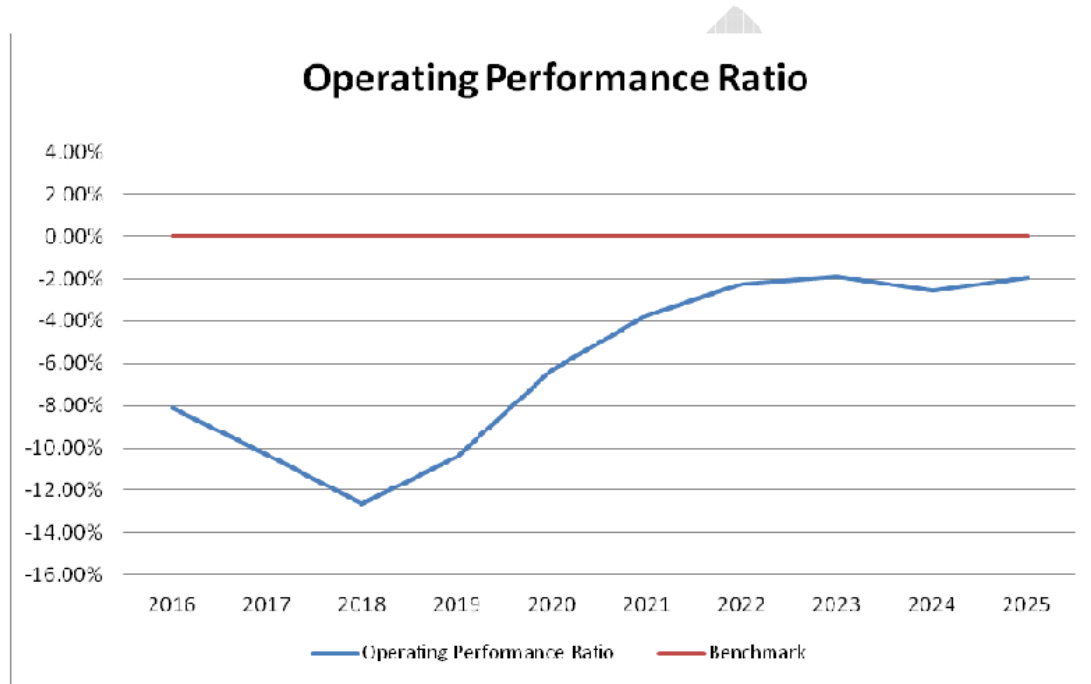
Scenario modelling particularly with respect to addressing the Operating Performance Ratio (Council considers this to be the most significant ratio as it reflects the financial resources required for asset management and maintenance; service delivery; commercial enterprises and revenue) has been undertaken with a number of different scenarios considered. In this submission Council is proposing a number of internal interventions or actions that introduce process change and improvements and which are aimed at achieving revenue increases and cost savings. The scenarios demonstrate the iterative effect of the sequencing of 'interventions' as well as the impact on rate increases (intervals and size).

Scenario 3 is considered optimal, however it does not meet the draft IPART Methodology for Assessment i.e. the benchmark is to be met by 2019-20. The benchmark is met in FY22 and only marginally (0.07%) misses the benchmark in FY21. The advantage of Scenario 3 is it offers the lowest impact to the ratepayers whilst achieving the benchmark in the short term and significantly, generating a surplus which should be used to create a 'reserve' for future asset renewal and maintenance (forecast approximately 2030). Scenario 4 has been modelled to achieve the IPART assessment criteria with respect to the timeframe. In order for Council to meet the criteria, the proposed interventions will apply and the SRV required to lift the performance to meet the benchmark would be 7% above the rate peg for a period of three years commencing 2016/17. Such an increase is considered unpalatable and unacceptable particularly as the benchmark can be achieved, albeit two years later and with a considerably lower rate increase.

A number of briefings have been held with senior Council staff, with the executive as well as Councillors.

Scenario 1:

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Operating Performance Ratio	-8.08%	-10.23%	-12.12%	-10.02%	-6.03%	-3.56%	-2.15%	-1.86%	-2.55%	-1.94%
Benchmark	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%



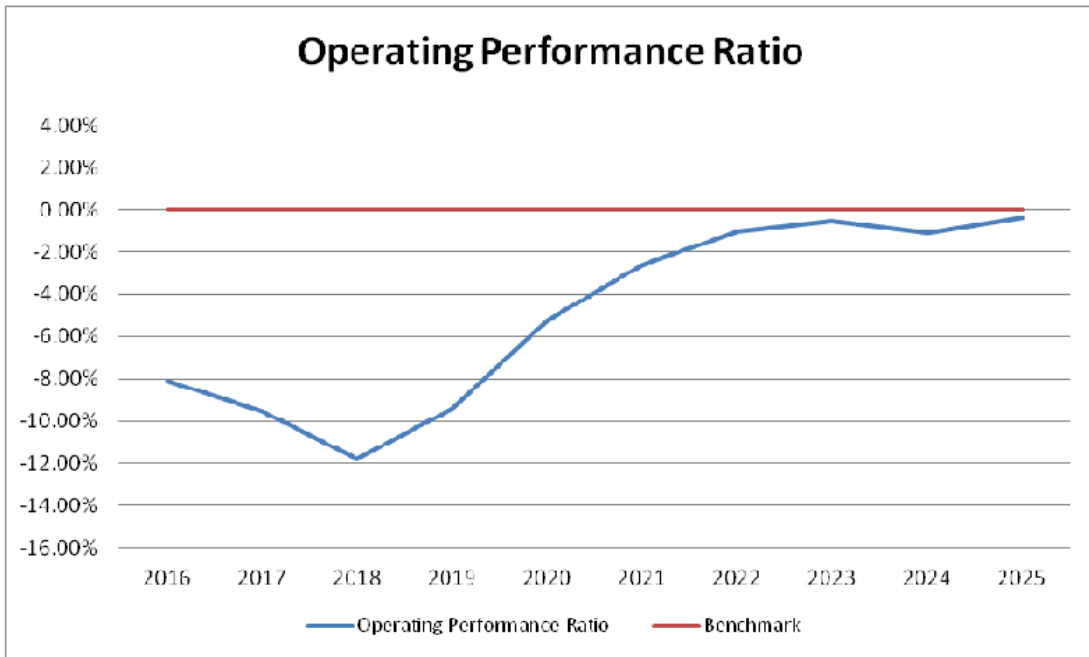
Efficiency savings;

Fees & Charges - From 2016/17 a one off increase in fees from 2.5% to 3% then revert to CPI of 2.5% onwards. Increased revenue of \$700K over the life of the plan.

Employee costs - Year 2017/18 & 2018/19 reduce annual increase of 3% to 2.7% (including superannuation) then revert to 3% onwards. Reduced expenditure of \$1.1M over plan.

Scenario 2:

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Operating Performance Ratio	-8.08%	-9.44%	-11.25%	-9.04%	-4.99%	-2.44%	-0.92%	-0.53%	-1.10%	-0.39%
Benchmark	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%



Efficiency savings:

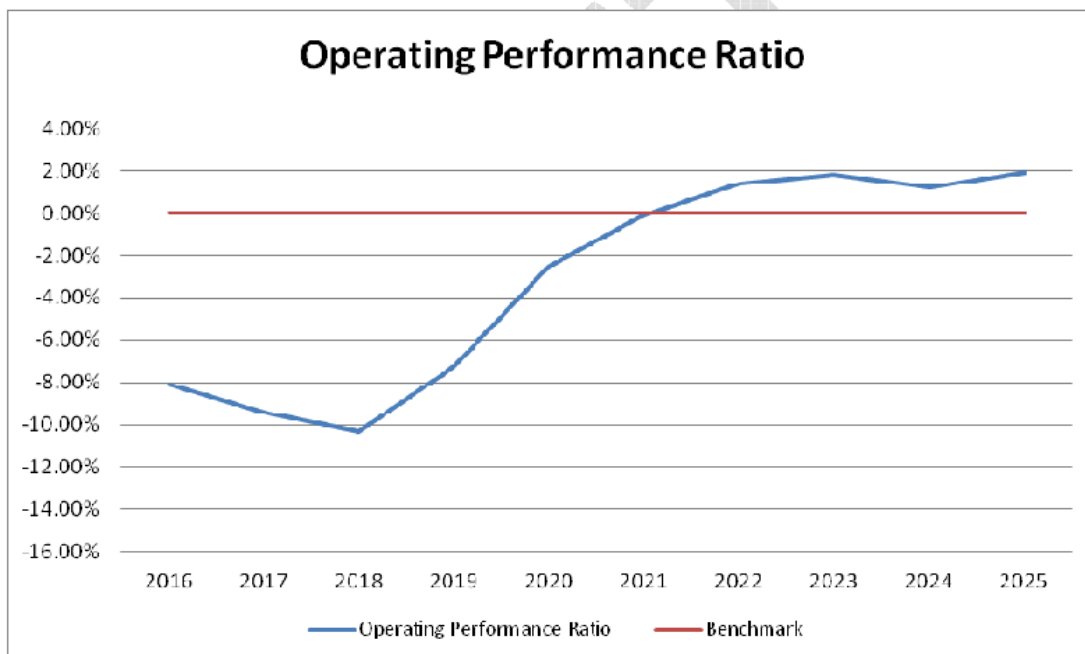
Fees & Charges - From 2016/17 a one off increase in fees from 2.5% to 3% then revert to CPI of 2.5% onwards. Increased revenue of \$700K over the life of the plan.

Employee costs - Year 2017/18 & 2018/19 reduce annual increase of 3% to 2.7% (including superannuation) then revert to 3% onwards. Reduced expenditure of \$1.1M over plan.

Procurement savings - Year 2016/17 sees no increase over previous year then 1.9% increase each year. Savings of approximately \$6M over life of LTFP.

Scenario 3:

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Operating Performance Ratio	-8.08%	-9.44%	-11.25%	-8.14%	-3.35%	-0.07%	1.40%	1.79%	1.26%	1.94%
Benchmark	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%



Efficiency savings:

Fees & Charges - From 2016/17 a one off increase in fees from 2.5% to 3% then revert to CPI of 2.5% onwards. Increased revenue of \$700K over the life of the plan.

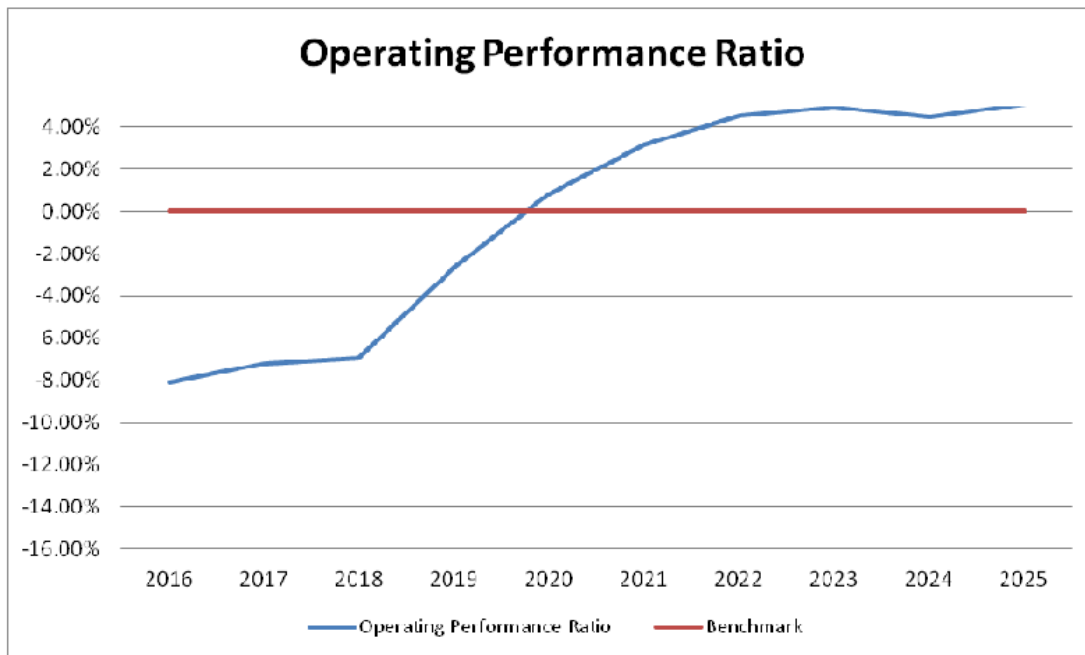
Employee costs - Year 2017/18 & 2018/19 reduce annual increase of 3% to 2.7% (including superannuation) then revert to 3% onwards. Reduced expenditure of \$1.1M over plan.

Procurement savings - Year 2016/17 sees no increase over previous year then 1.9% increase each year. Savings of approximately \$6M over life of LTFP.

Rate increase - Rate increase at year 3, 4 & 5 - 2018/19, 2019/20 & 2020/21 by 3% plus rate peg of 2.5% then revert back to annual increase of 2.55% including 0.05% for rate growth. Increased revenue of \$10M over the life of the plan.

Scenario 4:

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Operating Performance Ratio	-8.08%	-7.22%	-6.92%	-2.67%	0.81%	3.12%	4.52%	4.92%	4.43%	5.09%
Benchmark	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%



Efficiency savings;

Fees & Charges - From 2016/17 a one off increase in fees from 2.5% to 3% then revert to CPI of 2.5% onwards. Increased revenue of \$700K over the life of the plan.

Employee costs - Year 2017/18 & 2018/19 reduce annual increase of 3% to 2.7% (including superannuation) then revert to 3% onwards. Reduced expenditure of \$1.1M over plan.

Procurement savings - Year 2016/17 sees no increase over previous year then 1.9% increase each year. Savings of approximately \$6M over life of LTFP.

Rate increase - Rate increase at year 2, 3 & 4 - 2016/17, 2017/18 & 2018/19 by 7% plus rate peg of 2.5% then revert back to annual increase of 2.5% including 0.5% for rate growth. Increased revenue of \$28M over the life of the plan.

3.5 Other actions considered

In preparing your Improvement Action Plan, you may have considered other strategies/actions but decided not to adopt them. Please identify what these strategies/actions were and explain why you chose not to pursue them.

For example, neighbouring council did not want to pursue a merger, unable to increase rates or increase borrowing, changes in policy or service standards

Council is confident the proposed actions identified within the action plan are necessary and based on better practice asset and financial management principles. Importantly, Council considers the proposed action plan to be a plan that will meet the expectations (and approval) of the community. Fundamental to the Improvement Plan is the awareness that a different, more strategic assessment of Council operations is required, that the actions and process improvements will create improved decision making and generate efficiencies with material benefit to Council's operating expenditure and revenue and importantly that actions will drive organisational change.

One of the catalysts for the proposed actions within the Improvement Plan is 'least impact' on the community. Council will implement the suite of actions that drive internal improvements and the efficiencies and benefits will be realised before the community is required to contribute through a rate variation. Council considers this approach to be the most responsible and appropriate way to proceed.

In developing the actions within the Improvement Plan, apart from those proposed, no other strategies or actions were considered. One caveat however is the issue of whether or not the draft IPART Methodology does in fact require us to meet the benchmarks (NOTE this is inconsistent with repeated advice from the OLG during information sessions where it was articulated that the key is for Council to be moving in the right direction/for the trend over the medium to long term to be heading toward or meeting the benchmark). With respect to the Operating Performance ratio, if Council is required to meet the benchmark by 2019-20 scenario 4 will need to be enacted. However under scenario 3 as the annual result meets the benchmark the following year, the three year average met a year later in 2023, and given this benchmark achieves the required result (meeting the benchmark and delivering surpluses) with a reduced financial impact on the community, this is Council's preference.

4. How will your plan improve performance?

Expected improvement in performance

Measure/ benchmark	2016/17	2017/18	2018/19	2019/20	Achieves benchmark Y/N
<i>Operating performance</i>	-9.76	-9.59%	-9.61%	-7.58%	N

(≥ to break even ave over 3 yrs)					
Own source revenue (>60% ave 3 yrs)	75.14%	73.96%	72.61%	73.26%	Y
Building & infrastructure asset renewal (> 100% ave over 3 yrs)	30.84%	36.56%	33.24%	35.55%	N
Infrastructure backlog (<2%)	1.65%	1.65%	1.65	1.66%	Y
Asset maintenance ratio (> 100% ave over 3 yrs)	97%	97%	97%	97%	N
Debt service ratio (> 0% & ≤ to 20% ave over 3 yrs)	4.85%	10.84%	16.12%	18.44%	Y
Real Operating Expenditure per capita (a decrease in RO expenditure over time)	2.16	2.38	2.39	2.49	N

Item 10.2

Enclosure 1

4.1 Expected improvement in performance

If, after implementing your plan, your council may still not achieve all of the Fit for the Future benchmarks, please explain the likely reasons why.

For example, historical constraints, trade-offs between criteria, longer time required.

With respect to the Operating Performance ratio and applying scenario 3 (the preferred action option) the modelling indicates that Council doesn't meet the benchmark. Significantly however, the benchmark is met in FY22 and the three year average to FY 22 the ratio is 0.67% from being met. Thereafter the benchmark (three year average) is met and a surplus is achieved.

Council can be far more aggressive in attempting to meet the benchmark however from a community perspective (minimising the financial impact) in particular adoption of scenario three is the most optimal, prudent and responsible approach. Importantly too, it is critical that Council implement and adopt the improvement plan actions. For the organisation to achieve institutional change and to truly affect the necessary process and decision making improvements, time is critical. Adoption of scenario four will achieve the OP benchmark, however if it's brought forward in tandem with an aggressive rate rise, the real underlying benefits to the organisation (as considered above and throughout this submission) may not be achieved.

Council can achieve the benchmark sooner (three year average is met under scenario 4 in FY21) however, the impost on the community is much greater.

Council's Building and Infrastructure Asset Renewal program reflects the current position of assets in their life cycles. All asset renewals for all classes of infrastructure are currently built into the asset management plans and long term financial plan in the year that their life cycle analysis indicates renewal is required. If Council were to increase infrastructure renewal it would be over servicing the community and increasing the optimal cost of asset ownership. It is anticipated that Kiama's requirement for a renewal ratio at 100% will not occur until the 2030 to 2040 long term financial plan. As a result, increased spending on asset renewals should not occur as all required infrastructure renewal/replacement has already been included in the 10 yr long term financial plan.

The most appropriate course of action at the present is to ensure all infrastructure renewals remain in the long term financial plan at their optimal renewal point, and to investigate the establishment of an Infrastructure Renewal Reserve, funded by at least part of the difference between current renewal and current depreciation. This will ensure Council has sufficient funds and available borrowings for future renewals when they arise in 20 to 30 years time.

Council's asset maintenance ratio is currently in the high 90 percentile. Council's position is if this ratio was above 100%, Council would be over servicing the asset (and over servicing the community).

Council will continue to ensure that future ten year financial plans are inclusive of the required maintenance expenditure. The process however for determining required maintenance varies between Councils. As such Council will work with JO member Councils to determine the appropriate method for establishing what required maintenance should be.

Improvements in purchasing power from Joint Organisation procurement with neighbouring councils will likely reduce operating expenditure and strengthen this ratio, and in addition will enable Council to maintain it in the appropriate range of the high 90 percentile.

Improving the ratio of scheduled versus unscheduled maintenance to achieve the optimal life cycle cost of infrastructure will ensure that the actual maintenance expenditure is reduced to its optimum level.

Council's Real Operating Expenditure per capita ratio will continue to rise due to a number of factors, some out of Councils control.

The Kiama Local Government Area (LGA) average annual population growth is around the 1% per year (Source -Dept of Planning). Council's indexation percentage for expenditure growth is in the range of 2.5% to 3% through the Long Term Financial Plan (LTFP). With such a low population growth and the needs of the community there will always be a disparity in this ratio.

Council is also embarking on the construction of the Centre of Excellence Aged Care Facility in the 2015/16 year. Council will access significant amounts of finance (borrowings and grants) to fund the development. The impact on expenditure will be significant (as evidenced in the Operating Performance ratio). The impact on the Real Operating Expenditure ratio is also significant. Revenue from the facility once operational is significant and has a material benefit to Council's revenue. Once operational this project will have annual expenditure in the range of \$8M to \$11M per annum while returning revenue of \$10M to \$14M per annum. As a result this has widened the gap between expenditure and population in the LTFP. The facility may also result in an increase in population figures not considered by Department of Planning and Environment population estimates as there may be increased residents from outside of the Kiama LGA. The facility will accommodate 134 residential aged care places with 58 Independent and Assisted Living Units.

Council also operates Blue Haven Care to meet the challenges of aged and disability care service delivery which provides services over four LGA's with annual expenditure of \$3M.

Although not necessarily reflected as part of these ratios, Council has significant value contained within it's existing independent living units building stock. Fair Value of the ILU's is approximately \$75million with KMC equity of \$19million (the balance is held in resident equity – bonds). Whilst not reflected in the performance ratios this further reflects a strong balance sheet and the financial position of Council particularly in relation to the broader aged care service function.

Through the development of an integrated improvement plan Council is managing it's corporate risk, strengthening internal governance processes and procedures and it's strategic financial management to withstand future economic shocks, to avoid reactionary funding, to manage it's ageing workforce, to foster a small but multi skilled and innovative workforce and continue to meet the needs and expectations of the community. In addition to this, the participation of Council as a key stakeholder in the Joint Organisation of Illawarra Councils is considered an important strategic opportunity for Council to be sustainable in the long term.

5. Putting your plan into action

How will your council implement your Improvement Action Plan?

For example, who is responsible, how the council will monitor and report progress against achieving the key strategies listed under Section 3.

The implementation of the Improvement Plan will be the responsibility of the senior staff of Council including the General Manager, members of the Executive, the Chief Financial Officer (and staff), Manager Works (responsible for asset management) and the Corporate Planner. The Executive will be required to ensure adequate resources are provided to enable the timely development and introduction of a number of key actions identified. In addition the executive (and elected Council) will have oversight in ensuring the ongoing implementation and accountability of the identified actions.

Once declared 'fit for the future', Council will execute the Improvement Plan and allocate roles and responsibilities within specific areas of expertise. Relevant actions will be integrated into individual work plans and the executive will ensure adequate resourcing.

The Corporate Planner will have principal responsibility for integrating actions into the IP&R documents. Where amendments or other work (implications for Resourcing Strategy documents) is required, the Corporate Planner will make the necessary adjustments consistent with current OLG/LG Act process. Currently the Operational Plan is reported to Council every ¼. This practice will continue. Internal reporting adjustments are being considered to ensure greater frequency of reporting on key organisational metrics and indicators. Reporting against the benchmark ratios as well as the underlying factors that contribute to the indicators will be included in more frequent reporting to the executive whilst being reported to the Council every six months (as part of Delivery program reporting).

In the foreseeable future, Council will continue to use the services of its asset management consultant.

The elected Council will have the overall responsibility for ensuring the actions, policies and procedures are embedded into the Delivery Program and for ensuring the rate payers and community more broadly are kept up to date with progress on delivery and effectiveness.

In a broader sense all Managers will have responsibility for the implementation of the policies and processes once adopted in their respective portfolios. Where specific actions are required these will be included in Work Plans and be subject to review under Council's annual Performance Assessment Review process.

Where actions are not already, they will be included in the next iteration of the Operational Plan. Where changes are required to be made to the current Delivery Program they will be made in accordance with current procedures for amending and exhibiting changes to the Delivery Program.

It's anticipated the Joint Organisation will also take on a number of roles and responsibilities particularly in respect to regional procurement opportunities. The current structure the pilot Joint Organisation (and the Southern Councils Group before) already identify and facilitate joint procurement projects, and its anticipated this will continue. Accountability for the development and coordination of regional procurement projects will be via the current governance structure of the pilot JO, with General Managers and Mayors having responsibility and oversight for JO projects and activities.

ATTACHMENTS

Please refer to separate document provided for list of attachments.

DRAFT

Welcome to NEDC 2015 to be held in Moreton Bay Qld.

