



ORDINARY MEETING OF COUNCIL

ENCLOSURES

Tuesday 20 March 2018

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sustainability in the grants, it was agreed that the grants program be expanded to include an additional purpose related to "improving the health of the environment".

Although mentioned in the guidelines, there may be a need to clarify the eligibility status of groups who have obtained funding from the Health & Sustainability Grants program who wish to apply again. The current guidelines indicate that groups can apply to the grant again provided their previous project is acquitted.

Action: Dima to circulate a revised Health & Sustainability Grants Program Guidelines and Application Form (taking into consideration feedback above) for review by Committee.

There was a discussion on whether Council applies for external funding and how; the Committee thinks there will be substantial funding opportunities for "sustainability" in the future that will most likely require the engagement of a number of departments within Council. Council would benefit from holding conversations on a regular basis across the various departments (e.g. through managers meetings) to propose and agree on ideas for future grants. Being prepared for arising funding opportunities would be best in order to meet the tight deadlines set for applications.

4.2 Kiama Health Plan

Presentation of KHP Community Consultation Results to Council

As an update to the Report to the Committee, Brodie Brady (Health Promotion Officer) presented the results of the Kiama Health Plan community consultation (survey, school and community consultations) to the Councillors on 7 February 2018.

KHP Strategy Development Workshop

The Committee agreed to participate in the proposed Kiama Health Plan Strategy Development Workshop. The Committee prefers a four-hour session rather than two sessions of two hours each. Not all Committee members will be able to attend.

Action Brodie to send out a Doodle request to identify most suitable date/time for workshop.

There was a question on whether needs and aspirations of the Community flagged in the community consultations and in the old Kiama Health Plan that are not currently expressed in the OPs will be featured in the new Plan/OPs.

Action Brodie or Nick to provide feedback at the Kiama Health Plan Strategy Development Workshop

Discussion around vegetable consumption

The suboptimal consumption of vegetables flagged in the survey results are in line with the results describing a similar status for Illawarra and NSW population in general.

Some community based ideas that the Committee suggested could increase consumption of vegetables include:

- Connecting people to existing and useful resources on healthy eating, quick and easy recipes etc.
- Continue running and supporting programs such as Healthy Cooking for Solo Seniors and Munch Out
- Using social media and sending out short and catchy messages; or engaging the community in competitions for the best veggie recipe, or for "what's your green smoothie like?".
- Sending out quick and simple recipes in the Health & Sustainability newsletter

4.3 Beat It Program

The Beat it Program was rebranded and is now referred to as Health Moves. Council will be holding discussions with Illawarra Shoalhaven Local Health District to run the program at the Kiama Leisure Centre.

4.4 Program Updates

Environment updates:

- 1) Leisure Centre roof unable to take the weight of Photovoltaic panels; they will be installed on the library roof.
- 2) Three Natural Heritage Grant applications are in progress.
- 3) Council is partnering in a \$10m grant for processing glass into sand which can be taking place in Minnamurra.
- 4) The Environment team is looking into giving away compost to the community soon.
- 5) Return & Earn vending updates: three potential sites have been identified (Kiama, Gerringong and potentially in Jamberoo) and are currently being assessed. Noise and traffic are taken into consideration in the assessment.

Health Promotion

Updates included in the Program Update.

5. Business without notice

Heritage Grants:

A message from Councillor Reilly indicates that the next round of Heritage Grants are open. Council is looking towards establishing a Heritage Precinct in the East Terralong and Northern Manning Streets area.

Youth Services:

It was pointed out that CENTRAL Youth Services also carry out health and sustainability related activities such as Munch Out and other programs, and could also contribute to the Programs Update report sent to the Committee.

Action: Dima to request updates from CENTRAL Youth Services on their programs and activities related to health and sustainability for incorporation into the Programs Update report to the Committee.

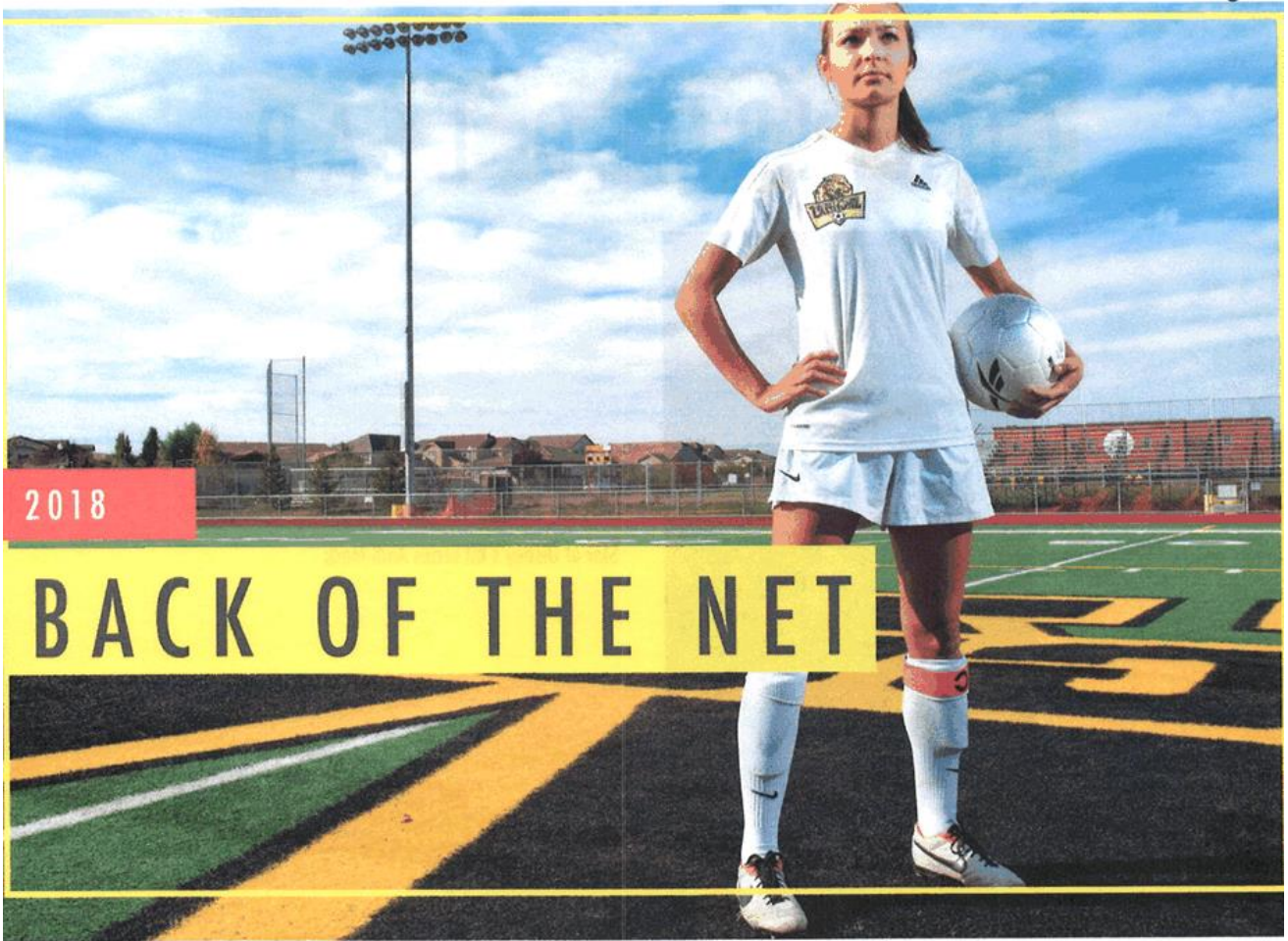
6. Correspondence

Nil.

7. Next Meeting:

The next meeting of the Kiama Health and Sustainability Committee will be held on 10 April 2018 at 4pm in Council's Committee Room 1.

There being no further business the meeting closed at 6.10pm



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BACK OF THE NET

SYNOPSIS

After hopping on a bus to Harold Soccer Academy instead of Harold Academy Australian Semester at Sea, science fanatic, Cory Bailey has no choice but to complete a semester at the soccer academy when the boat leaves without her and she's unable to join her parents while they volunteer in remote India. Though unimpressed with being surrounded by "silly" jocks, it's not long until Cory embraces her roommates hospitality. It's also not long until the school's superstar player, Evie begins to make life difficult for Cory. With the school hosting the National Soccer Tournament, Cory is determined to combine her team's various skills to beat Evie's team in the finals.

CONFIRMED LEAD



CORY
SOFIA WYLIE
Star of Disney's hit series Andi Mack

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PROPOSED CAST



OLIVIA DEEBLE
Home and Away; Little Lunch



ANNA COCQUEREL
Home and Away



LEVI MILLER
Jasper Jones; Red Dog: True Blue; Better Watch Out; Pan



KYLIRIC MASELLA
Grace Beside Me



MAIREHAU GRACE
Grace Beside Me

RIP TIDE

CASE STUDY

WRITTEN BY: GEORGIA HARRISON

DIRECTED BY: RHIANNON BANNENBERG

PRODUCED BY: STEVE JAGGI

In late 2016, tween hit 'Rip Tide', starring Disney Channel's Debby Ryan, was filmed on location in Kiama and across the Illawarra. The young adult film premiered at Sydney Film Festival in 2017 and was filled by an Australian-wide release on 80+ screens. 'Rip Tide' was also one of the top ten films in the Australian Box Office for 2017 and was trending on Netflix less than 24 hours after its release on the streaming service. The whole film

STARRING: DEBBY RYAN; GENEVIEVE HEGNEY; ANDREW CREER, NAOMI SEQUEIRA; VALERIE BADER; AARON JEFFERY; JEREMY LINDSAY TAYLOR; DANIELLE CARTER; MARCUS GRAHAM

was filmed on location and provided opportunities for locals (including local businesses) to be involved.

Leading up to the release of the film, marketing consultant Kylie Pascoe was engaged as the Brand Partners' manager and maintained relationships with brand partners, secured radio / media spots and oversaw the arrangement of sold out event and Q&A screenings across the country.

'RIP TIDE' IS AN INSPIRATIONAL STORY ABOUT A YOUNG WOMAN WHO OVERCOMES CHALLENGES TO REDISCOVER HERSELF AND HER POTENTIAL.

'Rip Tide' also employed a Behind the Scenes company to ensure sufficient material was captured to not only promote the film but also our brand partners.

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RIP TIDE

CASE STUDY

EXAMPLES OF VIGNETTES CREATED FOR THE BRAND PARTNERS FOR RIP TIDE

Walker Surfboards

<https://www.facebook.com/riptidefilm/videos/1911503015836466/>

Let's Go Surfing

<https://www.facebook.com/riptidefilm/videos/1906406336346134/>

Killalea State Park

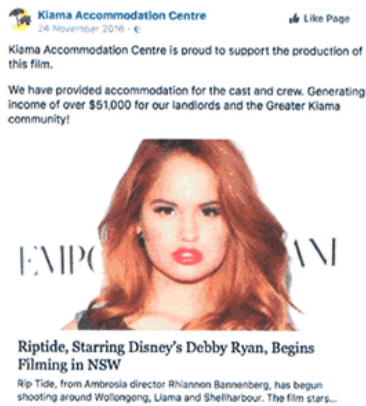
<https://www.facebook.com/riptidefilm/videos/1897130477273720/>

The Pines

<https://www.facebook.com/riptidefilm/videos/1895087507478017/>

Thomas Surfboards

<https://www.facebook.com/riptidefilm/videos/1887217701598331/>



Jenny Rodgers Yvonne Wakefield Wendy Morris Shaun Dunn Tara Mahoney Lee Davies Aimee Davies Ben Williams - Hey guys, we live just outside of this park which is beautiful. If you watch the movie check out the scenery and think of us! So when are you going to visit us in Australia 🇺🇸! 😊😁 lot like Wales!
 4 · 12 September 2017 at 14:53 · Edited
 6 Replies

Taela Moxham Dan Moxham Lets move home 🇺🇸
 11 September 2017 at 22:34
 4 Replies

Lyn Baird saw the film yesterday at the premiere- it was awesome!!!! Great story & gorgeous locations. Congratulations on a fantastic film
 1 · 11 September 2017 at 02:10

Ezz Wilkins Negotiating the 4wd tracks 😂 I was learning to drive manual at the same time 🤔 killalea is absolutely beautiful!!!
 10 September 2017 at 01:41

Kate Cocker Good promo movie for the Illawarra area too!
 6 February at 04:27

Lynette Walker My next door neighbour 's grand daughter is in it . Wonderful movie showing some of our beautiful area.
 6 February at 10:43

PARTNERSHIP PROPOSAL

KIAMA

The benefit to Kiama from hosting 'Back of the Net' will exceed that of 'Rip Tide', and will include local expenditure as well as multiple opportunities for local businesses and artists. We are also open to providing on set training opportunities for local emerging practitioners and/or individuals from disadvantaged or disabled backgrounds.

Our Brand's Partner, Kylie Pascoe will be engaged from pre-production to ensure maximum brand partner opportunities and engagement. We have also hired a Behind the Scenes team who will ensure we have quality assets to promote the film and its partners.

Marketing assets for cross promotion include:

- A bespoke version of the film trailer featuring and naming Kiama locations / landscapes
- A social media 'vignette' detailing how Kiama is featured in the film
- A high resolution version of the above 'vignette' to be supplied to cinemas and television stations nation wide as a promotional tool (these vignettes will also be supplied to Kiama Municipal Council to be used for their own publicity)
- A version of the film poster featuring and naming Kiama exclusively as a key location in the film. This poster will be made available to cinemas nation wide
- Still photos from the shoot to be provided to the council copyright free
- Local premiere "event" screening with guests and Q&A with cast/crew
- Catering for the weeks photography in Kiama to be provided by a local company
- Local actors to be employed



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DIRECTOR'S STATEMENT

'Back of the Net' works in harmony with zeitgeist influences of #Timesup and Australia's drive towards a more even (soccer) field for women creates and characters. This film is a girls' story and it's completely girl focused.

What I love the most about 'Back of the Net' is the centring of the female friendships. The young women characters are fully formed and Cory's journey from messing up to success is about drawing on her strengths, resilience and her team...and I love that at the end of the film, the boy she's interested in is cheering her on from the crowd! This story frames teen women's bodies as central, athletic and achieving.

