



ORDINARY MEETING OF COUNCIL

ENCLOSURES

Tuesday 21 July 2015

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Submissions to the draft Minnamurra River Coastal Zone Management Plan

Submission by Doug Luckman

Date Received

28 MAY 2015

General Manager
Kiama Municipal Council

Kiama Municipal Council

25 May 2015

Dear Sir

SUBMISSION RE DRAFT COASTAL ZONE MANAGEMENT PLAN FOR THE MINNAMURRA RIVER ESTUARY

Thank you for the opportunity to make a submission regarding the abovementioned Draft Management Plan.

1. Consideration of the specific mangrove 'clump' in front of premises 84, 86, & 88 Charles Ave Minnamurra.

Unlike the other mangrove 'clumps' in the immediate vicinity to the north and south, this 'clump' has become severely weed infested and portion of its southern end is dying. I personally find the healthy adjoining 'clumps' attractive particularly in a high tide, however 'our' 'clump' is not so.

We have lived on this home for 15 years and whilst the size of this 'clump' has increased in area by more than 50% (much more than the general increase suggested in the Draft Plan's table 6 and demonstrable with personal photographs) the southern section of the 'clump' is weed infested and dying as stated above.

In my opinion, this deterioration commenced gradually following two occurrences in the 15 years since we moved in to our home namely,

- (i) The substantial build up of sand in this 'clump' alone following installation of the wave action reducing timber 'tombolas/groins'.
- (ii) An invasion of weeds in the resultant increased sand level at the base of the Council constructed rock-groin garden bank retaining walls. This area of the 'intertidal/saltmarsh zone is now virtually inaccessible due to weed infestation. In my view it appears that, because the base of the mangroves in this built up sand no longer sit in water on the high tide, combined with the weed infestation, they are dying.

I submit that the abovementioned condition meets the criteria mentioned in Section 4 and especially Section 4.7 of the Draft Management plan as it relates to ongoing weed management and funding for such works during 2016.

If Council Officers are interested, I feel that I could demonstrate the existence of these conditions and that they qualify for consideration of fund expenditure for "progressive weed removal and ongoing management" (P118, Sections 3D & 3E of the Draft Management Plan) and possibly as a "high priority site" (P139 & P150) needing attention. A site inspection will show that as proud residents we have attempted to maintain the planted embankments which otherwise receive no Council maintenance work or weed control. Some assistance in weed control to enhance the health of 'our' mangrove 'clump' would therefore be appreciated.

2. Impact of Council's former Tip/Waste Management & Recycling Centre & Shellharbour Council's Tipping Facility

The comments within the Draft Management Plan regarding the impact of Kiama Council's facility are noted. Unless I have missed it, I feel that a shortcoming of the Plan is its 'silence' concerning any impact of Shellharbour Council's tip adjacent to Rocklow Creek. I understand that tip also receives Kiama Council's putrescible waste and therefore its impact or potential impact should be included in the Draft Management Plan, notwithstanding the location within Shellharbour Council's local government area.

3. Trial Mangrove Planting

The 'absolute' water-front properties from approximately number 100 Charles Ave upwards are notable for their individual high water mark retaining walls and an 'absolute' absence of ANY mangroves in front of those properties. Perhaps these sites could be considered for a trial mangrove planting exercise (Draft Management Plan P136). As mentioned above the mangrove 'clumps' north of the timber tombolas/groynes have healthy and expanding mangrove clumps (except for what is detailed in item 1. of this submission above). The 'absolute' water frontage properties not so. One wonders why not, and to what extent any trial planting would be 'allowed' to establish along that section of the river.

Other than this location, the river has widespread healthy mangroves to assist in maintaining a healthy river environment.

Yours faithfully



Doug Luckman
84 Charles Ave
Minnamurra

Submission by Andrew Wilson

The General Manager
Kiama Council
PO Box 75
KIAMA NSW 2533
Email: council@kiama.nsw.gov.au

Dear Sir,

RE: DRAFT MINNAMURRA COASTAL ZONE PLAN

I would like to submit the following comments in respect of the draft Coastal Zone Management Plan for the Minnamurra River Estuary. These comments represent the views of myself as an individual. As a resident of Minnamurra, my comments relate to the lower estuary, as I do not have much knowledge of issues on the middle and upper parts.

In general, the plan is a good one, which addresses the diverse issues affecting the Minnamurra estuary in a balanced way. A few comments are offered in relation to the details:

1. Page 1 Para 5 and Page 34 dot point: The reference to "perceived" expansion of mangroves is misleading. The expansion of mangroves is very real, as can be seen from the photos in the attachment.

The rate of expansion may be slower than previously thought, given that the crop of seedlings which germinated last summer has almost entirely died out. This die off is quite consistent along most of the Charles Avenue foreshore, and unlikely to be the result of any human intervention. It appears that the mangrove seedlings survive best adjacent to established trees.

Also, the potential impacts on waterway access are a concern to a much wider group than local residents. It also affects the large and increasing number of visitors to the area.

2. Tables 1 and 16, Item 3.5: Construction of the rock wall at Site 5 has been completed. The pile of rocks present at the time of the inspection (assumed to be a collapse) was in fact delivered for the construction. There was previously no revetment at this site.
3. Tables 1 and 16, Item 4.2: I trust that the consultation program will be followed up with whatever actions are recommended.
4. Table 13, Item 3D: The "Cons" column should include reference to the potential impact on recreational access. This is more important than views.
5. Tables 1 and 16, Item 5.1, Page 129 last para and Fig 60: I strongly support the introduction of improved signage for boating, including a reporting phone line. The deterrent value of this alone should be significant. This item could be emphasised more in the tables, as it is easily lost in the body of the report.

6. Table 22, Item 1: The lack of effectiveness of the timber groynes is fairly obvious now. They have done very little to contribute to erosion protection. There has been little or no mangrove regeneration in this area (a stated objective of the groynes in the previous estuary management plan). Given that it is an important recreational access point, the failure to regenerate mangroves is arguably a good thing in any case. The groynes are useful as boat moorings.

Thank you for the opportunity to comment. I trust that it is of some assistance.



Andrew Wilson

Submission by Minnamurra Progress Association

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

27 May 2015

Draft CZMP for the Minnamurra River Estuary

Dear Sir ,

On behalf of the Minnamurra Progress Association (and as a member of the CZMP Review Committee), I make the following submissions to the Draft Management Plan, and ask that they be seriously considered in finalising the CZMP.

At the outset, we wish to compliment Kiama Municipal Council, its staff and the consultants, Hydrosphere Consulting on the quality and detail provided in the draft plan. It is a credit to all concerned.

The Progress Association's comments below seek to further strengthen and clarify certain points within the plan and ensure that the lower estuary of the Minnamurra River is maintained in a healthy condition and that its acknowledged recreational value to the Kiama LGA is enhanced for both residents and visitors.

Specific Recommendations for change

1. Figure 7 (page 13) identifies an area immediately south-east of the James Oates Reserve boat ramp (yellow line) that had bank stabilisation work completed (rock revetments) as a result of the previous management plan. Unfortunately, sections of this rock revetment have collapsed with bank and vegetation erosion occurring behind the rocks. See photos marked Attachment 1. This area appears not to be specifically covered for remedial action in Figures 1, 33 & 67 and Table 1 Strategy 3.2, which refers to use of vegetation to stabilise the bank with no mention of repairs to the rock revetment. We ask that this area be specifically marked for repair.
2. Erosion sites 4, 5, 6 & 7 along the Charles Avenue reserve foreshore need on-going monitoring and repair of the rock revetment walls to address damage caused by recent, and quite regular flood events caused by heavy rains in the upper catchment. Residents do their best to maintain gardens and lawns above the rock wall to limit erosion, but Kiama Council needs to be responsible for any "heavy lifting" repairs of the rock wall and steps down to the river.