8-11th September 2015

Economic Development Australia is delighted to announce this year's NEDC will be held in the beautiful Moreton Bay region, home of the third largest council in Australia and easily accessible from Brisbane airport.

The conference program, diverse high growth environment and coordinated arrangements will offer delegates a unique and unforgettable professional development experience.

Theme: Your Learnings

Political, international, financial and technological change and risk dominate the agenda for practitioners. How do we future proof our economy and the liveability of our communities? Political instability, environmental and health risks, the volatility of international financial markets and digital disruption across all industries are significant threats to business growth, trade and tourism.

Today we are more mobile and connected than ever before and finding new ways to crowd source solutions, reach new markets, share real time information, source professional services offshore and improve productivity. It also means we are more vulnerable than ever before and operating in an increasingly complex and competitive era.

This is an opportunity to explore the real game changers for our economy and what we as practitioners can do back in our own regions including the practical tools on offer. The event will look at political models across the Globe to help inform important messages to government on authentic leadership and how our structures and policy settings impact on economic success.

'It is designed not just to be thought provoking, but to instill action to drive positive change!'

Three concurrent sessions will be streamed;

Employment Dynamics – Where are the new jobs coming from?

Our economy is evolving, the jobs of the past will not be the jobs of the future, autonomous systems, environmental pressures and offshoring are transforming and challenging how prosperity is created. What does the future look like and how do we get there?

Repositioning our economic future – Rebooting small business:

There is a need to develop a parallel economy in Australia. We may never run out of resources but we will run out of customers to sell them to. What are the economic actions that will stimulate, capture and commercialise the new ideas and innovations that will drive our economic future?

Community, "Place" and Value Creation

Community is the key to generating new ideas and turning them into reality. How do we better connect the community into political decision making and how do we provide the best environment to stimulate innovation, transfer knowledge and grass roots ideas into economic value?

Masterclass: Resilience Building – Re-working everything

'We must build greater understanding of current and potential impacts and resilience against future influences, harnessing the new tools and business models on offer.'

With international and environmental security of increasing concern, and held on the anniversary of 9/11, the conference Masterclass will focus on practical tools at hand to help us better share information, undertake coordinated planning and build resilient and future proof economies.

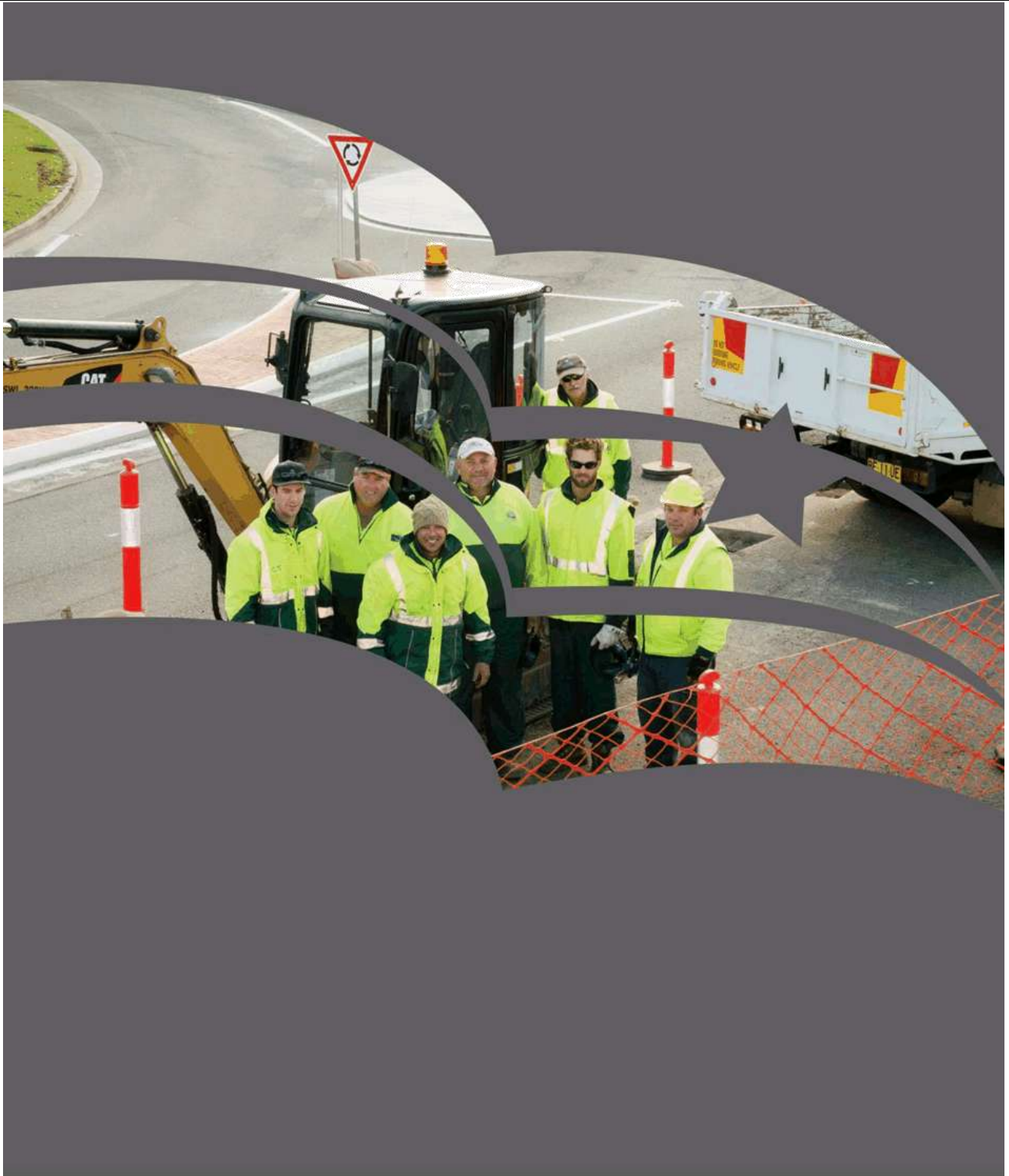
The Masterclass will include a look at international best practise and case studies as well as inform the development of spatial information and planning tools for the economic developer.

EDA has partnered with the Spatial Industries Business Association (SIBA) to explore the economic development application of spatial systems. This includes:

enhanced clustering and collaborative ventures across industry sectors linked to an online, real time, gamified interactive platform and improved knowledge, information, preparation and management for economic resilience and recovery in a disaster.

Delegates will also have the opportunity to be involved in a significant regional launch attracting national attention immediately following the Masterclass – details to follow!

EARLY BIRD REGISTRATIONS ARE NOW OPEN UP TO 13TH JULY

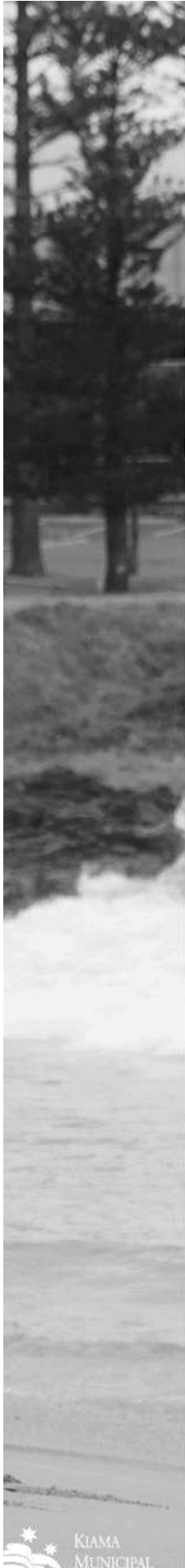


Item 11.2

Enclosure 1

Equal Employment Opportunity Management Plan 2015 - 2018





Equal Employment Opportunity Management Plan

1.0 General Managers Foreword

Kiama Municipal Council is committed to the development of a culture that is supportive of the principles of employment equity and diversity. Council promotes management policies and practices that reflect and respect the social and cultural diversity within Council and the community.

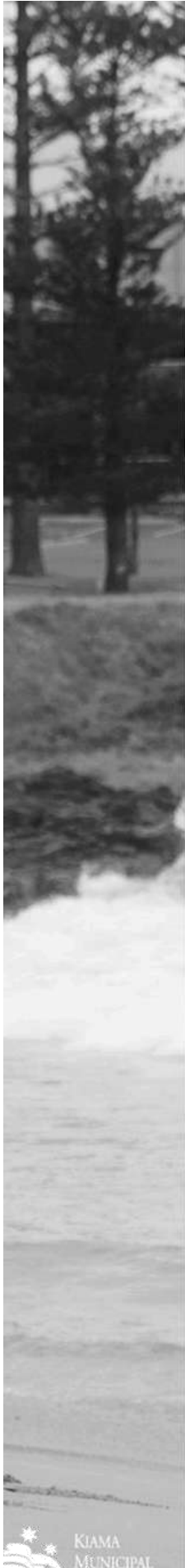
The aim of the Equal Employment Opportunity (EEO) Management Plan 2015 - 2018 is to identify and facilitate the removal of systemic barriers to the participation and promotion of employment of equal employment opportunity target groups including:

- Women
- Aboriginal and Torres Strait Islander people
- People from Culturally and Linguistically Diverse communities
- People living with a disability who require work adjustments.
- Youth

This EEO Management Plan has been prepared in accordance with Section 345 of the Local Government Act (1993).

The EEO Management Plan summarises the Kiama community profile reported in the 2011 Census and Council's profile as of 1 March 2015. The current data highlights that people from traditional equal employment opportunity target groups are underrepresented at Council. Council will continue to focus on improving outcomes for all equal employment opportunity target groups in its workforce.

Michael Forsyth
General Manager



2.0 Introduction

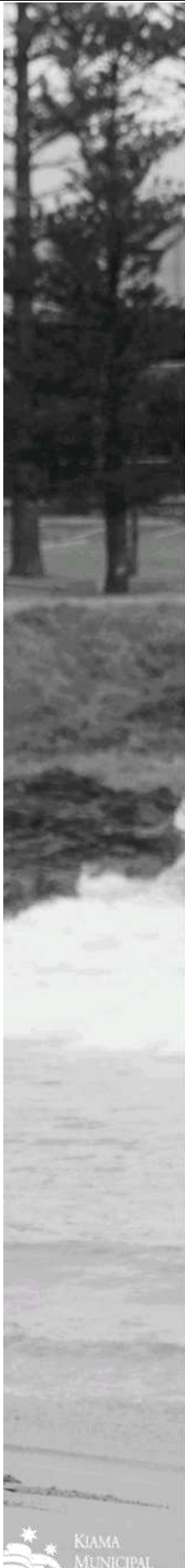
Kiama Municipal Council is a medium sized Council with approximately 350 employees. Council employs people to work across a range of industry sectors that include the traditional fields Councils are responsible for as well as providing extensive aged and disability services through both residential aged care at Blue Haven Aged Care Facility and in-home support services. Council also operates tourism related functions including five Holiday Parks within the municipality and The Pavilion, Kiama events and conferencing centre.

Achievements of the Equal Employment Opportunity Management Plan 2013 - 2015

- EEO strategies were incorporated into Council's Community Service Plans
- Major Policy reviews and developments that took place in accordance with the plan:
 - Recruitment and Selection Policy and Procedure
 - Fairness and Equity Policy
 - Bullying Prevention Policy
 - Grievance Handling Policy
- Work placements hosted to promote opportunities for youth which included a placement for a student with a disability
- entered a contract to continue to deliver Employee Assistance Program to employees of Council
- Fairness and Equity refresher training developed, delivered to employees and incorporated into new employee induction program.

Kiama Council is committed to providing equal opportunity. This is reflected in Council's Integrated Planning and Reporting Framework, EEO Management Plan and formal policies and procedures. It is also demonstrated by the actions of employees and the way the principles of fairness and equity underpin the day-to-day operations of Council.

Section 3 and 4 of this document outline Kiama's community and workforce profiles. Section 5 of this document, the EEO Management Plan outlines the EEO policies and programs for the next 3 year period. While Council is committed to achieving EEO, Council acknowledges this must be balanced with the requirement to make decisions on the basis of merit.



3.0 Kiama Community Profile

Gender

According to the 2011 Census, Kiama has a population of 19,986 with females comprising 51% and males comprising 49% of the population. These figures are consistent with New South Wales and Australian averages.

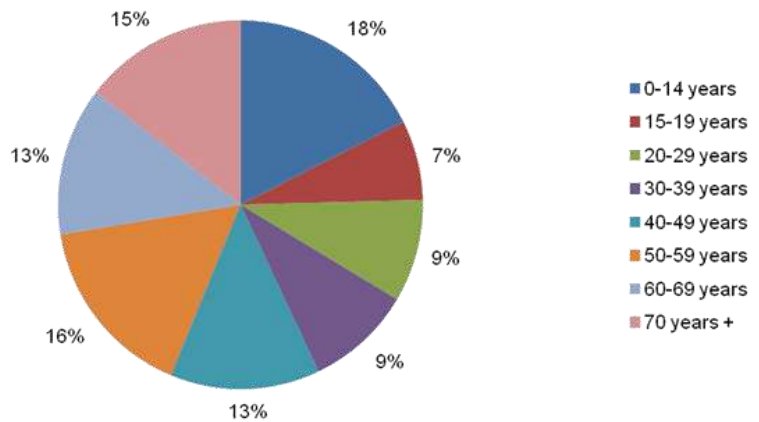
Aboriginal and/or Torres Strait Islander People

The Census reports that Aboriginal and Torres Strait Islander people comprise 1.4% of the population within the Kiama Local Government Area. This figure is low by comparison to state and national figures of 2.5%.

Age

Kiama's age demographics are generally inversely related to state and national figures. For all categories within the range of 20 to 39 years, the portion of Kiama's population is less than the state and national figures, whereas the age category for 40 – 49 years is on par with state and national figures. Age categories above 50 years have a greater portion within Kiama with 44% of our population falling into this category, in comparison to the New South Wales and Australia figures of 32% and 33% respectively. Figure 1 summarises the results of the 2011 Census relating to the distribution of the population by age category.

Figure 1 – Distribution of the Population of Kiama by Age



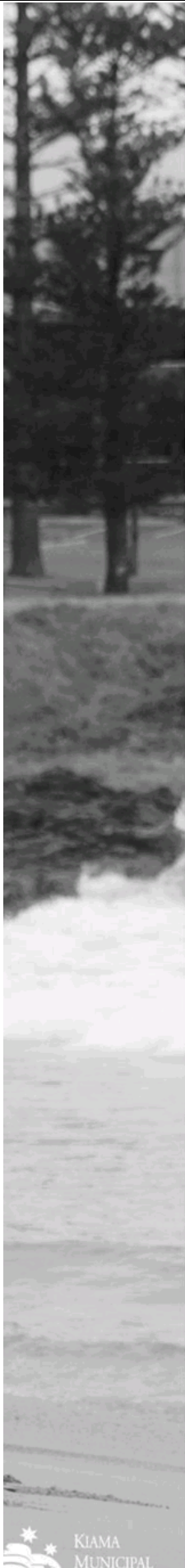
Cultural and Linguistic Diversity

Place of Birth

The 2011 Census reports that approximately 82% of Kiama's population was born in Australia. This figure is significantly greater than the figures that relate to the New South Wales population and the Australian population. 14% of the population was born overseas. The most common places of birth excluding Australia were England (7%), New Zealand (1.2%), Germany (0.5%) and Italy (0.5%). 4% of census respondents did not indicate their place of birth.

Language

The Census reported that 93% of the population within the Kiama Local Government Area speaks English as the only language at home. This figure



is significantly higher than the New South Wales and Australian figures that are within the 70-80% range. 4% of census respondents indicated they speak a language other than English at home and 3% of respondents did not state the language they speak at home.

Disability

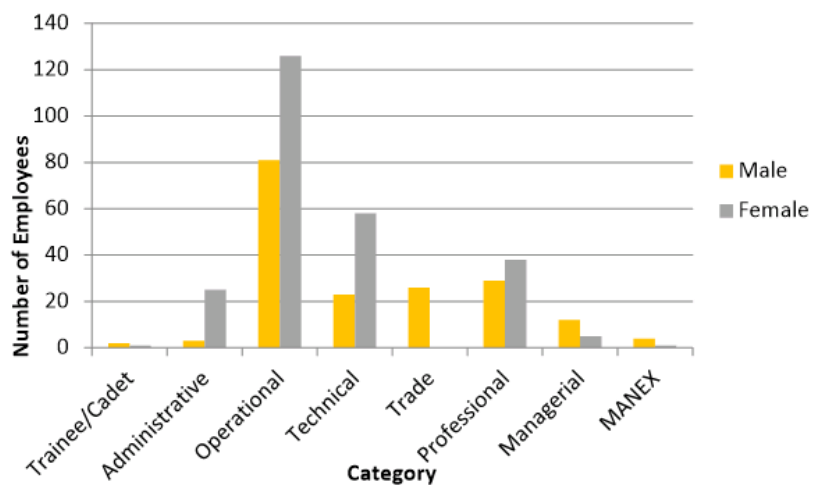
Approximately 5% of the population within the Kiama Municipality reports a profound or severe disability where they require help or assistance for self-care, mobility or communication as a result of a disability, a long term health condition or old age.

4.0 Council’s EEO Profile (as at 1 March 2015)

Gender

At the beginning of March 2015, Council’s workforce comprised of 59% females and 41% males. The portion of females working for Council is slightly greater than the figures relating to the general population. Throughout Council less than 1% of female staff work in areas that are not traditionally occupied by females. These roles are within Council’s Engineering and Works department. Likewise, Council employs less than 1% of male employees in roles that are not traditionally occupied by male incumbents. These roles are within the Community Support and Development section and Blue Haven Aged Care Facility. Figure 2 summarises the number of female employees compared to male employees at each level of Council.

Figure 2 – Number of Employees by Job Classification and Gender



Despite Council’s progress towards the employment of women at senior levels of the organisation, the above figure highlights the gender imbalance at the senior management level of Council. Council’s Managerial Executive (General Manager and Directors) team is comprised of 80% males and 20% females and the managerial level is comprised of approximately 71% males and 29% females. This figures shows a reduction in females in managerial roles from previous plans, this is as a result of a position regrading which has included another position. Figure 2 highlights that there is a gender imbalance in favor of females at the professional, technical/ administrative and operational levels of the organisation.

Aboriginal and/or Torres Strait Islander People

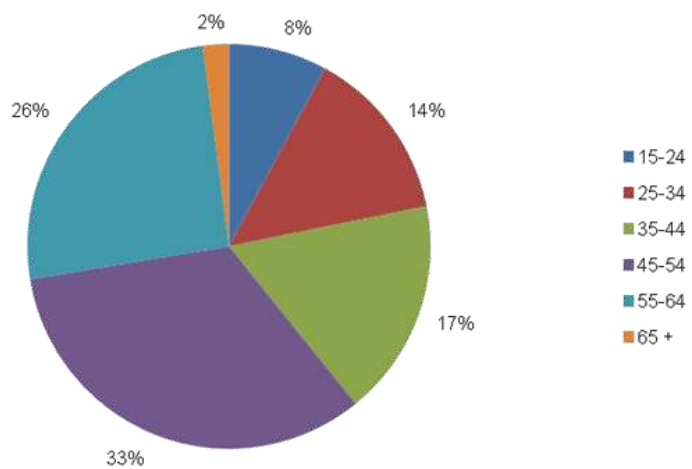


While there are a number of employees at Council who have not indicated whether they are Indigenous or not, at the beginning of March 2015, there are 2 employees who identified as Aboriginal and/or Torres Strait Islander. This represents less than 1% of Council's workforce. Comparison to the Kiama Community statistics highlights that the Indigenous population is underrepresented in Council's workforce.

Age

Figure 3 summarises the composition of Council's workforce by age category. The figure highlights that a high portion of Council's workforce is over the age of 45 years with 59% of employees within this age range.

Figure 3 – Composition of Council's Workforce by Age



5.0 EEO Management Plan 2015 – 2018

EEO Objective 1 – Accountable Workforce

EEO included in Council's Integrated Planning and Reporting Framework.			
Strategies	Target	Responsibility	Performance indicator
EEO strategies incorporated into Council's Integrated Plans.	June 2017	Councillors MANEX Managers Human Resources	EEO Management Plan incorporated into Council's Integrated Plans.
Report on Council's EEO Management Plan.	Annually in Council's annual Report. Quarterly in Integrated Planning Reporting	Human Resources	Reports provided in accordance with Council's reporting framework.
Fair policies and procedures, and a workplace culture displaying fair practices and behaviours.			
Strategies	Target	Responsibility	Performance indicator
Policies and procedures that comply with and support equity principles, procedural fairness and relevant legislation.	Ongoing	MANEX Managers Human Resources	Policies and procedures reviewed and updated in accordance with review schedule or as required.
Policies implemented in accordance with equity principles by balancing Council's operational requirements and obligations to EEO.	Ongoing	MANEX Managers Human Resources	Practices comply with legislation, policies and procedures.
Framework for flexible work arrangements available and communicated to staff.	Ongoing	MANEX Managers Human Resources	Flexible work arrangements available and accommodated where possible.
Opportunities to expand workplace diversity policies researched and implemented where possible.	Ongoing	Human Resources EEO Network (Contact Persons)	Workplace diversity initiatives implemented to meet the needs of Council and employees where appropriate.
Identify and remove or minimise barriers to career progression for EEO target group members.	Ongoing	MANEX Managers Human Resources	Equitable access provided to all employees.
Consider the needs of EEO target groups in work re-organisation or structural changes.	Ongoing	MANEX Managers Human Resources	Structural changes and work reorganization incorporates EEO and diversity principles.
Critically analyse position descriptions to	Ongoing	MANEX	Position descriptions reviewed as vacancies

Policy name: EEO Management Plan 2015 - 2018 | Adopted: DD Month YEAR
 Last revised: 04 June 2015 | Next review: 01 July 2018 | TRIM: TBC



ensure 'Essential' requirements are needed to perform the inherent requirements of the job.	Managers Human Resources	arise and during performance reviews.
Workplace grievances, discrimination, bullying and harassment allegations monitored and actioned.	MANEX Human Resources	Grievances monitored and addressed appropriately.
Employees encouraged to seek advice from EEO Network members, Council's EAP or external organisations.	Human Resources EEO Network Managers	EEO Network Members provide advice to employees as required.
Council's EEO Management Plan is accessible on Council's website.	Human Resources	EEO Management Plan is accessible on Council's website.
Managers and employees are informed, trained and accountable for EEO.		
Strategies	Responsibility	Performance indicator
Promote EEO, anti-discrimination and diversity principles through policy, Corporate Induction, and training for all staff on discrimination, bullying and harassment.	MANEX Managers Human Resources	Employees are aware of Council's EEO Management Plan 2013 – 2015 and supporting policies and programs.
	Human Resources	Corporate Induction Program includes a Fairness and Equity Awareness Session.
	Human Resources Risk Management	EEO Training program attended by all staff.
EEO responsibility included as a criterion in all Directors and Managers agreements.	Human Resources	EEO responsibilities included in managers agreements.
Commitment to EEO included in positions descriptions for all positions.	Human Resources	EEO commitment included in position descriptions.
Commitment to EEO assessed as a measure in the Annual Performance Review process.	Human Resources Consultative Committee	EEO Commitment assessed as a performance measure.
Review and update Council's Employee Induction Procedures.	Human Resources	Induction procedures regularly reviewed and updated.

Policy name EEO Management Plan 2015 - 2018 | Adopted: DD Month YEAR
 Last revised: 04 June 2015 | Next review: 01 July 2018 | TRIM: TBC

8 of 12

Promote the role of the EEO Network to increase awareness of EEO issues.	Ongoing	MANEX Human Resources EEO Network (Contact Persons)	Employees are updated on EEO issues and policies as relevant.
Council's key EEO related policies included in all Employee Handbooks for new employees.	Ongoing	Human Resources	Current policies provided in all new employee handbooks.
Provide training and support for EEO Contact Persons	Ongoing	Human Resources	Training provided by June 2016. Bi-monthly meetings held.