'Back of the Net' will be a tween girlfriends' date movie. It will incorporate rate day-dreams of being independent and capable, a dream setting in beautiful regional NSW, dream friendships and dream success.

- LOUISE ALSTON





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AUDIENCE

'Back of the Net' is an inspirational tween sport-comedy. The story is designed for the whole family to enjoy while our key audience are girls aged 8 - 14 and features relatable characters that inspire independence, embracing who you are, working as a team, and resilience.

Cory is 15 and would rather hide away in a science lab than try something new or interact with others her age. When she lands up in the opposite of her dream exchange program and presented with an opportunity to try something new, Cory immediately turns her back. It's through challenges and new friendships that Cory opens up and gives soccer a go. It is also Cory who in turn recognises her teams various skills and combines these skills to help her team improve their soccer game and ultimately beat the opposing team in the finals.

There is a huge demand for tween films and more specifically female skewed content. 'Back of the Net' is primarily a female centric story and though Oliver is a love interest, it is a secondary story.

It's an exciting time for women across all fields and 'Back of the Net' is another Steve Jaggi Company production that will continue to inspire young girls.

MARKETING

ONLINE AUDIENCE BUILD

The 'Back of the Net' marketing strategy will be largely focused on engaging with the audience directly. Social media's role in marketing and engaging with audiences has grown substantially over the years and only continues to grow. Because the film is relatable and a theme of interest, we aim to attach social influencers and recognisable soccer names who will not only be able to tap into their established following but also be able to further connect with our wider audience. As our lead is a well known Disney Channel name, it will also bring along the Disney Channel fanbase.

Our marketing strategy will commence in preproduction where assets begin to be collated up until the beginning of production when we will start releasing assets, generating hype around the film. Holding off until the

first week of production will allow us to generate quality assets and ensure our influencers have sufficient content to attract and engage with the audience throughout production and leading up to the release of the film.

'Back of the Net' assets will include:

- Cast and influencer shout outs
- A personal introduction to the trailer - on Rip Tide we found this to be extremely effective as it gave audiences a more personal connection to the lead, Debby Ryan
- Special features and electronic press kit e.g. lead cast and key crew interviews; behind the scenes; the making of
- Film stills

The key social media platforms remain: Instagram, Facebook, Snapchat and Twitter

Leading up to the release of the film, we will also run a number of competitions to win tickets to special screenings and merchandise.

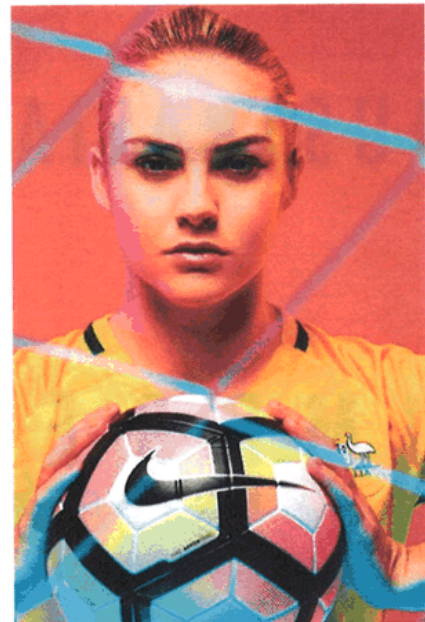
Merchandise will include:

- Soccer balls
- Signed posters
- Team uniforms
- Soundtrack

An important aspect of the audience build is to also ensure that all the marketing material is the same across the board so that there is no confusion with the audience.

PROPOSED

INFLUENCER



ELLIE CARPENTER

36.3k Instagram followers

Australia's youngest member of the Westfield Matildas



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PARTNERS

AUSTRALIAN DISTRIBUTOR



UMBRELLA
ENTERTAINMENT

Umbrella is a 100% Australian owned and operated distributor of filmed entertainment that specialises in a wide range of content for theatrical exhibition, home entertainment, TV broadcasting and online download platforms. Since its inception Umbrella has amassed a catalogue of over 1,500 titles and has one of largest collections of remastered classic Australian films and TV programs on DVD in the country.

PARTNERS

INTERNATIONAL SALES AGENT



MARVISTA ENTERTAINMENT™

MarVista Entertainment is an independent entertainment studio with a mission to produce, acquire, and distribute premium film and television programming worldwide.

As a studio serving the worldwide market, MarVista has an expansive distribution footprint spanning more than 125 global territories, including reaching all major VOD, SVOD, and broadband platforms through its digital distribution division, MarVista Digital Entertainment.

MarVista has built a reputation for providing high-quality feature films, family and children's programs, scripted series, and factual/reality programs to buyers in all media worldwide.

With a constant focus on meeting the evolving needs of viewers and content buyers around the world, MarVista is uniquely positioned to meet the growing demand for original content as it continues to expand its portfolio of films, series, and new media content.

PARTNERS

MARKETING



Serve Chilled is an agile digital marketing company dedicated to providing professional services to storytellers working in a variety of digital mediums; services include digital marketing campaigns, social campaigns and tie-ins with traditional media.



THE SOLID STATE

The Solid State is an award winning film marketing agency, working with distributors, networks and production companies to conceive, promote and deliver bold, reliable creative across a variety of mediums.

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MARKETING

THEATRICAL RELEASE

'Back of the Net' will be released in conjunction with the 2018 Soccer World Cup festivities.

There is already a large soccer and Disney Channel fan base which will generate excitement around the release of 'Back of the Net'.

The 'Back of the Net' release will begin with special word of mouth (WoM) screenings and an official premiere before the official release. WoM screenings have proven to be a great way of generating hype around the film and will be partnered with brands which were involved in the production of the film, tween soccer clubs and female teams, and social influencers, which will help with engaging with already established followings.

Kylie Pascoe will be attached as the Brand Partners Manager from the beginning of preproduction to ensure we connect with the most appropriate partners for the film and to ensure we're able to reach our audience.

Following the premiere and WoM screenings, we will release 'Back to the Net' Australia-wide in multiplexes.

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COMPARABLE TITLES



AUDIENCE MARKET RESEARCH



THE STEVE JAGGI COMPANY

PRODUCTION COMPANY

Established in 2010 with the mission statement: to entertain and inspire, The Steve Jaggi Company is based out of offices in the Entertainment Quarter, The Steve Jaggi Company employs four full-time staff and is augmented by a number of part time support staff and contractors.

Over the past twelve months the company has been responsible for just shy of four million dollars of Australian production expenditure and nearly 120 Australia jobs. Recently released films include tween hit 'Rip Tide' starring Disney Channel's Debby Ryan, festival standout 'Zelos', and Rhiannon Bannenberg's stellar debut, 'Ambrosia'.

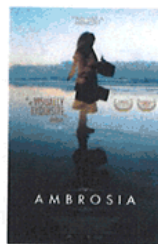
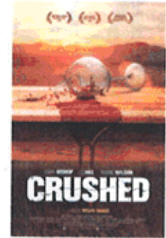
Previous titles include AWGIE nominated feel good film 'Skin Deep', wine country set thriller 'Crushed', Stephen Sewell's directorial debut 'Embedded', off-roading sports movie 'Ruff Stuff', and Samuel Goldwyn acquired 'Spirit of the Game' starring Kevin Sorbo and Aaron Jakubenko.

Currently in post production is Steve Jaggi's 'Chocolate Oyster'.

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TRACK RECORD



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LOUISE ALSTON

DIRECTOR



Louise's first feature film, 'All My Friends Are Leaving Brisbane' won audience awards at Natfilm Festival Copenhagen and London Australian Film Festival and was part of the Official Selection at the Brisbane International Film Festival for 2007. It was nominated for an AFI Award for Best Adapted Screenplay in 2008.

Louise's second feature 'Jucy' premiered at the Toronto International Film Festival in 2010. The film went on to festival success, including screening at the Seattle International Film Festival and the International Women's Film Festival in Seoul Korea where it won the ITeen award. It was released in Australia and the USA in late 2011.

Her award-winning short films include 'Photocopier', which screened at the Melbourne International Film Festival 2013, and Humidity Rising which won the Queensland New Filmmakers Award for Best Independent Film in 2007. Louise was also the creator and producer of two series for Foxtel: 'Variety Show At The End Of The World' and 'Brilliant Lives'. She has also worked extensively in theatre, including directing Sidekicks in critically-acclaimed seasons in Sydney at the Old 505 Theatre, the Adelaide Fringe Festival and the Melbourne International Comedy Festival in 2013.

Most recently, Louise has been directing 'Neighbours'.

STEVE JAGGI

PRODUCER



Steve Jaggi is an internationally respected film producer. Canadian born, Jaggi studied film at Griffith University, Brisbane, Australia.

His most recent title, the tween film RIP TIDE sits in the top 10 Australian box office for 2017 and was met with a rapturous reception at the 2017 Sydney Film Festival and Cinefest Oz. His other recent titles include the arthouse success Embedded from celebrated Australian playwright Stephen Sewell and the family film Spirit of the Game which was released theatrically in both Australia and the US and Canada via Samuel Goldwyn.

Other titles include Find Your Voice starring Academy Award Nominee Keisha-Castle Hughes (Whale Rider, Game of Thrones), young adult film Circle of Lies, the ADG Best Director Nominated and AWG Best Australian Screenplay nominated Skin Deep and the 4x4 action thriller Rough Stuff.

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KATE STONE

HEAD OF DEVELOPMENT



Kate most recently held the position of Development Executive at Screen NSW. Prior to this, Kate was formerly Manager of the Online Branch of the National Film & Sound Archive, Executive Producer of the australianscreen website for the NFSA, and, prior to that, Project Manager of australianscreen at the Australian Film Commission. Kate has also held roles at Film Australia, Network Ten, and the ABC.

KYLIE PASCOE

HEAD OF MARKETING



Kylie Pascoe is a producer with 20 years' experience in strategic film and TV marketing. She broke new ground in subscription television, creating innovative campaigns alongside several Hollywood Studios. In 1996 she moved into film and has been behind the release of 17 feature films - from Warwick Thornton's *Sampson and Delilah* to the blockbuster *Paranormal Activity*. Kylie spent two years as the director of Queensland's largest film festival, and still produces a couple of their major events today. She was invited to sit on the judging panels for the prestigious Bond University film scholarship program, and student script assessment.

KELLY SON HING

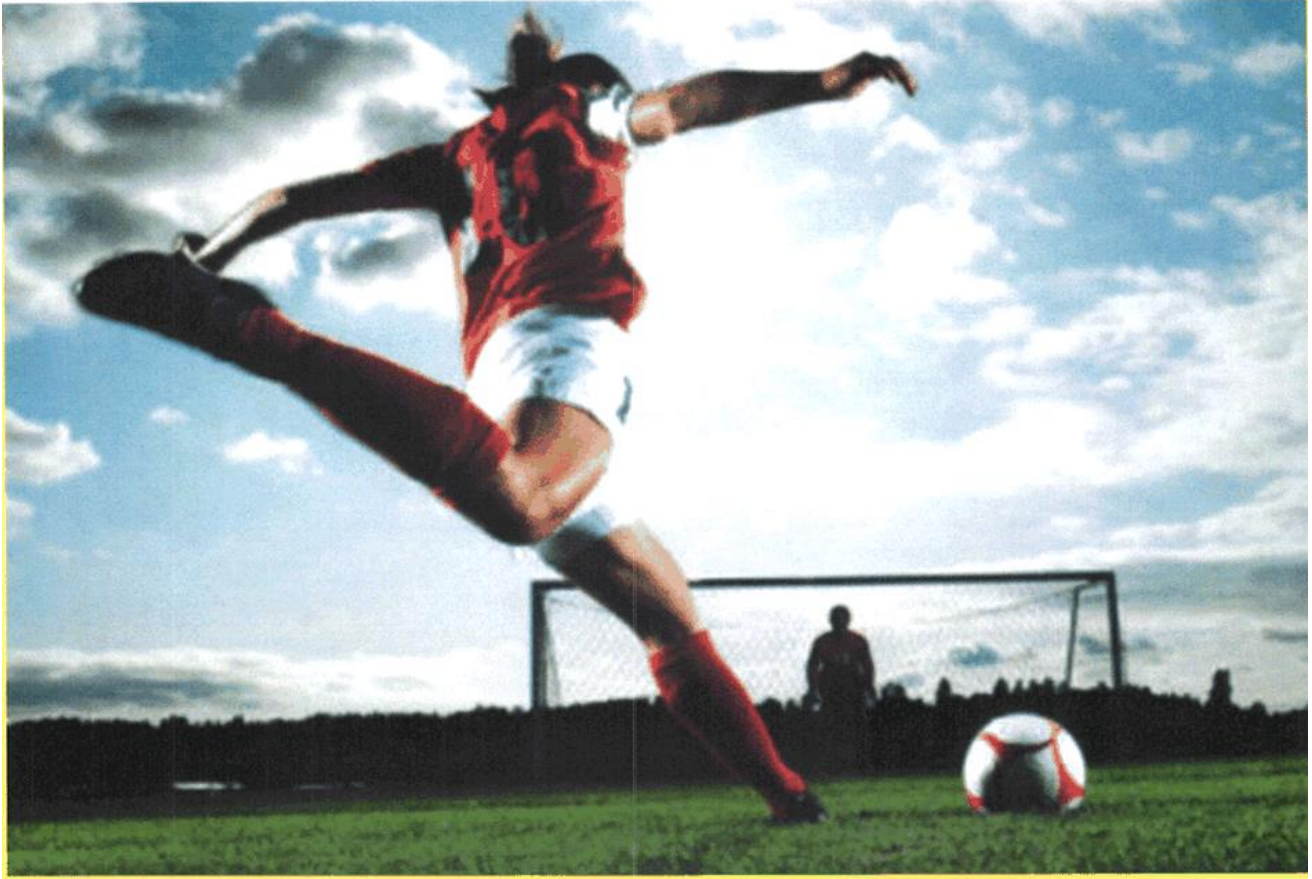
PRODUCTION SUPERVISOR



A graduate of Macquarie University, Kelly began her career at Mollison Keightley Management before moving to The Steve Jaggi Company. In addition to her undergraduate degree, Kelly studied film at the Participate Film Academy.