D1

3. Minnamurra Progress Association wishes to highlight two issues relating to flooding that are not adequately dealt with in the report:
 - a. Dangers posed by the Jerrara Dam during severe weather events are not mentioned at all in the report. Yet, many residents of Minnamurra receive emergency text "evacuation alarms" when heavy rainfall causes water levels to rise in the dam, most recently a few weeks ago. The Association believes Kiama Council should proceed with de-commissioning of the Jerrara Dam as soon as possible, and it should be a key recommendation of this report.
 - b. Some Minnamurra residents have been impacted by recent increases in their home insurance policies, many increasing four to six-fold, by up to \$8,000 per annum for flood cover. We understand that this is a result of KMC adopting the 2009 *NSW Sea Level Policy Statement* subsequently rescinded by the NSW Government. KMC has not rescinded this policy, and as a result, insurance companies are imposing a flood insurance penalty on lower estuary properties on the so-called "flood plain" even though there is no chance at all of these properties being flooded, given the wide open mouth of the Minnamurra River and the original predicted rises in sea level. At the very least, Strategy 6.1 in Table 1 for a flood plain study should be brought forward from 2021/22.
4. Table 1 Strategy 5.1: Recreational facilities, recommends a much needed assessment of the Minnamurra foreshore reserve visitation and usage to determine future car parking needs, and upgrades to facilities and signage. Given the acknowledged pressures of increasing recreational and tourist activity on the river and local residents particular on weekends and public holidays, the Association does not understand why the proposed study has been delayed to 2017. We strongly recommend that this assessment be brought forward to 2016 in the proposed plan of works.
5. In Section 7.1 Recreational Activities (page 95), we believe the second paragraph should be expanded to include other existing uses of the lower estuary for:
 - a. Surf Lifesaving boat training,
 - b. Training area for Surf Club Nippers,
 - c. School Excursions and water safety training,
 - d. Commercial kayak and canoe classes/schools training,
 - e. Swimming Club training areaInclusion of these activities will highlight the increased need for implementation of safe boating practices/monitoring and adherence to the 4 knot speed limit referred to in Section 7.4.3 and Table 11.
6. Further to point 5 above, signage at each of the foreshore reserves should include a telephone number for reporting infringements of boat speed, particularly at busy holiday periods. This could be included as a recommendation in Section 7.3 (page 96). It is noted that RMS patrols are very infrequent and rarely happen when river activities are at their busiest during public holidays.
7. Appendix 5 Stakeholder Contact does not mention at all the involvement of Minnamurra Progress Association, and it's representatives who on behalf of the

Association nominated and were accepted as Community Representatives on the CZMP Review Committee. The table simply states that Cliff Mason and Andrew Wilson (without reference to their affiliation) just “Attended Committee Meeting”, when in fact, both attended two separate site inspections in the upper and lower estuaries, one of which was organised by Andrew Wilson. At the very least Minnamurra Progress Association should be listed as a stakeholder.

8. The Association also supports the recommendations made separately by Andrew Wilson, dated 22 May, and in particular, his comments relating to “perceived expansion of mangroves” of the Charles Avenue foreshore area. Any further uncontrolled expansion, either naturally or by seeding, would further restrict public access to the river in the waterfront areas of Minnamurra and reduce the recreational amenity of the river.

We trust these recommendations will be seriously considered prior to finalisation of the report so that the residents of Minnamurra may have confidence in the future health and recreational value of our lovely river, and that the safety and amenity of residents will be improved by provision of better parking facilities and power boat monitoring.

Yours sincerely,



CLIFF MASON
President,
Minnamurra Progress Association

Attachment 1:



Erosion of rock revetment SE of James Oates Reserve boat ramp

Submission by Malcolm and Belinda Gemmell

We are residents at 70 Charles Avenue, Minnamurra.

In relation to the draft plan concerning the river we wish to comment:

1. Apart from the installation of the rock wall along one side of part of the river, the river has largely been in its current state for many decades and remains in a pristine healthy condition.
2. The river's healthy condition is reflected by the abundant marine and birdlife inhabiting the river and its surrounding environment.
3. Mangrove tree density is very substantial apart from a short stretch along the Charles Avenue strip to the mouth of the river. This stretch is interspersed with bays between groups of mangrove trees and provides constructed access points for human recreational, passive activities on the river as well as licensed moorings for small "tinnies" (boats).

This has proven to be very good balanced use of the river vis-a-vis human activity and a sensitive environment. It has worked well and there is no sensible reason to discontinue this use.

4. The rock wall generally seems to be working reasonably well to prevent embankment collapse.
5. There is a small section of embankment about 2 metres long (void of rock wall) which has collapsed in front of 68 Charles Avenue. It would seem desirable to extend the rock wall at that location. It could well be preferable to extend the rock wall southwards the remaining 50 metres to link up with the wall at the street drainage outlets to counter effect of the wash that has occurred in this gap. Council will be aware of the erosion that occurred at the bottom of the concrete access ramp in the middle of this section that required extension.

Yours faithfully,

Malcolm and Belinda Gemmell

There was one further comment we wished to make but overlooked in our email below. It is of special relevance to the short stretch along Charles Avenue where bays are interspersed between groups of mangrove trees.

These bays are inhabited by thousands of breeding blue soldier crabs. They do not inhabit or venture into the mangrove tree areas.

Yours faithfully,

Malcolm and Belinda Gemmell

Submission by Kevin Quinn

Living in the area for over 30 years and paddling on the river two or three days a week a would like to make the following comments. My observations of the health of the river are in tune with your with your report and appear to be in a. very healthy condition, with good fishing stocks and very healthy/increasing mangroves numbers. My concerns are that your report does not adequately address increasing use of the river for leisure purposes. I would recommend two very important points that should be included in your report.

1. Manage the growth of mangroves along the river fronting Charles Ave by reducing there numbers to 1980 numbers.
2. Maintain and replace where necessary the rock retaining wall adjacent Charles Ave whilst maintaining safe access to the river.

Regards Kevin Quinn

94 Charles Ave

Minnamurra

Submission by Graham Pike

General Comment

Council has an unprecedented opportunity to take an exemplary lead by approving the start of and the organisational foundations for a long term project involving the entire community to address significant environmental degradation in the Minnamurra River catchment, resulting in the enrichment of the beauty and biodiversity of a large part of the municipality with consequent direct benefits to agricultural productivity, tourism revenues, social values, infrastructure protection, water quality and stream and estuary management.

The project will require only relatively minimal start-up funding, some of which could be sourced from grants available from numerous government and some non-government sources. Experience in other parts of Australia shows that such sources can also provide the funding necessary to progress successive phases of the project.

The final draft of the *Coastal Zone Management Plan for the Minnamurra River Estuary*, which includes detailed coverage of the catchment and its streams (because what happens in the catchment largely determines what happens downstream in the estuary) provides a well considered and sound broad plan for the project.

Council's approach when considering the draft Plan and its findings and recommendations, should depart a little from that usually adopted when considering such plans and proposed projects. The slightly different approach should be to consider the overall benefits, outputs and outcomes of the project before considering its overall costing and funding.

The question of funding – overall funding - should not be an impediment to Council's approval in principle of the Plan and its broad recommendations because the project is long term and would be funded in planned increments or phases, the first such increment or phase being two of the Plan's main recommendations: the appointment of a Catchment Management Officer and the establishment of a Management Implementation Committee (see below). These initiatives would obviously require funding and funding approval but that should not be such an obstacle as to defer or de-rail the entire Plan.

The Plan is a timely opportunity to make a start on halting and remediating the many problems afflicting the environment and ecology of the Minnamurra River catchment and estuary. If a start is not made now, the social and monetary costs of the increasing degradation and its attempted control and management will continue to escalate.

The main starting points whose approval by Council would signal the adoption of the recommendations and general timeline of the draft Plan, would be the appointment of a Catchment Management Officer (called an Estuary Health Officer in the draft Plan, a title too limiting in the context of the Plan's proposals) together with the establishment of the recommended Implementation Committee (called a CZMP Implementation Committee in the Plan but which should be re-titled the Minnamurra River Management Implementation Committee to better reflect its purpose).

The officer's appointment and steering committee's establishment are fundamental to a successful start to the implementation of the Plan/project. Working together, these entities would both plan the project and its phases in detail, for consideration and approval by Council, and secure the support and commitment of key government representatives and agencies, non-government entities, land holders, sponsors and the local community – and, with Council, cost and budget and identify funding for progressing project components.