EEO Objective 2 – Workplace free from unlawful discrimination, harassment and bullying

Employees views are heard			
Strategies	Target	Responsibility	Performance indicator
Support regular consultation with the Consultative Committee and EEO Network members.	Ongoing	Human Resources Consultative Committee EEO Network	Bi-monthly Consultative Committee and EEO network meetings held.
Consultative Committee and EEO Network representatives to consult with the employees they represent for input into the development of employment related policies.	Ongoing	Consultative Committee EEO Network	Employee feedback provided to EEO Network and Consultative Committee and recorded in meeting minutes where appropriate.
Implement annual Employee Engagement/Satisfaction Survey	2016/2017	Human Resources	Annual Employee Engagement/Satisfaction Survey implemented.
A work environment that is free of bullying and harassment			
Strategies	Target	Responsibility	Performance indicator
Monitor and review employee behavior patterns including level of absenteeism, Sick Leave use, staff turnover, grievances and injury reports.	Ongoing	MANEX Managers Human Resources Risk Management	Bullying Prevention Policy is reviewed, staff are trained, patterns monitored, reviewed and auctioned as appropriate.
Council's EAP is made available to all staff.	Ongoing	Human Resources	Employee uptake of the EAP service.

Policy name EEO Management Plan 2015 - 2018 | Adopted: DD Month Year
Last revised: 04 June 2015 | Next review: 01 July 2018 | TRIM: TBC

9 of 12



EEO Objective 3 – Recruitment and retention strategies that are supportive of the needs of EEO groups and contribute to maintaining a diverse workforce

Sound information base			
Strategies	Target	Responsibility	Performance indicator
EEO statistics relating to Council's workforce and applicants for employment collected and maintained.	March 2017 - ongoing	Human Resources Contact Persons	Accurate EEO data collected. Workforce data is available for 100% of the workforce.
Analyse EEO statistics to inform EEO and diversity management strategies and actions.	Annually – ongoing	Human Resources	Statistics analysed. EEO data reported in Council's Annual Report as appropriate.
Collect qualitative data from surveys and other consultative mechanisms and use data to inform reporting, planning and actions.	Ongoing	MANEX Managers Human Resources Risk Management	Qualitative data collected and reviewed. Information provided to Manager/Director as appropriate.
Monitor access to and use of EEO related policies.	Annually – Annual Report	Human Resources	Access/use of EEO related policies reported in Annual Report.
Needs based programs for EEO Groups, and improved access and participation by EEO Groups.			
Strategies	Target	Responsibility	Performance indicator
Council's Recruitment and Selection Policy and practice supports members of EEO groups to participate in the recruitment process at Council.	Ongoing	MANEX Managers Human Resources	Recruitment data demonstrates participation of EEO target in the recruitment and selection process at Council.
Explore opportunities for identified and targeted positions to increase the representation of EEO target groups in Council's workforce.	Ongoing	MANEX Human Resources	Targeted opportunities identified and implemented, subject to Council's operational requirements.
Apprenticeships, cadetships and traineeships, school-based traineeships, work experience and volunteer programs are used to increase the pool of suitably qualified applicants from EEO groups.	Ongoing	MANEX Managers Human Resources	Opportunities identified and implemented, subject to Council's operational requirements.

Policy name EEO Management Plan 2015 - 2018 | Adopted: DD Month YEAR
Last revised: 04 June 2015 Next review: 01 July 2018 TRIM: TBC

10 of 12



A diverse and skilled workforce.			
Strategies	Target	Responsibility	Performance indicator
Actively encourage applications from members of EEO target groups.	Ongoing	Human Resources Managers	Participation of EEO target group members in Recruitment and Selection processes at Council.
Aim to improve the distribution of employees from EEO target groups.	Ongoing	MANEX Human Resources EEO Network (Contact Persons)	Progress towards increased representation of EEO groups.

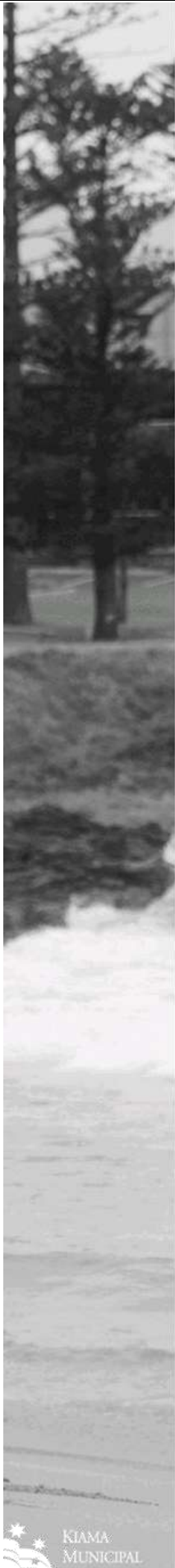
EEO Review – Maintain a relevant and achievable plan through communication, review and evaluation

Relevant EEO Management Plan is maintained.			
Strategies	Target	Responsibility	Performance indicator
EEO Management Plan and related policies and programs are communicated to all employees.	Ongoing	MANEX Managers Human Resources	All employees are advised of the EEO Management Plan and policies on induction and are available to all employees via the intranet and website where appropriate.
EEO Management Plan is monitored, reviewed and amended.	Ongoing	MANEX Managers Human Resources	All responsible officers regularly review and amend the Plan as required.
The Plan and its policies and programs are evaluated to determine the effectiveness of the Plan.	Annually – June	MANEX Managers Human Resources	Report on progress towards achievement of the objectives of the Plan to be reported to Council annually.

Policy name EEO Management Plan 2015 - 2018 | Adopted: DD Month YEAR
 Last revised: 04 June 2015 | Next review: 01 July 2018 | TRIM: TBC

11 of 12





6.0 Attachments

The following documents are relevant to particular strategies of the EEO Management Plan as indicated throughout the document. They are available on Council's intranet, from Managers or from the Human Resources Section.

- Code of Conduct
- Complaints Management Policy and Procedures
- Fairness and Equity Policy and Procedures
- Flexible Work Arrangements Policy and Procedures
- Local Government (State) Award
- Recruitment and Selection Policy and Procedures
- Bullying Prevention Policy
- Grievance Handling Policy

7.0 Document control

Directorate:	Corporate & Commercial Services
Policy name:	EEO Management Plan 2015 - 2018
Date adopted by Council or N/A:	
Date endorsed by Manex:	22 May 2015
Last revision date:	22 May 2015
Next review date:	July 2018
Trim document number:	TBA

Trade Service Panel Recommendations - Kiama Municipal Council
Total of 56 contractors across 10 Trades

Air Conditioning
Tenderer
Kiama Refrigeration and Electrical
Kiama Electrical Services
Innovative Air Solutions
RCR Infrastructure
Marksmen Refrigeration and Air-conditioning
Veolia Energy / Dalkia

Asbestos
Tenderer
World Wide Demolitions
Smith's Plant Hire
MGA Contracting
P&D Envirotech

Building
Tenderer
Graham and Mitchell Services
BPR Group
Phillip C Young
A-Block Builders Pty Ltd
Encat Pty Ltd

Carpentry
Tenderer
Graham and Mitchell
Core Electrical
Encat Pty Ltd
Phillip C Young
Batmac

Concreting
Tenderer
Halroc Concreting Service
BPR Group
Wollongong Civil Contractors

Electrical
Tenderer
Kiama Electrical Services –Level 2
Firkin and Walsh Pty Ltd – Level 1
Stowe Australia –Level 2
Ian Jorgenson Electrical Data Level 2
QES Electrical Contracting Level 2
Core Electrical and Communications Level 2
JDC Electrical Level 2
GL Jurd Electrical Contractors Pty Ltd Level 1

Locksmiths
Tenderer
Vetlock Pty Ltd
Locktech Locksmiths
Mawson’s Lock Service

Painting
Tenderer
Scott Edwards
Country to Coast
NJ&WC Coleman Painting Co.
Pro-Asset Painting
Colour Creations Painting
Programmed Property Services
Rec Painters and Decorators
Higgins Coatings Pty Ltd

Plumbing
Tenderer
Garry Wynn Plumbing
Parish Plumbing
S.O.S Hot Water and Plumbing
City Coast Plumbing
R E McMahon
P D Curren Plumbing Pty Ltd
Chinnock Plumbing Services
Fowlers Plumbing Service Pty Ltd
Wollongong Plumbing Pty Ltd

Roofing
Tenderer
Shellharbour Roofing Service
Parish Plumbing
City Coast Plumbing
Spackman and Kentwell Roofing
Fowlers Plumbing Service Pty Ltd

**Kiama Municipal Council
Operational Plan 2014-15
Quarterly report for period Jan - Mar 2015**

Measures	Progress Status Qtr 3	Third Qtr Comments
* Report Contains Filters		
CSP Goal - Promote and support a range of social, cultural and artistic activities, practices and programs for creating sustainable health and well being		
DP Action - Investigate the provision of a multi function arts space for the Kiama Municipality		
1.2.3.1 Engage a consultant to assess viability of preferred sites	Completed	Project completed, site identified and approved by Council
Site selected		
DP Action - Implement and support community, cultural and artistic activities and development programs		
1.2.4.7 Update Arts Honour Roll		
Number of inductees	Completed	
Number of nominations	Completed	
CSP Goal - Develop and implement services and programs that promote health and active lifestyle for residents of all ages, abilities and interests		
DP Action - Maintain and develop Leisure Centre and Jamberoo Pool		
1.3.1.1 Undertake planned program of improvements and maintenance to ensure Leisure Centre facilities are maintained to required standard		
Jamberoo Pool routine maintenance program is completed	Completed	Jamberoo Pool routine maintenance was completed on time
Leisure Centre routine maintenance program is completed	Completed	Kiama Leisure Centre routine maintenance has been completed within given timeframes
1.3.1.2 Ensure effective operations of Leisure Centre facilities and Jamberoo Pool to meet community needs and within allocated budget		
Ensure school holiday activities for children are developed, implemented and reviewed	Completed	January school holiday learn to swim classes, and Holiday fun days were very popular and mostly booked to capacity.
Ensure seniors programs and outreach activities are developed, implemented and reviewed	Completed	Senior outreach classes continued and there were regular attendance in all classes

*Report Contains Filters

CSP Goal - Plan for and support our Ageing Population

DP Action - Incorporate Age Friendly principles across Council planning and service delivery

1.4.5.1 Implement the Age Friendly Project to review Council operations and identify strategies to incorporate age friendly principles

Project completed Completed

CSP Goal - Plan for and support Young People

DP Action - Implement the Kiama Youth Belonging Project

1.5.5.1 Youth Belonging Project implemented according to funding guidelines

Number of organisations participating	Completed	Project Completed
Number of young people being mentored	Completed	Project Completed

CSP Goal - Recognise and promote community safety throughout the Municipality

DP Action - Enforce and comply with public health and safety legislation

1.6.3.7 Implement the requirements of the Environmental Planning and Assessment Act (Fire safety certificates, orders and compliance)

All requirements met within legislative timeframes Completed

DP Action - Implement community safety and injury prevention programs and education

1.6.4.3 Enhance swimming pool safety

Complete annual pool safety education program Completed

CSP Goal - Effectively manage the transport network of roads, footpaths and cycleways to cater for current and future generations

DP Action - Manage the road infrastructure for the community by the implementation of the Road Asset Management Plan actions

2.10.1.1 Undertake a road asset renewal program

2.10.1.1.1 Percentage of renewal program completed Completed 100%

2.10.1.1.1 Percentage of renewals updated in the Asset Management Information System Completed 100%

2.10.1.1.1 Renewal Budget v Actual expenditure percentage Completed 100%

*Report Contains Filters

2.10.1.2 Manage new road asset creation	
2.10.1.2 Percentage of scheduled designs completed	Completed 100%
DP Action - Manage footpaths and cycleway infrastructure for the community by the implementation of the Shared Pathway Asset Management Plan actions	
2.10.2.2 Manage New footpath and cycleway Asset creation	
2.10.2.2 Percentage of scheduled designs completed	Completed 100%
CSP Goal - Effectively manage other assets to cater for current and future generations (including car parks, community buildings, cemeteries and dams)	
DP Action - Manage community buildings by the creation and implementation of the Community Buildings Asset Management Plan actions	
2.13.1.2 Manage community buildings new asset creation	
2.13.1.2 Percentage of scheduled designs completed	Completed 100%
DP Action - Investigate options to achieve compliance with Dam Safety Act and future development opportunities for Jerrara Dam	
2.13.4.1 Investigate all options for the future of Jerrara Dam	
Investigations completed and reported to Council	Completed Tender for decommissioning to April Council meeting.
CSP Goal - Ensure public spaces reflect the cultural and artistic diversity of the local community	
DP Action - Develop and implement policies and programs that support public artwork and artistic expression	
2.16.1.3 Implement new permanent, temporary and ephemeral public arts	
2.16.1.3 Community feedback received	Completed Bert Flugelman Sculpture feedback; verbal community and artist feedback positive to date.
Number of public art projects proposed	Completed Bert Flugelman Sculpture, Making Waves
CSP Goal - Develop opportunities to increase the economic output of rural lands	
DP Action - Support and promote the productive use of local rural land	
3.2.1.3 Review and continued operation of the Kiama produce market	
3.2.1.3 Review completed	Completed Licence Agreement in place for the management of the Kiama Produce Markets.

*Report Contains Filters

CSP Goal - Encourage and support Tourism in the Kiama Municipality

DP Action - Coordinate the management of Kiama Coast Holiday Parks as viable business entities

3.6.1.5 All relevant policies, procedures and regulations are reviewed to maintain legislative requirements and to ensure best practice

Completed
 Appropriate training is provided to park managers
 Some Parks attended 'Handling Difficult People' training in March with the others to attend in April. 'Robbery & Hold-Up Awareness' training in March with follow up audits to be undertaken in May. Holiday Parks Co-ordinator attended a 'Demystifying Solar for Business' information session.

CSP Goal - Effectively manage plant assets to meet Community Strategic Plan requirements

DP Action - Manage Council Plant by the creation and implementation of the Plant Asset Management Plan actions

4.12.1.1 Manage Plant Asset Renewals

4.12.1.1.1 Percentage of renewal program completed	Completed	100%
4.12.1.1.1 Percentage of renewals updated in the Asset Management Information System	Completed	100%

4.12.1.2 Manage Plant New Asset creation

4.12.1.2 Percentage of new asset program completed	Completed	100%
4.12.1.2 Percentage of new assets updated in the Asset Management Information System	Completed	100%

4.12.1.3 Manage Plant Asset Maintenance & Operation

4.12.1.3 Percentage of annual inspection program completed	Completed	100%
4.12.1.3 Percentage unscheduled maintenance tasks completed within service levels	Completed	100%

4.12.1.4 Create a Plant Asset Management Plan

4.12.1.4 New Asset schedule created for following year Budget	Completed	100%
4.12.1.4 Plan updated to reflect completion of Capital Renewals and New Assets programs	Completed	100%
4.12.1.4 Renewal schedule created for following year Budget	Completed	100%
4.12.1.4 Scheduled Maintenance program created for following year Budget	Completed	100%

*Report Contains Filters

CSP Goal - Ensure finances are managed responsibly to meet the goals of the Community Strategic Plan and to protect financial investments and assets

DP Action - Ensure maximum revenue return is achieved

4.2.3.2 Issue Rates Notices on a quarterly basis

Notices issued within projected timeframe

Completed Instalment rate notice issued in January

CSP Goal - Foster positive relationships with our community through open communications, opportunities for participation in decision making and sharing of information

DP Action - Distribute media releases on Council decisions, projects, plans and activities

4.5.2.1 Coordinate media training for key staff and Councillors

Media releases prepared and distributed as required

Completed

DP Action - Ensure our community has easy access to information in accordance with relevant legislation

4.5.5.1 Council's Publication Guide is reviewed annually and updated as required

Reviewed and updated as required

Completed

Next review is scheduled for June 2015

4.5.5.3 Council's Privacy Management Plan is implemented, reviewed and updated as required

Reviewed and updated

Completed

CSP Goal - Minimise risk to ensure continuity of critical business function

DP Action - Develop and review Business Continuity Plans to minimise risk

4.6.2.4 Review and implement a computerised management systems for the recording of incidents and claims

Computerised system implemented

Completed

Guardian System Operational

*Report Contains Filters

Kiama Municipal Council
Operational Plan 2014-15
Quarterly report for period Jan - Mar 2015

Measures	Progress Status Qtr 3	Third Qtr Comments
* Report Contains Filters		
CSP Goal - Encourage and support residents from socially and culturally diverse backgrounds to participate in all aspects of DP Action - Deliver quality disability services in line with the Community Care Common Standards and funding agreements		
1.1.1.1 Provide Community Care Support Program Social support to people with a disability	Behind Target	Budget is behind due to the cost of providing increased services to high needs clients. Currently working to transition these clients to more appropriate services
1.1.1.1.1 Service provided within budget		
1.1.1.2 Provide Community Care Support Program respite to the carers of people who have a disability	Behind Target	Budget remains slightly behind target but currently implementing strategies to balance budget over the next period
1.1.1.2.1 Service provided within budget		
1.1.1.4 Provide Community Care Support Program home maintenance services to people who have a disability	Behind Target	Budget is behind due to the increase in service provision. Currently implementing strategies to balance the budget in the next quarter.
1.1.1.4.1 Service provided within budget		
1.1.1.5 Provide Community Care Support Program domestic assistance services to people with a disability	Behind Target	Disability client numbers have increased this quarter due to a concerted effort with a smaller pool of suitable clients however outputs have not increased because of budget restrictions.
1.1.1.5.1 Hours of service in line with funding agreement targets		
CSP Goal - Promote and support a range of social, cultural and artistic activities, practices and programs for creating sustainable health and well being		
DP Action - Implement and support community, cultural and artistic activities and development programs		
1.2.4.5 Repairs to Daisy the Decorated Dairy Cow	Behind Target	Crowd fundraising has not gone as well as hoped. Will close at the end of April with a shortfall of approximately \$4000.
Level of satisfaction to repairs		

*Report Contains Filters

CSP Goal - Develop and implement services and programs that promote health and active lifestyle for residents of all ages, abilities and interests

DP Action - Maintain and develop Leisure Centre and Jamberoo Pool

1.3.1.1 Undertake planned program of improvements and maintenance to ensure Leisure Centre facilities are maintained to required standard	Behind Target	Works is continuing on the new family room. Plans have been developed for New spin room.
Undertake capital and structural improvements at Leisure Centre in accordance with allocated budget		
1.3.1.3 Ensure Leisure Centre and Jamberoo Pool activities are undertaken by highly qualified and appropriately trained staff	Behind Target	Adjustments to staff training are being made. Staff training will take place mid May
Training programs are developed, implemented and reviewed to ensure staff legislative and vocational requirements are met		

CSP Goal - Plan for and support our Ageing Population

DP Action - Deliver quality aged care services to older people in the community across the Shoalhaven, Kiama, Shellharbour and Wollongong areas

1.4.4.1 Provide Commonwealth care Packages to eligible members of the community	Behind Target	Behind target this quarter as has been placed on HOLD for a short time to resolve final budget issues.
Transition 20 packages per 1/4 to CDC		
1.4.4.4 Provide Commonwealth HACC Case Management services to older people living in the community	Behind Target	Transitioning clients to other ongoing services due to changes in funding agreement as from July 2015
1.4.4.4 Services delivered in line with funding agreement targets		
1.4.4.5 Provide Commonwealth HACC Home Maintenance services to older people living in the community	Behind Target	Due to the provision of extra services the budget is behind. But currently working on strategies to balance the budget in the next period.
1.4.4.5 Services delivered within budget		
1.4.4.6 Provide Commonwealth HACC Domestic Assistance services to older people living in the community	Behind Target	Although client numbers have increased clients are choosing on average to decrease hours due to cost. This has not increased the capacity of the budget to produce more outputs due to the cost of direct services. Currently investigating alternative means of service provision to reduce cost of services.
1.4.4.6 Services delivered in line with funding agreement targets		

*Report Contains Filters

1.4.4.7 Provide Commonwealth HACC Personal Care services to older people living in the community		
1.4.4.7 Services delivered within budget	Behind Target	Budget is behind target due to the increase in brokerage costs. Increased expected contributions will assist in balancing the budget in the next period.
1.4.4.8 Provide Commonwealth HACC Centre Based Day Care services to older people living in the community		
1.4.4.8 Services delivered in line with funding agreement targets	Behind Target	Out puts have increased slightly due to promotion strategies
1.4.4.8 Services delivered within budget	Behind Target	Due to increased cost of running program budget is behind target. Looking at fundraising strategies to balance the budget in the next quarter.
CSP Goal - Recognise and promote community safety throughout the Municipality		
DP Action - Enforce and comply with public health and safety legislation		
1.6.3.6 Implement requirements of the Swimming Pool Act and Regulations		
Ensure private pool inspections are carried out in accordance with adopted inspection program	Behind Target	Change of legislation delayed inspection requirements for leased and for sale properties
DP Action - Facilitate emergency management planning, response and recovery		
1.6.5.1 Maintain and implement the emergency management plan		
Compliance with the State Emergency Rescue Management Act	Behind Target	Illawarra Emergency Management Plan update overdue.
1.6.5.2 Participate in the Local Emergency Management Committee		
All committee meetings are attended	Behind Target	Meeting of 4/3/15 not attended due to annual leave. Kiama to resume Chair of Committee in June.
CSP Goal - Encourage and support volunteering opportunities to support the community		
DP Action - Provide and promote volunteering opportunities within the community and Council operations		
1.7.1.1 Provide and promote volunteering opportunities within Illawarra In Home Support Centre Based Day Care have trained volunteers to deliver activities		
Community Transport have trained volunteers to deliver activities		
Respite have trained volunteers to deliver activities	Behind Target	More volunteers needed for out of hours services to meet individuals needs- continue to promote volunteering opportunities

*Report Contains Filters

More volunteers needed for one on one social support services- continue to promote volunteering opportunities

Behind Target

Social support have trained volunteers to deliver activities

CSP Goal - Ensure public spaces reflect the cultural and artistic diversity of the local community

DP Action - Develop and implement policies and programs that support public artwork and artistic expression

2.16.1.1 Develop a Public Art policy

Policy developed and adopted by Council

Work has begun on completing the policy. Draft to be taken to Cultural Board Planning Day in next quarter for feedback.

Behind Target

CSP Goal - Ensure the principles of sustainable development and legislative compliance underpin our land uses and the design of our buildings and subdivisions

DP Action - Comply with Development Regulation

2.9.1.1 Development Applications processed within 40 days

75% processed within 40 days

76 DAs determined in period 67% within 40 days -Additional \$149 certificates and DCP review workload

Behind Target

CSP Goal - Encourage and support Tourism in the Kiama Municipality

DP Action - Coordinate the management of Kiama Coast Holiday Parks as viable business entities

3.6.1.1 Ensure net financial returns are achieved as outlined in the Kiama Coast Holiday Parks budget

Forecast budget return achieved

Net income for the third quarter = \$2,363,345, a decrease of \$302,979 from the previous year. a substantial part of this decrease is due to the demolition and reconstruction of the amenities building at Kendall's Beach. The Park was closed for a week in March and there has been a significant reduction in forward bookings due to this work. Another reason for a reduction in this quarters banking is due to approximately \$190,000 of Seven Mile's income that was banked during March was not reconciled and entered into Council's system until 1 April, which will be included in the fourth quarters net income.

Behind Target

CSP Goal - Ensure continual improvement of Council's Integrated Planning and Reporting framework to meet the Community's long-term vision for the Kiama Municipality

DP Action - Ensure compliance with, and continual improvement of, the Integrated Planning and Reporting Framework

4.14.1.2 Develop a Community Indicators framework for reporting progress of Community Strategic Plan

Community Indicators Framework developed

Considerably more work is required in the development of corporate indicators.