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Office | Suite 109, Trackdown Studios, 125 Lang Road, The Entertainment Quarter, Fox Studios, Moore Park New South Wales 2021 Australia

Post | P.O.Box 7081 Bondi Beach New South Wales 2026 Australia

Phone | +61 (0)2 8959 5158 | **web** | www.stevejaggi.com | **email** | info@stevejaggi.com

ABN | 30 151 157 229

Minutes of the Kiama Youth Advisory Committee meeting held on Thursday 15th February 2018 at Kiama High School at 10:47am

Present: Clr Kathy Rice (Kiama Municipal Council, Chair), Clr. Mark Westhoff (Kiama Municipal Council), Andrew Chatfield (Kiama Municipal Council, minutes), Maria Chatfield (Kiama High School staff), Bethany Jones, Georgia Juhasz, Cyrus Piggott, Simon Case, Emilio Goytizolo, Isaac Baker, Charlotte Beahan, Alira Morgan, Amelia Beahan.

1. **Apologies:** Nick Guggisberg (Kiama Municipal Council), Valentine Crome (Kiama Municipal Council Library Services)

2. **Minutes of previous meeting:**

Moved by Simon Case and seconded by Bethany Chapman. CARRIED

3. **Business arising from previous meeting:**

3.1 *KHS recycling program*

Andrew Chatfield followed up on a request from students regarding developing a recycling program at Kiama High School during 2017 and requested ideas on how to proceed. Maria Chatfield suggested the students lobby to the KHS Executive Committee by attending meetings to help push initiatives. Simon Case asked for executive meeting dates, though will need permission from the school Principal to attend. Clr Kathy Rice agreed to keep the issue on the agenda.

ACTION: Maria Chatfield to follow up with students.

3.2 *Indigenous cultural programs in the Municipality*

Andrew Chatfield invited Alira Morgan to meet with Council's Aboriginal Community Liaison Officer, Trish Levett on a Tuesday afternoon to discuss possible programs and initiatives.

ACTION: Alira to meet with Trish at SENTRAL

3.3 *Mental Health Awareness program*

Andrew Chatfield indicated a commitment from Council to follow up on any mental health programs or initiatives brought forward by the committee. Andrew asked for ideas from students for future programs during 2018.

ACTION: SRC to identify programs around mental health and report back next meeting.

3.4 *Kiama to Jamberoo bike path update*

Clr Kathy Rice confirmed that the current bike path route is determined and funded to go ahead. Clr Rice will provide further information at the next meeting.

ACTION: Clr. Rice to provide a detailed update for the March meeting

4. Reports

4.1 *SENTRAL programs*

Senior Youth Worker Andrew Chatfield reported on current programs at SENTRAL including Barista training each Wednesday from 4 – 6.30pm, SENTRAL Fitness each Wednesday from 4pm and SENTRAL Yoga on Thursdays from 4pm. Work is also being completed on a recipe book based on the 'Munch Out' program with a release date scheduled for April, during Youth Week. Andrew also provided the students with a 2018 SENTRAL programs brochure and asked if the students would help distribute them. Emilio Goytizolo asked Andrew if he could bring some copies up to the school and requested a slide show that could be played on the TV in the canteen line. Maria Chatfield also invited SENTRAL to host a stall at the parent's information night and Clr Westhoff asked SENTRAL to consider promoting the service to Local Primary Schools.

ACTION: Andrew to pass on SENTRAL promotional material to Emilio including a USB stick with an interactive slideshow, confirm a SENTRAL stall at the information night and distribute SENTRAL material to local Primary schools.

4.2 *SENTRAL renovations update*

Andrew Chatfield provided an update on stage 2 of the Centre renovations, specifically the commencement of new works including the construction of an outdoor eating pavilion complete with a BBQ and pizza oven. This is expected to be completed by Youth Week in April.

4.3 *KHS Programs*

Andrew Chatfield provided information on current joint programs with Kiama High School students during Term 1 2018 including; Young Men's Program, Youth Advisory Committee, KHS Volunteers program and Youth Worker at KHS each Friday.

4.4 *Youth Week*

Andrew Chatfield provided an update on National Youth Week to be held during the 13th – 22nd April and asked the committee for ideas on programs and events. Alira Morgan liked the idea of a festival and Maria Chatfield invited Andrew to attend roll call on Friday 23rd February to specifically talk with students about Youth Week events.

ACTION: Andrew to attend early roll call to meet with students regarding Youth Week.

4.5 *Kiama Library*

Valentine Crome provided a report on Library activities including; a 'Cambridge Checkpoints' study guide including the 2016 English exam available on a 2 week loan for students, the updating of HSC related brochures and resources and HSC Help sessions in Creative Writing for Years 11 and 12. Maria Chatfield expressed concerns about Creative Writing workshops for

Year 12 students as these are currently available to students and the 2016 English exam would be futile as the exam changes each year. Maria asked if Andrew could pass the feedback onto Valentine.

ACTION: Andrew to pass feedback on to Valentine

5. General Business:

5.1 Coffee with a Cop

Clr Mark Westhoff reported on a recent event he attended where he met with local police and that he found the meeting very valuable and enquired if students would like to invite a Police Officer along to school classes and functions. Maria Chatfield responded that a Police Officer regularly attends Kiama High School to speak about a variety of youth issues and to engage with students.

5.2 Kiama Health Plan update

Clr Kathy Rice provided an update on the current Kiama Health Plan and that a draft report had been completed with a concern that there is a general inadequate intake of fruit and vegetables and that safety after dark is still a concern. Clr Rice will continue to update on the Health Plan at future meetings. Clr Westhoff added that young people were the main contributors to the Health Plan with over 150 respondents to the community survey.

ACTION: Clr Rice to provide update on the Kiama Health Plan at the March meeting.

6. Next Meeting

The next Kiama Youth Advisory Committee will be held on Thursday March 1st from 10:30 – 12pm at Kiama High School.

There being no further business the meeting closed at 11.45am

**MINUTES OF THE KIAMA ACCESS COMMITTEE MEETING HELD AT COUNCIL
CHAMBERS COMMITTEE ROOM 1, ON FRIDAY 2 FEBRUARY 2018**

PRESENT: Clr. Kathy Rice, Clr. Neil Reilly, Graham Fairbairn, Chris Cassidy, Beryl Batten, Merryn Joske, Nick Guggisberg, Brendan Leo, Janelle Burns.

1. APOLOGIES: Mel Gorman, Dr George Puris, Darren Brady.

Brendon Leo left the meeting at 11.25am
Janelle Burns joined the meeting at 10.45am

2 Minutes of the previous meeting

Motion: that the minutes of the previous meeting held 10 November 2017 be accepted as a true and accurate record of the meeting with the spelling of Chris Cassidy's first name being corrected.

Moved: Chris Cassidy

Seconded: Merryn Joske.

CARRIED

3 Business arising from the minutes

3.1 Top Shops on Manning Street, Kiama
Corflute advertising is still around the bollards.

Action: Nick Guggisberg to follow up with Rangers.

3.2 Access to the Rock Pool
Held over to next meeting.

3.3 Driverless Shuttle Bus
Ongoing.

4 Correspondence

Nil.

5 Development Applications (DA's)

5.1 DA – Seniors Development Saddleback Mountain Road

Brendan Leo tabled plans for a seniors development on Saddleback Mountain Road. Proposed 21 self care dwellings (some are 2 storey)

- Proponent is proposing a shuttle bus to meet requirement for access from the development to town, once per day.
- Many irregularities with the proposal e.g. much of the documentation relates to single level dwellings despite there being several 2 story dwellings (site inconsistent with compatibility certificate).
- Potential fire hazard due to the development abutting a high bush fire zone – Seniors living cannot be within a certain distance to these zones.
- Access to post boxes will be physically difficult.
- The committee holds a number of access and safety concerns and expressed a lack of confidence in the shuttle bus proposal adequately addressing the requirement for the seniors development to have access to Kiama.

**MINUTES OF THE KIAMA ACCESS COMMITTEE MEETING HELD AT COUNCIL
CHAMBERS COMMITTEE ROOM 1, ON FRIDAY 2 FEBRUARY 2018**

6 General Business

6.1 Top shops on Manning St, Kiama
Addressed in Business Arising

6.2 Parking in Manning

Merryn raised the issue with pedestrian access past the development. Council has received several complaints.

Action: Parking issue to be referred to the Traffic Committee to consider timed parking.

Issue with the tradies parking on council land. Perhaps they need to be charged to hire the space. Road Occupancy Pedestrian Management Plan Permit needs to be checked.

Action: Darren Brady to follow up

6.3 Falls risk in Collins Street near Bombo Clothing

Issue with access to footpath, you have to step up, then step down, then back up again. Issue particularly for people with vision issues.

Action: refer to Darren Brady for assessment and addressing & potentially paint the edges of the steps.

6.4 Traffic Issues for big tourism events

Hopefully the shuttle bus will assist with this issue.

6.5 Adult change table Launch

All committee members were invited to attend the launch of the facility.

Action: Let Mel know too.

6.6 Accessible Parking locations

Potential need for additional spots.

Action: Clr. Rice will follow up with the person who raised the issue.

7 Next meeting

The next meeting of the Kiama Access Committee meeting will be held on Friday 6 April 2018.

There being no further business the meeting closed at 11.35am



DRAFT AGED CARE QUALITY STANDARDS

Standard 1 – Consumer dignity and choice

Consumer outcome

I am treated with dignity and respect, and can maintain my identity. I can make informed choices about my care and services, and live the life I choose.

Organisation statement

The organisation:

- Has a culture of inclusion and respect for consumers
- Supports consumers to exercise choice and independence
- Respects consumers' privacy.

Requirements

The organisation demonstrates the following:

- 1.1. Each consumer is treated with dignity and respect, and their identity, culture and diversity is valued.
- 1.2. Each consumer is able to (and supported to as needed) exercise choice and independence, including to:
 - a. make decisions about their own care and the way that care and services are delivered
 - b. make decisions about when family, friends, carers or others should be involved in their care
 - c. communicate their decisions
 - d. make connections with others and maintain relationships of choice, including intimate relationships.
- 1.3. Where a consumer's choice involves risk to their health and/or safety, they are informed about the risks, the potential consequences to themselves and others, and how risk can be managed to assist the consumers to live the life they choose.
- 1.4. Information provided to each consumer is current, accurate and timely, and communicated in a way that supports the consumer's understanding and the exercise of choice.
- 1.5. Each consumer's personal privacy is respected and information is kept confidential.



Standard 2 – Ongoing assessment and planning with consumers

Consumer outcome

I am a partner in ongoing assessment and planning that helps me get the care and services I need for my health and wellbeing.


Organisation statement

The organisation undertakes initial and ongoing assessment and planning for care and services in partnership with the consumer. Assessment and planning has a focus on optimising health and wellbeing in accordance with the consumer's needs, goals and preferences.

Requirements

The organisation demonstrates the following:

- 2.1 Ongoing partnership with the consumer (and others that they wish to involve) in assessment, planning and review of their care and services.
- 2.2 Assessment and planning informs the delivery of safe and effective care and services.
- 2.3 Assessment and planning identifies and addresses the consumer's current needs, goals and preferences, including advance care planning and end of life planning if the consumer wishes.
- 2.4 The assessment and planning process is undertaken in a culturally safe manner.
- 2.5 The assessment and planning process includes other providers, organisations and individuals involved in the care of the consumer.
- 2.6 The outcomes of assessment and planning are effectively communicated to the consumer and documented in a care and services plan that is readily available to the consumer, and where care and services are provided.
- 2.7 Care and services are reviewed regularly for effectiveness, and when circumstances change or when incidents impact on the needs, goals or preferences of the consumer.



Standard 3 – Personal care and clinical care

Consumer outcome

I get personal care and/or clinical care that is safe and right for me.

Organisation statement

Personal care and clinical care is safe and effective and delivered in accordance with the consumer's needs, goals and preferences to optimise health and wellbeing.

Requirements

The organisation demonstrates the following:

- 3.1. Each consumer gets safe and effective personal care and/or clinical care that is tailored to their needs and optimises their health and wellbeing.
- 3.2. Clinical care is best practice.
- 3.3. Identification and management of high-impact or high-prevalence risks associated with the care of each consumer.
- 3.4. The needs, goals and preferences of consumers nearing the end of life are recognised and addressed, their comfort maximised and their dignity preserved.
- 3.5. Deterioration or change of a consumer's function, capacity or condition is recognised and responded to in a timely manner.
- 3.6. Information about the consumer's condition, needs and preferences is documented and communicated within the organisation, and with others where responsibility for care is shared.
- 3.7. Timely referrals to other providers, organisations and individuals when necessary.
- 3.8. Minimisation of infection-related risks to consumers, the workforce and the broader community through implementing:
 - a. standard and transmission-based precautions to prevent and control infection
 - b. practices to promote appropriate antibiotic prescribing and use to support optimal care and reduce the risk of increasing resistance to antibiotics.



Standard 4 – Services and supports for daily living*

Consumer outcome

I get the services and supports that are important for my health and wellbeing and that enable me to do the things I want to do.

Organisation statement

The organisation provides safe and effective services and supports that optimise the consumer’s independence, health, wellbeing and quality of life.

Requirements

The organisation demonstrates the following:

- 4.1. Each consumer gets safe and effective services and supports for daily living that are culturally safe and meet the consumer’s needs, goals and preferences and optimise their independence, health, wellbeing and quality of life.
- 4.2. Services and supports for daily living support each consumer to participate in their community within and outside the service, have social and personal relationships, and do the things of interest to them.
- 4.3. Information about the consumer’s condition, needs and preferences is documented and communicated within the organisation, and with others where responsibility for care is shared.
- 4.4. Timely referrals to other providers, organisations and individuals when necessary.
- 4.5. Where meals are provided, they are varied and of adequate quality and quantity.

*Services and supports for living include, but are not limited to, food services, domestic assistance, home maintenance, transport, recreational and social activities.



Standard 5 – Organisation’s service environment*

Consumer outcome

I feel I belong and I am safe and comfortable in the organisation’s service environment.

Organisation statement

The organisation provides a safe and comfortable service environment that promotes the consumer’s independence, function and enjoyment.