Additional Comments

1. All the Catchment remedial actions recommended and scheduled in the draft Plan are practical and cost-effective measures which have been applied and proven effective in catchments and riverine environments in other parts of Australia. They are not unique or 'rocket science'. Numerous agencies and individuals involved previously and currently in such projects elsewhere can advise and assist in the planning and implementation of the project in the Minnamurra River catchment and estuary.
2. The support and co-operation of landholders in the Catchment will be essential for the successful implementation of much of the Plan/project. It is known that some are sceptical and (unnecessarily) fearful about the effects of remediation on their leases/properties. As the Plan suggests, education will be needed to allay such fears and increase understanding in order to foster project support and involvement. For example, some landholders have suggested that re-planting riparian (streamside) zones with narrow bands of native vegetation (to stop serious stream bank slumping and erosion) will simply make the re-plantings eventual hosts for weeds and pests such as rabbits. However, as experience in the Murray-Darling Basin and along the Snowy River around Orbost shows, native re-vegetation actually eliminates weeds in the areas planted and because it is native vegetation, any small wildlife it attracts is native and not exotic or feral. Landholders must also be shown, from experience elsewhere, that the measures proposed in the draft Plan under consideration will prevent continued loss of large tracts of their productive land along the river and its tributary streams.
3. Action 5.4 in Table 1 on page XIII needs to be considered very cautiously. Kayak launching facilities on the bank of the Minnamurra River at the end of Duguid Way, Kiama Downs, as suggested by residents, could be damaging. The suggested site is in an area of prime fish habitat (including that for spawning Australian Bass) and sensitive estuarine and riparian vegetation. There is already a small break/clearing and some damage in this location which needs to be remediated, not exacerbated. The effects of a kayak launching facility in this area could be contrary to environmental remediation as proposed in the draft Plan for the estuary.
4. Kiama Council's decommissioning of Jerrara Dam this year, and its concomitant construction of a fish passage through the dam wall, once the wall is incised, presents an opportunity now to undertake some of the work on Australian Bass proposed in the draft Plan/project. Consequently, I suggest that Action 4.8 on page XII of Table 1 and the estimated \$5000 budget is incorporated or absorbed into the decommissioning Jerrara Dam. The draft Plan's proposed Investigation could then be done in conjunction with and as part of the decommissioning of Jerrara Dam and the construction of the fish passage.

Finally, I thank Council very much for giving me the opportunity to serve on the Minnamurra River review committee and I offer myself for any such future service as Council may see fit.

Graham Pike

29 May 2015

Graham Pike completed hydrologic fieldwork in the headwaters of the Minnamurra River and in the Minnamurra Rainforest Reserve in the 1970s for his degree in environmental science and other disciplines from the University of Calgary, Canada, and the Australian National University, Canberra. For 11 years to 2013, he was a member of the Community Stakeholder Taskforce of the Murray-Darling Basin Authority's Native Fish Strategy. He was co-founder and foundation president of Recfish Australia, the national peak body representing Australia's 5.5 million anglers and their \$5 billion a year industry. He lives in the Minnamurra River catchment, is a keen recreational fisher, a member of a federal government marine fishery management committee and an adviser and consultant on recreational fishing and related natural resource policy and management.

Submission by Cliff Mason, further comment from Minnamurra Progress Association

Further to the formal CZMP response sent below on 28th May, a meeting of the Minnamurra Progress Association last night asked me to pass on the following additional comments:

- River access opportunities are very limited along and upstream from the Minnamurra River bends and particularly for residents of the Gainsborough area, and this probably contributes to the pressure on the main Minnamurra Reserves (James Oates and Rangoon) during holiday periods.
- The Association strongly supports the Passive Craft recommendation detailed on page 130 (Section 8.5.2 Future Management Approach) where the suggested development of the old oyster lease ramp at the end of Duguid Way for launching kayak's is proposed.
- The Association also re-iterates it's strong support for development of foreshore access, via a boardwalk, along the Minnamurra Bends (as also discussed on page 130). This would provide safe foreshore access, a safe cycleway to avoid the narrow & dangerous section of Riverside Drive, and a significant boost to Kiama LGA Walking Track network linking up with the cycleway through to Jamberoo.

Please consider these points in the review of the CZMP Final report.

Thanks,

Cliff Mason

President, Minnamurra Progress Association

Kiama Council
Draft
Strategic Tourism
and Marketing Plan

July 2015 – June 2018

Lisa Evans

INTRODUCTION

The Kiama Council Strategic Tourism and Marketing Plan is based on a principle of shared values to create and foster destination visitation economy partnerships between Kiama Council, community, industry and Kiama Tourism.

It seeks to find ways that tourism businesses and the community can complement each other whilst developing strategies to propel Kiama towards the Destination NSW (DNSW) 2020 goal of doubling yield.

Whilst not developed in the usual way of seeking extensive consultation with stakeholders, there has been limited consultation with industry representatives, the business community, government agencies and community organisations.

The approach for this strategy is to analyse tourism in terms of a visitor economy, purely from a Kiama Local Government Area (LGA) perspective. It is hoped that the plan is viewed with the mindset of openness and honesty regarding findings and recommended strategies.

The strategic marketing plan is an ongoing process and will succeed with collaboration between Kiama Council, industry stakeholders (including Kiama Tourism), government agencies and the community.

For success, stakeholders will need to take a unified approach to developing and marketing the destination and consider the best processes relevant to Kiama, the people involved and the product on offer – all determined by the needs and expectations of those who visit the LGA.

The NSW Visitor Economy taskforce report recommendations have been taken up by Kiama Council which has committed to supporting the tourism industry to meet the challenges of increasing the economic value of tourism by doubling visitor yield by 2020.

Kiama is well regarded in the tourism industry but has not been an overly strong and successful participant in international markets.

Kiama Council seeks to create a basis for sustainable tourism by ensuring a strategy for the long term conservation of Kiama's unique natural assets on which tourism largely depends, is implemented and followed.

Critical to the success of this three year marketing plan will be continuing to build brand awareness of the LGA as a DESTINATION OF CHOICE with products mapped to market preferences and delivered in a cultural framework of customer service excellence, at the same time as identifying and utilising new technologies.

THE DESTINATION

Kiama Council is responsible for the coordination and strategic marketing of tourism in the LGA and provides funding to Kiama Tourism with whom it cooperates strongly with the development of the industry. Kiama Tourism is a membership based not for profit company limited by guarantee, responsible for the provision of information and booking services, including the operation of the Kiama Visitor Information Centre (VIC).

The Kiama LGA competes regionally, nationally and internationally for a share of the tourist dollar. The tourism industry in the LGA incorporates businesses from small owner operated to multinational companies. Tourism plays a vitally important role in the social, cultural and economic vibrancy of the LGA. The effect of tourism is not only linked to accommodation, cafes and restaurants, retail and personal services; the indirect financial and employment benefits filter through to almost all sectors.

Kiama Municipality covers an area of 253 square kilometres and includes the township of Kiama, and the villages of Minnamurra, Gerringong, Gerroa and Jamberoo. According to Destination NSW LGA Profile – Kiama (Source: National Visitor Survey, YE September 2014 TRA), in the year ending September 2014, the Kiama LGA attracted 973 000 visitors (72% day trippers, 27% domestic overnight visitors, 1% international) a decrease of 6 000 visitors from 2013, when the Kiama LGA attracted 979 000 visitors (71.3% day-trippers, 27.6% domestic overnight, 1.1% international).

This means that the Kiama LGA currently ranks 5th in the South Coast region and 28th in NSW for domestic overnight visitors, whilst for domestic day trippers it ranks 3rd in the South Coast region and 14th in NSW.

In the same year ending September 2014, visitors spent an estimated \$160 million within the LGA (down from \$164 million in 2013). The majority of businesses within the LGA benefit either directly or indirectly from tourism, with the value created by tourism expenditure exceeding that of other major economic activities.

Key opportunities

- a clear strategic plan showing leadership and direction clearly communicated to the industry
- connectivity with **digital distributors and influencers** of information sourcing and booking
- power of social media and referrals
- digital platform with interactive itinerary planning, booking functions, Google translate for international markets and mobile responsive
- festivals and events to drive visitation and create urgency to visit
- business events to drive mid-week and overnight yield
- service excellence support – upgrading of industry skills and service delivery
- product diversity – expand promotion of nature, adventure, culinary, and cultural based products such as the Kiama Coastal Walk, cycling trails, food and wine etc
- product groups: food – wine and agribusiness (needs further product development), arts, nature and adventure tourism
- marketing – access to Sydney, Canberra, opportunity to target Sydney and Illawarra VFR to “show off” to visiting friends and relatives;
- International VFR and drive marketing; digital marketing etc
- infrastructure development.