Behind Target

*Report Contains Filters

<p>4.14.1.3 Investigate innovative and informative ways to report on our plans and our performance to the community</p> <p>Innovative reporting methods are investigated</p>	<p>Behind Target</p> <p>Training for the new software has occurred for Executive Assistants, however training for general users has not and will be undertaken to ensure end of year reporting is completed using the new software.</p>
<p>CSP Goal - Ensure a policy framework exists which meets all legislative requirements and community expectations</p>	
<p>DP Action - Ensure corporate legislative compliance</p>	
<p>4.4.1.5 Ensure a Corporate Policy register is developed and maintained</p> <p>Policy register developed and updated as required</p>	<p>Behind Target</p> <p>Considerably more work required on improving policy/document management in Council.</p>
<p>CSP Goal - Foster positive relationships with our community through open communications, opportunities for participation in decision making and sharing of information</p>	
<p>DP Action - Provide innovative and engaging digital and social media solutions for our community</p>	
<p>4.5.1.3 Develop a dynamic and informative Intranet system</p> <p>Intranet is developed and operational</p>	<p>Behind Target</p> <p>Work is still ongoing to determine the most appropriate option for an new Council intranet. A site inspection and a presentation relating to two different offerings occurred. Evaluation and assessment is ongoing but slow due to competing and higher priority projects.</p>
<p>DP Action - Provide opportunities for inclusive community engagement in decision making, recognising social justice and cultural diversity as integral components</p>	
<p>4.5.4.1 Develop and implement a community engagement policy and framework</p> <p>4.5.4.1 Policy developed and implemented</p>	<p>Behind Target</p> <p>A draft has been prepared and released for comment. Finalisation proposed before June.</p>
<p>4.5.4.2 Incorporate community engagement strategies into all significant Council projects</p> <p>Engagement strategies considered in all major projects</p>	<p>Behind Target</p> <p>The revised engagement community strategy will be used to reinforce engagement strategies across the organisation, however more work on this project is required.</p>
<p>DP Action - Ensure new residents are informed and welcomed to the Kiama Municipality</p>	
<p>4.5.6.1 Maintain, update and distribute the New Residents Kit</p> <p>Number of Kits distributed</p>	<p>Behind Target</p> <p>Last production of kits have been fully distributed. Awaiting reprint of revised kits.</p>
<p>*Report Contains Filters</p>	

**Kiama Municipal Council
Operational Plan 2014-15
Quarterly report for period Jan - Mar 2015**

Measures	Progress Status Qtr 3	Third Qtr Comments
* Report Contains Filters		
CSP Goal - Encourage and support residents from socially and culturally diverse backgrounds to participate in all aspects of community life		
DP Action - Deliver quality disability services in line with the Community Care Common Standards and funding agreements		
1.1.7 Plan and implement the Illawarra in Home Support continuous improvement operating plan	Not in this Period	Not in this quarter
Annual planning day is held and plan developed		
CSP Goal - Promote and support a range of social, cultural and artistic activities, practices and programs for creating sustainable health and well being		
DP Action - Investigate the provision of a multi function arts space for the Kiama Municipality		
1.2.3.2 Funding sought for building new Art Centre	Not in this Period	Budget allocated in 2015/16 budget, pending Council approval, for design plans to be drawn up to support future funding applications.
Funding obtained		
DP Action - Implement and support community, cultural and artistic activities and development programs		
1.2.4.1 Plan and implement Ride for Mental Illness		
1.2.4.1 Number of participants	Not in this Period	
Amount of funds raised for charity	Not in this Period	
Number of activities	Not in this Period	
1.2.4.4 Other community development projects		
1.2.4.4 feedback received	Not in this Period	
1.2.4.4 Number of participants	Not in this Period	
CSP Goal - Develop and implement services and programs that promote health and active lifestyle for residents of all ages, abilities and interests		

*Report Contains Filters

DP Action - Maintain and develop Leisure Centre and Jamberoo Pool	
1.3.1.1 Undertake planned program of improvements and maintenance to ensure Leisure Centre facilities are maintained to required standard Undertake capital and structural improvements at Jamberoo Pool in accordance with allocated budget	Not in this Period No Capital improvements were undertaken in this quarter
DP Action - Develop, implement and review the Kiama Health Plan	
1.3.2.1 Implement programs and policies that address access to healthy and affordable food	Not in this Period No progress this quarter as the new Health Promotions Office only started on 23-3-15
1.3.2.1 Number of programs and policies	
1.3.2.2 Implement programs and policies that encourage physical activity	Not in this Period Equipment for Gerringong Outdoor gym still on order.
1.3.2.2 Number of programs and policies	
1.3.2.3 Implement cancer prevention programs and policies	Not in this Period No progress this quarter as the new Health Promotions Office only started on 23-3-15
1.3.2.3 Number of programs and policies	
1.3.2.4 Encourage and promote policies and programs that support participation in the community by children and their families Breastfeeding Friendly policy is implemented	Not in this Period No progress this quarter as the new Health Promotions Office only started on 23-3-15
1.3.2.4 Number of programs and policies implemented	
DP Action - Ensure membership of the World Health Organisation's (WHO) Healthy Cities Program is maintained	
1.3.4.1 Implementation of the Kiama Health Plan and related WHO Healthy Cities Initiatives Number of programs and policies implemented	Not in this Period No progress this quarter as the new Health Promotions Office only started on 23-3-15

CSP Goal - Plan for and support our Ageing Population

DP Action - Redevelop and expand the Blue Haven Aged Care Facility

1.4.2.3 Work undertaken to progress to construction stage

*Report Contains Filters

DA approved by Joint Regional Planning Panel	Not in this Period	DA aiming to be lodged in July and will then proceed to JRPP for determination
1.4.2.4 Undertake early site works	Not in this Period	Work not commencing in this financial year
Work progresses on target against timeline		
CSP Goal - Plan for and support Young People		
DP Action - Enhance and develop young people's skills through the provision of targeted programs and a drop-in service		
1.5.3.3 Engage and connect with young people via multimedia projects including Youth TV and Radio.	Not in this Period	The Centre was connected to NBN in this period which will allow the service to do more multimedia projects.
Number of multimedia projects completed	Not in this Period	Live stream is planned for April featuring local musician.
Number of young people participating		
CSP Goal - Recognise and promote community safety throughout the Municipality		
DP Action - Provide annual Surf Education Awareness program in local primary schools		
1.6.2.1 Surf Education Awareness program carried out in local primary schools annually	Not in this Period	Program completed in Q1
1.6.2.1 Program completed		
DP Action - Enforce and comply with public health and safety legislation		
1.6.3.2 Implement the requirements of the Public Health Act and Regulations (public swimming pools and water supplies and water cooling systems)	Not in this Period	
1.6.3.2 Skin penetration complaints are investigated within 7 days		
1.6.3.4 Implement the requirements of the Companion Animals Management Act and Regulations (registrations, off leash area, impounding facilities and compliance requirements)		
Annual companion animals activity is held	Not in this Period	
Annual dangerous dog declaration inspections undertaken	Not in this Period	
Mandatory report submitted to Office of Local Government in September and November annually	Not in this Period	
1.6.3.5 Implement the requirements of the Parking and Traffic Management Act and Regulations		
Annual report for Division of Local Government completed	Not in this Period	
*Report Contains Filters		

1.6.3.6 Implement requirements of the Swimming Pool Act and Regulations

Undertake annual education program to encourage compliance with legislation

Not in this Period

CSP Goal - Recognise and promote community safety throughout the Municipality

DP Action - Provide annual Surf Education Awareness program in local primary schools

1.7.1.2 Promote and support volunteering opportunities available to community

Participate in promotional activities

Not in this Period

No specific promotional activities held this quarter

CSP Goal - Maintain the separation and distinct nature of the towns and villages of our local area

DP Action - Implement and review the Urban Strategy

2.1.1.2 Planning proposals reviewed against objectives of the Urban Strategy and reported annually

Annual report completed

Not in this Period

2.1.1.3 Development standards for infill development are reviewed having regard to Planning and Infrastructure Urban feasibility model

2.1.1.3 Demonstrated review/consultation reported as required

Not in this Period

Staff leave has had an impact on Departmental work out puts.

CSP Goal - Effectively manage the transport network of roads, footpaths and cycleways to cater for current and future generations

DP Action - Manage the road infrastructure for the community by the implementation of the Road Asset Management Plan actions

2.10.1.1 Undertake a road asset renewal program

2.10.1.1 Percentage of scheduled designs completed

Not in this Period

0% required

2.10.1.2 Manage new road asset creation

2.10.1.2 Percentage of new assets updated in the Asset Management Information System

Not in this Period

0%

2.10.1.3 Undertake maintenance program for roads, footpaths and cycleways

2.10.1.3 Percentage of Scheduled Maintenance program delivered

Not in this Period

To be developed.

2.10.1.3 Scheduled Maintenance Budget v Actual expenditure percentage

Not in this Period

0%

*Report Contains Filters

2.10.1.4 Maintain Road Asset Management Plan	
2.10.1.4 Plan updated to reflect completion of Capital Renewals and New Assets programs	Not in this Period At completion of program.
2.10.1.4 Scheduled Maintenance program created for following year Budget	Not in this Period To be developed.
DP Action - Manage footpaths and cycleway infrastructure for the community by the implementation of the Shared Pathway Asset Management Plan actions	
2.10.2.1 Manage footpath and cycleway Asset Renewals	
2.10.2.1 Percentage of renewal program completed	Not in this Period No renewal 14/15 Budget.
2.10.2.1 Percentage of renewals updated in the Asset Management Information System	Not in this Period No renewal 14/15 Budget.
2.10.2.1 Percentage of scheduled designs completed	Not in this Period No renewal 14/15 Budget.
2.10.2.1 Renewal Budget v Actual expenditure percentage	Not in this Period No renewal 14/15 Budget.
2.10.2.2 Manage New footpath and cycleway Asset creation	
2.10.2.2 Percentage of new asset program completed	Not in this Period 15/16 Budget preparation.
2.10.2.2 Percentage of new assets updated in the Asset Management Information System	Not in this Period 0%
2.10.2.3 Manage footpath and cycleway Asset Maintenance & Operation	
2.10.2.3 Percentage of Scheduled Maintenance program delivered	Not in this Period To be developed.
2.10.2.3 Scheduled Maintenance Budget v Actual expenditure percentage	Not in this Period 0%
2.10.2.4 Maintain Shared Pathway Asset Management Plan	
2.10.2.4 New Asset schedule created for following year Budget	
2.10.2.4 Plan updated to reflect completion of Capital Renewals and New Assets programs	Not in this Period At completion of program.
2.10.2.4 Scheduled Maintenance program created for following year Budget	Not in this Period To be developed.
2.11.1.1 Manage drainage Asset Renewals	
2.11.1.1 Percentage of renewals updated in the Asset Management Information System	Not in this Period 4th quarter.

*Report Contains Filters

CSP Goal - Effectively manage the drainage network to cater for current and future generations

DP Action - Manage the drainage infrastructure for the community by the implementation of the Drainage Asset Management Plan actions

2.11.1.2 Manage New drainage Asset creation

2.11.1.2 New Asset Budget v Actual expenditure percentage	Not in this Period	No new assets.
2.11.1.2 Percentage of new asset program completed	Not in this Period	No new assets.
2.11.1.2 Percentage of new assets updated in the Asset Management Information System	Not in this Period	No new assets.
2.11.1.2 Percentage of scheduled designs completed	Not in this Period	No new assets.

2.11.1.3 Manage drainage Asset Maintenance & Operation including for gross pollutant traps and drainage pits

2.11.1.3 Percentage of Scheduled Maintenance program delivered	Not in this Period	To be developed.
2.11.1.3 Scheduled Maintenance Budget v Actual expenditure percentage	Not in this Period	0%

2.11.1.4 Maintain Drainage Asset Management Plan

2.11.1.4 New Asset schedule created for following year Budget	Not in this Period	No new assets identified.
2.11.1.4 Plan updated to reflect completion of Capital Renewals and New Assets programs	Not in this Period	At completion of program.
2.11.1.4 Renewal schedule created for following year Budget	Not in this Period	No renewals identified.
2.11.1.4 Scheduled Maintenance program created for following year Budget	Not in this Period	To be developed.

2.11.1.5 Undertake the preparation of Flood Studies for identified catchments

Number of scheduled studies completed	Not in this Period	Grant application applied for to OEM for Coaree Creek/Werri Legoon.
---------------------------------------	--------------------	---

CSP Goal - Effectively manage recreation and open space infrastructure to cater for current and future generations

DP Action - Manage recreation and open space infrastructure for the community by the implementation of the Recreation and Open Space Asset Management Plan actions

2.12.1.1 Manage recreation and open space asset renewals

2.12.1.1 Percentage of renewals updated in the Asset Management Information System	Not in this Period	At completion of program.
--	--------------------	---------------------------

2.12.1.2 Manage new recreation and open space asset creation

2.12.1.2 Percentage of new assets updated in the Asset Management Information System	Not in this Period	At completion of program.
2.12.1.2 Scheduled Maintenance Budget v Actual expenditure percentage	Not in this Period	To be developed.

*Report Contains Filters

- 2.12.1.3 Maintain Recreation and Open Space Asset Management Plan, including reserves, sports fields, playgrounds and skate parks
- 2.12.1.3 Plan updated to reflect completion of Capital Renewals and New Assets programs
- 2.12.1.3 Scheduled Maintenance program created for following year Budget

Not in this Period At completion of program.

Not in this Period To be developed.

CSP Goal - Effectively manage other assets to cater for current and future generations (including car parks, community buildings, cemetaries and dams)

DP Action - Manage community buildings by the creation and implementation of the Community Buildings Asset Management Plan actions

2.13.1.1 Manage community buildings asset renewals

2.13.1.1 Percentage of renewals updated in the Asset Management Information System

Not in this Period 0% - end of 4th quarter.

2.13.1.2 Manage community buildings new asset creation

2.13.1.2 Percentage of new assets updated in the Asset Management Information System

Not in this Period 0% - end of 4th quarter.

2.13.1.3 Manage community buildings asset maintenance & operation

2.13.1.3 Percentage of Scheduled Maintenance program delivered

Not in this Period 0%

2.13.1.3 Scheduled Maintenance Budget v Actual expenditure percentage

Not in this Period 0%

DP Action - Manage other assets and infrastructure by the creation and implementation of the Other Assets and Infrastructure Asset Management Plan actions

2.13.2.1 Manage other asset and infrastructure asset renewals

2.13.2.1 Percentage of renewal program completed

Not in this Period 0%

2.13.2.1 Percentage of renewals updated in the Asset Management Information System

Not in this Period 0%

2.13.2.1 Percentage of scheduled designs completed

Not in this Period 0%

2.13.2.1 Renewal Budget v Actual expenditure percentage

Not in this Period 0%

2.13.2.2 Manage other asset and infrastructure new asset creation

2.13.2.2 New Asset Budget v Actual expenditure percentage

Not in this Period 0%

2.13.2.2 Percentage of new assets updated in the Asset Management Information System

Not in this Period 0%

*Report Contains Filters

2.13.2.2 Percentage of renewal program completed	Not in this Period	0%
2.13.2.2 Percentage of scheduled designs completed	Not in this Period	0%
2.13.2.3 Manage other asset and infrastructure asset maintenance & operation		
2.13.2.2 Percentage of Scheduled Maintenance program delivered	Not in this Period	To be developed.
2.13.2.3 Scheduled Maintenance Budget v Actual expenditure percentage	Not in this Period	0%
2.13.2.4 Create an Other Assets Asset Management Plan		
2.13.2.4 New Asset schedule created for following year Budget	Not in this Period	No new assets identified.
2.13.2.4 Plan updated to reflect completion of Capital Renewals and New Assets programs	Not in this Period	At completion of program.
2.13.2.4 Renewal schedule created for following year Budget	Not in this Period	No renewals identified.
2.13.2.4 Scheduled Maintenance program created for following year Budget	Not in this Period	To be developed.

CSP Goal - Minimise waste and manage it in an efficient and environmentally sensitive manner

DP Action - Manage waste and recycling in accordance with adopted plans

2.14.1.4 Implement trial of free clean-up drop off program		
2.14.1.4 Program completed and evaluated	Not in this Period	
2.14.1.7 Implement programs, projects, policies and services to reduce waste, increase recycling, reuse and composting of materials generated by Council and the community		
E-waste event/drop off programs implemented	Not in this Period	
Number of collection zones that new garbage, recycling and food organics collection service is implemented (subject to funding)	Not in this Period	
Review charity clothing bins program and implement new adopted program	Not in this Period	
Trial Business Recycling/Organics program commenced	Not in this Period	
2.14.1.8 Implement 2014-15 Waste and Sustainability Performance Payments programs, actions and reporting requirements		
Waste and Recycling audit completed by December annually	Not in this Period	

DP Action - Upgrade waste and recycling infrastructure, processing and disposal facilities to align with new collection and processing systems and licence requirements

*Report Contains Filters

2.14.2.1 Develop a Waste Recycling Infrastructure Plan for Minnamurra Organics and Recycling Facility including community recycling centre, processing options, transfer station (subject to grant funding)

Plan is developed and adopted by Council

Not in this Period

2.14.2.2 Install additional public place recycling infrastructure

Recycling infrastructure installed

Not in this Period

DP Action - Ensure compliance with legislative requirements specific to waste management

2.14.3.1 Comply with Environmental Protection Agency Licensing and operational conditions, monitoring and reporting

Licence annual reports prepared for Minnamurra and Gerroa Waste Facilities
Methane gas monitoring is conducted in accordance with schedule

Not in this Period

CSP Goal - Ensure the maximum multi-purpose use of our community's buildings and facilities

DP Action - Ensure Section 94 Developer Contributions Plans and Voluntary Planning Agreements are aligned with community development plans

2.15.2.1 Prepare a new Section 94 and Section 94A Developer Contributions Plan which provide community facilities and services for the Municipality

Plan reviewed according to legislation and planning reforms

Not in this Period

2.15.2.2 Report Section 94 & Section 94A funds received annually

2.15.2.2 Report submitted for inclusion in Annual Report

Not in this Period

2.15.2.3 Report Voluntary Planning Agreements proposed annually

2.15.2.3 Report submitted for inclusion in Annual Report

Not in this Period

CSP Goal - Ensure public spaces reflect the cultural and artistic diversity of the local community

DP Action - Develop and implement policies and programs that support public artwork and artistic expression

2.16.1.2 Promote and facilitate busking in Kiama and Gerringong

2.16.1.2 Feedback received

Not in this Period Nil feedback received

CSP Goal - Ensure our natural and built environments are adaptive to climate change impacts

DP Action - Consider climate change impacts and hazards and implement actions

*Report Contains Filters

<p>2.3.1.3 Review and update the Climate Change Adaptation Plan, subject to funding Review undertaken and reported to Council</p>	<p>Not in this Period</p>	
<p>DP Action - Research and develop programs and policies to address potential climate change impacts</p>		
<p>2.3.2.1 Ensure Council's policies and procedures consider adaptation impacts and seek grant funding to implement climate change initiatives where available All appropriate grant funding opportunities are investigated All relevant policies and procedures updated as required</p>	<p>Not in this Period Not in this Period</p>	<p>Grant funding for climate change adaptation investigated. No projects to meet grant funding criteria identified.</p>
<p>CSP Goal - Maintain and enhance biodiversity on public and private land</p>		
<p>DP Action - Implement biodiversity education and on-ground activities</p>		
<p>2.5.1.1 Implement tree planting activities Support National Tree Day</p>	<p>Not in this Period</p>	
<p>2.5.1.2 Promote understanding and awareness of biodiversity in local area Community workshop completed Field day or educational activity undertaken</p>	<p>Not in this Period Not in this Period</p>	
<p>CSP Goal - Provide supportive environments that encourage a healthy and sustainable lifestyle</p>		
<p>DP Action - Develop, implement and promote infrastructure, policies and programs that support a healthy and sustainable lifestyle</p>		
<p>2.8.1.2 Promote the use of cycleways and walking paths through the Municipality Number of walking maps and cycleways maps distributed</p>	<p>Not in this Period</p>	<p>Not monitored during this quarter as the new Health Promotions Office only started on 23-3-15</p>
<p>CSP Goal - Ensure the principles of sustainable development and legislative compliance underpin our land uses and the design of our buildings and subdivisions</p>		
<p>DP Action - Comply with Development Regulation</p>		
<p>2.9.1.7 Issue licences for caravan parks All licences issued annually</p>	<p>Not in this Period</p>	<p>Not due this quarter</p>

*Report Contains Filters

CSP Goal - Promote and encourage business development and employment based on the local area's unique and distinctive characteristics

DP Action - Undertake initiatives to promote and support business development and growth in the local area

3.1.1.4 Local businesses and artists enjoy a robust and engaged relationship

3.1.1.4 Number of participants	Not in this Period
Number of events and programs completed	Not in this Period

CSP Goal - Develop opportunities to increase the economic output of rural lands

DP Action - Support and promote the productive use of local rural land

3.2.1.2 Establish Council's Agri-project working group

Working group established	Not in this Period
---------------------------	--------------------

CSP Goal - Investigate and facilitate employment land and infrastructure to support business growth

DP Action - Provide appropriate employment land to meet current and future needs

3.3.1.1 Ensure zones within Kiama LEP and Kiama Urban Strategy provide for an appropriate range of employment uses

Reviewed as required	Not in this Period
----------------------	--------------------

3.3.1.2 Ensure Kiama Urban Strategy includes provision for future employment land

Urban Strategy reviewed and updated as required	Not in this Period
---	--------------------

CSP Goal - Encourage and support Tourism in the Kiama Municipality

DP Action - Coordinate the management of Kiama Coast Holiday Parks as viable business entities

3.6.1.5 All relevant policies, procedures and regulations are reviewed to maintain legislative requirements and to ensure best practice

Appropriate training is provided to park managers	Not in this Period
Policies, procedures and regulations reviewed as appropriate	Nil reviewed in this period.
Quarterly Managers meetings are held	

3.6.1.6 Carry out a program of financial and park audits

All licences are renewed and current to comply with legislative requirements	Not in this Period
Financial audits are completed as required	All licences were updated last quarter.
	Not in this Period

*Report Contains Filters

CSP Goal - Provide training and professional development for Councillors and staff to promote a culture of strong leadership, good governance and ethical practice	
DP Action - Ensure understanding of and compliance with Council's Code of Conduct and relevant policies and procedures	
4.10.1.3 Code of Conduct information is provided to all contractors, consultants and volunteers	Not in this Period
Training provided when necessary	The introduction of the on line Code of Conduct training module will be considered for these participants.
4.10.1.4 Code of Conduct complaints are dealt with quickly and in accordance with adopted policy and relevant legislation	Not in this Period
All Code of Conduct complaints investigations completed	No Code of Conduct complaints were received in the period.
CSP Goal - Advocate for integrated, sustainable and innovative transport systems within and outside of the Municipality	
DP Action - Provide input to State and Regional Transport Strategies	
4.13.1.1 Provide input to Dept of Transport Regional Transport Plan where appropriate	Not in this Period
Provide input where appropriate	
CSP Goal - Ensure finances are managed responsibly to meet the goals of the Community Strategic Plan and to protect financial investments and assets	
DP Action - Ensure all Statutory accounting and reporting is carried out to meet legislation	
4.2.2.1 Implement recommendations of Internal Audit and Risk Committee	Not in this Period
All recommendations implemented	No new recommendation. Ongoing controls in place
CSP Goal - Ensure a policy framework exists which meets all legislative requirements and community expectations	
DP Action - Ensure corporate legislative compliance	
4.4.1.1 Develop, review and evaluate policies and procedures to ensure compliance with the WHS Act and Regulations	Not in this Period
StateCover annual WHS audit completed with a score of 80% or better	Conducted in 4th Quarter
4.4.1.3 Develop, review and evaluate policies and procedures to ensure compliance with Civic Liability Act	Not in this Period
4.4.1.3 Policy and procedures are updated within 3 months of the release of the change	No changes in this quarter

*Report Contains Filters

4.4.1.7 Annual Report published and available on Council's website by November each year

Submitted to Office of Local Government

Not in this Period

Not in this period - Report submitted 2nd quarter.