Requirements

The organisation demonstrates the following:

- 5.1. A service environment that is welcoming and easy to understand, and optimises each consumer’s sense of belonging, independence, interaction and function.
- 5.2. A service environment that is safe, clean, well-maintained and comfortable, including furniture and equipment that is suitable for the consumer.
- 5.3. Consumers can move freely within the service environment, including both indoor and outdoor areas.

*An organisation’s service environment refers to the physical environment through which care and services are delivered, including aged care homes, cottage style respite services and day centres. An organisation’s service environment does not include a person’s privately owned/occupied home through which in-home services are provided.



Standard 6 – Feedback and complaints

Consumer outcome

I feel safe and am encouraged and supported to give feedback and make complaints. I am engaged in processes to address my feedback and complaints, and appropriate action is taken.

Organisation statement

Regular input and feedback from consumers, carers, the workforce and others is sought and is used to inform individual and organisation-wide continuous improvements.

Requirements

The organisation demonstrates the following:

- 6.1. Consumers, their family, friends, carers, and others are encouraged and supported to provide feedback and make complaints.
- 6.2. Regular feedback is sought from consumers, carers, the workforce and others about their experiences of the service.
- 6.3. Consumers have access to advocates, language services and other mechanisms for raising and resolving complaints.
- 6.4. An open disclosure process is used in resolving complaints and when things go wrong.
- 6.5. Feedback and complaints are examined and used to improve the quality of care and services.



Standard 7 – Human resources

Consumer outcome

I get quality care and services when I need them from people who are knowledgeable, capable and caring.

Organisation statement

The organisation has sufficient skilled and qualified workforce to provide safe, respectful and quality care and services.

Requirements

The organisation demonstrates the following:

- 7.1. The workforce is planned and the number and mix of staff deployed enables the delivery and management of safe and quality care and services.
- 7.2. The workforce behaves and interacts with each consumer in a way that is caring and respectful, and embraces their identity, culture and diversity.
- 7.3. The workforce has the skills, capabilities, qualification and knowledge to effectively perform their role.
- 7.4. The workforce is recruited, trained, equipped and supported to deliver the outcomes required by these standards.
- 7.5. Regular assessment, monitoring and review of the performance of each member of the workforce.



Standard 8 – Organisational governance

Consumer outcome

I am confident the organisation is well run. I am a partner in improving the delivery of care and services.

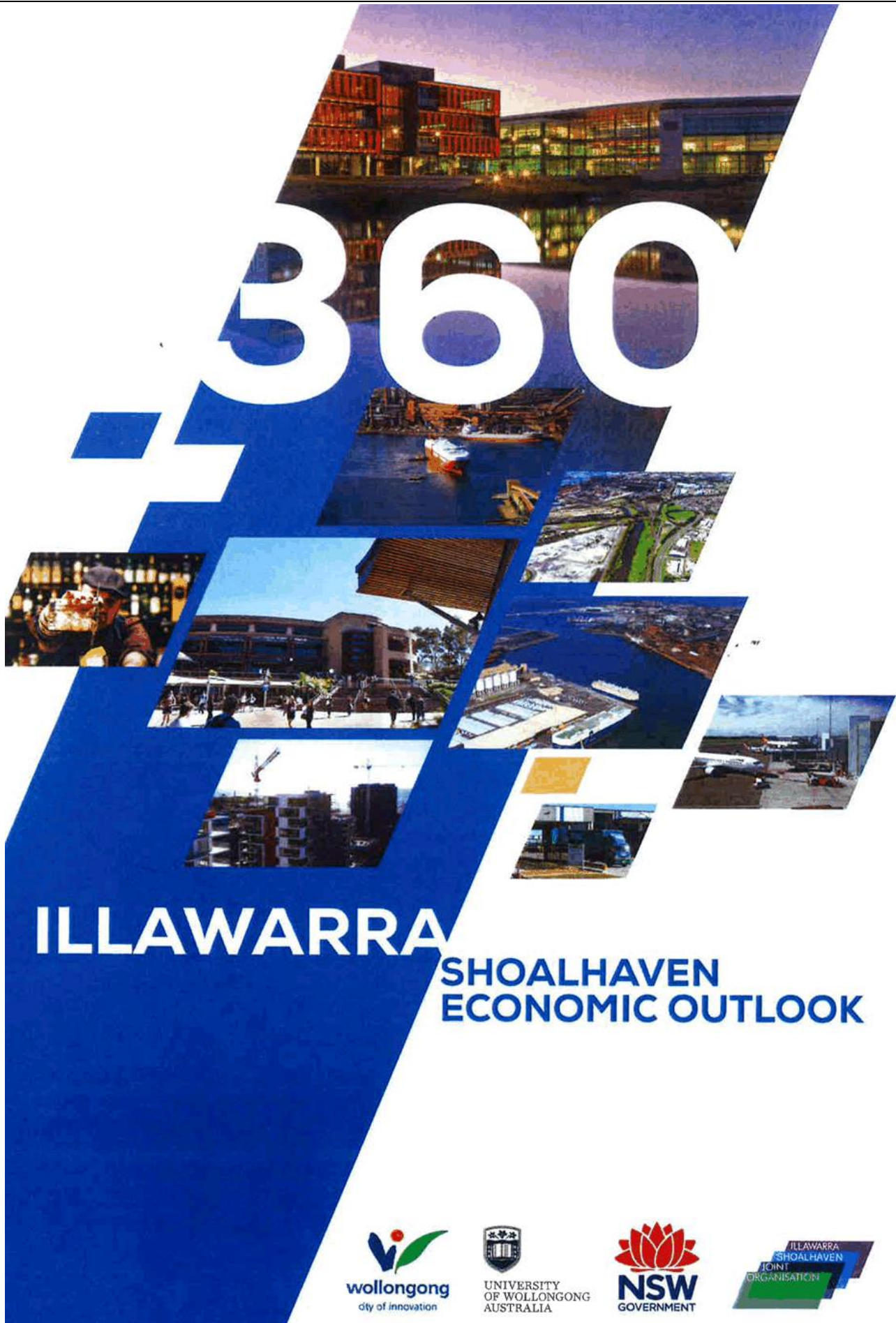
Organisation statement

The governing body is accountable for safe and quality care and services.

Requirements

The organisation demonstrates the following:

- 8.1. Partnering with consumers in the planning, delivery and evaluation of care and services (including supporting consumers to do so).
- 8.2. The organisation's governing body promotes a culture of safe, inclusive and quality care and services and is accountable for their delivery.
- 8.3. Effective governance supported by organisation wide systems for safety and quality, including systems for:
 - a. continuously improving outcomes for consumers
 - b. risk management, including managing high impact or high prevalence risks associated with the care of consumers
 - c. information management
 - d. practising open disclosure
 - e. ensuring clear responsibilities and accountabilities
 - f. ensuring compliance with legislative requirements and relevant standards
 - g. antimicrobial stewardship
 - h. identifying and responding to abuse and neglect of consumers
 - i. minimising the use of physical and chemical restraint.
- 8.4. When clinical care is delivered, an effective clinical governance framework is established and maintained as an integral part of the organisation's governance.



Item 14.16

Enclosure 1

Foreword

The Illawarra-Shoalhaven is a fantastic region. Home to a skilled and agile workforce, pristine natural environment, world-class university and thriving manufacturing and service-based sectors, it's a great place to live, work and do business.

Representing the third largest regional economy in New South Wales, the Illawarra-Shoalhaven is also one of the best connected locations in Australia

The region's proximity to Australia's largest city Sydney, the rapidly expanding Western Sydney area and the nation's capital Canberra means it is strategically positioned to connect to some of the fastest growing labour markets and economies in the country.

Leveraging this locational advantage is critical if the region is to continue diversifying, innovating and driving economic growth in New South Wales.

It is important that the region looks outward to see how it can build on its existing strengths and capabilities by connecting with the immense economic activity that is occurring in its immediate surrounds.

The 360 Illawarra-Shoalhaven Economic Outlook has been developed with this objective in mind.

The Outlook provides a snapshot of developments and economic opportunities in surrounding regions including Western Sydney, South East NSW and ACT, Metropolitan Sydney and through the Port Kembla International Trade Gateway.

Importantly, this snapshot highlights opportunities that can enhance the economic growth of the Illawarra-Shoalhaven due to their alignment with the region's existing skills base, economic assets and industry capabilities.

From the construction of Sydney's second international airport at Badgerys Creek, to increased tourism opportunities emerging from the development of the cruise ship industry at Port Kembla, the Outlook highlights how connecting to external opportunities can help the Illawarra-Shoalhaven to grow jobs and diversify.

By better understanding the opportunities that exist around us and the steps required to connect with them we can ensure that the Illawarra-Shoalhaven continues to prosper into the future.

Lord Mayor Councillor Gordon Bradbery OAM
Chair - Illawarra Shoalhaven Joint Organisation



Gareth Ward MP
Parliamentary Secretary for the Illawarra and South Coast



Professor Paul Wellings, CBE
Vice-Chancellor
University of Wollongong



SHOALHAVEN ECONOMIC OUTLOOK

Item 14.16

Enclosure 1



Economic Profile

The Illawarra-Shoalhaven region is 45 kilometres south of Sydney and extends a further 242 kilometres south along the coast of the South Pacific Ocean. It is divided from the western hinterland by the spectacular rise of the Illawarra and Cambewarra escarpments and incorporates the Local Government areas of Kiama, Shellharbour, Shoalhaven and Wollongong.

Currently a central hub of employment, the identified local infrastructure, property and industry development investments, as well as the surrounding major regional projects present significant potential for sustained growth in the Illawarra-Shoalhaven region.

The Illawarra-Shoalhaven economy is transitioning and expanding toward new and emerging industries, a change from its traditional manufacturing and mining past to health care, tourism, education and training, advanced manufacturing, construction and knowledge services as detailed below.



GRP	SECTOR	EMPLOYMENT
10.3%	Healthcare and Social Assistance	14.9%
8.9%	Construction/Retail	12.0%
8.1%	Education and Training	10.1%
5.1%	Manufacturing	9.6%

A coordinated approach to identifying and activating critical economic growth opportunities is required to realise the full potential of jobs and economic growth of the region and its surrounds.

A benefit assessment framework was adopted to identify and qualify the top economic opportunities in and surrounding the Illawarra-Shoalhaven that have the potential to enhance the economic growth of the region's existing skills base, economic assets and industries.

Connecting to economic opportunities in the surrounding regions of Metropolitan Sydney, Western Sydney, ACT and South East NSW has the capacity to deliver jobs and economic growth for the local area. Additionally, there is capacity for the region to strengthen its links to export markets and new industries through the Port Kembla International Trade Gateway.

Within the Illawarra-Shoalhaven region, the Waterfront Shell Cove development, transformation of the Wollongong City Centre, expansion of the University of Wollongong and supporting the emerging Defence industry cluster all represent significant economic drivers for the region now and into the future.





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Enclosure 1

Local Opportunities

THE WATERFRONT, SHELL COVE

The Waterfront, located south of Shellharbour Village at Shell Cove, is being developed as a boating, tourism and lifestyle destination. This major residential and marine based tourism development will drive significant opportunities in the region and across Southern NSW. The Waterfront will deliver over \$500 million to the local economy from construction as well as increased household and tourism visitor spending. The final development will include a 300 berth marina, a mix of retail and entertainment, a local shopping centre and a range of recreational open space walkways and cycleways.

The precinct is expected to generate up to 2,000 long term jobs and become a critical employment precinct for the region. It will also open up the area to new marine-based tourism opportunities along the South Coast.

To realise the potential economic benefits of The Waterfront, it is critical that government, industry and research organisations:

- Develop strategies to leverage the marine development to create new industries and tourist markets along the South Coast. These strategies should also consider the increased focus on the cruise ship industry in Eden and Port Kembla.
- Establish and maximise training opportunities linked to the needs of new and existing industries that will establish in the area, including cruise ships and yachting, hospitality and marine-based services.
- Explore opportunities to develop employment precincts aligned with new industries in the area.

UNIVERSITY OF WOLLONGONG

The University of Wollongong (UOW) is one of the top 20 modern universities and is renowned for its focus on innovation. A key feature of the University is the Innovation Campus, an award-winning research, technology and commercial precinct set on 33 hectares. The campus encourages innovative organisations from around the world to co-locate with the 1,500 campus workers.

The iAccelerate Centre is region's first purpose-built business incubator and home for 280 entrepreneurs. The centre is the first of its kind in Australia, being both a business incubator and accelerator.

The University's new South Western Sydney Campus in Liverpool will meet demand of the Great South West. From 2020, the highly regarded UOW Bachelor of Nursing will be offered through the new and co-located Western Sydney Nursing Education and Research Centre. Student accommodation is a priority with approximately 1,000 additional beds coming online at the University's main campus.

The key economic opportunities that can be leveraged from the University's skilled graduate pool, research programs and focus on innovation include:

- Harnessing and building upon the collective talent across the University and its partners to deliver innovative and quality healthcare as well as improved physical and mental wellbeing for our communities
- Catering for the employment needs of new and emerging industries within the Illawarra-Shoalhaven and its surrounds, including Western Sydney.
- Ongoing collaboration between the University and industry that drives a highly innovative and entrepreneurial business environment in the region
- Expansion of the Innovation Campus linked to growing economic and industry opportunities across the region, including intelligent materials and the blue economy.

WOLLONGONG CITY CENTRE

The Wollongong City Centre is the employment hub of the region, providing employment for over 20,000 people and over 3,000 businesses. It is the region's business and administrative centre with strengths in emerging industries including knowledge service businesses in ICT, financial services and shared services.

The City Centre has recently seen over \$1.3 billion in investment across major private and public development projects, with a further \$300 million in the pipeline. One third of the region's future employment growth is estimated to be accommodated in the Wollongong City Centre, supporting an additional 10,000 jobs by 2031.

The economic benefit of this redevelopment will be best maximised by:

- Proactive and pre-emptive planning to ensure a number of new office accommodation and major mixed use residential developments will result in a population increase in the CBD of 150% in the next 3 years.
- Repositioning the city's profile and reputation as a diverse economic base with a mix of employment options.
- Proactively marketing the competitive advantages of doing business in Wollongong to the knowledge services sector.
- Delivering vocational training programs that support the skills needs of emerging and growing sectors such as shared services.
- Developing new tourism experiences and products, including cycling tourism trails and infrastructure, coastal walks, bushwalks and nature experiences.