Key issues facing the LGA and industry

- importance of a sustainable organisation showing leadership and strategic direction unified and engaged with the industry and community. A united industry will create effective partnerships and success
- importance of the industry keeping up with the changing consumer behaviour to digital – including cross platform (mobile and tablet) responsive websites, live booking ability and digital media interaction. The changing consumer behaviour of how travel is sourced and booked, drives changes in marketing direction
- due to the proximity to Sydney, consumers view the region as a day trip – and in turn not providing profits to the accommodation providers
- need to promote product diversity – lack of awareness of breadth of accommodation, nature based products, produce farms, markets, quality food, walking trails, cycling trails, boutique wineries, arts – refresh the ‘brand’ and attract repeat visitation
- industry involvement in broader forms of visitor servicing – although historically visitor servicing has focused on the Kiama VIC, with advancements in technology and the digital platform, consumers are more reliant on online and smart phone and tablet technology and 24 hour access to information. The importance of obtaining visitor intelligence and the collection of appropriate visitor information is vital.
- limited ‘commissionable’ product for the international market.

Key Marketing Directions

- increase industry and stakeholder participation
- improve and broaden digital capabilities
- maximise visitor satisfaction through service excellence
- increase the profile of the Kiama LGA as a significant tourism destination (including day/overnight/short stay and extended stay)
- build the profile of Kiama LGA internationally as a significant tourism destination
- strengthen and diversify the market base by focussing on six key markets:
 - events market (establishing, attracting and facilitating further sporting, recreational, cultural and other MAJOR events)
 - business tourism/conference
 - weddings
 - visit friends and relatives market
 - the holiday and leisure markets, concentrating on growing visitation during the shoulder and off-peak seasons
 - drive market - re-establish and reinvigorate the Drive program
- develop new and enhance existing tourism product and infrastructure to facilitate market development and support growth in visitation
- establish a viable and sustainable night time economy

This strategic plan has been developed giving consideration to:

- the competitive tourism marketplace
- national domestic tourism trends and forecasts
- D NSW data and statistical information
- existing markets of strength
- depth and breadth of current tourism product
- existing tourism infrastructure and services
- challenges and opportunities facing the tourism industry
- existing strengths and weaknesses
- relevant Regional, State and National Tourism strategies
- Kiama Community Strategic Plan, Kiama Destination Management Plan and other relevant Regional and Council Plans.

Target markets

- Event related visitors
- Business events & functions
 - conference
 - business events
- Weddings
- Visit friends and relatives
- Holiday and leisure
 - day trippers, short breaks and holiday stays
 - special interest and activity based including – food and wine, arts and cultural, nature and adventure based
- Drive market – international and domestic

MARKETING PRIORITIES & STRATEGIES

Priority 1: STRENGTHEN AND CONSOLIDATE THE TOURISM SECTOR AND BUILD A ROBUST MARKETING PLATFORM

1. Industry and Stakeholder Engagement and Participation - creating a united industry
2. Improve digital capabilities
3. Strive for Service Excellence – maximizing visitor satisfaction.

Priority 2: RAISE THE PROFILE AND AWARENESS OF KIAMA

4. Create and build product & destination awareness
5. Increase the profile of Kiama as a significant tourism destination for the domestic market
6. Build the profile of Kiama LGA as a significant tourism destination for the international market

Priority 3: STRENGTHEN, GROW & DIVERSIFY THE MARKET BASE

7. Build the events market
8. Build Business Events (conferences, meetings and exhibitions)
9. Build the Weddings Market.
10. Continue to grow the Visit Friends and Relatives market
11. Continue to grow the Holiday and Leisure markets, focusing on building visitation in the shoulder and off season periods.
12. Build the Drive Market - re-establish and reinvigorate the Drive program

Priority 4: CONTINUE TO BUILD THE INFRASTRUCTURE PRODUCT & EXPERIENCE BASE OF KIAMA LGA

13. Undertake an infrastructure review
14. Continue to build and diversify the produce and experience base of Kiama LGA
15. Establish the night economy

Priority 1: STRENGTHEN AND CONSOLIDATE THE TOURISM SECTOR AND BUILD A ROBUST MARKETING PLATFORM

1. INDUSTRY AND STAKEHOLDER ENGAGEMENT AND PARTICIPATION - creating a united industry

Goal	To have every tourism business in the LGA engaged with the local tourism industry.			
Strategies	a. Identify, and create a database, of all tourism businesses in the LGA. b. Facilitate regular partner networking events to share information and market intelligence (Tourism after Hours). c. Nurture partnership programs that encourage cooperation between all for mutual benefit. d. Explore opportunities for workshops for operators on a number of areas including presentation (mini make over's including professional advice), digital media workshops, pr workshops.			
Actions	Who	When	Budget	
	16	17	18	15/16
i. Consolidate and update existing databases. ii. Tourism after Hours to be held monthly in 2015 then reviewed as to the nature and monthly or bi monthly in 2016. iii. Request Kiama Tourism work with KMC to run these events as a joint tourism networking event. iv. Prepare an Industry Development Plan which includes identification and implementation of relevant professional excellence training opportunities including: digital marketing and social media; customer service quality including 'sale closure' and the 'exit' experience; cultural awareness and product development for international growth markets; environmental sustainability practices and crisis management preparation, response and recovery. v. Develop and distribute a 'marketing toolbox' to assist tourism operators to sell their business, Kiama LGA and surrounding region, including style guides to assist the industry to use brand elements. vi. Implement a program of communication between KMC and Kiama tourism that maximises the coordination of tourism activities without duplication. vii. Improve communication with operators and other stakeholders – eg through a e-newsletter, industry page on website, e-blasts etc. viii. Conduct Kiama Tourism membership awareness and benefits campaign in conjunction with Kiama Tourism.	KMC/KT	v	In house	\$1 200
	KMC	v	v	\$0
	KMC/KT	v	v	\$0
	KMC/	v	v	\$3 000
	DNSW/KT	v	v	
	operators			
	KMC/KT	v	v	\$0
	KMC/KT	v	v	\$0
	KMC/KT	v	v	KT
	KMC/KT	v	v	KT
	KMC/KT	v	v	KT
	KMC/KT	v	v	KT
	KMC/KT	v	v	KT
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	KMC/KT	v	v	KT
	KMC/KT	v	v	KT
	KMC/KT	v	v	KT

2. IMPROVE DIGITAL CAPABILITIES

Goal	To develop an innovative digital platform as a key marketing tool and assist the industry to be able to convert using the digital platform.				
Strategies	<p>a. Develop an innovative digital platform, including new website www.discoverkiama.com.au for events based tourism and marketing campaigns, and link with Kiama Tourism, that delivers on content, booking ability through a variety of channels, suggested itineraries and interactive planner.</p> <p>b. Optimise search rankings.</p> <p>c. Develop a social media calendar and campaign/s.</p> <p>d. Focus on increasing content on digital platforms to better service the visitor in the planning and booking process.</p> <p>e. Increase the amount of industry video content uploaded on to YouTube.</p> <p>f. Maximise the LGA's exposure through referrals increasing operator rankings on third party websites such as trip advisor (and sharing good results on social media).</p> <p>g. Assist the industry to be digitally active delivering live booking facilities and actively using social media.</p> <p>h. Develop a current and ongoing image library for use – based on experiences to be found in the LGA (images showing not only the basics such as the location, meals etc but people showing certain emotional reactions like relaxation, happiness, connection, experiences)</p>				
Action	Who	When			Budget
		16	17	18	15/16
<p>i. Develop a digital platform consisting of cross platform (mobile / tablet) responsive website for information to be downloaded on both phones and tablets and ensuring all related sites have the same capabilities.</p> <p>ii. Website to correlate with current social media tags (www.discoverkiama.com.au) for events and marketing based campaigns including:</p> <ul style="list-style-type: none"> • Mothers' Day • Winter in Kiama featuring June Long weekend, July School Holidays, Christmas in July, whale watching season • accessibility @kiama • weddings @ Kiama • conferences @ kiama • events @ kiama including KISS Arts, Jazz and Blues festival, Kiama Rugby Sevens, Folk Festival, markets ... • other off peak campaigns <p>iii. Investigate semantic search rankings optimisation with website designers and provide feedback on most optimised phrases and words to use. This information to be disseminated through tourism businesses and operators in the form of regular newsletters and through industry networking and training opportunities.</p> <p>iv. Promote wifi hotspots – through postcards in local businesses, on websites, social media marketing campaigns, local media releases.</p>	KMC	v	v	v	\$7 000
	KMC in conjunction with KT	v	v	v	\$4 000
	KMC KT	v	v	v	\$0
	KMC/KT/local	v	v	v	\$1 500