CSP Goal - Foster positive relationships with our community through open communications, opportunities for participation in decision making and sharing of information

DP Action - Promote a consistent and positive image of Council to the community

4.5.3.1 Develop, implement and monitor a Branding Policy that encompasses all of Council's operations

Council through the Economic Development Committee has prepared a marketing campaign (@ Kiama - the most desirable place on earth) to tie in with the establishment of free Wi-Fi however with respect to a broader re-branding project no progress has occurred. NOTE as reported last quarter this project will be managed through the Economic Development Committee and under the Corporate and Commercial Services Directorate.

Not in this Period

Re-branding project plan developed

Resolution of Council for re-branding project

Not in this Period

DP Action - Ensure our community has easy access to information in accordance with relevant legislation

4.5.5.4 Ensure compliance with Personal Information Protection Act and Health Record Information Protection Act

Conduct staff training in Privacy Management

Ensure Council's collection and release of information complies with legislation

Not in this Period

Not in this Period

DP Action - Ensure new residents are informed and welcomed to the Kiama Municipality

4.5.6.2 A welcome event for new residents is conducted annually

New Residents event held

Not in this Period

Not in this quarter as the new Health Promotions Office only started on 23-3-15. Unlikely to be achieved during 2014/15 year.

DP Action - Provide efficient and effective customer service to our community

4.5.8.1 Implementation of outcomes recommended by project team to establish satisfaction benchmarks

Number of customer service surveys conducted

Not in this Period

To be reviewed

CSP Goal - Minimise risk to ensure continuity of critical business functions

*Report Contains Filters

DP Action - Develop and review Business Continuity Plans to minimise risk

4.6.2.1 Workplace health and safety management systems updated and communicated as required following legislative changes

Reviews undertaken and communicated

Not in this Period No legislative changes in this period

CSP Goal - Manage Council staff in a fair, equitable and sustainable manner to ensure the most efficient outcomes for the Community Strategic Plan

DP Action - Recruit and retain an appropriate workforce to deliver planned objectives of the Community Strategic Plan

4.9.1.5 Administer awards program to recognise individual employee achievements

Long Service Awards presented

Not in this Period Not in this period.

Megan Dalley Trainee/Apprentice/Cadet of the Year Awarded

Not in this Period Not in this period.

Robert East Community Services Award presented

Not in this Period Not in this period.

DP Action - Maintain a harmonious workplace culture characterised by mutual respect

4.9.2.4 Administer and promote use of Employee Assistance Program

Annual usage statistics reported

Not in this Period This annual activity was completed in the first quarter

Employee Assistance Program provider contract renewed

Not in this Period This annual activity was completed in the first quarter

*Report Contains Filters

Kiama Municipal Council
Operational Plan 2014-15
Quarterly report for period Jan - Mar 2015

Measures	Progress Status Qtr 3	Third Qtr Comments
* Report Contains Filters		
CSP Goal - Encourage and support residents from socially and culturally diverse backgrounds to participate in all aspects of community life		
DP Action - Deliver quality disability services in line with the Community Care Common Standards and funding agreements		
1.1.1 Provide Community Care Support Program Social support to people with a disability		
1.1.1.1 Service provided in line with funding agreement targets	Ahead of Target	Hours increased due to implementation of new programs.
1.1.1.2 Provide Community Care Support Program respite to the carers of people who have a disability		
1.1.1.2 Hours of service provided in line with funding agreement targets	Ahead of Target	Outputs remain ahead of target, due to the high demand by carers for respite services
1.1.1.3 Provide Community Care Support Program case management services to people who have a disability		
1.1.1.3 Hours of service in line with funding agreement targets	Ahead of Target	Outputs remain high due to the demand for case management for younger people with disabilities who have complex care needs to access the community.
1.1.1.3 Service provided within budget	Ahead of Target	Continues to be low demand for brokerage funding in this program
1.1.1.4 Provide Community Care Support Program home maintenance services to people who have a disability		
1.1.1.4 Hours of service in line with funding agreement targets	Ahead of Target	Due to the restructure of the home maintenance program outputs have significantly increased this quarter.
1.1.1.6 Provide Community Care Support Program personal care services to people with a disability		
1.1.1.6 Hours of service in line with funding agreement targets	Ahead of Target	Outputs have increased this quarter due to increase referrals for personal care services
1.1.1.6 Service provided within budget	Ahead of Target	

*Report Contains Filters

DP Action - Provide a range of flexible and responsive community transport services to the frail aged, younger people with disabilities and their carers and to people who experience transport disadvantage

1.1.5.1 Provide grant funded group and individual transport to the program target group

1.1.5.1.1 Trips provided meet funding agreement targets

Ahead of Target
The service continues to meet the demands of the community due to the implementation of new initiatives

CSP Goal - Develop and implement services and programs that promote health and active lifestyle for residents of all ages, abilities and interests

DP Action - Maintain and develop Leisure Centre and Jamberoo Pool

1.3.1.2 Ensure effective operations of Leisure Centre facilities and Jamberoo Pool to meet community needs and within allocated budget

Ensure maximum utilisation of Leisure Centre Pool to reduce cost of operation

Ahead of Target
Swim school and coaching bookings were booked to 90% capacity ensuring maximum capacity in the Leisure Centre pools.

CSP Goal - Plan for and support our Ageing Population

DP Action - Deliver quality aged care services to older people in the community across the Shoalhaven, Kiama, Shellharbour and Wollongong areas

1.4.2 Provide Commonwealth HACC Social Support services to older people living in the community

1.4.2.2 Services delivered in line with funding agreement targets

Ahead of Target
Due to the implementation of new programs outputs have increased this quarter and are expected to increase further in the next quarter

1.4.2.3 Services delivered within budget

Ahead of Target

1.4.3 Provide Commonwealth HACC Respite services to the carers of older people living in the community

1.4.3.3 Services delivered in line with funding agreement targets

Ahead of Target
Continues to be ahead of target due to demand for this program

1.4.3.3 Services delivered within budget

Ahead of Target

1.4.4 Provide Commonwealth HACC Case Management services to older people living in the community

1.4.4.4 Services delivered within budget

Ahead of Target
Budget continues to be ahead of target due to decrease in demand for brokerage services

1.4.4.5 Provide Commonwealth HACC Home Maintenance services to older people living in the community

*Report Contains Filters

1.4.4.5 Services delivered in line with funding agreement targets

Ahead of Target

Due to the restructure of the home maintenance program outputs have increased significantly.

1.4.4.7 Provide Commonwealth HACC Personal Care services to older people living in the community

1.4.4.7 Services delivered in line with funding agreement targets

Ahead of Target

Outputs have increased this quarter due to a significant increase in demand

CSP Goal - Ensure finances are managed responsibly to meet the goals of the Community Strategic Plan and to protect financial investments and assets

DP Action - Ensure maximum revenue return is achieved

4.2.3.1 Prepare monthly investment report for Council

Maintain returns at 0.5% above the 90 day bank bill rate

Ahead of Target

Average return for the 3 months was 0.88% above target

*Report Contains Filters

**Kiama Municipal Council
Operational Plan 2014-15
Quarterly report for period Jan - Mar 2015**

Measures	Progress Status Qtr 3	Third Qtr Comments
* Report Contains Filters		
CSP Goal - Encourage and support residents from socially and culturally diverse backgrounds to participate in all aspects of community life		
DP Action - Deliver quality disability services in line with the Community Care Common Standards and funding agreements		
1.1.1.5 Provide Community Care Support Program domestic assistance services to people with a disability	On Target	Currently looking at alternate means of direct service provision as brokerage funding is at capacity.
1.1.1.5 Service provided within budget		
1.1.7 Plan and implement the Illawarra in Home Support continuous improvement operating plan		
Continuous improvement operating plan developed to incorporate restructure of services in line with new funding models	On Target	Working in consultation with ECB and staff to finalise unit costing and organisation restructure. Review the CCSP program in preparation for Third Party Verification Audit on 28th May
DP Action - Monitor and improve accessibility within the Municipality		
1.1.2.1 Ensure Access Committee meetings are held on a regular basis to provide advice on relevant issues for Council, its infrastructure and new developments	On Target	Access Committee continues to meet as scheduled. Issues identified such as addressing access to parks, toilets, links between accessible car parking and footpaths, etc. raised at meetings and then addressed by relevant sections of council.
Meetings held bi-monthly and reported to Council		
DP Action - Improve Council collaboration with the Aboriginal Community		
1.1.3.1 Aboriginal Liaison Officer to be employed and work plan developed		

*Report Contains Filters

Aboriginal Reference Group has met 3 times during this period. Participating in the organising of the 2015 Local Government Regional NAIDOC Awards. Liaised with ALO at Kiama High School, and participated in the Kiama Dementia-friendly Alliance Group meetings

On Target

Officer employed and work plan activities achieved

DP Action - Provide information to residents from a cultural and linguistically diverse background to participate in community life

1.1.4.1 Harmony Day event held

Planned events are completed

On Target
DVD Colourfest Short Film showing held at the Family History Centre Auditorium. 12 people attended

1.1.4.2 Culturally significant or relevant colours, food, imagery and performers are incorporated into projects and events

Types of strategies used

On Target
Harmony Day event held, attracted mainly Anglo Saxons but also people from other backgrounds

DP Action - Provide a range of flexible and responsive community transport services to the frail aged, younger people with disabilities and their carers and to people who experience transport disadvantage

1.1.5.2 Provide grant funded individual transport to people who are transport disadvantaged

1.1.5.2 Trips provided meet funding agreement targets

On Target
Restructuring of program has resulted in an increase in the outputs.

1.2.1.1 Develop and implement a program of events for young people

All scheduled events are completed

On Target
A program of events for 2015 has been established and costed out.

CSP Goal - Promote and support a range of social, cultural and artistic activities, practices and programs for creating sustainable health and well being

DP Action - Promote and support cultural and artistic programs for young people

1.2.2.1 Operate and manage the bookings for the Old Fire Station

Diversity of booking types

Maintain or increase number of bookings

On Target
Exhibition space has been used for paintings, photography, woodwork, ceramics, jewellery and events launches and promotion i.e. KISS Arts and Jazz and Blues Festivals.

On Target
Bookings at 100% of capacity

DP Action - Implement and support community, cultural and artistic activities and development programs

1.2.4.2 Plan and implement regional NAIDOC Week awards

*Report Contains Filters

1.2.4.2 Number of participants	On Target	Assisted Council's Aboriginal Liaison Officer where required in planning for 2015 Regional NAIDOC Week Awards.
1.2.4.3 Provide financial support to key community and arts events, activities and projects	On Target	2014-15 Budget allocation fully distributed
Budget allocation fully distributed to cultural activities	On Target	4 successful projects in February funding round
Number of activities and projects supported		
1.2.4.6 Arts Biz conference	On Target	To be held on Friday 1 May; program to include: local artists, accountant, PR/Marketing, Solicitor, local performers, networking and group work
1.2.4.6 Feedback received	On Target	To be held on Friday 1 May; program to include: local artists, accountant, PR/Marketing, Solicitor, local performers, networking and group work
Number of participants		
1.2.4.8 Monitor and progress virtual arts projects	On Target	KCAN Blog Site: 277 members, 94 local, 183 Other
	On Target	KCAN Facebook 266 followers; 80 Kiama, 53 Wollongong, 39 Sydney, 26 Shellharbour, 23 Other Aust, 3 Other OS
1.2.4.8 Number of projects undertaken		
1.2.4.8 Types of projects	On Target	Daisy Facebook 587 Likes; 85 Wollongong, 131 Kiama, 55 Shellharbour, 28 Sydney, 23 Shoalhaven
	On Target	One blog site and two Facebook pages operational

DP Action - Provide a range of library resources, both physical and online, that support our community in recreational and lifelong learning

1.2.5.1 Support house bound residents and their carers by providing access to library resources	On Target	Increased number of home library members
Maintain or increase number of home library services provided		
1.2.5.2 Provide a variety of children's programs that encourage literacy	On Target	
Number of activities held	On Target	
Number of children participating	On Target	
Number of school holiday programs provided	On Target	
1.2.5.3 Manage library collection and loans		

*Report Contains Filters

Maintain or increase the number of library loans - Gerringong Library	On Target
Maintain or increase the number of library loans - Kiama Library	On Target
1.2.5.4 Manage resources of the Family History Centre	
Number of clients attending the Family History Centre	On Target
Number of Family History Centre events held	On Target
1.2.5.5 Undertake a planned maintenance program to ensure Library equipment and infrastructure is maintained to a satisfactory standard within allocated budget	
All library resources are well maintained and available for use	On Target
DP Action - Support the growth and development of Kiama's community groups and service sector	
1.2.6.1 Facilitate and support community groups and services through the Illawarra Interagency	
Number of blog site followers	On Target 89 Illawarra based followers
Number of interactions	On Target 78 Posts 5 Comments
Number of Shellharbour and Kiama Interagency meetings held	On Target February meeting held in Shellharbour Networking Event held 5 March at Shellharbour
Number of views on blog site	On Target 1787 Views 1039 Visitors
1.2.6.2 Facilitate training and information opportunities for local service providers and groups	
1.2.6.2 Number of participants	On Target 20 people attended the Networking Event held 5 March 6 people attended the ID Profile training held 5 March
Satisfaction level of participants	On Target Evaluation results demonstrated that participants felt informed and connected
1.2.6.3 Provide relevant and timely information to Kiama service providers and groups	
Number of interactions	On Target 78 Posts 5 Comments
Number of services and groups following Shellharbour and Kiama Interagency blog site	On Target 89 Illawarra service providers

*Report Contains Filters

1.2.6.4 Council employ a Community Worker for the Aged in the Illawarra

Access Committee meetings held bi-monthly. Network meetings attended regularly to assist with information distribution. Kiama Dementia-friendly project progressing well with additional funds secured through a grant to employ someone to work on the project delivery. Disability Inclusion Action Plan currently under development. Accessible features of Kiama collated and made available on Council's Website.

On Target

Funding guidelines and Activity Work Plan targets met

DP Action - Pursue opportunities for the development of the Gerringong Library and Museum community facility

1.2.7.1 Pursue grant funding opportunities for the development of the Gerringong Library and Museum community facility

Update reports provided to Council

On Target National Stronger Regions Fund application unsuccessful in Round 1.

DP Action - Implement and support social and physical planning processes that recognise social justice and cultural diversity as integral components

1.2.8.1 Participate in Council, local and regional networks and planning sessions

On Target One FACS Info Session, Health & FACS Consultation Session, Children 0-9yrs consultation, Interagency meetings, and council Community & Cultural Development Team meetings attended.

1.2.8.1 Types of sessions attended

Number of network meetings and planning sessions attended

CSP Goal - Develop and implement services and programs that promote health and active lifestyle for residents of all ages, abilities and interests

DP Action - Maintain and develop Leisure Centre and Jamberoo Pool

1.3.1.2 Ensure effective operations of Leisure Centre facilities and Jamberoo Pool to meet community needs and within allocated budget
Ensure seniors programs and outreach activities are developed, implemented and reviewed

Fitness Programs - Income/Expenditure

Investigate opportunities to introduce holistic health and lifestyle activities aligned with other Council programs

On Target Budget on target- no changes to budget review
On Target New Yoga classes were introduced to provide an additional lifestyle activity to our program

Jamberoo Pool - Income/Expenditure

On Target Budget on target- no changes to budget review

Leisure Centre Hall - Income/Expenditure

On Target Budget on target- no changes to budget review

Leisure Centre Pool - Income/Expenditure

On Target Budget Ahead of target- Increase in swim school wages and increase to income as swim school and coaching sessions were almost full to capacity

*Report Contains Filters

Maintain or increase membership level at Leisure Centre	On Target	Membership number is stable for this quarter
Maintain or increase number of users of Jamberoo Pool facilities	On Target	User numbers are constant at Jamberoo Pool for this quarter
Maintain or increase number of users of Leisure Centre facilities	On Target	Centre participation rates are stable for this Quarter.
Maintain variety of activities at the Leisure Centre to meet needs of the community	On Target	New centre programs- Yoga and super circuits have been popular and are experiencing steady numbers in these sessions
Policies, procedures and pricing structure reviewed as appropriate	On Target	Polices and procedures are currently being reviewed
Routine Operations - Income/Expenditure	On Target	Budget on target- minor changes have been made during this quarter review
DP Action - Provide support to Kiama and Districts Sports Association to ensure equitable access to Kiama's sporting facilities		
1.3.3.1 Ensure Council officers attend all scheduled meetings of Kiama and Districts Sports Association	On Target	Council staff attend meetings.
All scheduled meetings attended		
CSP Goal - Plan for and support our Ageing Population		
DP Action - Provide residential aged care, including dementia specific care		
1.4.1.1 Provide residential low care	On Target	Working toward being ready for accreditation. ACS engaged to undertake external gap analysis in April against the 44 accreditation standards.
1.4.1.1.1 Compliance with aged care accreditation standards	On Target	Working toward being ready for accreditation. ACS engaged to undertake external gap analysis in April against the 44 accreditation standards.
1.4.1.2 Provide residential high care including dementia specific care	On Target	Working toward being ready for accreditation. ACS engaged to undertake external gap analysis in April against the 44 accreditation standards.
Compliance with aged care accreditation standards Managed within budget	On Target	Boffa Robertson Group, architects, engaged to develop the plans for the ACF in preparation for DA lodgement. Changes being made to original concept to better address site constraints
DP Action - Redevelop and expand the Blue Haven Aged Care Facility		
1.4.2.1 Finalise design of proposed Aged Care facility	On Target	Boffa Robertson Group, architects, engaged to develop the plans for the ACF in preparation for DA lodgement. Changes being made to original concept to better address site constraints
Design endorsed by Council resolution	On Target	Premier Consulting engaged in Development Management role to advance project to DA lodgement. Consultant team engaged and refining Masterplan.
1.4.2.2 Finalise design for Masterplan	On Target	
1.4.2.2.2 Design endorsed by Council resolution	On Target	

*Report Contains Filters

DP Action - Deliver quality aged care services to older people in the community across the Shoalhaven, Kiama, Shellharbour and Wollongong areas

1.4.4.1 Provide Commonwealth care Packages to eligible members of the community Number of packages delivered	On Target	Continues to be significant client movement making it difficult to maintain our package target numbers.
1.4.4.6 Provide Commonwealth HACC Domestic Assistance services to older people living in the community 1.4.4.6 Services delivered within budget	On Target	Brokerage funding at capacity.

DP Action - Encourage the development of appropriately located aged care facilities and independent living units

1.4.6.1 Work collaboratively with potential developers to ensure appropriate aged care facilities and independent living units are available Progress towards ensuring a range of appropriate accommodation is available	On Target	Ongoing
---	-----------	---------

CSP Goal - Plan for and support our young people

DP Action - Provide support for young people with career planning, training and employment seeking

1.5.1.1 Youth Service to provide a range of strategies and services to provide vocational support Number of strategies or services implemented	On Target	Plans for a Barista course have been developed and scheduled to start in April. An accredited Hospitality course is due to run in May from the Youth Centre.
---	-----------	--

DP Action - Develop and maintain partnerships with local schools to provide health and wellbeing based initiatives and programs

1.5.2.1 Provide a range of educational, recreational community development programs in conjunction with Kiama High School 1.5.2.1 Number of programs implemented	On Target	The Girls Group program in conjunction with Kiama High has been completed with 12 participants. A meeting was held with new Kiama High Principal to inform him of current programs and to seek his approval with the current program. The Principal is very happy about the program and sees the benefits to students. The Youth Advisory Committee is currently meeting with 25 students each month to address issues and concerns.
---	-----------	--

DP Action - Enhance and develop young people's skills through the provision of targeted programs and a drop-in service

1.5.3.1 Provide alone and in partnership, programs for recreation, personal development and employment enhancement		
--	--	--

*Report Contains Filters

Kiama Rotary has purchased a Marquee for the Centre, to be used for the Pop Up Youth Centre project. The Marquee is custom branded with Central logo. To be used to help engage young people, promote the service and provide assistance and information to parents in outreach areas of the Municipality. In addition, a new program has been initiated called the Young Entrepreneur Program, which supports young people to develop business skills. This involves many guest speakers from various businesses and disciplines. Hospitality and Barista courses being run in partnership with local Community College and Cafe (respectively).

On Target

1.5.3.1 Number of programs implemented

1.5.3.2 Provide Drop-in facility for youth to access informal support and referral.

Drop in continues to be provided with any changes notified on the services Facebook page, plus notices on the centre doors. Service moving to a model of service delivery that is less 'Drop In' focused, and more program based.

On Target

Youth Services Drop In Centre staffed 100% of scheduled operational hours

1.5.3.4 Manage all Youth Centre resources (including buildings) to maximise use to meet young people's identified needs

Youth Centre kitchen has been installed and is a big improvement, and meeting the needs of young people. Drawings for outside works have been completed and ready to be submitted to Council.

On Target

All resources maintained and available 100% of scheduled operational hours

DP Action - Enhance and develop young people's skills through the provision of targeted programs and a drop-in service

1.5.4.1 Completed scheduled renovation works at Youth Centre

Kitchen complete, outside drawings completed, currently waiting on quotes for internal work.

On Target

All scheduled works completed

CSP Goal - Recognise and promote community safety throughout the Municipality

DP Action - Provide a beach lifeguard service at designated beaches within the Municipality

1.6.1.1 Undertake a program of beach patrols at Surf Beach during designated periods

On Target

1.6.1.1 Beach patrolled during designated periods

Surf Beach patrols continued during this period

1.6.1.2 Jones, Bombo, Kendalls, Easts, Warri and Seven Mile Beaches patrolled during Christmas School Holiday period

On Target

1.6.1.2 Beach patrolled during designated periods

Patrols for these beaches were completed in this period

*Report Contains Filters

DP Action - Provide a beach lifeguard service at designated beaches within the Municipality

1.6.3.1 Implement the requirements of the Food Act and Regulations (food premises, temporary food stalls, registration and compliance)			
1.6.3.1 Customer requests/complaints are investigated within 7 days	On Target	8 customer request/complaints investigated and resolved (3 food borne illness, 1 foreign matter, 4 food handling)	
Food premises (including temporary food stalls) inspections are carried out in accordance with adopted program	On Target	52 food premises inspections undertaken, 14 follow-up inspections, 2 warning letters, 30 temporary food stall inspections, 7 warnings issued, 97.67% compliance	
Food incident complaints are investigated within 48 hours	On Target	3 food borne illness incidents investigated, compliant	
Food register is maintained and mandatory annual report is submitted to Food Authority	On Target	Register maintained	
1.6.3.2 Implement the requirements of the Public Health Act and Regulations (public swimming pools and water supplies and water cooling systems)			
Register of cooling towers is maintained and updated annually	On Target	Register maintained	
Testing is carried out on Council owned swimming pools	On Target	2 samples in January and March. One poor sample from Leisure Centre rectified	
1.6.3.3 Implement the requirements of the Local Government Act and Regulations (onsite sewerage management facilities, caravan parks, Section 68 approvals, orders and licenses)			
1.6.3.3 Complaints are investigated within 7 days	On Target	41 overgrown complaints investigated, 31 notices and 15 orders issued under the Act	
All high risk on-site sewerage management systems are inspected annually	On Target	28 high risk inspections, 7 defects and 4 no access to property	
All low risk on-site sewerage management systems are inspected every 4 years	On Target	54 low risk facilities inspected	
1.6.3.4 Implement the requirements of the Companion Animals Management Act and Regulations (registrations, off leash area, impounding facilities and compliance requirements)			
1.6.3.4 All complaints investigated within 7 days	On Target	240 customer request / complaints investigated	
All dangerous dog attacks are investigated and actioned within 24 hours of notification	On Target	4 investigations	
All outstanding registrations report prepared and actioned every 6 months	On Target	98 reminder letters sent	
Council's companion animals impounding functions and facility are operated in accordance with legislation and verified by annual audit	On Target	27 Impounded, 24 Released, 3 Euthanased	
Identification and lifetime registration applications processed within 7 days	On Target	31 registrations processed, 23 infringements issued for companion animal offences	

*Report Contains Filters

1.6.3.5 Implement the requirements of the Parking and Traffic Management Act and Regulations			
1.6.3.5 Traffic and parking complaints are investigated within 3 days	On Target	69 Infringements, \$12150	
Parking patrols completed as per schedule	On Target	56 traffic and parking complaints investigated	
1.6.3.6 Implement requirements of the Swimming Pool Act and Regulations			
Compliance certificate inspections are carried out within 3 working days of receipt of application	On Target		
Ensure private pool inspections are carried out in accordance with adopted inspection program			
DP Action - Implement community safety and injury prevention programs and education			
1.6.4.1 Implement food safety education programs			
Food safety education activity undertaken annually	On Target	I'm Alert - free online course available for food businesses	
Food safety newsletters distributed quarterly	On Target	One Feast on Foods Facts newsletter distributed together with food safety 2015 calendar	
1.6.4.4 Undertake water sampling at Seven Mile Beach as part of the BeachWatch program			
Undertake sampling between October and April each year	On Target	15 samples taken, 2 samples were above primary contact levels of 150 cfu/100mL, 1 of those samples exceeded recommended secondary contact levels but did not trigger a public health risk.	
DP Action - Facilitate Local Road Safety and Traffic Committees			
1.6.6.1 Road Safety Action Plan actions implemented			
All actions implemented	On Target	Actions and recommendations from Committees have been implemented.	
1.6.6.2 Traffic committee meets regularly and all recommendations completed or included in Asset Management Plan			
All recommendations completed	On Target	Actions and recommendations from Committees have been implemented.	
DP Action - Develop and implement a Crime Prevention Plan			
1.6.7.1 Implement Kiama Crime Prevention Plan			
CCTV cameras installed in Kiama town centre	On Target	Stage 1 of CCTV camera installation completed. CCTV policy and Code of Practice endorsed by Council. Development of Standard Operating Procedures underway.	