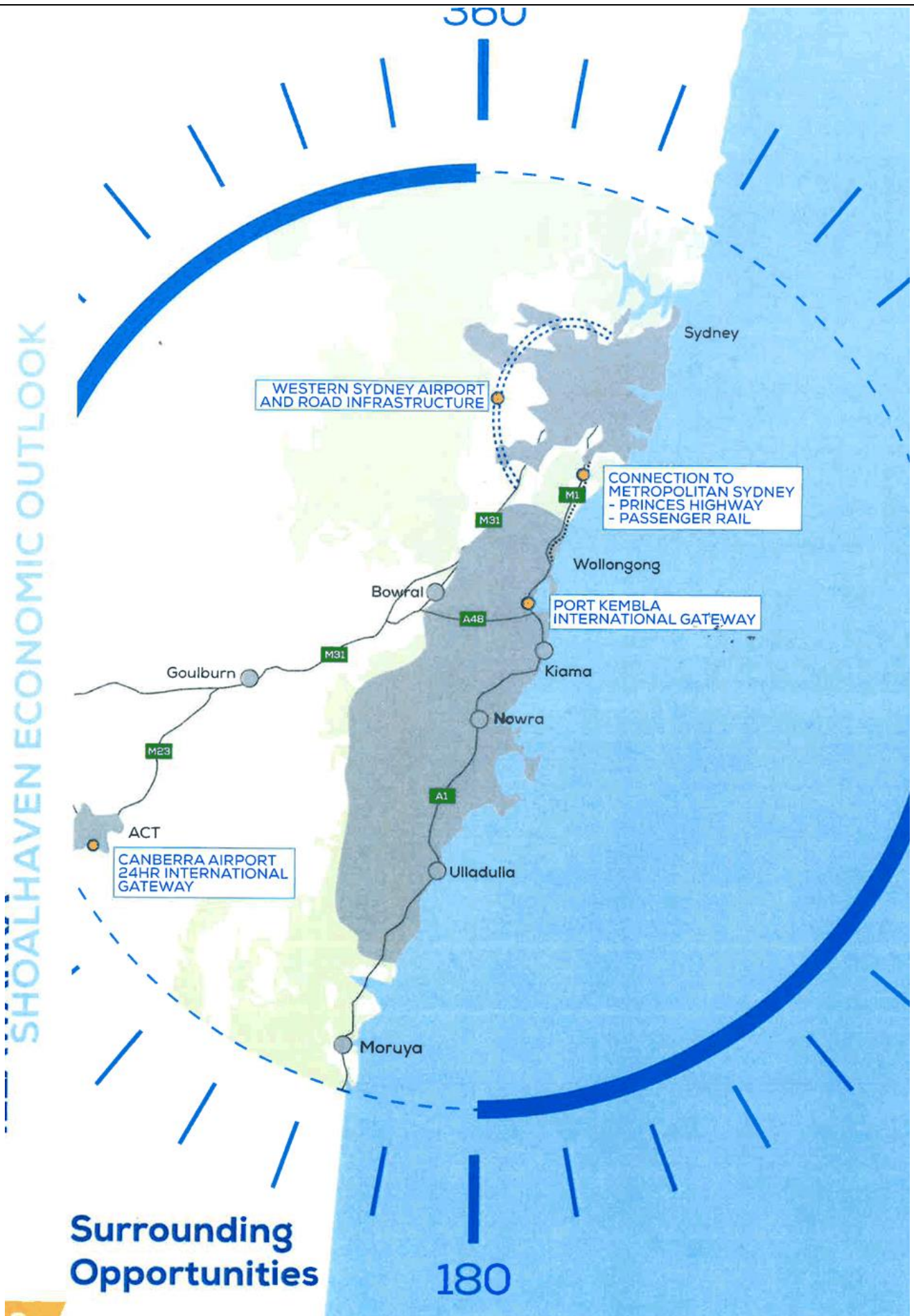
DEFENCE SECTOR

The emerging defence sector in the Shoalhaven features two naval bases, HMAS Albatross and HMAS Creswell, as well as a growing defence industry cluster. Other military facilities in the area support the bases and together employ more than 2,500 people and provide a significant direct and flow on contribution to the local economy.

The Albatross Aviation Technology Park is being developed adjacent to HMAS Albatross. The Park houses more than 10 defence and defence-related companies and is expected to generate over 500 jobs.

The defence sector presents a significant opportunity to support and leverage economic growth for the region. Key catalysts and requirements to support economic growth around the defence sector include:

- The Australian Government's plan to invest \$195 billion in defence capability to 2025/26, presenting the opportunity to promote and build local capability through the supply chain.
- Promotion of the region's capabilities in this sector at key industry events, which can attract new investment and businesses into the region.
- Assisting businesses to connect with industry associations that facilitate industry relocation and expansion activities, such as the Shoalhaven Defence Industry Group and Defence NSW.
- Connecting the University of Wollongong to innovative opportunities being driven out of the defence sector and more specifically businesses based in the Technology Park. This also generates opportunities related to workforce development.
- Encouraging economic diversification and attraction of industries that support the defence sector and the supply chain linked to the Technology Park.



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Enclosure 1

Surrounding Opportunities

WESTERN SYDNEY

Western Sydney Airport

Sydney's second international airport will be located at Badgerys Creek and operational in 2026. Servicing both the domestic and international markets, the need for the Western Sydney Airport has been driven by growth in demand and physical constraints at Sydney Airport.

The Western Sydney Airport will provide long term economic and employment opportunities and accelerate the development of critical infrastructure and urban development. The construction and operation of the Airport has the potential to generate opportunities for Illawarra-Shoalhaven based businesses and workers in freight and logistics, tourism and construction sectors.

Increased flights and services coming into Western Sydney mean the Illawarra-Shoalhaven will become even more accessible to domestic and international visitors. It will also make the Illawarra-Shoalhaven a more attractive place to live and establish business operations due to its proximity to Badgerys Creek.

Options to improve road and rail connectivity between Western Sydney and the Illawarra-Shoalhaven must be considered to assist the region capitalising on the potential economic benefits of the Western Sydney Airport development.

Western Sydney Road Infrastructure

A number of major road infrastructure projects will relieve congestion and improve connectivity between Western Sydney and its surrounds. These infrastructure projects are expected to benefit the Illawarra-Shoalhaven by improving access to jobs, education and services in both areas.

Key projects being delivered to relieve congestion in Western Sydney and the broader Sydney road network include WestConnex and the Western Harbour Tunnel. The proposed M9 Outer Orbital will connect the Central Coast and the Illawarra-Shoalhaven, which will have a positive impact on visitor numbers and open up both regions to new markets.

PORT KEMBLA INTERNATIONAL TRADE GATEWAY

Port Kembla is one of NSW's most significant industrial and manufacturing precincts and a major contributor to the Illawarra-Shoalhaven economy. It is currently the primary port in NSW for motor vehicle imports and is likely to continue to support export trade across a number of sectors. Since 2016 Port Kembla has hosted a number of cruise ship visits, which represents a new market for the region's visitor economy.

The Port Kembla Outer Harbour development will provide additional land and berthing facilities to cater for future trade, manufacturing and heavy industry job growth for the region. The NSW freight task is expected to nearly double by 2031 and as such the integration of long-term transport infrastructure and land use planning at Port Kembla is critical.

Investigations on how to best activate surplus industrial land in Port Kembla and surrounds will provide the ability to enhance the economic diversification of the region by supporting the development of port-related activities in and around Port Kembla. Future activation of these lands will also help the region grow jobs in advanced manufacturing and related industries and attract businesses from areas where industrial land is limited or highly constrained.

To further enable the development of the Port and associated industries, road safety, transport efficiency and asset maintenance issues along the Princes Highway should be considered.

CONNECTION TO METROPOLITAN SYDNEY

Improving the connections between Metropolitan Sydney and Wollongong, particularly public transport links, is critical to enhancing employment options, business opportunities and liveability for residents in both the Illawarra-Shoalhaven and Sydney regions.

Approximately 15% of the Illawarra-Shoalhaven's working population commute outside of the region for work. Most travel by car, however over 20% of these trips are by rail. It currently takes approximately 1.5 hours for passenger rail transport between Sydney and Wollongong and a similar time by car.

Improved transport infrastructure and services have a direct impact on accessibility, employment and population growth. Road projects linking the Illawarra-Shoalhaven to Metropolitan Sydney have the capacity to provide residents in both regions with access to greater employment, lifestyle and housing choice.

There is an extensive list of road projects relating to the Princes Highway that will support connectivity and improve regional growth when completed. These include:

- The F6 extension from Loftus to Alexandria will enhance connections to Sydney and is expected to be a major driver of visitation, employment opportunities and population growth.
- Additional climbing lanes at Mount Ousley will increase reliability of access in and out of Wollongong.
- Proposed duplication of Picton Road, will support improved connections between the broader Sydney region and the Illawarra-Shoalhaven.

Upgrading the Princes Highway will also ensure that additional freight tonnage can be handled by the region.

Improving passenger rail connections between Sydney and Wollongong is also critical to achieving population, tourist visitation and employment goals. Proposed upgrades to the South Coast line will provide the following benefits:

- Reducing travel time to 60 minutes and integrating bus and train timetables will result in an annual travel cost and time saving to commuters.
- Increase accessibility for both visitors and work commuters, making the Illawarra-Shoalhaven a more attractive and accessible place to live, visit and work.

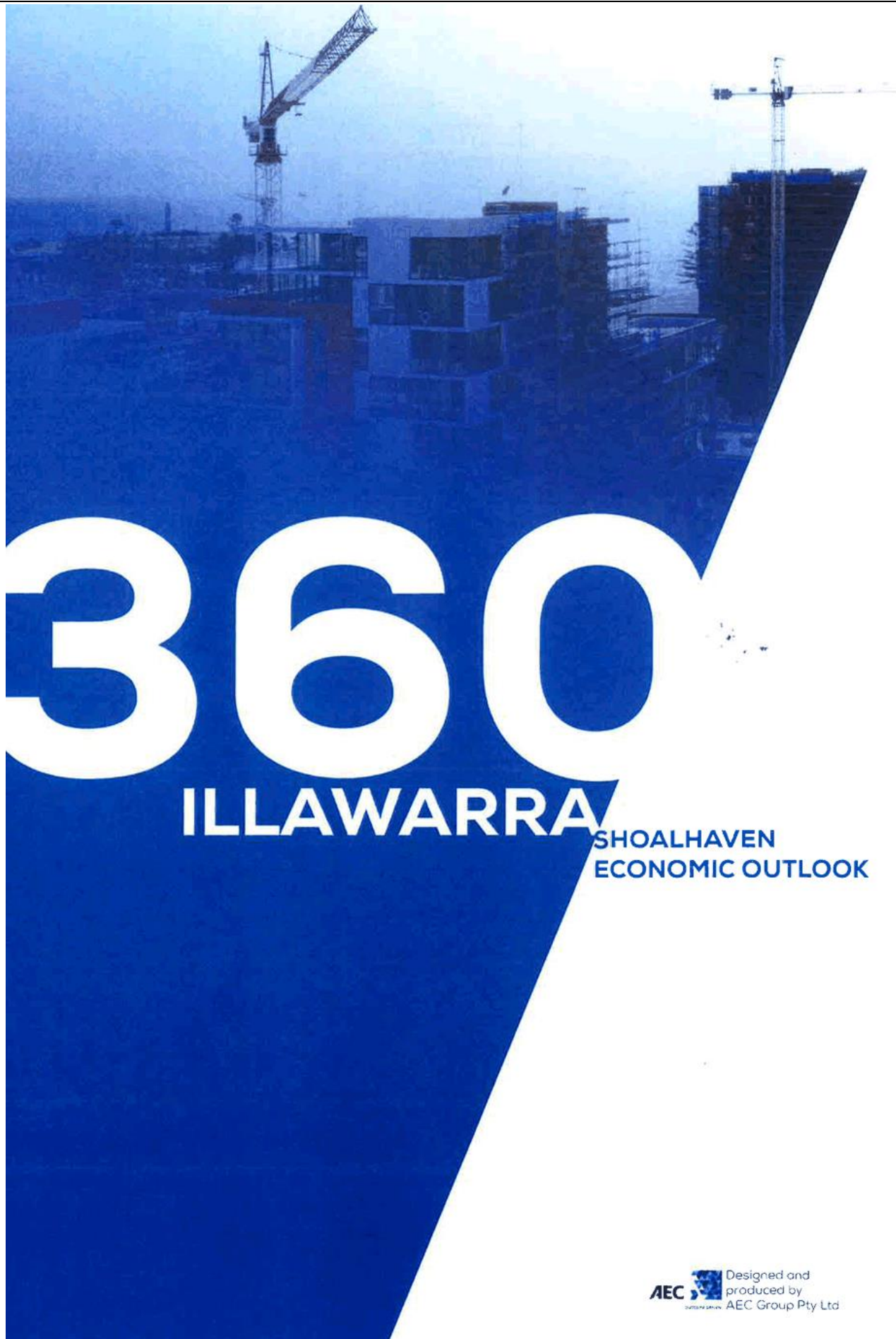
CANBERRA AIRPORT 24HR INTERNATIONAL GATEWAY

Canberra Airport is planning on expanding to increase the number of international and low cost carriers to carry more than 9 million passengers by 2034. Connecting the Nation's Capital and surrounding regions to international markets will open doors for businesses in the tourism and agricultural sectors. The only 24-hour, no-curfew airport will be a competitive advantage for the area, handling additional freight tonnage and complementing the expected growth at Port Kembla.

Given its close proximity to the Airport, producers in the Illawarra-Shoalhaven and broader South Coast region have the capacity to expand their customer base by utilising Canberra Airport to connect to global markets including Asia and the Middle East. Increased international tourist visitation through the Airport also presents an opportunity for tourism operators in Southern NSW to expand their customer base.

For the Illawarra-Shoalhaven, the economic benefit of the Airport expansion will be best maximised by:

- Government and industry working together to ensure that producers and tourism operators are aware of the potential markets that can be accessed through the Airport.
- Industry working together to effectively market their products and services to target markets.