	<p>v. Harness User Generated Content - Ask, through above mentioned social media online communication platforms, visitors to upload their experiences and share photos with friends and family in the destination e.g. Instagram - #discoverkiama /@kiama, and segmenting the marketing – food and wine lifestyles, inspired by nature, seeking adventure, day trips, overnight visitors. Run competitions to boost these as well, in conjunction with Destination NSW and Tourism Australia promotions and hash tags.</p> <p>vi. Upload motivational and informative content on surrounding areas as well – such as Shoalhaven Winter Wine Festival, Celtic Festival in Berry, Tulip Time in Bowral and packaging these as part of a trip to the region, through the use of electronic postcards.</p> <p>vii. Develop a general promotional DVD for download from website, and loaded on YouTube, for visitors and operators to share.</p> <p>viii. Review current images held at KMC and at KT and seek quotes on updating images for promotion through websites and digital media.</p> <p>ix. Develop a social media calendar, aligned with above mentioned marketing campaigns, to run concurrently. Calendar to be produced annually.</p> <p>x. Review downloads currently available on KT website – are they current and mobile friendly.</p>	<p>operators</p> <p>KMC</p> <p>KMC input from KT/local operators</p> <p>KMC</p> <p>KMC/KT</p> <p>KMC/KT</p> <p>KT</p>	<p>v v v</p> <p>v v v</p> <p>v v v</p> <p>v v v</p> <p>v v v</p> <p>v v v</p>	<p>\$2 500</p> <p>\$0</p> <p>\$2 000</p> <p>\$3 000</p> <p>\$0</p> <p>\$0</p>
<p>\$20 000</p>				

3. STRIVE FOR SERVICE EXCELLENCE - maximising visitor satisfaction

Goal	To maximise satisfaction for every visitor to the LGA.			
<p>Strategies</p> <ul style="list-style-type: none"> a. Support the visitor information service delivery across the LGA. b. Support Kiama Tourism in developing a Visitor Information Services Plan for the LGA, identifying visitor services during the trip cycle of planning, booking, visiting and post visit. c. Establish a visitor satisfaction survey to establish a performance benchmark including a mystery shopping program. d. Develop and implement a visitor service improvement program <ul style="list-style-type: none"> i. Alternative delivery modes for visitor servicing that retains face to face contact, plus new approaches such as digital delivery ii. Visitor information signage across the region iii. Promote free wifi spots (including VIC/KMC free wifi, Kiama Coast Holiday Parks) iv. Alternative or new sites for information delivery v. Street ambassadors (mandatory when events are on and in peak times) to be wandering information centres vi. Mobile information sites (especially during events/festivals) vii. Consideration of a visitor satisfaction award program for local media promotion. 				
<p>Action</p>	<ul style="list-style-type: none"> i. Conduct annual reviews, through the use of surveys, to gain operator input into the visitor information service delivery the tourism operators would like to see. ii. From results gained, review and develop a comprehensive visitor services plan. iii. Conduct online visitor satisfaction surveys and share results to improve/share knowledge. iv. Establish mobile visitor information kiosks – to be used during peak times and at events. v. Review maps – should be linked with, and be completely interactive, a GPS identification. Maps should include attractions, major parks and gardens, sport/recreation facilities, conference and event facilities, public toilets, car parking and shopping districts, and accessible facilities. vi. Work with Council to improve promotional and directional signage across the LGA vii. Produce day tour guides – what to do on a day in Kiama/ Gerringong/ Gerroo/ Jamberoo/ Minnamurra. viii. Conduct an annual program of research, through DNSW reports and own surveys, to monitor tourist visitation, characteristics and satisfaction and to identify barriers to visitation. ix. Explore possibility of introducing Wandering Information Centres / Street Ambassadors– using staff and/or volunteers to be in the main tourist areas especially during peak season or when events are on offering information, advice as well as promotional items – e.g. handing out flowers for Mothers’ Day. 	<p>Who</p> <p>KT/KMC</p> <p>KMC to facilitate</p> <p>KT/KMC</p> <p>KT</p> <p>KMC</p> <p>KMC/KT</p> <p>KT</p> <p>KMC/KT</p> <p>KT</p>	<p>When</p> <p>16 17 18</p> <p>v v v</p> <p>v v v</p> <p>v v v</p> <p>v v v</p> <p>v v v</p> <p>v v v</p> <p>v v v</p> <p>v v v</p> <p>v v v</p>	<p>Budget</p> <p>15/16</p> <p>\$0</p> <p>\$0</p> <p>\$0</p> <p>\$0</p> <p>\$0</p> <p>\$5 000</p> <p>\$0</p> <p>\$1 000</p>
				<p>\$6 000</p>

Priority 2: RAISE THE PROFILE AND AWARENESS OF KIAMA LGA

4. RAISE AND BUILD PRODUCT & DESTINATION AWARENESS

Increased destination and product awareness						
Goal	Increased destination and product awareness					
Strategies	<ul style="list-style-type: none"> a. Create and build destination and product awareness through increased profile through digital media (including @kiama campaign), harnessing user generated content and public relations (PR) marketing. b. Engage with travelers at the planning stage - through internet and PR marketing - including use of 'influencers'. 					
Action	Who	When	16	17	18	Budget
						15/16
<ul style="list-style-type: none"> i. Destination/ product awareness campaign driven through www.discoverkiama.com.au links to Kiama tourism, and all associated social media platforms. ii. Develop a familiarisation program for 'influencers/bloggers' in promoting the destination - both sponsored/ not sponsored and sharing those that have already promoted the area through their digital media. iii. Utilise appropriate and cost effective technologies (including smart phone applications) to build length of stay and maximise visitor spending. iv. Harness user generated content using media such as Instagram 	KMC	V	V	V	(see 2a)	
	KT	V	V	V	\$5 000	
	KMC/KT/operators	V	V	V		
	KMC/KT/industry	V	V	V	\$4 000	
	KMC/KT/industry	V	V	V	\$0	
						\$9,000

5. INCREASE THE PROFILE OF KIAMA AS A SIGNIFICANT TOURISM DESTINATION FOR THE DOMESTIC MARKET

Goal							
Strategies	To increase the profile and visitation of the domestic market to the LGA through promotional activities.						
Actions	Who	When	16	17	18	Budget	15/16
	<p>a. Participate in cooperative marketing activities through Destination NSW, SCRTO and Destination Wollongong where applicable.</p> <p>b. Where relevant, work with neighbouring LGAs / Tourism Associations to develop markets, products and infrastructure.</p> <p>c. Review participation in Holiday Shows.</p> <p>d. Develop drive product and programs, in conjunction with SCRTO, Destination Wollongong and/or adjoining LGAs around the themes of coastal and hinterland touring, food and wine etc.</p> <p>e. Develop a LGA events calendar and use PR strategies to tell stories of the LGA and the diversity of events and activities on offer (in addition to beach-based activities).</p> <p>f. Consumer campaign in Sydney and Canberra inspired by nature segments seeking a seasonal short break experience (autumn/winter).</p>						
	<p>i. Work with DNSW to apply for contestable funding for dedicated product development and marketing campaigns. This will follow a review of what campaigns current operators are involved in/seeking.</p> <p>ii. Participate in selected Holiday Shows which may include Sydney Caravan, Camping, RV and Holiday Supershow; Newcastle Caravan, Camping and Holiday Expo; The Canberra Home and Leisure Show; Penrith Caravan and Camping Show; and Victorian Caravan and Camping Show – the aim is to promote the destination first (experiences, attractions and activities), then the accommodation.</p> <p>iii. Develop and promote coastal and hinterland touring and food and wine route/s, working with the Economic Development Committee, and operators. Prepare an e brochure/e book for distribution through websites and social media channels, promote through DNSW seasonal campaigns (through use of inserted booklet into major weekend newspapers), through PR strategies and placement in target market including magazines such as Country Style, South Coast Style, through NRMA traveller programs, and through stories in Sydney Weekender and other travel media</p> <p>iv. LGA Events calendar prepared and promoted on www.discoverkiama.com.au and Kiama Tourism website. Must be regularly maintained. Events promoted through ‘experience’ stories via PR releases and stories on websites/social media. Use of ‘celebrities’ who have and affinity with and/or have experienced Kiama LGA.</p> <p>v. Develop a program of ‘influencers’ to come and experience various events, and activities in Kiama LGA and to promote through their own social media channels</p> <p>vi. Undertake a consumer campaign in Sydney and Canberra based on nature activities – prepare an experience package with local interested operators, promote through media, National Parks, digital media, website including e books.</p>	KMC/DNSW/ operators	v	v	v	Funding on a \$/\$	
		KMC/KT/Operators	v	v	v	\$10 000	
		KMC/KT/Operators		v	v	\$0	
		KMC prepare KT to provide regular updates	v	v	v	\$0	
		KMC/KT/Operators	v	v	v	(see 2 ii.)	
				v	v	\$0	
						\$10 000	