*Report Contains Filters

CSP Goal - Encourage and support volunteering opportunities to support the community

DP Action - Provide and promote volunteering opportunities within the community and Council operations

1.7.1.1 Provide and promote volunteering opportunities within Illawarra In Home Support Centre Based Day Care have trained volunteers to deliver activities Community Transport have trained volunteers to deliver activities	On Target On Target	Volunteers remain well supported Have recruited a number of new volunteers but continue to have problems due to the new legislation requirements
1.7.1.2 Promote and support volunteering opportunities available to community Information available in print and on Council's website	On Target	ILHS brochures and web information available. All information in process of being updated to Blue Haven Care
1.7.1.3 Provide and promote volunteering opportunities within the Library and Family History Centre Maintain or increase the number of volunteers at the Library Volunteers attend appropriate training programs	On Target On Target	
1.7.1.4 Promote and support volunteering opportunities at Blue Haven Maintain or increase the number of community members volunteering at Blue Haven aged care facility	On Target	Blue Haven continues to utilise a range of volunteers for entertainment and activities. No specific recruitment activities undertaken

CSP Goal - Maintain the separation and distinct nature of the towns and villages of our local area

DP Action - Implement and review the Urban Strategy

2.1.1.1 Provide timely information and achieve milestones identified by NSW Planning & Infrastructure in regard to assessment of planning proposals Planning Proposals considered by Council	On Target	Completed the planning proposal for Lots 201 and 202, DP 1199549, Jamberoo Road, (b) Lot 1, DP 1203690, Lilly Pilly Way Kiama with the publishing of Kiama Local Environmental Plan 2011 (Amendment No.3) on 13 February 2015. Processing all other planning proposals in line with P&E and KMC guidelines.
2.1.1.4 Seek feedback from development industry on planning instruments		

*Report Contains Filters

Survey of forum participants undertaken

On Target

Whilst a formal survey has not been undertaken in this quarter advice from this forum has been received and actioned in relation to car parking controls.

CSP Goal - Effectively manage the transport network of roads, footpaths and cycleways to cater for current and future generations

DP Action - Manage the road infrastructure for the community by the implementation of the Road Asset Management Plan actions

2.10.1.2 Manage new road asset creation	On Target	70% completed
2.10.1.2 New Asset Budget v Actual expenditure percentage	On Target	80% completed
2.10.1.2 Percentage of new asset program completed	On Target	
2.10.1.2 Percentage of scheduled designs completed	On Target	
2.10.1.3 Undertake maintenance program for roads, footpaths and cycleways	On Target	100%
2.10.1.3 Percentage of annual inspection program completed	On Target	100%
2.10.1.3 Percentage unscheduled maintenance tasks completed within service levels	On Target	75%
2.10.1.3 Scheduled Maintenance Budget v Actual expenditure percentage	On Target	
2.10.1.3 Unscheduled Maintenance Budget v Actual expenditure percentage	On Target	
2.10.1.4 Maintain Road Asset Management Plan	On Target	15/16 Budget preparation.
2.10.1.4 New Asset schedule created for following year Budget	On Target	As per Asset Management Plan.
2.10.1.4 Renewal schedule created for following year Budget	On Target	

DP Action - Manage footpaths and cycleway infrastructure for the community by the implementation of the Shared Pathway Asset Management Plan actions

2.10.2.2 Manage New footpath and cycleway Asset creation	On Target	80% completed.
2.10.2.2 New Asset Budget v Actual expenditure percentage	On Target	
2.10.2.3 Manage footpath and cycleway Asset Maintenance & Operation	On Target	100%
2.10.2.3 Percentage of annual inspection program completed	On Target	100%
2.10.2.3 Percentage unscheduled maintenance tasks completed within service levels	On Target	100%
2.10.2.3 Unscheduled Maintenance Budget v Actual expenditure percentage	On Target	
2.10.2.4 Maintain Shared Pathway Asset Management Plan	On Target	

*Report Contains Filters

- 2.10.2.4 New Asset schedule created for following year Budget On Target 2015/16 Budget preparation.
- 2.10.2.4 Renewal schedule created for following year budget On Target As per Asset Management Plan.

CSP Goal - Effectively manage the drainage network to cater for current and future generations
DP Action - Manage drainage infrastructure for the community by the implementation of the Drainage Asset Management Plan actions

- 2.11.1.1 Manage drainage Asset Renewals
- 2.11.1.1 Percentage of renewal program completed On Target Collins Street culvert 4th quarter.
- 2.11.1.1 Percentage of scheduled designs completed On Target 4th quarter.
- 2.11.1.1 Renewal Budget v Actual expenditure percentage On Target 4th quarter.
- 2.11.1.3 Manage drainage Asset Maintenance & Operation including for gross pollutant traps and drainage pits
- 2.11.1.3 Percentage of annual inspection program completed On Target 100%
- 2.11.1.3 Percentage unscheduled maintenance tasks completed within service levels On Target 100%
- 2.11.1.3 Unscheduled Maintenance Budget v Actual expenditure percentage On Target 75%

CSP Goal - Effectively manage recreation and open space infrastructure to cater for current and future generations
DP Action - Manage recreation and open space infrastructure for the community by the implementation of the Recreation and Open Space Asset Management

- 2.12.1.1 Manage recreation and open space asset renewals
- 2.12.1.1 Percentage of scheduled designs completed On Target 50%
- 2.12.1.1 Renewal Budget v Actual expenditure percentage On Target 25%
- 2.13.1.1 Percentage of renewal program completed On Target 95%
- 2.12.1.2 Manage new recreation and open space asset creation
- 2.12.1.2 New Asset Budget v Actual expenditure percentage On Target 60%
- 2.12.1.2 Percentage of annual inspection program completed On Target 100%
- 2.12.1.2 Percentage of new asset program completed On Target 50%
- 2.12.1.2 Percentage of scheduled designs completed On Target 100%
- 2.12.1.2 Percentage unscheduled maintenance tasks completed within service levels On Target 100%
- 2.12.1.2 Unscheduled Maintenance Budget v Actual expenditure percentage On Target 75%

*Report Contains Filters

2.12.1.3 Maintain Recreation and Open Space Asset Management Plan, including reserves, sports fields, playgrounds and skate parks	On Target	2015/16 Budget preparation.
2.12.1.3 New Asset schedule created for following year Budget	On Target	As per Asset Management Plan.
2.12.1.3 Renewal schedule created for following year Budget	On Target	Blowhole Point/Kiama Harbour Masterplan completed.
Number of community land plans of management reviewed and updated		

CSP Goal - Effectively manage other assets to cater for current and future generations (including car parks, community buildings, cemeteries and dams)

DP Action - Manage community buildings by the creation and implementation of the Community Buildings Asset Management Plan actions

2.13.1.1 Manage community buildings asset renewals	On Target	95%
2.13.1.1 Percentage of renewal program completed	On Target	80% - Kevin Walsh Oval amenities concept.
2.13.1.1 Percentage of scheduled designs completed	On Target	100%
2.13.1.1 Renewal Budget v Actual expenditure percentage		

2.13.1.2 Manage community buildings new asset creation	On Target	100%
2.13.1.2 New Asset Budget v Actual expenditure percentage	On Target	90%
2.13.1.2 Percentage of new asset program completed		

2.13.1.3 Manage community buildings asset maintenance & operation	On Target	100%
2.13.1.3 Percentage of annual inspection program completed	On Target	100%
2.13.1.3 Percentage unscheduled maintenance tasks completed within service levels	On Target	100%
2.13.1.3 Unscheduled Maintenance Budget v Actual expenditure percentage	On Target	100%

DP Action - Manage other assets and infrastructure by the creation and implementation of the Other Assets and Infrastructure Asset Management Plan actions

2.13.2.3 Manage other asset and infrastructure asset maintenance & operation	On Target	100%
2.13.2.3 Percentage of annual inspection program completed	On Target	100%
2.13.2.3 Percentage unscheduled maintenance tasks completed within service levels	On Target	100%
2.13.2.3 Unscheduled Maintenance Budget v Actual expenditure percentage	On Target	100%

DP Action - Manage Dam Infrastructure to comply with Dam Safety Act

2.13.3.1 Carry out routine inspections to ensure compliance with Dam Safety Act		
---	--	--

*Report Contains Filters

All scheduled inspections carried out

On Target

Inspections undertaken.

CSP Goal - Minimise waste and manage it in an efficient and environmentally sensitive manner

DP Action - Manage waste and recycling in accordance with adopted plans

2.14.1.1 Provide domestic garbage, recycling, green waste, food organics and clean up collection services for urban and rural areas

2.14.1.1 Collection services conducted in accordance with service schedule and specifications

On Target

991.38 tonnes garbage, 627.14 tonnes recycling, 1095.95 tonnes green waste from 9594 urban residential services, 57.14 tonnes garbage, 34.08 tonnes recyclable from 447 rural services, 58.17 tonnes of landfill material and 35.08 recyclable material collected at kerbside cleanup

2.14.1.2 Provide garbage and recycling collection services for Council and commercial services

2.14.1.2 Collection services conducted in accordance with service schedule and specifications

On Target

268.60 tones of garbage and 125.61 tonnes of recycled materials collected from 315 council and commercial premises

2.14.1.3 Collect garden organic waste and materials for recycling and transfer to be sorted and processed at Material Recycling/Organics Composting Facility

100% of collected materials processed

On Target

1,406.44 tonnes garden organics and 795.07 tonnes of recyclables processed

2.14.1.5 Identify preferred business case option for alternative organic/waste processing system

Report prepared and submitted to Council and adopted business case pursued

On Target

Tender documents prepared

2.14.1.6 Provide and operate the Minnamurra green waste/ recycling resource recovery centre

All operations at the Minnamurra Green Waste/Recycling facility are carried out in accordance with adopted plans

On Target

Community Recycling Centre Statement of Environmental Effects developed. Design of Centre being developed.

2.14.1.7 Implement programs, projects, policies and services to reduce waste, increase recycling, reuse and composting of materials generated by Council and the community

Council Holiday Parks recycling program implemented during all holiday periods

Recycling programs implemented at Public events

On Target

Children's recycling education activity undertaken at 3 Council Holiday Parks.

On Target 17 public events

*Report Contains Filters

<p>2.14.1.8 Implement 2014-15 Waste and Sustainability Performance Payments programs, actions and reporting requirements</p>	<p>Waste and Sustainability Program actions are completed</p>	<p>On Target</p>	<p>1 program underway - Holiday Park Source Separation program (ongoing). Sustainable Events Guide developed and available via Council website</p>
<p>DP Action - Upgrade waste and recycling infrastructure, processing and disposal facilities to align with new collection and processing systems and licence requirements</p>			
<p>2.14.2.1 Develop a Waste Recycling Infrastructure Plan for Minnamurra Organics and Recycling Facility including community recycling centre, processing options, transfer station (subject to grant funding)</p>	<p>Construction of facilities commences subject to funding</p>	<p>On Target</p>	<p>Community Recycling Centre Statement of Environmental Effects developed. Design of Centre being developed.</p>
<p>DP Action - Ensure compliance with legislative requirements specific to waste management</p>			
<p>2.14.3.1 Comply with Environmental Protection Agency Licensing and operational conditions, monitoring and reporting</p>	<p>Licence annual reports prepared for Minnamurra and Gerroa Waste Facilities</p>	<p>On Target</p>	<p>Testing completed in January as per schedule</p>
<p>Methane gas monitoring is conducted in accordance with schedule</p>	<p>Obtain development consent and obtain modified EPA licence for new waste and organics facility at Minnamurra Recycling Facility</p>	<p>On Target</p>	<p>Progressing</p>
<p>Quarterly groundwater testing is conducted in accordance with schedule</p>	<p>Waste Depot is operated in accordance with License conditions</p>	<p>On Target</p>	<p>Testing completed in February as per schedule</p>
<p>Number of permits for busking issued</p>	<p>Number of public arts projects implemented</p>	<p>On Target</p>	<p>Ongoing compliance maintained</p>
<p>CSP Goal - Ensure public spaces reflect the cultural and artistic diversity of the local community</p>			
<p>DP Action - Develop and implement policies and programs that support public artwork and artistic expression</p>			
<p>2.16.1.2 Promote and facilitate busking in Kiama and Gerringong</p>	<p>5 new permits issued 3 Kiama based performers 24 currently active permits</p>	<p>On Target</p>	<p>Bert Flugelman Sculpture, Making Waves, purchased for \$20k</p>
<p>CSP Goal - Encourage our community to adopt sustainable lifestyle practices that support the environment</p>			

*Report Contains Filters

DP Action - Implement and support environmental and sustainability education programs and initiatives, including those identified in the Kiama Health Plan

2.2.1.2 Conduct sustainability workshops or other educational activities including those identified in Kiama Health Plan

Number of workshops held	On Target	Solar electricity and LED lighting workshop held this quarter. 26 residents attending. 82% of attendees Very satisfied with workshop content and presenters, 18% satisfied.
Produce & distribute sustainability newsletters to community	On Target	3 mail outs to subscribers

CSP Goal - Ensure our natural and built environments are adaptive to climate change impacts

DP Action - Consider climate change impacts and hazards and implement actions

2.3.1.1 Implement strategies identified in the Energy Savings Action Plan subject to funding

Consumption trends and actions implemented and reported annually	On Target	Gas and electricity audit of Kiama Leisure Centre completed. Final Report including business cases for energy efficiency and renewable energy upgrades included. Council Electricity consumption up 1.5% compared with same quarter last financial year. Gas consumption data estimated at time of reporting due issue with AGL data.
--	-----------	---

2.3.1.2 Implement strategies within the Water Savings Action Plan, subject to funding

Consumption trends and actions implemented	On Target	Trend in water consumption is stable for the second quarter compared with the second quarter of last financial year. Third quarter data not yet available.
--	-----------	--

CSP Goal - Protect and maintain environmentally significant natural areas on public and private land in a sustainable manner

DP Action - Enforce and comply with environmental legislation and develop and implement management plans, programs and actions

2.4.1.1 Assess applications under Council's Tree Preservation DCP Chapter

All applications processed within 14 days	On Target	27 permits approved, 4 permits part approved, 14 refusals issued, 121 customer requests processed
---	-----------	---

2.4.1.2 Investigate complaints relating to unauthorised vegetation clearing and tree removal

Commence investigation into all complaints within 7 days	On Target	4 breaches reported and investigated
--	-----------	--------------------------------------

2.4.1.3 Determine applications to create smoke pollution

*Report Contains Filters

2.4.1.3 All applications processed within 14 days	On Target	4 permits issued and 4 extensions granted
2.4.1.4 Investigate all complaints under Protection of Environment Operations Act	On Target	11 water, 21 noise, 2 air, 5 stormwater and 1 asbestos complaints investigated
2.4.1.4 All complaints investigated within 7 days	On Target	Draft Minnamurra River Coastal Zone Management Plan completed. Draft plan to be reported to April Council meeting for public exhibition.
2.4.1.5 Review Estuary and Stormwater Management Plans Crooked River and Minnamurra Estuary and Stormwater Management Plans completed June 2015	On Target	78 reports received, 31 notices issued, 7 individuals interviewed, 2 clean-up notice issued, 1 clean-up direction issued. 15 incidents occurred in identified hot spot locations. Most incidents were domestic waste. 1 warnings issued, 9 pins totalling \$5000
2.4.1.6 Participate in Regional Illegal Dumping/ Litter Reduction programs to reduce litter and illegal dumping	On Target	Quarterly report completed
2.4.1.6 Number of actions implemented	On Target	
2.4.1.6 Quarterly audit report completed	On Target	

CSP Goal - Maintain and enhance biodiversity on public and private land
DP Action - Implement biodiversity education and on-ground activities

2.5.1.4 Implement Southern Rivers Catchment Action Plan 2013-23 (subject to funding)	On Target	Ongoing support provided to Local Land Services, attendance at Coast and Marine Working Group this quarter
Number of programs and actions implemented	On Target	

CSP Goal - Promote sustainable land use and diversification of agricultural opportunities
DP Action - Identify, research and where practical, implement in partnership diversified agricultural opportunities

2.6.1.1 LEP and DCP implemented providing for new agricultural activities	On Target	Working with Peri Urban Councils on strategic directions work for the Agricultural areas.
Planning instruments and documents enable provisions for agricultural activities	On Target	

CSP Goal - Recognise and protect our heritage
DP Action - Ensure the natural and built environment is maintained in accordance with heritage and legislative requirements

2.7.1.1 Manage Heritage Advisor program including development of heritage studies as required	On Target	Planning proposals are referred to heritage advisor for assessment
Implement heritage studies as required	On Target	

*Report Contains Filters

Initiate DA heritage referrals within 3 days

On Target

24 referrals to Heritage Advisor during the period

CSP Goal - Provide supportive environments that encourage a healthy and sustainable lifestyle

DP Action - Develop, implement and promote infrastructure, policies and programs that support a healthy and sustainable lifestyle

2.8.1.1 Ensure Smoke Free Zones within the Municipality comply with relevant legislation and policies of Council and are promoted to the community

Maintenance of smoke free zones as required

On Target

No issues identified in this quarter

2.8.1.3 Support and encourage community gardening

Promote opportunities to establish new community gardens as per policy

On Target

Work is progressing to identify & pre-qualify suitable locations as community garden spaces, that can then be promoted as opportunities.

CSP Goal - Ensure the principles of sustainable development and legislative compliance underpin our land uses and the design of our buildings and subdivisions

DP Action - Comply with Development Regulation

2.9.1.1 Development Applications processed within 40 days

75% processed within 40 days

Average processing time is less than 40 days

On Target

76 DAs determined Average 40 days,

2.9.1.2 Undertake building inspections as Principal Certifying Authority

Inspections undertaken within 48 hours of request receipt

On Target

51 Inspections for period, 100% completed within 48 hours of request

2.9.1.3 Requests for additional information in regard to development applications are clear and made in accordance with statutory time frames

95% of requests are made within statutory timeframes

On Target

32 Additional information letters sent, 95% within statutory timeframes

2.9.1.4 Process Complying Development applications

All complying Development Applications processed within 7 days

On Target

15 applications received, 14 by private certifier. All Council applications completed in 7 days

2.9.1.5 Process part 4 Certificates under the Environmental Planning and Assessment Act

Construction Certificates and Occupation Certificates issued in a timely manner

On Target

64 Construction Certificates issued (39 by private Certifier) 46 Occupation Certificates issued (32 by Private Certifier)

*Report Contains Filters

2.9.1.6 Issue Section 149 Certificates and maintain database	219 149 (2) and 149(5) certificates were issued in this quarter. This comprised of 146 x 149(2) certificates and 73 x 149(5) certificates. 100% of certificates were issued within the 3 day timeframe. 100 % of 149(2) certificate were issued within 1 working day.	On Target
95% of s.149(2) certificates issued within 3 days		On Target
Database updated/amended as required		On Target
DP Action - Ensure Council's Local Environment Plan and Urban Strategy are current and incorporate the principles of sustainable development		
2.9.2.1 Review provisions and amend as required	Finalised a LEP amendment to enable an increase in development of residential lots within Kiama.	On Target
2.9.2.1 Demonstrated review and reported annually		On Target
DP Action - Prepare and process planning proposals in a timely manner in accordance with the Environmental Planning and Assessment Act requirements		
2.9.3.1 Planning proposals are processed in line with Department of Planning and Infrastructure guidelines	All Planning Proposals are processed in line with both State Government and council guidelines.	On Target
Demonstrated review		On Target
DP Action - Review the Development Control Plan and amend as required		
2.9.4.1 Review Development Control Plan and update	Reviewed and incorporated a site specific chapter for the Wyalla road residential release area into the DCP.	On Target
Updated as required		On Target
DP Action - Advocate for increased flexibility in local land use planning determinations		
2.9.5.1 Provide input into review process of planning instruments	Attending meetings with P&E on regional planning.	On Target
Demonstrated input		On Target
3.1.1 Research, monitor and disseminate relevant economic and business information		
3.1.1.1 Research, monitor and disseminate relevant economic and business information	The new Remplan system has now been installed and is being configured with the relevant data. Launch to the public should occur June 15	On Target
Research undertaken and available		On Target

*Report Contains Filters

CSP Goal - Promote and encourage business development and employment based on the local area's unique and distinctive characteristics

DP Action - Undertake initiatives to promote and support business development and growth in the local area

- 3.1.1.2 Hold regular Kiama Small Business Forum events
 On Target One event held this quarter
- 3.1.1.2 Minimum of six events held
- 3.1.1.3 Provide an ongoing interface with new businesses by reviewing and implementing an enhanced process for new business interaction with Council
 On Target Implemented internal communication procedures with relevant staff. Referrals have commenced almost immediately
- 3.1.1.3 Process developed and implemented

CSP Goal - Develop opportunities to increase the economic output of rural lands

DP Action - Support and promote the productive use of local rural land

- 3.2.1.3 Review and continued operation of the Kiama produce market
 On Target Licence Agreement in place for the management of the Kiama Produce Markets, commencing September 2014
- 3.2.1.3 Minimum of twelve markets completed

CSP Goal - Recognise and support Council's role as a significant employer and purchaser of goods and services within the local area

DP Action - Promote employment opportunities within Council, including for Aboriginal people and people with a disability

- 3.4.1.1 Liaise with local schools and other education providers within the region to promote career opportunities within Council
 On Target Council has maintained relationships with Kiama High School through supporting a range of students to participate in block and ongoing work experience placements.
- Opportunities for career promotion pursued

DP Action - Provide traineeships, cadetships and apprenticeships to meet operational needs

- 3.4.2.1 Implement student work based placements/ internships within Council
 On Target Continued to host 2 apprenticeships through Australian Training Company (ATC) in Metal Fabrication and Carpentry. New Heavy Vehicle Mechanic apprentice commenced with Council 9/02/2015 for 4 years.
- Number of apprenticeships
 On Target 2 cadetships continued during this period in Engineering and Information Technology. New Cadet Engineer commenced on 05/01/2015
- Number of cadetships
 On Target 1 Business Administration Traineeship continued during this period. Due to Finish 06/04/2015
- Number of traineeships

*Report Contains Filters

DP Action - Provide students with opportunities for work placement

3.4.3.1 Implement student work based placements/ internships within Council

Number of students participating in work placements

On Target 4 people participated in work experience during this period.