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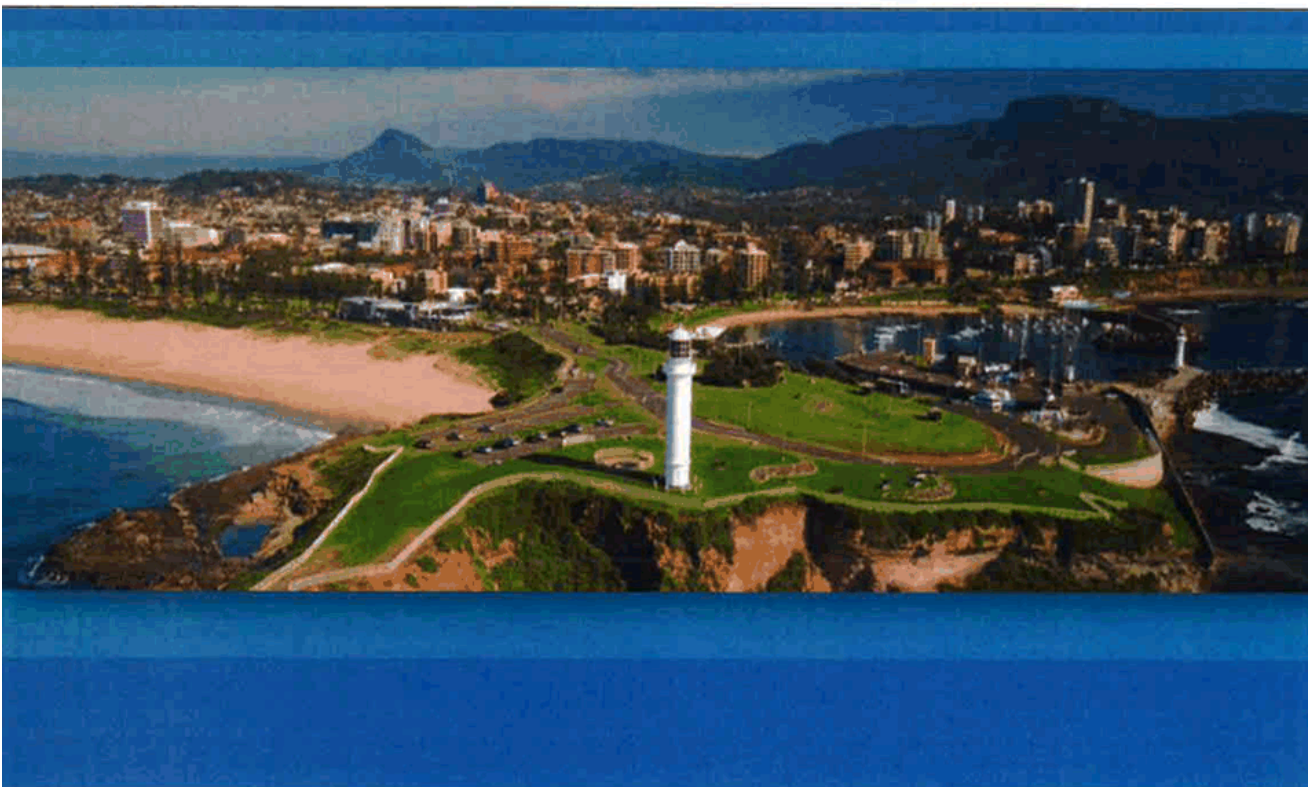
Draft Minutes of
Illawarra Shoalhaven Joint Organisation
Annual General Meeting

Held
Thursday 1 March 2018

Hosted by
Wollongong City Council
Council Chambers
Burelli Street, Wollongong

Item 14.16

Enclosure 2



DRAFT MINUTES**1. Welcome and Apologies**

Clr Gordon Bradbery, Lord Mayor of Wollongong City Council, welcomed all present to the Annual General Meeting and gave an acknowledgement of country. Attendance and apologies were as listed in the Minutes of the 1st Business Meeting 2018.

001. Resolved: that the apologies were accepted.

2. Confirmation of Minutes of Previous Annual General Meeting

002. Resolved: that the minutes of the Annual General Meeting 23 March 2017 at Shoalhaven City Council be endorsed.

3. Executive Reports 2017

003. Resolved: that the Reports from the Chairman, Executive Officer and Honorary Treasurer as presented in the draft Illawarra Shoalhaven Joint Organisation Annual Report be noted and accepted.

4. Election of Office Bearers

004. Resolved: that David Farmer, General Manager of Wollongong City Council be appointed as Returning Officer and conduct the election of office bearers, including the positions of Chair and Deputy Chair.

Nominations called for from the floor for position of Chairman.

- ▶ Clr Mark Honey nominated Clr Gordon Bradbery – Nomination was accepted and declared unopposed.

Nominations called for from the floor for Deputy Chairman:

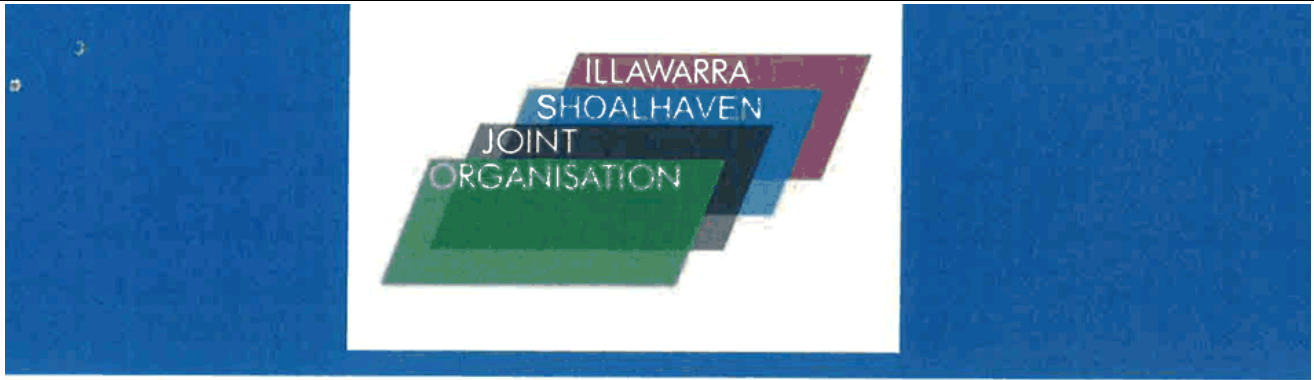
- ▶ Clr Gordon Bradbery nominated Clr Marianne Saliba – Nomination was accepted and endorsed unopposed.

The Chairman and Deputy Chairman were congratulated by the Returning Officer and delegates and guests present.

Annual General Meeting closed 9.30am



Lesley Scarlett
Executive Officer



Draft Minutes

**Illawarra Shoalhaven Joint Organisation
1st Business Meeting of 2018**

held

Thursday 1 March

Hosted by

Wollongong City Council

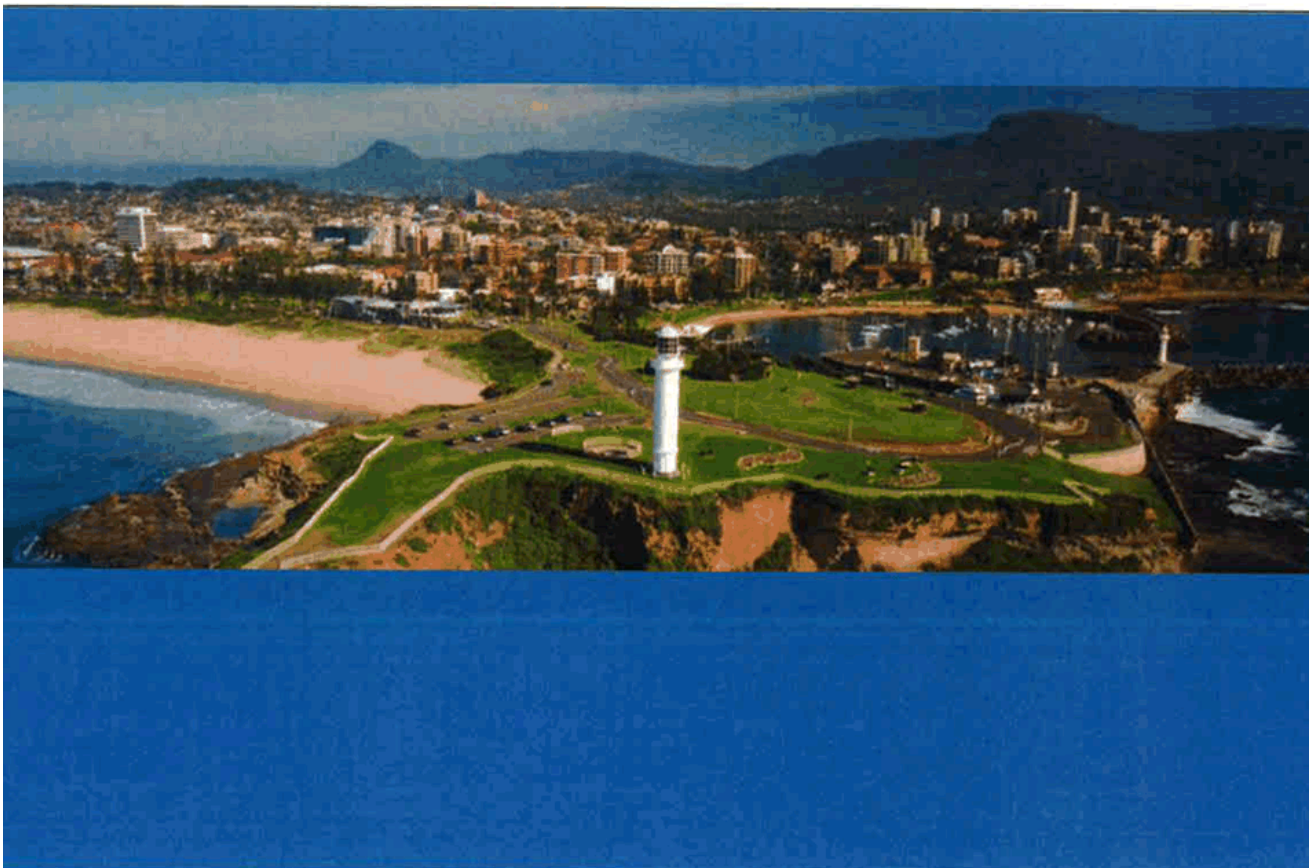
at

Council Chambers

Burelli Street, Wollongong

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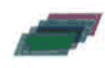
Enclosure 3



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Item 14.16

Enclosure 3



INTRODUCTION**ITEM 1.1: WELCOME, INTRODUCTIONS AND APOLOGIES**

The Chairman, and Lord Mayor of the host Council of Wollongong City opened the meeting, and gave the acknowledgement of country.

001: Resolved: That the Chairman welcomed those present and noted apologies as listed.

ACCEPTANCES –**Guests / Presenters**

The Hon Paul Green MLC
 The Hon Gareth Ward MP
 The Hon Paul Scully MP
 Melissa Gibbs Office of Local Government

Member Council Delegates**Wollongong City Council**

Clr Gordon Bradbery Lord Mayor, Chairman ISJO
 Clr David Brown Delegate
 David Farmer General Manager

Shellharbour City Council

Clr Marianne Saliba Mayor
 Clr John Murray Delegate
 Carey McIntyre General Manager

Kiama Municipal Council

Clr Mark Honey Mayor
 Clr Kathy Rice Delegate
 Michael Forsyth General Manager

Shoalhaven City Council

Clr John Wells Delegate, Deputy Chairman ISJO
 Clr Amanda Findley Mayor

Illawarra Shoalhaven Joint Organisation

Lesley Scarlett Executive Officer
 Jim Fraser Manager Programs & Operations
 Charmain North Office Manager

Agencies - Department of Premier and Cabinet

Anthony Body Director, Southern NSW
 Kirstan Fulton Senior Coordination Officer

Apologies

Russ Pigg General Manager
 Clr Patricia White Shoalhaven City Council.

Items 1.2 & 1.3

ITEM 1.2: CONFIRMATION OF PREVIOUS MINUTES

002: Resolved That the minutes of the meeting held 1 December 2017 hosted by the ISJO at the Pavilion, Kiama be endorsed.

ITEM 1.3: CONSIDERATION OF LATE BUSINESS

003: Resolved: that late business items as follows be discussed at the appropriate time.

Item: Provision of Councillor Training for General Manager Performance Reviews.

Item: ISJO support for Shellharbour Council bid to secure major QANTAS pilot training facility for Illawarra Airport.

Item: Consideration for inclusion of mapping and protection of significant agricultural land in the ISJO Organisation Strategic Plan. (Considered as additional to Item 3.2)

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STANDING ITEMS

ITEM 2.1: CHAIRMAN'S MINUTE

004: Resolved: That given historical and current synergies with each, formal offers of Associate Membership be made from ISJO to Wingecarribee, Bega and Eurobodalla Sire Councils; and if accepted, that the Executive Officer and the General Manager Committee of ISJO be delegated the task of developing an appropriate MoU with each Council in consultation with their General Managers, for their Councils' consideration and adoption.

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ITEM 2.2: TRANSPORT & INFRASTRUCTURE MATTERS

NSW Freight and Ports Plan

005: Resolved: That the following recommendations form the basis of an ISJO submission to the draft NSW Freight and Ports Plan:

- ▶ Wollongong City and the major port of Port Kembla be recognised as a NSW Global gateway and a Satellite City under FT2056.
- ▶ An updated Illawarra Shoalhaven Regional Transport Plan such as that prepared for the Hunter is required to inform and guide the State's port and freight planning, (incorporating recent transport connectivity reports and initiatives such as:
- ▶ Finalisation of the Draft Freight and Ports Plan should be deferred pending release of the NSW Cruise Development Plan and the NSW Regional Ports Strategy for consideration.

Enclosure 3

Princes Highway Strategy

006: Resolved: The information be received and noted

SEATS

007: Resolved: that the information be received and noted.

Item 2.3

ITEM 2.3: DEPARTMENT OF PREMIER & CABINET UPDATE

008: Resolved: That verbal information and updates on the following matters provided by Anthony Body, Department of Premier & Cabinet, be accepted and noted.