6. BUILD THE PROFILE OF KIAMA LGA AS A SIGNIFICANT TOURISM DESTINATION FOR THE INTERNATIONAL MARKET

Increase visitation by the international market to the Kiama LGA.					
Goal					
Strategies	<ul style="list-style-type: none"> a. Participate in cooperative marketing campaigns with DNSW and Tourism Australia. b. Participate in the development of destination specific promotional opportunities. c. Utilise themes of the region including coastal, food and wine, indigenous activities, nature and adventure based tourism. d. Participate in self-drive Asian and Western market campaigns. Undertake product update and distribute to international media and trade contacts. e. Two international markets to target immediately are Chinese and Indian (through the use of trade shows/missions and media). 				
Actions	Who	When	Budget		
	16	17	18	15/16	
i. DNSW figures (source: DNSW Overseas Arrivals and Departures September 2014) report that International short term visitor arrivals increasing by 10.3%, the strongest growth rate was Malaysia (22.2%), USA (16.6% increase), China (15.9% increase), Singapore (up 10.8 %), Hong King (up 10.7%) and Germany (up 10.1%). Participation in trade shows should be considered with packages aimed at the luxury Chinese Market, Chinese and other inbound self-drive markets, and possibly the Indian Market (in conjunction with the Jhappi (Hug) Time campaign targeting the Indian VFR market).	KMC/KT/local Operators	V	V	\$0	
ii. Work with SCRTO, DNSW and Tourism Australia to provide opportunities for local operators to become market ready for international travellers.	KMC/KT	V	V	\$0	
iii. Work in partnership with DNSW and Tourism Australia in relation to international familiarisations, packages, international media contacts, digital programs, get connected, online booking sites, international trade marketing programs, trade show participation and sales missions.	KMC	V	V	\$0	
iv. Showcase at relevant wholesale trade shows annually which may include Australian Tourism Exchange, Tourism Australia's Corroborees, and promoting destination and packages directly to international wholesalers (in conjunction with some of the 'export ready' local operators).	KMC/KT/Operators	V	V	\$0	
v. Explore opportunities to tap into the Universities in Sydney and Canberra to target international students and their VFR (eg through promotions at Open Days)		V	V	\$0	
				\$0	

	<p>into account.</p> <p>x. Encourage local businesses to actively participate in local and regional events including extending trading hours, value-adding and packaging..</p> <p>xi. Work in partnership with local event committees to review existing events to determine support from council and other sources is available and ensure clear understanding of event manual.</p> <p>xii. Develop a promotional video showcasing events held in the region, including commentary from current larger events (KISS Arts, Jazz festival, Farmers Markets/ Other markets) organisers promoting the area. Video can be uploaded onto websites and shared with event organisers.</p> <p>xiii. Facilitate the investigation of the potential of a nationally significant hallmark event which encompasses the region.</p>	<p>KMC/KT</p> <p>KMC</p> <p>KMC</p> <p>KMC</p>	<p>V V V</p> <p>V V V</p> <p>V V V</p> <p>V V V</p>	<p>\$0</p> <p>\$0</p> <p>\$1 631</p> <p>\$0</p> <p>\$5 131</p>
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8. BUILD BUSINESS TOURISM/CONFERENCE MARKET

To attract major conferences and business events.						
Goal						
Strategies	<ul style="list-style-type: none"> a. Produce a conference and business events planner (developed for the trade market). b. Showcase Kiama at relevant trade shows and exhibitions (carefully selected). c. Develop promotional DVD to support attendance at trade shows, campaigns and bids. d. Undertake targeted digital media campaigns through the use of twitter, instagram, facebook and B2B LinkedIn. e. Develop close alliance with DNSW \$6 m Regional conference strategy (expected to be rolled out from May 2015). f. Work with the local industry operators to package product and promote experiences to attract conferences. 					
Actions	Who	When	16	17	18	Budget 15/16
i. Undertake an audit of current conference and business event facilities and infrastructure including conference rooms, accommodation, catering, IT requirements, other inclusions or additions such as day spas, child minding etc.	KMC/KT	v				\$0
ii. Develop an inventory of potential business and conference events taking into account timing and needs of local enterprises.	KMC/KT/operators	v				\$0
iii. Develop and produce a current and dynamic conference and business events planner (including a promotional DVD) targeted to Professional Conference Organisers.	KMC/KT	v	v	v		\$5 000
iv. Implement a digital marketing campaign promoting Kiama LGA as a conference destination through targeted marketing and social media including the use of twitter accounts and Linked In, linking with professional conference organisers.	KMC/ Operators	v	v	v		\$0
v. Attend relevant business expos including conference expos.	KMC/ operators	v	v	v		\$4 000
						\$9 000

9. BUILD THE WEDDINGS & FUNCTIONS

Goal					
For Kiama to be recognised as a high quality, boutique wedding destination					
Strategies					
a. Produce a high quality wedding and events planner. b. Showcase Kiama at bridal / wedding expos in Sydney and the ACT. c. Produce promotional DVD / video clips to support attendance at shows. d. Undertake targeted digital media campaigns through the use of twitter, instagram, facebook and B2B LinkedIn. e. Work with the local industry operators to package product and promote experiences to attract weddings.					
Actions	Who	When 16	17	18	Budget 15/16
i. Undertake an audit of venues, facilities and services available to support the weddings market, including pre-wedding events such as 'hen's weekends'. Develop and produce a current and dynamic wedding and events planner (including a promotional DVD) targeted to brides and wedding planners.	KMC/KT	✓			\$0
ii. Implement a digital marketing campaign promoting the LGA as a weddings destination through targeted marketing and social media including the use of twitter accounts and Linked In, linking with professional wedding planners.	KMC/KT/operators	✓	✓	✓	\$0
iii. Prepare a weddings@kiama campaign - promoted on www.discoverkiama.com.au website, digital media, with creation of wedding package (hard copy) and e books. Consider a dedicated 'weddings' website.	KMC/ Operators	✓	✓	✓	\$5 000
iv. Showcase Kiama at wedding and bridal expos in Sydney and the ACT.	KMC/ operators KMC/KT	✓	✓	✓	\$4 000
					\$9 000