Number of university students participating in internship program

On Target 0 interns placed in this period.

3.5.1.1 Represent local business interests to regional business organisations and government agencies

Level of participation and business referrals

On Target Visited 2 new businesses with Trade and Investment to assess potential for further funding and assist with business growth

CSP Goal - Actively engage Federal, State, Local government and business organisations to develop and promote Kiama's economic and employment opportunities

DP Action -M maintain and develop economic partnerships with Government agencies and business organisations

3.5.1.2 Work collaboratively with council committees and relevant local organisations to actively pursue joint economic and/or business development activities

3.5.1.2 Number of activities undertaken

On Target Three meetings held in this period with new initiatives commenced

CSP Goal - Encourage and support Tourism in the Kiama Municipality

DP Action - Coordinate the management of Kiama Coast Holiday Parks as viable business entities

3.6.1.2 Ensure opportunities to promote Kiama Coast Holiday Parks are undertaken in line with Marketing Program

The Parks attended the Newcastle Caravan, Camping & Holiday Expo and the Victorian caravan, camping & Touring Supershow. Advertising has appeared in the local Yellow Pages (including on-line), NSW Fishing Monthly, Caravanning Australia's South Coast feature and in the 2015 Caravan World Yearbook. Kiama Coast Holiday Parks new website was launched.

3.6.1.2 Marketing Program completed

On Target

3.6.1.3 Annual Capital Works program is completed as outlined in approved budget

Kiama Harbour Cabins - internal & external painting undertaken, cedar windows retained. Kendall's Beach - 5 cabins internally painted and new electrical plant room constructed. Werri Beach - Flooring in cabin 15 replaced, and all cabin BBQ's were replaced. Seven Mile Beach - The final Safari Tent deck was replaced, and the roof on the garage and carport adjoining the reception/residence was replaced.

Capital Works program complete

On Target

*Report Contains Filters

3.6.1.4 Annual Maintenance Program of Parks assets is completed within approved budget	On Target	Cabin painting undertaken at Kiama Cabins and Kendall's Beach. Flooring replaced at Werrit Beach and a deck replaced at Seven Mile. New linen, TVs, white goods, microwaves, air conditioning units, a hot water system, BBQ's and furniture were replaced across the 5 Parks, and carpets and lounges were cleaned.
Assets are maintained to a high standard within approved budget		
3.6.1.6 Carry out a program of financial and park audits	On Target	A park audit was undertaken at Surf Beach in February 2015 and at Seven Mile in March 2015. Inspections were undertaken of all Park residences in March 2015.
Financial audits are completed as required		
Holiday Park accommodation and facilities audits are completed		
DP Action - Maintain a robust relationship with Kiama Tourism		
3.6.3.1 Council representatives attend and contribute to Kiama Tourism meetings and affairs	On Target	Meetings attended by Council representatives. Also Council officers and Councillors attended the 2015 LGNSW Tourism Conference, where many new ideas for projects and collaborations were identified. Kiama Tourism were also in attendance at the event.
3.6.3.2 Provide funding to Kiama Tourism subject to regular reports to council to ensure public accountability	On Target	Council provided adjusted funding during the quarter.
Annual Report submitted to Council		
Maintain or increase annual funding of Kiama Tourism		
CSP Goal - Ensure we remain a strong, independent and sustainable local government authority to plan, deliver and advocate for the needs of our community		
DP Action - Undertake a program of engagement with State, regional and local authorities and organisations, and community members to ensure Council remains an independent and viable entity		
4.1.1.1 Program of community engagement activities undertaken to raise awareness	On Target	A number of projects/proposals involved community engagement including Blowhole Point and Kiama Harbour Master Plan and the Draft Policy for Commercial/Personal Fitness Training on Public Reserves.
All opportunities for engagement undertaken		

*Report Contains Filters

CSP Goal - Provide training and professional development for Councillors and staff to promote a culture of strong leadership, good governance and ethical practice

DP Action - Ensure understanding of, and compliance with, Council's Code of Conduct and relevant policies and procedures

4.10.1.1 Code of Conduct is updated as required	On Target	
Code of Conduct is kept up to date		
4.10.1.2 Regular training in Code of Conduct is provided to staff and Councillors	On Target	Code of Conduct training is provided to new starters when required. No refresher training has occurred.
Training provided to new staff and after update		
4.10.1.5 Provide training and professional development opportunities for elected Councillors	On Target	Councillors continue to receive regular (monthly) major works briefings as well updates on key organisational projects including Blue Haven Care, the Hospital site redevelopment and Fit for the Future. Councillors also attended NSW Tourism and Australian Sea Change Conferences during this period.
Councillors attend regular briefings and training sessions		

CSP Goal - Effectively manage plant assets to meet Community Strategic Plan requirements

DP Action - Manage Council Plant by the creation and implementation of the Plant Asset Management Plan actions

4.12.1.1 Percentage of renewals updated in the Asset Management Information System	On Target	Within budget.
4.12.1.1.1 Renewal Budget v Actual expenditure percentage		
4.12.1.2 Manage Plant New Asset creation	On Target	Within budget.
4.12.1.2 New Asset Budget v Actual expenditure percentage		
4.12.1.3 Manage Plant Asset Maintenance & Operation	On Target	75%
4.12.1.3.1 Percentage of Scheduled Maintenance program delivered		
4.12.1.3.2 Percentage unscheduled maintenance tasks completed within service levels	On Target	Within budget.
4.12.1.3.3 Scheduled Maintenance Budget v Actual expenditure percentage	On Target	Within budget.
4.12.1.3.3 Unscheduled Maintenance Budget v Actual expenditure percentage	On Target	Within projections.
Percentage of utilisation		

CSP Goal - Advocate for integrated, sustainable and innovative transport systems within and outside of the Municipality

*Report Contains Filters

DP Action - Investigate opportunities for improved transport options within and outside of the local area

4.13.2.1 Advocate for improved transport services within, and outside of, the local area where appropriate

On Target Political priorities for transport including Albion Park By-pass and improved rail raised before NSW election.

4.13.2.1 All opportunities investigated

CSP Goal - Ensure continual improvement of Council's Integrated Planning and Reporting framework to meet the Community's long-term vision for the Kiama Municipality

DP Action - Ensure compliance with, and continual improvement of, the Integrated Planning and Reporting Framework

4.14.1.1 Implement and review all components of the Integrated Planning and Reporting framework

On Target All IP&R reporting is complied with.

4.14.1.1 All legislative requirements met

CSP Goal - Utilise effective technology and telecommunications services to assist in the efficient delivery of Council services

DP Action - Develop, implement and review an Information Technology Strategic Plan to meet the needs of Council

4.15.1.1 Provide information technology and telecommunications systems that adequately meet Council's requirements

On Target Completed Kiama CBD CCTV and public Wi-Fi stage 1 installation, CRM Google maps setup, Authority Bank Rec upgrade, online BPAY Debtor payments, Pavilion PA system. Ongoing projects include Kiama CBD fibre installation stage 2, WAN/Telecommunications upgrade, Seven Mile Beach Holiday Park Wi-Fi, TRIM, Assets, Exclaimer email signatures and Authority 6.10 upgrade.

4.15.1.1 System availability meets agreed service standards

4.15.1.2 Ensure hardware upgrades occur according to planned schedule

Hardware upgrades are completed on schedule

On Target PC upgrades ongoing. CCTV cameras and public Wi-Fi access points installed in Kiama CBD for stage 1 of project.

4.15.1.3 Ensure software systems are maintained in accordance with supplier guidelines and Council's needs

4.15.1.3 Software systems maintained

On Target Authority patched to latest update and other server patching up to date.

4.15.1.4 Maintain Council's telecommunications system in accordance with agreed maintenance levels

4.15.1.4 System availability meets agreed service standards

On Target VOIP and mobile systems maintained as per agreements.

*Report Contains Filters

DP Action - Develop, implement and review an Information Technology Strategic Plan to meet the needs of Council

4.15.2.1 Ensure continued development of Council's geographical information system (GIS)	On Target	Enquiry.NET and Cadcorp systems functioning to specifications. Review of GIS datasets and department maintenance responsibility ongoing.
2.15.2.1 System availability meets agreed service standards	On Target	Property and map information requests provided within guidelines.
4.15.2.2 Provide accurate and timely property and spatial information to meet customer requirements		
4.15.2.2 Software systems maintained		

CSP Goal - Ensure finances are managed responsibly to meet the goals of the Community Strategic Plan and to protect financial investments and assets

DP Action - Ensure all Statutory accounting and reporting is carried out to meet legislation

4.2.1.1 Prepare annual financial statements in accordance with Australian Accounting Standards	On Target	Not in this period
Audited and submitted to Division of Local Government		
4.2.1.2 Annual budget prepared and adopted by Council	On Target	2015/16 Budget nearing completion and about to be put on exhibition
Report adopted by Council		

CSP Goal - Identify opportunities to diversify and expand new and existing funding sources to meet community needs

DP Action - Manage Council's commercial activities in a sustainable manner

4.3.1.1 Ensure opportunities for additional grant funding are investigated	On Target	\$25,000 of grant funding was awarded by Southern Phone Company to local community groups including but not limited to Jamberoo Scouts; Foxground Landcare; Kiama Downs Probus; Girl Guides; Uniting Church Mens Shed and the Kiama/Jamberoo RSL sub branch.
All opportunities are investigated		

CSP Goal - Ensure a policy framework exists which meets all legislative requirements and community expectations

DP Action - Ensure corporate legislative compliance

4.4.1.2 Develop, review and evaluate policies and procedures to ensure compliance with WHS Act, Regulation and code of practice.	On Target	Safe Work Method Statements are 80% complete for Waste Services. Due for completion 4th quarter
4.4.1.2 Policy and procedures are updated within 3 months of the release of the change		

*Report Contains Filters

4.4.1.4 Develop and review corporate policies to ensure compliance with relevant legislation			
All policies are reviewed and updated as required	On Target	Ongoing policy management for all Council policies incl. policy register, development of templates, policy review.	
4.4.1.6 Ensure compliance with Office of Local Government's Calendar of Legislative requirements			
4.4.1.6 All legislative requirements met by due date	On Target	All OLG legislative reporting requirements are being met.	
CSP Goal - Foster positive relationships with our community through open communications, opportunities for participation in decision making and sharing of information			
DP Action - Provide innovative and engaging digital and social media solutions for our community			
4.5.1.1 Ensure Council's website is kept up-to-date and well utilised by the community			
Number of visitors to www.kiama.nsw.gov.au	On Target	Minor changes were made to website front page and further refinements to occur over coming months. There were 27, 737 visits to the website and a total of 101, 457 page views.	
Updates completed on a regular basis	On Target	Updates are completed on regular basis	
4.5.1.2 Ensure Council's social media sites are kept up-to-date and well utilised by the community			
Number of Facebook friends is maintained or increased	On Target	Some excellent Facebook coverage with several articles receiving wide coverage in particular Australia Day and the Summer Movies. During the period there were 1496 'likes' on Facebook.	
Number of followers on Twitter is maintained or increased	On Target	During the period there were 446 'followers' of Council's twitter page	
DP Action - Distribute media releases on Council decisions, projects, plans and activities			
4.5.2.1 Media releases are prepared and distributed to media outlets			
Media releases prepared and distributed as required	On Target	Media releases are produced and released (to media outlets and loaded onto website) as required.	
DP Action - Ensure our community has easy access to information in accordance with relevant legislation			
4.5.5.2 All Government Information Public Access Act requirements are met			
All Formal applications processed within required timeframes	On Target	One formal access application received and processed within the statutory timeframe	
All Informal applications processed within required timeframes	On Target	Council continues to receive numerous informal requests which are processed within appropriate timeframes.	

*Report Contains Filters

Relevant GIPA information is available on the website
 On Target
 GIPA Act requirements incl. Disclosure Log, contracts register, open access register and review are available on Council's website. Consideration of what information should be available as open access continues.

DP Action - Ensure new residents are informed and welcomed to the Kiama Municipality

4.5.6.1 Maintain, update and distribute the New Residents Kit
 On Target
 Kit is updated annually
 Number of Kits distributed
 Kit has been reviewed during this period. Currently awaiting re-formatting before reprinting.

DP Action - Provide access to up-to-date social and demographic data

4.5.7.1 Council's social and demographic software is updated as required
 On Target
 Updated as required
 Reviewed and incorporated a site specific chapter for the Wyalla road residential release area into the DCP.

DP Action - Provide efficient and effective customer service to our community

4.5.8.1 Implementation of outcomes recommended by project team to establish satisfaction benchmarks
 On Target
 Increase level of customer service satisfaction
 Level of customer service continually monitored

CSP Goal - Minimise risk to ensure continuity of critical business functions

DP Action - Develop and review Business Continuity Plans to minimise risk

4.6.1.1 Review and evaluate the Business Continuity Plan (BCP) annually
 On Target
 BCP is reviewed, updated and complied
 BCP 50% complete. Awaiting draft plan from provider for review

4.6.1.2 Review and evaluate the Crisis Management Plan (CMP)

CMP is reviewed, updated and complied
 On Target
 CMP 50% complete, awaiting draft plan for review from external provider

4.6.1.3 Develop and Implement the Enterprise Risk Management Framework (ERM)

Develop and commence implementation of ERM Frameworks
 On Target
 Roadmap approved by Manex. Internal Audit to review on 21/5/15

DP Action - Manage the Insurance Portfolio to minimise exposure

4.6.2.2 Provide advice, education and programs to minimise potential insurance claims for Council's assets

*Report Contains Filters

Program updated and changes communicated as required

On Target

Updated Safe work method statements implemented for outdoor staff. Continued consultation with all departments of council.

4.6.2.3 Manage all potential and actual claims arising out of Council's various insurance policies

Effective reduction in cost of property and public liability claims

On Target

Risk Officers liaising on multiple projects through council e.g.. GIS

CSP Goal - Promote an organisational culture that uses resources efficiently and seeks continual improvement

DP Action - Implement and monitor programs and policies to reduce Council's consumption of water, energy, natural resources and production of waste

4.7.1.1 Implement and monitor programs and policies relating to Council's resource consumption and sustainability

Programs and policies implemented and reported

On Target

Gas and electricity audit of Leisure Centre Final Report delivered to Council.

4.7.1.2 Monitor Council resource consumption

Resource consumption monitored and reported

On Target

Ongoing monitoring of Council electricity, gas and water consumption through Planet Footprint. Anomalies in water consumption identified for 2 sites. Leak detection service utilised to identify major leaks. One site fixed, one site to be rectified next quarter.

DP Action - Implement and monitor procurement and store operations to ensure maximum efficiency and benefit to Council and the community

4.7.2.1 Procurement systems and processes maintained to meet legislative and organisational requirements

Procurement systems reviewed

On Target

Stock list rationalised. Stocktake undertaken.

CSP Goal - Identify and engage in collaborative partnerships and alliances with other entities and organisations to promote joint policy development, efficient sharing of resources and to build capacity within Council and the local community

DP Action - Participate in partnerships and alliances to promote policy development and efficient sharing of resources

4.8.1.1 Provide support for the Southern Council's Group and participate in scheduled meetings

In kind and financial support for Southern Councils Group provided

On Target

In kind and financial support for SCG provided.

Southern Council Group meetings attended and contributed to by Council representative

On Target

Meetings attended and participation in pilot Joint Organisation Program commenced.

*Report Contains Filters

4.8.1.2 Participate in the Procurement Roadmap process to maximise efficiencies for Council	On Target	Ongoing
Recommendations implemented and cost of procurement reduced		
4.8.1.3 Participate in resource sharing arrangements with other local government bodies to maximise efficiencies	On Target	Joint procurement initiatives have included: regional fleet procurement, construction material tender and trades services panel.
Biennial tenders for goods and services undertaken in partnership with Shellharbour Council		
DP Action - Ensure that Council's interests are represented at all levels of government		
4.8.2.1 Pursue all opportunities to meet with Ministers and Members of Parliament	On Target	Meetings with State and Federal Members of Parliament held.
All opportunities undertaken		
CSP Goal - Manage Council staff in a fair, equitable and sustainable manner to ensure the most efficient outcomes for the Community Strategic Plan		
DP Action - Recruit and retain an appropriate workforce to deliver planned objectives of the Community Strategic Plan		
4.9.1.1 Monitor, implement and review Council's Workforce Management Plan	On Target	Employee related policies reviewed. E-recruitment system Talent Propeller launched on 14/01/2015.
Relevant actions implemented within timeframe		
4.9.1.2 Implement job evaluation system	On Target	Job evaluations completed in a timely manner during this period.
Job evaluations carried out in a timely and effective manner and recommendations endorsed		
4.9.1.3 Review and implement Council's framework to attract and appoint excellent quality employees to positions ensuring that the Social Justice Principles are promoted	On Target	100% of vacancies filled on initial advertising.
80% of vacancies filled on initial advertising	On Target	Continue to distribute externally advertised positions to target identified minority groups.
All externally advertised positions are distributed in a way to target identified minority groups	On Target	E-recruitment system implemented and launched on 14/01/2015. End user survey has indicated generally positive feedback to date.
Review, implement and monitor employer branding		
4.9.1.4 Implement and review Performance Management System	On Target	Process moved in line with award increases and budget. Increases will be effective first full pay period in July. Competency and Performance Review Policy endorsed by MANEX.
Review completed, adopted and recommendations implemented		

*Report Contains Filters

4.9.1.6 Administer an effective and efficient payroll service in accordance with legislation and Award requirements Employees are paid on time	On Target	100% compliance.
4.9.1.7 Administer employment termination process in a timely and effective manner General staff turnover Voluntary employee exit interviews conducted Voluntary staff turnover	On Target On Target On Target On Target	Staff turnover increased compared to the last quarter to 5.07% during this period. Including termination of seasonal lifeguards in this period. Includes Blue Haven. All exiting employees offered opportunity to participate in an exit interview. Voluntary staff turnover increased compared to the last quarter to 2.76% during this period (includes turnover of permanent and temporary employees, excluding retirements, employer initiated terminations and temporary contracts that were due to come to an end during the period). Includes Blue Haven.
4.9.1.8 Develop, implement, monitor and review a Corporate Training Plan Implement and monitor the study assistance policy for employees Monitor and implement a Corporate induction program Training Plan developed and implemented within budget	On Target On Target On Target	6 additional employees accessing Study Assistance during this period. 1 Corporate Induction Program held during this period. Continued implementing plan in line with budget.
DP Action - Maintain a harmonious workplace culture characterised by mutual respect		
4.9.2.1 Implement the Equal Employment Opportunity (EEO) Management Plan Activities and measures outlined in the plan are met	On Target	Continued to deliver Fairness and Equity Training to employees at Induction. EEO Management Plan review began for 2015-2018 plan.
4.9.2.2 Monitor and review Human Resource policies, Awards and Workplace Agreements Policies and procedures reviewed in accordance with adopted timetable	On Target	Policies reviewed and endorsed during this period - Competency and Performance Review Policy, Motor Vehicle Policy, Leave Policy.
4.9.2.3 Develop, implement, monitor and review framework to ensure that employee's view are heard Joint Consultative Committee meetings are held	On Target	Consultative Committee meeting held in February. Extraordinary Meeting held in March for Competency and Performance Review.

*Report Contains Filters

Kiama Municipal Council Ocean Lifeguard | 2014/2015
Service Annual Report

Ocean Lifeguard Season Report 2014/2015

Kiama Municipal Council Ocean Lifeguard Service
Statistics and Summary Report

22 September 2014 to 24 April 2015

Andrew Mole, Supervising Lifeguard



Andrew Mole, Supervising Lifeguard - Kiama Municipal Council Ocean Lifeguard Service

Kiama Municipal Council Ocean Lifeguard Service Annual Report **2014/2015**

About this report

This report contains all statistics and notable information relating to Kiama Municipal Council's Ocean Lifeguard Service operations across the peak summer period at seven beaches within the Kiama Municipality. This report does not contain any information or statistics from Lifesaving Operations from the three Surf Life Saving Clubs operating in the Kiama LGA.

Item 15.2

Enclosure 1

Andrew Mole, Supervising Lifeguard - Kiama Municipal Council Ocean Lifeguard Service

Kiama Municipal Council Ocean Lifeguard Service Annual Report

2014/2015

General summary of season

Kiama Council Lifeguard Service saw out another Lifeguard season, lifeguards were extremely busy again during the two weeks over the Christmas period and the weeks that followed. This year we experienced relatively moderate sea conditions, this in turn reducing the amount of rescues that the lifeguards normally perform during that period. Towards the end of the season we experienced large seas forcing the Lifeguards to close Surf beach for several days. Another area of concern where Lifeguards saw an increase was the amount of non-water related incidents that lifeguards attended to on our beach reserves.

Lifeguards are still concerned with the high number of swimmers who still refuse to swim at patrolled beaches. A high number of rescues were performed at the southern end of Bombo Beach this season. Not only were these rescues carried out by lifeguards but a few were even carried out by members of public who happened to be at the right place at the right time. The Lifeguard Service is already in the process of introducing a mobile emergency radio at the southern end of Bombo beach next season; this will not only reduce response time for lifeguards but enhance beach patron safety in Municipality.

This season also saw the introduction of Methoxyflurane which is a medicine that can be administered to patients that are suffering from severe pain sustained from a traumatic injury. This Medicine has given our Lifeguards further advanced training in emergency care management.

Once again the council lifeguards liaised and worked well with other emergency services during major incidents this summer, demonstrating their abilities, skills and experience in dealing with a wide scope of emergency situations. In the near future our Lifeguard Service will be conducting training with the NSWAS, where we will be looking at ways of increasing response time and advancing the emergency care we can give to patients on scene.

Recruitment and Lifeguard Training

Kiama Council had approximately 30 applications for casual Ocean Lifeguard positions. Physical testing and interviews was held over two recruitment sessions, with 27 people offered casual Ocean Lifeguards positions for the lifeguard season, with majority of casual Ocean Lifeguards working across the 6 week Christmas period. After the recruitment sessions lifeguards were asked to attend a compulsory induction day, this year the Lifeguard service introduced a new Lifeguard induction program which included Lifeguard operation videos, these were beneficial because the new recruits could see firsthand, how a beach is set up and what is expected of them in being a Professional Council Ocean Lifeguard. Lifeguards were also trained in council PWC operations, spinal management, resuscitation techniques and rescue scenarios. At the end of this session lifeguards were then asked to complete an exam paper based on all of the above.

This year Council also rolled out several Defibrillators across numerous departments in Council, the Lifeguard service assisted in the training of Council staff in the use of these great lifesaving devices.

Andrew Mole, Supervising Lifeguard - Kiama Municipal Council Ocean Lifeguard Service

Kiama Municipal Council Ocean Lifeguard Service Annual Report 2014/2015

In October last year I as well as Bruce Hopkins from Waverley Council and Drew Valentine from the Gold coast were invited by APOLA (Australian Professional Ocean Lifeguard Association) to attend an international training exercise in the Maldives. We conducted CPR and first aid training to all the Lifeguards, security and housekeeping staff at one of Maldives newest resort, "Amilla Fushi". APOLA was recognised by the owners of the resort for the extensive training and the level of professionalism displayed by the training we provided to the resort.



Andrew Mole, Supervising Lifeguard - Kiama Municipal Council Ocean Lifeguard Service

Kiama Municipal Council Ocean Lifeguard Service Annual Report

2014/2015

Bondi Lifeguard Challenge

Once again Kiama Municipal Council participated in the annual Bondi Lifeguard relay challenge. This year the teams that participated were Waverley, Warringah, Gosford, Sutherland who entered two teams, Wollongong and Kiama. The race comprises of 8 members two Swimmers, two board paddlers, two runners, and the dreaded Coollite leg which is a very small polystyrene



nipper board. Kiama had a really good go the team was holding third position for a majority of the race after Mitchell Fagerstrom, Drew Cairncross and Lachlan Cramsie displayed excellent surf knowledge and skills in the swim and board legs to put us in a respectable position, in the end the team came undone in the second last leg where we fell off the back of the pack due to a little bad luck. The team eventually finishing in a credible sixth position, but the one consolation was that we did beat the Bondi Boys which is always satisfying.