- ▶ Illawarra YES Transition to IBC and continuing progress.
- ▶ Port Kembla Action Plan – 3 phases.
- ▶ Southern Region Marine Tourism Strategy development
- ▶ Future Transport 2056 exhibition period
- ▶ SIERA Project
- ▶ 360 Economic Outlook
- ▶ Regional Growth funds

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BUSINESS ARISING

ITEM 3.1: ENABLEMENT OF JOINT ORGANISATIONS

009: Resolved: That delegates and member councils give careful consideration to all aspects of the draft regulations.

Note: Melissa Gibbs from OLG spoke on the draft regulations under the Act for Jos with specific reference to:

- ▶ Charter
- ▶ Code of Conduct
- ▶ Chair and Deputy Chair voting
- ▶ Executive Officer appointments

ITEM 3.2: ISJO STRATEGIC PLAN 2017-2020

010: Resolved: That the ISJO strategic plan 2017-2010 be endorsed (with suitable inclusion of reference to the regional priority for mapping and protection of agricultural lands).

ITEM 3.3: HEALTHY CITIES ILLAWARRA & HEALTHY PEOPLE ILLAWARRA CONFERENCE

011: Resolved: that this be deferred to the scheduled 11 May Board meeting.

ITEM 3.4: ILLAWARRA SHOALHAVEN REGIONAL PLAN – MONITORING REPORT

012: Resolved: That the information be received and noted.

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Items 3.5,3.6 & 4

ITEM 3.5: REGIONAL PROCUREMENT POLICY DEVELOPMENT

013 Resolved: The ISJO Regional Procurement Policy was endorsed.

Note: Thanks were extended to General Managers Committee and Procurement team of ISJO and Council for development of the Policy.

ITEM 3.6: LAUNCH OF THE ILLAWARRA SHOALHAVEN 360 ECONOMIC OUTLOOK PROSPECTUS

014 Resolved: that the Prospectus be endorsed and ISJO delegates join invited guests at the launch following the board meeting.

NEW BUSINESS

ITEM 4.1: RETIREMENT OF KIAMA COUNCIL GENERAL MANAGER

015: Resolved: that the contributions by Michael Forsyth to the organisation over many years be gratefully acknowledged and he be wished well in "life beyond" Council and ISJO.

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LATE BUSINESS

ITEM 5.1: PROVISION OF COUNCILOR TRAINING FOR GENERAL MANAGER PERFORMANCE REVIEWS

Background: Wollongong City Council discussed the possibility of the four member councils joining together for training courses for their respective Councilors. In particular specific training for the Performance Reviews for General Managers. This would bring down costs and travel time for councils. Would ISJO explore the possibility on behalf of Councils?

016: Resolved that the potential of regionally delivered training for elected representatives for General Manager Performance Reviews be investigated, and that other regionally delivered Councillor training be considered as appropriate.

ITEM 5.2: QANTAS PILOT TRAINING FACILITY

017: Resolved: that ISJO provide an appropriate letter of support for an application to be submitted by Shellharbour City Council for the Illawarra Regional Airport for a proposed QANTAS training facility.

ITEM 5.3: ENVIRONMENT SECTION ISJO PLAN

Considered under Item 3.2

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Items 6, 7 & 8

MANAGEMENT REPORT

ITEM 6:

018: Resolved: That the information be received and noted.

PARLIAMENTARY SESSION

ITEM 7.1:

019: Resolved: The Hon Gareth Ward MP, the Hon. Paul Green MLC and the Hon Paul Scully MP be thanked for their regional updates.

NEXT MEETING

ITEM 8:

020: Resolved: That the next scheduled Business Meeting of the ISJO be held Friday 11 May 2018, at a venue and commencement time to be advised.

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**ILLAWARRA SHOALHAVEN
JOINT ORGANISATION**

ANNUAL REPORT 2017



Leading, Advocating & Collaborating

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INTRODUCTION

BACKGROUND

Joint Organisations (JOs) provide a new way for local councils and the NSW Government to work together to deliver things that matter the most to regional communities. They represent a commitment to collaborate in the long term to develop and support a shared vision for the region. JOs have now been enabled through changes to the Local Government Act and other relevant legislation passed in December 2017 which will become fully operational from 1 July 2018.

Prior to legislative change, the Illawarra Pilot JO (IPJO) was one of the five pilots to test and refine the JO model. The IPJO came into effect as the replacement organisation for Southern Councils Group on 1 July 2015. A seamless transition from the Southern Councils Group took place with the final meeting held on 5 June 2015. During 2017 it was agreed to change the title to Illawarra Shoalhaven Joint Organisation (ISJO).

The core functions of the ISJO are regional strategic planning, inter-governmental collaboration and regional leadership and advocacy. The ISJO has also included optional functions of creating or enhancing councils' strategic capacity and undertaking some regional service delivery.

The pilots have worked closely with the regional Department of Premier & Cabinet and state agencies on identifying priorities and undertaking collaborative work across a number of initiatives. In addition the Councils continue to work closely together on strengthening capacity, particularly in procurement, skills development, waste and asset management.

The ISJO's Vision for the Illawarra Shoalhaven is:

A confident, vibrant and productive region that maximizes it's potential and looks after its people and environment.

The ISJO will:

Lead, advocate and collaborate to maximize the region's potential and serve the interests of regional communities.



LEADERSHIP AND ADVOCACY

CHAIRMAN'S REPORT

At our AGM in March 2017 we welcomed the end of uncertainty around regional Council mergers, fully expecting that announcements regarding joint organisations would follow shortly. It was not until the final meeting in December following further representations and a deputation to the Minister for Local Government in August, that we were very pleased to be able to welcome the Minister's announcement on the passage of enabling legislation for Joint Organisations of Councils.

Despite the ongoing uncertainty during the year on the status of JOs and the elections for Wollongong and Shellharbour in September, ISJO continued a busy program of activity. This is detailed in the following pages, though more briefly than usual, as the enablement will require a more comprehensive report later this year.

I am particularly pleased that Illawarra YES demonstrated outcomes which merited funding for a further two years from the State Government for coordination of employment opportunities for young people. The Illawarra Business Chamber is well-placed to deliver this continuing program. The recent commencement of development of the Southern NSW Marine Tourism Strategy with our neighbouring region's coastal councils of Eurobodalla and Bega Valley is also excellent news. Echoing the outward looking focus of this latter piece of work, the 360 Degree Economic Outlook Prospectus is very close to release and will prove a valuable document for advocacy and promotion for the region. During the year, I also chaired the review of the Illawarra Shoalhaven Regional Plan and worked with other local and State Government representatives to issue the Implementation Plan 2017-2019.

Guiding the organisation through the formative phases from 2015 to 2017 has been greatly helped by the assistance of my local government colleagues, in particular the neighbouring Mayors, the second delegates and the General Managers. Their commitment has ensured that we have emerged as a robust and recognised collaborative joint organisation. The second round of Council elections and appointments during 2017 saw re-appointments to the Board of myself and Mayor Saliba, and also new representation from Wollongong's Cllr David Brown and Cllr Patricia White from Shoalhaven City Council. The contributions of their predecessors Cllr Chris Connor and Cllr Mark Kitchener is also acknowledged. I thank them all for their collaborative approach during this past year as we waited for the State Government to finalise the future of joint organisations and the legislation.

As we enter the new "legislated entity" phase in 2018, I would especially like to acknowledge the assistance of the Honorary Treasurer and General Manager of the managing Council of Kiama, who has announced his intention of retiring in March.

In addition, the collaborative work of our many partners in State Government such as the Parliamentary Secretary Gareth Ward MP, Anthony Body, the Director, Southern NSW, Department of Premier and Cabinet, the managers of partner regional agencies, and our many community partners has been instrumental in the success of the JO and our Councils endeavours for our communities this year, and is greatly valued.



Gordon Bradbery, AM
Lord Mayor, Wollongong City Council
Chairman, Illawarra Shoalhaven Joint Organisation



LEADERSHIP & ADVOCACY

BOARD FORUMS

MARCH 2017

Hosted by **Shoalhaven City Council** at the Council Chambers

- ▶ Annual General Meeting and 1st Business Meeting of IPJO
- ▶ Gareth Ward MP, Parliamentary Secretary for Illawarra & South Coast
- ▶ Presentation of Per-and-Poly-flouroalkyl Substances (PFAS) by Matthew James from the EPA
- ▶ Update on JO reform by Chris Presland, Office of Local Government

MAY 2017

Hosted by **Shellharbour City Council** at the Council Chambers

- ▶ 2nd Business Meeting of IPJO
- ▶ Presentation by Justin Placek, General Manager and Sandra McCarthy from Healthy Cities Illawarra to discuss common goals and initiatives.

JULY 2017

Hosted by **Wollongong City Council** at the Council Chambers

- ▶ 3rd Business Meeting of IPJO
- ▶ The Board resolved to change name of Joint Organisation to 'Illawarra Shoalhaven Joint Organisation' of Councils and to continue to lobby State Parliament on the enablement of ISJO.
- ▶ Renae Elrington from RMS presented information on the Albion Park Rail Bypass and Nowra Bridge upgrade.

DECEMBER 2017

Hosted by **Illawarra Shoalhaven Joint Organisation** at The Pavilion, Kiama

- ▶ 4th Business Meeting of ISJO
- ▶ Presentation by John Armstrong from Illawarra Academy of Sport
- ▶ Workshop held for all delegates incorporating ISJO Strategic Plan.

SUBMISSIONS

- ▶ Draft NSW Future Transport Strategy – 2056
- ▶ Energy from Waste
- ▶ NSW Standing Committee on State Development – Regional Development and a Global City
- ▶ South East Local Land Service – Draft Regional Strategic Weed Management Plan

LEADERSHIP & ADVOCACY

ISJO DELEGATES AS AT 31 DECEMBER 2017

<p>Wollongong City Council Chair, Clr Gordon Bradbery OAM Clr David Brown Mr David Farmer, General Manager</p>	
<p>Shellharbour City Council Clr Marianne Saliba Clr John Murray Mr Carey McIntyre, General Manager</p>	
<p>Kiama Municipal Council Clr Mark Honey Clr Kathy Rice Mr Michael Forsyth, General Manager</p>	
<p>Shoalhaven City Council Clr Amanda Findley Deputy Chair, Clr John Wells Clr Patricia White Mr Russ Pigg, General Manager</p>	
<p>Department of Premier & Cabinet Mr Anthony Body Senior Regional Coordinator Illawarra and South East NSW (non-voting representative)</p>	
<p>Illawarra Pilot Joint Organisation Ms Lesley Scarlett Executive Officer (non-voting representative)</p>	

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COLLABORATING

STATE GOVERNMENT

▶ Parliamentary Secretary

The Parliamentary Secretary Gareth Ward MP met on several occasions with the ISJO Board and with the Chairman, and a deputation to the Minister for Local Government was kindly arranged by his office in the first week of August. This afforded the region the opportunity to discuss the progress of the JO and to advocate for its enablement. The Parliamentary Secretary actively engaged local government and made representations on numerous matters of significance raised with him.

▶ Illawarra Shoalhaven Regional Leadership Executive (ISLE)

The Executive Officer was a regular participant in ISLE, facilitating identification by State agencies of potential for interaction and joint work with local government.

- ▶ Office of Local Government
 - ▶ LG Skills Program
- ▶ Office of Small Business
 - ▶ Market Policy Development
 - ▶ Easy to do Business program

▶ Councils

Councils' staff continued to interact regularly through forums such as the General Managers' Committee, the Economic Developers' Committee, presentations, briefing sessions were arranged for Councils, and also for regional MPs, several newsletters circulated, and "elevator notes" updated to ensure good communications were continued.

EXTERNAL PARTNERS

With numerous partners identified under its strategic plan, not all collaborative interactions can be detailed in this report. Some of the notable outcomes include the following:

- ▶ Under the leadership of Wollongong Council the benefits of a collaborative approach with the University of Wollongong were explored by the development of a suite of projects utilizing new smart technologies. A comprehensive (though unsuccessful) application to the first round of Smart Cities was made possible, and further development of the potential to deploy these solutions will be explored.
- ▶ A Memorandum of Understanding with Healthy Cities Illawarra/Healthy People Illawarra (HCI/HPI) was developed and agreed and potential for collaboration is being scoped.
- ▶ The ongoing benefits of the Local Government Procurement NSW (LGP) Rebate Scheme based on Councils' level of usage of LGP contracts saw a rebate to ISJO of over \$150k. Re-negotiation of the rebate arrangements designed to better meet both LGP NSW and the JO's requirements was initiated for the 2018 financial year.
- ▶ Similarly, the outcome of partnership approaches with the Age Friendly Illawarra Alliance was that the attraction of a grant under the Livable Communities program which the Illawarra Retirement Trust is managing, to deliver an Aged Friendly Illawarra and Shoalhaven Strategy.



STRATEGIC PLANNING

ILLAWARRA SHOALHAVEN REGIONAL PLAN

The Illawarra Shoalhaven Regional Plan – Monitoring Report 2017 was released by the Minister for Planning, Housing and Minister of State, Anthony Roberts MP in November. It covers the two year period since commencement of the Plan in November 2015 and can be viewed on our website.

Key highlights from the first two years of this plan in action include: progress with the Metro Wollongong initiatives, a significant increase in greenfield lots now serviced with trunk infrastructure at the West Dapto release area, identification of surplus industrial landholdings around the port at Port Kembla that can generate employment to support a resilient economy, and managing water quality and waterway health through the development of a risk-based decision making framework. An accompanying document, the Implementation Plan 2017-2019, is viewable on the Department of Planning website. Priorities for the Illawarra-Shoalhaven are economic and jobs growth, providing a variety of housing choice to meet demand and environmental protection. Actions to support these outcomes represent the immediate areas of focus.

SOUTHERN NSW MARINE TOURISM STRATEGY

The NSW Department of Premier and Cabinet (DPC), Local Government (including ISJO member Councils, Eurobodalla and Bega Valley Shire Councils), the NSW Department of Industry – Lands and Forestry (DOI) and Department of Planning and Environment (DPE) have agreed to collaborate to develop a Southern NSW Marine Tourism Strategy (the Strategy). The development of the Strategy is a key action in both the Illawarra-Shoalhaven and South East and Tablelands Regional Plans.

The objective of the project is to provide a blueprint for how the three levels of government can work with industry to market and develop marine tourism opportunities across Southern NSW over a 20 year period.