10. GROW THE VISIT FRIENDS AND RELATIVES MARKET

Goal	Discover your own backyard and explore all the fantastic things to do/see/experience with family and friends.				
Strategies	Who	When 16	17	18	Budget 15/16
<ul style="list-style-type: none"> a. Create a community profile for tourism within the LGA. b. Increase knowledge amongst locals about 'what to do' and 'what's on' in their own backyard through a 'Tourism Week' for locals, building a tourism ambassador network, developing a local resident data and direct communication and marketing (eg eblasts) to this data base. c. Increase business referrals from locals and their VFR contacts. d. Re-affirm buy local campaign. e. Increase database contacts. 	KMC/KT	✓	✓	✓	\$6 000 (whole campaign for 15/16)
<ul style="list-style-type: none"> i. Conduct a "Value of Tourism/Tourism Week for Locals" campaign - incorporating elements that target community and business stakeholders utilising an integrated series of communications activities including Kimunico, digital media, local media coverage to encourage greater participation and support for tourism amongst local residents and the wider business community, as stronger awareness and understanding is needed regarding the widespread economic and social benefits that can arise from a well managed tourism industry. ii. Create 'tourism ambassadors' from locals (not high profile) and prepare a media clip of locals promoting the area and what they like to do with visiting friends and relatives – upload onto websites and digital media. iii. Progressively build a local resident data base and use this to communicate with and market directly to locals. iv. Promote a buy local/shop local campaign through digital media, local media and Kimunico. v. Develop discount and rewards booklets for locals to share with their VFR. vi. Marketing tools to include website/evouchers/ecards/e books. vii. Campaigns to include - #MyKiama, #MyGerringong, #MyGerroa, #MyJamberoo, #MyMinnamurra – locals sharing their stories and posted on to website, #share your photo campaign via facebook , instagram and twitter, Winter Short Breaks campaign – with locals sharing stories and VFR rewarded with special offers and discounts. 	KMC/KT	✓	✓	✓	
	KMC/KT/businesses	✓	✓	✓	
	KMC/KT/local businesses	✓	✓	✓	
	KMC/KT/local businesses	✓	✓	✓	
	KMC/KT/local businesses	✓	✓	✓	
					\$6 000

11. GROW THE HOLIDAY AND LEISURE TRAVEL MARKETS – focusing on building day trips, short breaks and holiday visitation in the shoulder and off-peak seasons.

Goal	Increased day and overnight visitation during the shoulder and off-peak seasons				
Strategies	Who	When 16	17	18	Budget 15/16
a. Participate in relevant SCRTO and DNSW campaigns to build holiday and leisure visitation.	KMC	✓	✓	✓	
b. Work with operators to develop and promote packages	KMC/operators	✓	✓	✓	
c. Grow the day trip market.					
d. Build special interest and activity based markets.					
i. Explore opportunities to participate in relevant SCRTO and DNSW campaigns to build shoulder and off-season visitation.	KMC	✓	✓	✓	\$2 500
ii. Work with accommodation operators across all sectors (motels, caravan parks, holiday lettings, hosted accommodation etc) to develop and promote a range of 'stay and play' packages.	KMC/operators	✓	✓	✓	
iii. Work with Sydney Trains and NSW Trains to build rail-based short stay and day trip visitation.	KMC	✓	✓	✓	
iv. Use the attractions and assets of the LGA (eg food and wine, arts and culture, nature and adventure, family fun) to target specific market segments with marketing campaigns delivered through direct and digital marketing in conjunction with industry partners.	KMC	✓	✓	✓	
v. Utilise appropriate and cost effective technologies (including smart phone and tablet applications) to build length of stay and maximise visitor expenditure.	KMC	✓	✓	✓	\$4 000
					\$6 500

12 BUILD DRIVE TOURISM - REINVIGORATE 'DRIVE' PROGRAMS

Goal	Increase and enhance the visibility of Kiama in the DRIVE market						
Strategies	<ul style="list-style-type: none"> a. Liaise with Destination Wollongong on future of the Grand Pacific Drive Program. b. Liaise with Sydney-Melbourne Touring regarding potential opportunities for Kiama to participate in the program. c. Work with surrounding LGA's to promote sub-regional trails and touring routes d. Address any signage issues with directional signage for the Drive Market. e. Expand on the product base - re/ introduce Kiama region drive program/walk/cycle, package for different market segments and direct market to them. f. Endeavour to participate in relevant SCRTO, DNSW and Tourism Australia 'drive' tourism campaigns 						
Actions	Who	When	16	17	18	Budget	
						15/16	
<ul style="list-style-type: none"> i. Give self drive market an easily accessed and attractive alternative to the North Coast ii. Explore opportunities to re-engage with the Grand Pacific Drive and Sydney to Melbourne touring. iii. Develop self drive campaign marketed through direct marketing campaigns through motoring clubs, NRMA, digital media, motoring associations. iv. Prepare and promote self drive package deals – promoted through websites, and with downloadable e books available including relevant GPS information. v. Explore opportunities to participate in relevant SCRTO, DNSW and TA 'drive' tourism campaigns. vi. Improve tourism signage - Signage issues to be investigated by Traffic Committee with recommendations made to Council. Initial issues would be LGA signs on boundaries and also clear signs for self drive market promoting various localities and routes in LGA (with the same design). Progressive implementation of the recommendations of the Kiama Tourism Signage Audit. vii. Work with surrounding Councils to develop and promote subregional touring routes and experience-based trails (eg food and wine, arts and culture, nature). 	<ul style="list-style-type: none"> KMC/KT KMC/KT KMC/KT/operators/ Local businesses KMC/operators/KT KMC/KT/Local Businesses KMC/KT/DNSW 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ ✓ ✓ 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ ✓ ✓ 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ ✓ ✓ 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ ✓ ✓ 	<ul style="list-style-type: none"> \$0 \$0 \$0 \$0 \$0 \$0 \$0 	
							\$0

Priority 4: CONTINUE TO BUILD THE INFRASTRUCTURE, PRODUCT & EXPERIENCE BASE OF KIAMA LGA

13. UNDERTAKE AN INFRASTRUCTURE REVIEW

Goal	To review all relevant infrastructure and make recommendations for improvement.				
Strategies	a. Identify gaps and opportunities in tourism infrastructure investment (including attractions, accommodation and other tourism products). b. Develop a tourism infrastructure investment project (five year focus) that will lead to a stronger and more competitive tourism industry to attract increased visitation and provide quality experiences.				
Action	Who	When			Budget
		16	17	18	15/16
i. Conduct an audit of all current infrastructure. ii. Working with Kiama Tourism and local operators/businesses, formulate an infrastructure development strategy that will identify product and infrastructure gaps for target and potential markets, new opportunities in line with relevant legislation, and enabling infrastructure that encourages private sector investment, and also prioritises key product and infrastructure improvements and requirements, in particular where they can be leveraged off existing developments. iii. Review all current accessible facilities and develop an accessibility resources toolkit for all operators/businesses. iv. Establish a committee of tourism operators and businesses to work on tourism infrastructure investment project. v. Signage – review and update signage on the boundaries of the LGA, similar to Shoalhaven which is image based and has upcoming events attached and work with other sections of Council to progressively upgrade directional and other tourism signage throughout the LGA as per the recommendations of the Kiama Tourism Signage Audit.	KMC/KT KMC/KT/ operators KMC KMC/KT/operators KMC/KT KMC/KT	✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓	\$0 \$0 \$0 \$0 \$0
					\$0

15. ESTABLISH THE NIGHT ECONOMY

Goal		To raise revenue, attract visitors and to help establish the area as a modern, thriving and safe community.	
Strategies	<ul style="list-style-type: none"> a. Year round festive lighting to enhance the presentation and atmosphere of the area at night. b. Select particular weekends throughout year to have night time entertainment. c. Tourism week strategy - Be a Tourist in Your Own Town. d. Assist in the development of café, restaurant and entertainment opportunities. 		
Action	Who	When 16 17 18	Budget 15/16
<ul style="list-style-type: none"> i. Through the use of free wifi in Kiama, and pedestrian counts, gain information about the use of public spaces at night. ii. Establish a process for managing any unplanned night time events. iii. Engage with traders about strategies to enhance civic pride for eg waste minimization iv. Trial a small number of night time events – in conjunction with current larger events to keep visitors in the area – eg during KISS Arts Festival, Markets where restaurants can stay open later, close off Terralong Street and have performers in the street, streetscapes turning into meeting places that help build a sense of community car parking at outer venues with transfers in to the main area if required. v. Consider pop up events and businesses to provide options for families and older age groups, including increasing the number of outdoor cinemas – not just over summer period. vi. Encourage and support “One off” annual events such as a winter street party, with outdoor dining, later trading kitchens and food vans where appropriate with a focus on good quality food experiences. vii. Support non-drinking focused establishments including night time cafes, arts venues, galleries, gardens and outdoor venues. viii. Encourage innovative licensed venue experiences (eg roof top bars, wine bars), as well as the responsible consumption of alcohol. 	<p>KMC</p> <p>KMC</p> <p>KMC/KT</p> <p>KMC</p> <p>KMC/KT</p> <p>KMC</p> <p>KMC</p> <p>KMC</p>	<p>V V V</p> <p>V V V</p> <p>V V V</p> <p>V V V</p> <p>V V V</p> <p>V V V</p> <p>V V V</p> <p>V V V</p>	<p>\$0</p> <p>\$0</p> <p>\$0</p> <p>\$3 000</p> <p>\$0</p> <p>\$0</p> <p>\$0</p> <p>\$0</p>
			\$3 000

Business Plan Implementation \$87 831



Kiama Coast Holiday Parks DRAFT Holiday Van Management Strategy

Purpose of Document

1. Ensure all processes for dealing with holiday van sites are fair and equitable and in accordance with relevant legislative and policy requirements.
2. Ensure all processes are open and transparent.
3. Ensure existing and potential Occupation Agreement holders have access to information about:
 - a. Legislative requirements and Park Rules
 - b. The terms and conditions of the Occupation Agreement.
 - c. The site they occupy/propose to occupy and any planned changes in relation to the future use of the site.
 - d. Any known future plans for the Park that may impact on their Occupation Agreement.