Another great night was had and once again it serves as a great showcase to highlight the council lifeguard service's we have in and around the Sydney Metropolitan area.

Shoulder season at Surf Beach

Shoulder season is from the start of the season through to the start of the peak summer period, 22 September 2014 to 19 December 2014 and from the end of the peak summer period 27 January 2014 to 24 April 2015.

The local schools have taken advantage of Surf Beach for school sport during school hours (Kiama High, 4 days per week), after school hours visits by local residents, noticeably a lot more domestic and international tourists are also visiting the local area.

Below is a list of incidents that occurred during the shoulder and peak season periods at Surf Beach.

29 December 2014

Young child hurt neck whilst bodysurfing in flags in front of the Surf Club. Came up to the senior lifeguard on duty and complained of neck discomfort, at the time the other lifeguard on duty was attending to a rescue and came in to assist the senior lifeguard. The senior lifeguard then located the child's parents as the injured person was a minor. Lifeguards advised further medical treatment in the form of an ambulance being required and a neck collar to be applied, but the parents declined. Due to the nature of the injury the senior Andrew Mole, Supervising Lifeguard - Kiama Municipal Council Ocean Lifeguard Service

Kiama Municipal Council Ocean Lifeguard **2014/2015** Service Annual Report

lifeguard advised the parents to seek further medical attention and at least take their child to the local medical centre across the road. Kiama 1 (Council Lifeguard Supervisor) later that day called into the local medical practice and he was informed that the parents again refused further medical treatment from the doctors at the practice which was very concerning.

2 January 2015

Two men approximately 20 and 45 years of age got stuck in a rip at the southern end of Bombo Beach. Lifeguards at Surf Beach were notified by 13Surf and the Bombo lifeguard was immediately deployed as well as Kiama2 (Lifeguard Personal Water Craft) from Surf Beach. Upon arrival a surfer who had been surfing at the Southern end of Bombo Beach was able to assist in rescuing the two men, once again another incident at South Bombo where the public has easy access to the beach.

At 5.30pm a member of public reported a sighting of a shark at Kendall's beach, lifeguards at both Surf Beach and Kendall's Beach closed the beaches until the end of operations that day.

8 January 2015

Beaches closed at both Surf and Kendall's due to a possible shark sighting, Kiama2 was deployed to find the shark. Nothing sighted and both beaches reopened one hour later.

13 January 2015

At 12.19pm received a call from South Coast 10 (SLS Duty Officer) that there was a possible CPR in progress at the northern end of Mystics Beach, 13Surf then notified Kiama1 approximately one minute later. Kiama2 was then despatched with both Kiama1 and the senior lifeguard from Surf Beach and a de-fib unit on board. Kiama2 arrived on scene approximately eight minutes after the initial call. NSWAS and NSWPF were on scene and CPR was in progress. The man was approximately 49 years of age and was pronounced deceased on scene. Kiama 2 and IRB from Kiama Downs then returned to their location.

30 March 2015

Surf Beach closed due to a confirmed shark sighting, at the time of the sighting large schools of salmon were seen swimming around the surf zone at Surf Beach. LPC launched to investigate.

Andrew Mole, Supervising Lifeguard - Kiama Municipal Council Ocean Lifeguard Service

Kiama Municipal Council Ocean Lifeguard Service Annual Report

2014/2015

31 March 2015

Once again Surf Beach closed due to shark sighting, LPC launched to investigate.

1 April 2015

Surf Beach remained open throughout the day but was closed at 14.30pm due to a shark sighting, sighted by an off duty Council Lifeguard and then confirmed again by the LPC when it went to investigate.

2014/2015 Surf Beach Ocean Lifeguard Statistics

Month	Water Attendance	Land Attendance	Total Attendance	Rescues	First Aids	Incident Reports	Preventative Actions Swimmers	Preventative Actions Craft	Beach & Reserve Regulations
September	1480	3455	4935	0	0	0	65	21	36
October	2163	3431	5594	0	5	0	78	9	45
November	2848	4327	7175	0	2	0	138	32	93
December	5472	11331	16803	2	2	0	193	59	64
January	10070	20159	30229	10	3	4	381	96	96
February	3041	4344	7385	0	0	0	102	10	63
March	2839	4370	7209	3	2	0	177	38	58
April	1291	2247	3538	0	2	0	73	17	27
Totals	29202	53664	82868	15	16	4	1207	282	482

Peak summer period statistics summary

20 December 2014 to 26 January 2015

Beach	Water Attendance	Land Attendance	Total Attendance	Rescues	First Aids	Incident Reports	Preventative Actions Swimmers	Preventative Actions Craft	Beach & Reserve Regulations
Surf	13627	27930	41307	12	5	4	464	132	128
Bombo	11925	16485	28410	15	5	3	290	55	111
Jones	3136	4435	7671	1	4	1	116	41	93
Kendall's	11545	16219	27795	11	15	2	174	41	83
East's	25498	29297	54345	7	15	0	165	73	72
Werra	5835	8636	14371	7	3	0	234	99	65
Gerroa	18050	28980	46840	4	25	3	279	94	125
Totals	89616	131982	220739	57	72	13	1722	535	677

Overall statistics for ocean lifeguard operations across the whole Kiama LGA during the 2014/2015 season

	Water Attendance	Land Attendance	Total Attendance	Rescues	First Aids	Incident Reports	Preventative Actions Swimmers	Preventative Actions Craft	Beach & Reserve Regulations
Total	105191	157716	262907	60	83	13	2465	685	1031

Andrew Mole, Supervising Lifeguard - Kiama Municipal Council Ocean Lifeguard Service

Kiama Municipal Council Ocean Lifeguard Service Annual Report **2014/2015**

Item 15.2

Enclosure 1

Andrew Mole, Supervising Lifeguard - Kiama Municipal Council Ocean Lifeguard Service

**Minutes of the Kiama Cultural Board Committee meeting held on Thursday 14
May 2015 in Council Committee Room 1 at 5.30pm**

Present: Ross Eggleton, Catherine Carr, Mark Wilmott, Paula Gowans, Louise Croker, Judy White, Gregor Cullen, Tamara Campbell

Apologies: Christine Paice, Cr Neil Reilly, Cr May Way, Gordon Streek

Previous Minutes

Accepted

Moved: Catherine Carr Seconded: Paula Gowans CARRIED

Business Arising

Nil

Community and Cultural Development Officer Report

1. Events Calender

Lisa Evans, Tourism Manager, has been collating information about local events, both community and Council prior to the introduction of new booking software for Councils buildings and reserves. Cultural Board will invite Lisa to attend their next meeting to discuss tourism/arts opportunities.

2. Arts Centre (New)

Community and Cultural Development Officer attended the last Aboriginal Reference Group meeting to discuss possible inclusion of an Aboriginal cultural section in the plans for Kiama's new arts centre. While initially rejected, further discussion will follow.

3. Marketing the Arts

Community and Cultural Development Officer provided members of the Board with copies of the Marketing Strategy developed by the University of Wollongong interns. The strategies will be discussed at the Board's next meeting. A copy has also been provided to Council Communications Unit for comment.

4. Events

The Arts Biz Conference held Friday 1 May 2015 at The Pavilion Kiama, was very successful with positive feedback received. Several attendees have requested further workshops on accounting, PR and arts law; as well as several artists following up contacting guest speakers directly to more closely discuss their individual circumstances.

5. Kiama Cultural Network

An upgrade of the Kiama Cultural Arts Network blog site has been identified both in the Marketing Strategy and previously by the Community and Cultural Development Officer. Louise will discuss options with web designers and organise quotes.

April 23 Artists Gathering was very successful with 17 local artists attending, many of which had not previously attended a Gathering. Due to booking issues with Kabari, the event was held at Tory's Inn.

6. Old Fire Station Community Art Centre
Applications for the next 6mths of exhibitions have been processed with all but one allocation being taken by Kiama based artists. 21 applicants were unsuccessful and will be placed on a waiting list should spots become available.

One application was for a 2week booking which has been granted. Further guidelines around 2week allocations will be drawn up to identify successful applicants as professional full time artists only.

7. Daisy the Cow
Daisy's fundraising has been finalised with repairs to start soon.
8. Council Art Collection
The Bert Flugelman painting has been reframed and is currently hanging in the Council Chambers. There is a possibility of a tracking system being installed by the end of the financial year. This will facilitate better display of Council's art collection hung in the Chambers.
10. Public Art
The Bert Flugelman Sculpture is currently stored at the Depot until installation. The Community and Cultural Development Officer will initially discuss location options with Councils Engineers then bring options to the Cultural Board for discussion. It is hoped that we will be able to engage an expert in public art installation to advise on the identified locations and methods of installation prior to seeking public consultation.

Community and Cultural Development Officer to arrange a visit to the Depot to see the sculpture for Ross Eggleton, Paula Gowans and Tamara Campbell.

9. Arts Honour Roll
The Community and Cultural Development Officer will explore the option to include a page on the Kiama Cultural Arts Network blog site for each Arts Honour Roll inductee profiling their career and achievements.

General Business

145 Living Artists

Gregor Cullen has been selected as one of 145 living artists to be showcased as part of the history of artists engaged in community exhibition at the Art Gallery of NSW.

The Orry Kelly Story

Final year graphic design students from UOW working with Pilots Cottage to reshape the story of Orry Kelly exhibit using the existing resources and content. The students will be presenting the design document at the Pilots Cottage's next meeting. They will also be rebranding and upgrading the brochure.

Kiama Age Care Centre of Excellence

The new Kiama Aged Care Centre of Excellence may provide opportunity for use of its activities spaces as exhibition space and other arts activities. The Cultural Board would like to engage with key players in Council to discuss these opportunities within the new Centre. Louise to invite Clare Rogers and Fiona Whittaker to attend a Cultural Board meeting to discuss.

Vic Health has a large range of health/arts programs, the Board needs to find out more about the types of programs that are possible, Gregor will also put some information together.

Meeting Changes

Sub-committee meetings to be scheduled prior to full Board meetings for a trial period.

Cultural Grant

Tamara spoke to the Board regarding possible changes to her cultural grant from marketing to web episodes. Due to no longer being able attend the Edinburgh Festival, she would like to get a variation approved for her grant to spend on the filming, promotion etc. Tamara to put proposal in writing and submit to the Board.

Meeting Closed: 7.00pm

Next Meeting: Thursday 25 June, 5.30pm, Committee Room 1

Minutes of the Kiama Youth Advisory Committee meeting held on Wednesday 3rd June 2015 at Kiama High School at 10.47am.

Present: Clr. Kathy Rice (Kiama Municipal Council, Chair), Andrew Chatfield (Kiama Municipal Council, Minutes), Michael Dalitz (Kiama Library), Zachary O'Reilly-Fullerton, Byron Moulang, Ethan Corkin, Grace Allen, Eliza Skorulis, Ned Wilkinson, Bailey Harrison, Darcy Lawton, Casey-Dee Bradbury, Laura Burling, Sharnie Heffernan, Harry Jones, Johnson Karipa Hine, Matthew Price.

1. **Apologies:** Clr. Neil Reilly (Kiama Municipal Council), Nick Guggisberg (Kiama Municipal Council), Imogen Bakewell, Sarah Meppem, Nathan Jenkins.

2. **Minutes of previous meeting:**

Moved by Casey Dee Bradbury and **seconded** by Zachary O'Reilly Fullerton.

CARRIED

3. **Business arising from previous meeting:**

3.1 *Gainsborough skate park*

Bailey Harrison provided photos to Clr. Kathy Rice regarding damage to Gainsborough Skate park.

3.2 *Kiama Community College*

Casey Dee Bradbury received information regarding a Bee Keeping course run through Kiama Community College.

3.3 *Obscured street signs*

Clr. Kathy Rice has passed on details regarding obscured street signs to the Director of Engineering and Works, who has responded that it is Roads and Maritime Service (RMS) responsibility. A request has been lodged with RMS for the trees to be pruned.

3.4 *Lighting of public pathway*

Clr. Kathy Rice reported that a review is being undertaken by Council regarding street lighting and that more information will be available next meeting.

4. **Reports / General Business**

4.1 *SENTRAL Renovations*

Senior Youth Worker Andrew Chatfield reported on the current status of the Youth Centre renovations and that a builder is due to commence work in 3 weeks time. New signage has been added to the front and back of the building.

This is **Page 1** of the Kiama Youth Advisory Committee meeting held 3rd June 2015.

4.2 *SENTRAL programs*

Andrew Chatfield reported on current programs available at SENTRAL including; Barista training on Wednesdays from 3.30 – 6pm and SENTRAL Fitness on Mondays from 3.30 – 4.30pm. Darcy Lawton informed the committee that he has begun part time employment at the Brooding Italian Cafe through his involvement in Barista training. Clr. Kathy Rice formally congratulated Darcy on his commitment and achievement.

Andrew informed the committee that the Hospitality course scheduled to commence on May 20th had to be postponed due to low numbers. It is hoped that we can reschedule later in the year. The Thursday Night Dinner program has also been postponed until renovations are complete.

Event Management program is set to commence in term 3 and the Young Entrepreneurs program has finished with participants Ryan North and Jack Parkinson set to hold a photography exhibition in early 2016 to demonstrate what they learned from the program. Clr. Kathy Rice informed the committee of the 'Kidpreneur' program and that they are aiming to work with students in schools in the Kiama area, running workshops and focusing on business skills.

4.3 *Youth Engagement meeting*

Andrew Chatfield reported that the next meeting will be held on August 4th and it will be a full Council meeting in the Library. Councillors, Kiama Council's General Manager and Senior Council staff will be in attendance to hear any issues, concerns or suggestions raised by students. Andrew informed the committee that there is an opportunity to 'shadow' the Mayor and General Manager for 2 students, prior and during the meeting to gain an insight into Local Government and the role of Council in the community. Andrew will be speaking more with Kiama High School staff to identify 2 students for the role.

Action: Andrew to coordinate with the General Manager and Mayor's office and Kiama High School staff.

5. **General Business**

5.1 *Student car parking*

Harry Jones asked for clarification from Clr. Kathy Rice regarding if trees can be removed to create extra car park spaces for students at the Shoalhaven Street entrance. Clr. Rice informed Harry that native tress cannot be removed due to Council's tree protection policy. Keely Regan suggested students used buses in the morning to get to school and Zachary O'Reilly Fullerton responded that buses were already full and that students benefit through accumulating learner driver hours driving to school. Byron Moulang encouraged car pooling. Clr. Rice asked students to present the issue at the next meeting.

6. **Next Meeting**

This is **Page 2** of the Kiama Youth Advisory Committee meeting held 3rd June 2015.

- The next meeting of the Kiama Youth Advisory Committee will be held on August 4th at 10.00am at Kiama High School.

There being no further business the meeting closed at 11.42am.

Item 15.15

Enclosure 1

This is **Page 3** of the Kiama Youth Advisory Committee meeting held 3rd June 2015.

MINUTES OF THE KIAMA DEVELOPMENT INDUSTRY COMMITTEE MEETING HELD IN COMMITTEE ROOM 1, COUNCIL ADMINISTRATION BUILDING ON 3 JUNE 2015

COMMENCING AT: Meeting commenced at 2.10pm

1. **PRESENT:** Clr Dennis Seage (Chairperson), Phil Costello, Chris Fuller, Darren Brady, Gary Reilly, Daryl Smith, Steve Thomas, Phil Williams, Kim Bray and Darren Brady.
2. **APOLOGIES:** Ian Kilmore, Patrick Mahedy and Ted McGuinness.

Item	Action
<p>3. Confirmation of Minutes of meeting held 17 February 2015</p>	
<p>The minutes of the meeting of the Kiama Development Industry Committee held on 17 February 2015 were confirmed by Stuart Dixon seconded by Gary Reilly and adopted.</p>	
<p>4. Matters Arising</p>	
<ul style="list-style-type: none"> • The Chair advised the DCP Car Parking chapter will be brought to the June Council meeting detailing recommended changes. • Phil W identified the contractors listed on Wollongong Council's Approved Concreters list must be a registered concreter or landscaper with NSW Fair Trading. Wollongong do not carry out driveway inspections. Shellharbour Council have recently provided the contractors on their approved list, with a stamp to be used on their driveway. This stamp is not used by Council and does not indicate the driveway meets Australian Standards, but is used by the contractor to indicate the driveway has been constructed by an approved concreter. <p>Darren advised Council's Approved Concreters list is due to expire at the end of June 2015. Legal advice received indicates the insurance required may be reduced from \$20 million to \$10 million, details will be provided to all contractors on the list at the end of June.</p> <p>Contractors applying to be on the list after June 2015, will be required to sign and complete a form stating they are able to read plans and levels. This is a requirement in the updated Works Procedure Manual to commence in July 2015.</p> <p><i>Task: (1) The Committee requested Darren send all contractors on the Approved Concreters list, a form detailing they are capable of reading plans and levels to be signed.</i></p> <p><i>(2) The Chair requested Darren to confirm with Brian Whittaker, that a letter was sent to contractors on the Approved Concreters list regarding Council's required crossover width measurements. This was requested at the last Major Works meeting.</i></p> <ul style="list-style-type: none"> • Phil W advised he is still required to provide Council with his credentials each 	

Item 15.21

Enclosure 1

MINUTES OF THE KIAMA DEVELOPMENT INDUSTRY COMMITTEE MEETING HELD IN COMMITTEE ROOM 1, COUNCIL ADMINISTRATION BUILDING ON 3 JUNE 2015

Item	Action
<p>time, even though he has paid registration with BNG. It was agreed this was not required.</p> <p><i>Task: (1) Darren will discuss this issue with staff in the Engineering Department.</i></p> <ul style="list-style-type: none"> • Panel of Trade Services – Is not in place yet, Shoalhaven City Council is still working through a few issues they have with the categories. 	
<p>5. General Business</p>	
<p>(a) Selection of member to represent the Committee on the Local Environmental Plan Review Committee – Chair</p> <ul style="list-style-type: none"> • The Committee will comprise of: <ul style="list-style-type: none"> ➢ Councillors Mark Honey, Andrew Sloan and Dennis Seage, ➢ Council staff Michael Forsyth, Phil Costello and Kim Bray, ➢ Kiama Development Industry Committee nominee, ➢ Economic Development Committee nominee, ➢ Healthy Sustainability Committee nominee, and ➢ Representative residents from Kiama, Gerringong and Jamberoo. • It is expected this Committee will have a 14 month duration given the timeframe for review. • This Committee sought nominees for this position, of which Stuart Dixon was the only nominee. It was voted Stuart will be the Committee’s nominee with a unanimous show of hands. <p><i>Task: (1) All LEP suggestions to be emailed to Kim Bray.</i></p> <p>(b) Update of current matters in the Development Assessment area – Chris Fuller</p> <ul style="list-style-type: none"> • eHousing Code – the property data is expected to be updated in the next month or so, to meet the requirements for the Housing Code through the Department of Planning. • Updated DA tracking software – Council currently do not provide the level of detail required by the Department of Planning. Software is currently being updated which will enable the addition of such items as neighbour notification plans, to be publically available. <p>Major development applications:</p> <ul style="list-style-type: none"> • Bathers development on the corner of Manning and Bong Bong Street Kiama consists of 76 units and 15 shops. The assessment is nearly complete and will be determined by the JRPP as the value of work is over \$20 million. • Cedar Grove Stage 2 consists of a 100 lot subdivision. Assessment of the many issues which have been raised by the community has been undertaken 	

Item 15.21

Enclosure 1

MINUTES OF THE KIAMA DEVELOPMENT INDUSTRY COMMITTEE MEETING HELD IN COMMITTEE ROOM 1, COUNCIL ADMINISTRATION BUILDING ON 3 JUNE 2015

Item	Action
<p>and a peer review has been completed.</p> <ul style="list-style-type: none"> • The development on the corner of Belinda and Noble Streets Gerringong consists of 29 units, 5 shops and 8 professional suites. This application was refused by Councillors at the May meeting regarding the streetscape presentation and DCP controls in regards to some of the units. Council has received plans detailing an altered facade and DCP requirements, which was submitted through the 82A review process. The application will be brought to the next Council meeting. • Spring Creek development – Council is unable to proceed with any further consultation regarding the master planning process until State Rail and Boral have completed their consultations. <p>(c) Erosion and sediment control – Darren Brady</p> <ul style="list-style-type: none"> • A handout was provided to all present detailing erosion and sediment control information regarding building sites, as fines have dramatically increased over the past 12 months. • Council has recently received complaints regarding soil cut for concreting which was going into the stormwater system. <p><i>Task: (1) Darren was requested to include this information in the new Work Procedure manual.</i></p> <p><i>(2) The Chair requested the handout be emailed to all Committee members.</i></p> <p><i>(3) The Chair requested the handout be attached to the minutes.</i></p>	
<p>6. Next Meeting</p>	
<p>The Chair suggested and Committee members agreed, meetings will now be held as required whilst the LEP Review Committee is underway.</p> <p><i>Task: (1) Chris to send out an email regularly to Committee members, seeking agenda items.</i></p>	

Meeting closed: 2.45pm

Item 15.21

Enclosure 1

MINUTES OF THE KIAMA DEVELOPMENT INDUSTRY COMMITTEE MEETING HELD IN COMMITTEE ROOM 1, COUNCIL ADMINISTRATION BUILDING ON 3 JUNE 2015

Erosion and Sediment Control on Building Sites

Council has recently received a number of complaints which have identified erosion and sediment coming from building and construction sites or where lack of erosions and sediment controls are apparent. Council Environment and Health Officers have attended areas such as Elambra Estate and spoken to many builders informing them of the requirements for sediment and erosion control on their sites, and most if not all have been receptive and responsive to these requests. However Council is finding that this is not consistent across all developments and areas.

Erosion and sediment control are standard conditions of consent on practically every development application which is determined by Council, therefore these controls should be one of the first considerations when starting work at a construction or development site.

It is the responsibility of not only the builder, but site managers, workers and sub contractors to know the requirements for sediment and erosion controls on the site which they working, but also relating to controls on any work which they perform eg. concrete setting footpaths and paving areas which may not be related to a particular development which has gone through the development application process.

Under Part 5.3 Section 120 of the *Protection of the Environment Operations Act 1997*, it is an offence for any person to pollute any waters. A pollution incident is defined in the legislation as 'a set of circumstances during or as a consequence of which there is or is likely to be a leak, spill, or other escape or deposit of a substance, as a result of which pollution has occurred, is occurring or is likely to occur.

In short, the pollution of the receiving body does not have to have occurred for an offence to be committed, the fact that there are no controls in place to stop the incident occurring it classed as an offence under the act. Pollution of water includes the stormwater system and natural waterways.

Most sediment and erosion control issues are dealt with by Council officers requesting the responsible site manager to install or reinstate sediment and erosion controls. If there are no actions taken following the request, or if a pollution incident has occurred, Council will generally take one of two actions available to them:

1. Issue a clean up notice
2. Issue a Penalty Infringement Notice (PIN)

PINs and clean up notices are considered when breaches are of a minor nature, (Tier 3 offences). The *Protection of the Environment Operations Act (General) Amendment (Fees and Penalty Notices) Regulation 2014* substantially increased the amount of penalty notices for Tier 3 water pollution offences. The Clean up notice administration fee is listed in Part 4 of the *Protection of the Environment Operations (General) Regulation 2008*. These fees as they currently stand are detailed below.

	Individual	Corporation
Penalty Infringement Notice (PIN)	\$4,000	\$8,000
Clean up Notice administration fee (01 July 2015 - 30 June 2016)	\$506	\$506

When offences are considered to be major pollution incident, (Tier 1, or Tier 2), there is the potential for prosecution and maximum penalties for corporations and individuals are described in Part 5.3 Section 123 of the *POEO Act 1997*. Any suggestions on how to have this information distributed to relevant stakeholders is raised for the committee's consideration.