ILLAWARRA YOUTH EMPLOYMENT STRATEGY

Launched in July 2016, Illawarra YES unites a package of agreed actions and support measures to improve access and awareness of youth employment support measures and training opportunities to assist young people across the Illawarra region to be 'work ready'. The strategy is also focussed on assisting employers in addressing job vacancies and skill shortages. A final evaluation of the first phase of the project was undertaken to inform the ongoing project.

A YES Coordinator has now been appointed for two years under an agreed project plan with the Illawarra Business Chamber with funding from the NSW State Government. This will ensure continuing work in this area.

REGIONAL WASTE STRATEGY

A new regional strategy was developed with the five councils participating in the former Southern Councils Group to cover the period 2017-2021 following review of the previous strategy and action plan prepared in 2013-14. This can be viewed on our website.

OTHER

ISJO Councils also participated and contributed to development of the Office of Environment & Heritage led Shoalhaven Illawarra Enabling Regional Adaptation (SIERA) Strategy, the South East Local Land Services led Regional Weeds Action Strategy; development of the 360 Economic Outlook, and the Office of Sport led Active Recreation Study in 2017.



BUILDING CAPACITY

REGIONAL PROCUREMENT PROGRAM

Development of a new ISJO Regional Procurement Policy was initiated late in 2017 and will form part of ongoing work on the ISJO joint procurement model. Other highlights include:

- ▶ A number of new regional contracts were rolled out across two or more Councils, or on behalf of ISJO itself.
- ▶ A redesign of the program's governance was undertaken.
- ▶ Purchase of VendorPanel licences for all four Councils and ISJO
- ▶ Renegotiation of the rebate arrangements with Local Government Procurement NSW
- ▶ establishment and appointment of the full time position to manage activity occurred,

REGIONAL WASTE PROGRAM

During 2017, the organisation continued to successfully drive a number of waste related grants from either the NSW EPA, Environmental Trust or Australian Packaging Covenant, which resulted in a significant amount of regional coordination time being spent on administration and grant implementation. This included the:

- ▶ Regional illegal dumping program across seven councils
- ▶ Illegal Dumping clean up and prevention projects in Wollongong and Shellharbour
- ▶ Regional litter and marine debris data collection and monitoring project
- ▶ Regional food waste diversion from landfill project
- ▶ The regional communication strategy for Community Recycling Centres (CRCs)

A real highlight of the year was an award from Keep NSW Beautiful for the Community Environment Achievement Award for the picitup project implementation.



SERVICE DELIVERY

ILLAWARRA DISTRICT WEEDS AUTHORITY

The IDWA is the only direct service delivery of ISJO, provided on behalf of the three Councils of Wollongong, Shellharbour and Kiama Council. Kiama Council acts as Managing Council for this function with ISJO overseeing the operations and acting as Secretariat to the Committee. The latter met on four occasions during 2017, a year which saw introduction of the Biosecurity Act and the many changes to weeds management that are required.

The contributions of the Chair of the IDWA Committee for the past five years, Cllr Jill Merrin, who retired prior to local government elections for Wollongong Council in September are gratefully acknowledged. At the AGM in December 2017, Cllr Kathy Rice was elected as Chair.

Highlights of the IDWA activities in 2017 included:

- ▶ Implementation of the Illawarra component of the South East Local Land Services Weeds Action Program under the NSW Invasive Species Plan, undertaken with constituent council contributions of \$142,796 and NSW Noxious Weeds Grant funding of \$84,039. This involved:
 - ▶ 595 inspections undertaken on both public and private land, and 254 follow-up inspections.
 - ▶ 208 High Risk sites inspected with nine Class 1 - 3 (high risk) weeds found.
 - ▶ 1,528 km of High Risk Pathways inspected with 41 km of high risk weeds controlled.
 - ▶ 601 km of roadsides (not HR) inspected and treated for Class 1- 3 weeds.
 - ▶ 34 km of roadsides inspected and controlled for Class 4 weeds.
 - ▶ 89 ha of Class 1-3 weeds treated in public reserves.
 - ▶ 131 ha of Class 4 weeds treated in public reserves and 260 ha of Bitou Bush aerially sprayed on both public and private land.
 - ▶ 23 priority sites managed and protected.
 - ▶ 213 Class 1 -3 weed sites inspected and controlled.
 - ▶ Three (3) displays and one talk given over the last 12 months; an aquatic weed identification workshop organised; and four (4) media releases issued and one (1) radio interview held.
- ▶ Co-ordination of the Illawarra component of the Weeds of National Significance Biodiversity weed project and implementation of the Save Our Threatened Species program at Dunmore wetlands and Bellambi Lagoon.
- ▶ Implementation of the annual Crown Lands weed control program.
- ▶ Finalisation of the four year program of increased operational works that had been implemented to utilise an agreed portion of the Authority's unrestricted reserve funds. The purchase and outfitting of an additional spray vehicle, for use by IDWA casual staff, to undertake the current private works activity and some additional operational work was completed. The Inspector/Operator's time currently spent on private works was freed up to undertake additional operational and inspectorial activities. The Weed Map Pro Summit Biosecurity mapping system was purchased and following completion of staff training was operational by the second half of 2017.
- ▶ Additional funding secured of \$54,494 for the region including:
 - ▶ Contain and Connect - \$ 5,000
 - ▶ VCL grant - \$20,494
 - ▶ Save our Threatened species \$29,000
- ▶ Annual gross income of \$57,382 generated from private works / commercial spraying operations.



MANAGEMENT

SECRETARIAT REPORT

2017 has proven to be a busy and productive period and with new resourcing put into place, the organisation is well positioned for its new status. Once again the requirement for local government elections in September precluded the normal State Parliament meeting but the work of the Board continued seamlessly through four meetings and culminated in the strategic planning session arranged and undertaken in conjunction with the December meeting. The final draft framework for ongoing activity is now ready for sign-off and the next six months will include underpinning this strategic direction with a robust business plan, development of which is already well underway.

The leadership and advocacy role of the Board was further assisted by the participation of the Department of Premier & Cabinet representatives at Board level, and the work of the General Managers Committee and Economic Developers sub-Committee both of which were convened on five occasions throughout the year, while the Chairman and Executive Officer continued participation in the Coordination and Monitoring Committee of the Illawarra Shoalhaven Regional Plan along with Council senior planning representatives. The Executive Officer attended the Illawarra Shoalhaven Leadership Executive meetings which greatly assisted the identification and pursuit of key areas for local government to work and plan with State Government. Activity in the other two core functional areas of strategic planning and collaboration and the two non-core functional areas of building capacity and service delivery is highlighted under the appropriate headings earlier in this report and as noted by the Chairman's report, will be more fully detailed in an 18 month report later in the year.

The retirement of the very capable Brian MacDonald saw the need for ISJO to fill large shoes with creation of the new permanent full-time role of Manager, Programs & Operations. Jim Fraser, previously with the Office of Local Government joined the team in this new role in September and shortly after, confirmed the appointment of Yvette Barrs to the position of Regional Waste Manager and appointment of Nicole Parsons as the fulltime Regional Waste Educator; secondment of Tracey Maguire as Procurement Manager for a two year fulltime appointment; and secondment of Charmain North to backfill the ISJO's busy administrative assistance and office management functions for the next six months. Additionally, a contract to migrate all ISJO's IT services to the cloud was negotiated and successfully undertaken and a number of consultancy contracts for regional projects developed and commenced. Business planning for the outsourced functions of the organisation was scoped and a further extension of the lease in the lovely and very central setting of Kiama harbour-front Post Office Building was arranged.

The staff of our four member Councils, too numerous to detail, have continued to provide great support to the Secretariat across the very varied areas of ISJO engagement. Particularly noteworthy is the support of staff of Kiama Council in its role of Managing Council, under the leadership of the long-serving General Manager, Michael Forsyth. ISJO staff join the Chairman and Board to wish him well in his imminent well-earned career change to skier, cyclist and grandfather extraordinaire.



Lesley Scarlett
Executive Officer - ISJO



MANAGEMENT

MANAGING COUNCIL REPORT

Kiama Council act as managing Council for ISJO activity and in 2017 continued to provide accounting, human resource and fleet management services on a fee-for-service basis. The staff of ISJO is employed through Kiama Council and the organisation operates under all Kiama Council policies and procedures.

Full audited financial statements for the ISJO Secretariat and the IDNWA, are available on the ISJO website and a copy of the Auditors Report for ISJO is included overleaf, along with a summary of the two Income Statements and Balance Sheets.

As flagged last year, changes to the nature and scope of activity of the organisation, with a reduction in member Councils and in program activity resulted in a large but expected drop in revenue since 2016.

The financial situation remains sound with good prospects for increased joint activity under enablement.

ISJO staff and operational activity were all compliant with Kiama Council policy and procedures.



Michael Forsyth
General Manager
Kiama Municipal Council
Hon. Treasurer



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MANAGEMENT

FINANCIAL REPORTS



PITCHER PARTNERS
100 Pitt Street, Sydney NSW 2000
Tel: (02) 9733 1200 Fax: (02) 9733 1211
www.pitcherpartners.com.au

INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF THE ILLAWARRA PILOT JOINT ORGANISATION

Report on the Financial Report

We have audited the accompanying financial report being a special purpose financial report, of the Illawarra Pilot Joint Organisation ("IPJO"), which comprises the Balance Sheet as at 30 June 2017, Income Statement, Statement of Changes in Equity, Cash Flow Statement for the year then ended and accompanying notes to the special purpose financial statements

The responsibility of those charged with governance

The IPJO's management committee is responsible for the preparation of the financial report and has determined that the basis of accounting described in Note 1 to the financial statements is appropriate to meet the financial reporting needs of the management committee.

The IPJO management committee's responsibility also includes such internal control as the management committee determine is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1 to the financial statements, are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian Auditing Standards. Those Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by those charged with governance, as well as evaluating the overall presentation of the financial report.

The financial report has been prepared for distribution to members of the IPJO for the purpose

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MANAGEMENT

FINANCIAL REPORTS



of fulfilling the management committee's financial reporting requirements. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with APES 110 Code of Ethics for Professional Accountants.

Opinion

In our opinion, the financial report presents fairly, in all material respects the financial position of the IPJO as at 30 June 2017 and of its financial performance and its cash flows for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements.

Basis of Accounting

Without modifying our opinion, we draw your attention to Note 1 to the financial statements, which describes the basis of accounting. The financial statements have been prepared to assist the IPJO to meet the financial reporting needs of the members as determined by the management committee. As a result, the financial statements may not be suitable for another purpose.

C R Millington

C R MILLINGTON
Partner

Sydney 14 February 2018

Peteles Pitcher

PITCHER PARTNERS

MANAGEMENT

FINANCIAL STATEMENTS

SUMMARY INCOME STATEMENT	TOTAL 2016	TOTAL 2017	ISJO SECRETARIAT	IDWA
Income from continuing operations				
Constituent Council contributions	340,271	347,796	205,000	142,796
Interest	72,229	68,694	41,461	27,233
Grants & contribs for operating purposes	1,289,717	1,299,398	1,176,859	122,539
Grants & contribs for capital purposes				
Gain from the sale of assets	3,605	6,640		6,640
Other revenues from ordinary activities	380,893	240,042	182,776	57,266
TOTAL INCOME FROM CONTINUING OPERATIONS	2,086,715	1,962,570	1,606,096	356,474
Expenses from continuing operations				
Employee costs	710,271	743,818	500,354	243,464
Borrowing costs				
Depreciation and amortisation	41,394	38,384	15,367	23,017
Loss from the disposal of assets		2,589	2,589	
Other expenses from ordinary activities	1,057,540	1,438,844	1,330,118	108,726
TOTAL EXPENSES FROM CONTINUING OPERATIONS	1,809,204	2,223,635	1,848,428	375,207
SURPLUS (DEFICIT) FROM CONTINUING OPERATIONS BEFORE CAPITAL AMOUNTS	207,312	(242,332)	(242,332)	(18,734)
Grants & Contributions provided for capital purposes				
SURPLUS (DEFICIT) FROM CONTINUING OPERATIONS AFTER CAPITAL AMOUNTS	207,312	(242,332)	(242,332)	-
Extraordinary items				
SURPLUS (DEFICIT) FROM ALL ACTIVITIES	277,511	(261,066)	(242,332)	(18,734)

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MANAGEMENT

FINANCIAL STATEMENTS

STATEMENT OF FINANCIAL POSITION - SUMMARY	TOTAL 2016	TOTAL 2017	ISJO SECRETARIAT	IDWA
Assets				
Current Assets				
Cash assets	2,586,701	2,359,840	1,518,881	840,959
Investment securities	-			
Receivables	-			
Inventories	-			
Other	-			
Total Current Assets	2,586,701	2,359,840	1,518,881	840,959
Non-Current Assets				
Property, plant & equipment	116,200	204,476	61,750	142,726
Total Non-Current Assets	116,200	204,476	61,750	142,726
TOTAL ASSETS	2,702,901	2,564,317	1,580,631	983,686
Liabilities				
Current Liabilities				
Payables	406,000	312,198	312,198	-
Interest Bearing Liabilities	-			
Provisions	468,372	684,602	494,376	190,226
Total Current Liabilities	874,318	996,800	806,574	190,226
Total Non-Current Liabilities				
TOTAL LIABILITIES	874,318	996,800	806,574	190,226
Net Assets	1,828,583	1,567,516	774,057	793,459
Equity				
Accumulated Surplus	1,828,583	1,567,516	774,057	793,459
Asset Revaluation Reserve				
TOTAL EQUITY	1,828,583	1,567,516	774,057	793,459

STATEMENT OF CHANGES IN EQUITY	TOTAL 2016	Total 2017	ISO SECRETARIAT	IDWA
Balance at beginning of the period	1,551,072	1,828,582	1,016,389	812,193
Change in net asset resulting from operations	277,508	261,066	242,332	18,734
other adjustments	1			
Balance at end of reporting period	1,828,580	1,567,516	774,057	793,459

Item 14.16

Enclosure 4



CONTACT DETAILS:

Illawarra Shoalhaven Joint Organisation

T: (02) 4232 3200

E: info@isjo.org.au

PO Box 148

KIAMA NSW 2533

www.illawarrajointorganisation.nsw.gov.au