Background

Holiday Vans are those moveable dwellings (caravan and annexe) which are located in caravan parks for the payment of an annual fee, are owned by individuals and families and are subject to a written agreement (Occupation Agreement) entered into with the Park Owners (Kiama Municipal Council as the Reserve Trust Manager). Owners of the vans are entitled to a maximum of 180 days use in any 12 month period. The tenure arrangements for Holiday Vans are subject to the provisions of the Holiday Parks (Long Term Casual Occupation) Act 2002.

The Kiama Coast Holiday Parks that are subject to this Holiday Van Management Strategy (Werri Beach Holiday Park and Seven Mile Beach Holiday Park) are located on land that has been reserved and set aside by the NSW State Government for public use, and are operated by Kiama Municipal Council as the appointed Reserve Trust Manager under the provisions of the Crown Lands Act, 1989.

As Reserve Trust Manager, Council has the responsibility to make park sites available to the wider community for caravan and camping and to ensure there is equity of access to land reserved for public use.

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As a matter of principle the granting of an exclusive right of occupation to a single party limits the rights of access and enjoyment that are available to the wider community. For this reason, Occupation Agreements for the use of holiday van sites on public reserves are limited to an initial fixed term of twelve months, and thereafter on a three monthly basis.

As the Parks are improved on the basis of future Improvement Strategy Masterplans and the demand for tourist accommodation increases, there may be a requirement to reduce the number of Holiday Vans to make more sites available as tourist sites and accommodation.

Holiday Van Management Strategy Outline

The following is an outline of the policy and management parameters that have been adopted by Council and NSW Crown Lands with respect to the continuing occupancy of Holiday Vans on short term occupancy sites within Kiama Coast Holiday Parks (namely Warri Beach Holiday Park and Seven Mile Beach Holiday Park).

- All privately owned holiday vans located on a Park , must be authorised by a signed, written Occupation Agreement;
- Existing Occupation Agreements cannot be assigned and there is no guarantee that a new Occupation Agreement will be offered or executed at the expiry of the fixed term;
- Holiday Van site fees will be determined by Council and reviewed annually and advised in accordance with the provisions of the Holiday Parks (Long Terms Casual Occupancy) Act 2002;
- Any Holiday Van Owners who have outstanding fees owing or who do not have the required insurances may be issued a Notice of Termination;
- All Holiday Vans may be subject to an annual inspection to ensure compliance with the relevant requirements of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 and the relevant Park rules. The owners of those vans that do not comply with the applicable requirements will be given three months notice to make the van compliant at their cost or vacate the site;
- When any Holiday Van is installed on any site the installation must comply with the requirements of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 and the relevant Park rules. The required application for approval pursuant to Section 68 of the Local Government Act, 1993 must be completed and lodged in a timely manner together with any required certification and payment in relation to the installation.

- All Holiday Van owners will be notified of changes being proposed under any future Improvement Strategy Masterplans;
- All Holiday Van sites directly affected by the implementation of any future Improvement Strategy Masterplans will be given reasonable notice of any requirements to relocate or remove their Holiday Van and return the site to its original condition;
- Any vacant sites located elsewhere in the Park which are determined as suitable for Holiday Vans may be made available to those Holiday Van owners affected by the implementation of any future Improvement Strategy Masterplans. In some cases the allocation of such vacant sites may involve a ballot;
- Where a Holiday Van is being removed from a site it will be the responsibility of the van owner to ensure that the site is returned to its natural state i.e all structures including concrete slabs are removed from the site;
- No compensation is required to be paid to any Holiday Van owner for any costs associated with any work required to achieve compliance with the Regulations of the Park Rules or for any costs incurred in the removal or relocation of their Holiday Van;
- Council maintains the right, at its discretion, to issue a Notice of Termination in accordance with the Local Government Act - Part 4, Division 3, Section 401 of the Holiday Parks (Long Term Casual Occupation) Act 2002 No 88, Notice of termination by park owner without any reason.

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KIAMA COAST HOLIDAY PARKS HOLIDAY VAN MANAGEMENT STRATEGY

Holiday Van Sales Strategy

At the discretion of Council, a Holiday Van may be allowed to be sold and remain on the Park, but only if;

1. Council has provided written consent to the on-site sale of the moveable dwelling as a requirement of the *Holiday Parks (Long Terms Casual Occupancy) Act 2002*. The granting of such consent will only be considered where:
 - (a) the Van and any annexe or other associated structure and the installation of such fully complies with the relevant requirements of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 and any relevant Park rules;
 - (b) fees owing in relation to the existing Occupation Agreement are not in arrears;
 - (c) the van occupies an endorsed Holiday Van site or a vacant endorsed Holiday Van site has been allocated to facilitate relocation. (An endorsed Holiday Van site is a site so identified on a plan formally adopted by Council resolution).
2. A current (no more than twelve months old) valuation report issued by a valuer approved by Council is submitted to park management to provide to a potential purchaser.
3. The seller of the Holiday Van fully discloses to Council all the relevant details including sale price.
4. The proposed purchaser provides a signed declaration form provided by Council, confirming that they are aware of and understand the conditions of the Holiday Van site occupancy and that they have read the Holiday Van Management Strategy of the park.

Holiday Van Purchase Strategy

At the discretion of Council, a Holiday Van may be allowed to be purchased and permitted to remain on site but only if, prior to sale, the proposed purchaser provides a signed declaration confirming that they;

1. Are aware of and understand the conditions of Holiday Van site occupancy;
2. Understand that they are buying the moveable dwelling only and that the purchase does not confer any rights in respect to the site;

3. Understand that they will be required to enter into an Occupation Agreement with a fixed term of twelve months only, subject to the provisions of the Holiday Parks (Long Term Casual Occupation) Act 2002, and that this will not confer any right to the ongoing occupation of any particular site other than that provided for under the aforementioned Act and that there is no guarantee that a new Occupation Agreement will be offered or executed at the expiry of the fixed term;
4. Understand that the moveable dwelling cannot be used on the Park for permanent residential purposes;
5. Have read the Holiday Van Management Strategy for the Park and have obtained or chosen not to obtain independent legal and financial advice in regard to the purchase.

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KIAMA COAST HOLIDAY PARKS HOLIDAY VAN MANAGEMENT STRATEGY

Explanatory Notes – What does it mean? What happens now?

What happens if I am happy to stay on the Park?

Check where your site is located on the Draft Concept Improvement Strategy Masterplan (attached). If your Holiday Van is located on an endorsed Holiday Van site as shown on the Plan and you wish to remain on the Park and on your current site, you need only to advise the Park Manager in writing. **Please note that the Draft Concept Improvement Strategy Masterplans dated July 2015 have not been adopted by Council and are subject to change.**

If you wish to remain on the Park but are looking to relocate to another vacant endorsed Holiday Van site you need to register your interest in moving with the Park Manager so that your request can be considered. Please refer to the Site Relocation – Expression of Interest Form.

Holiday Van owners with vans located outside of the endorsed Holiday Van precinct, who wish to remain on the Park, will be given the first option on any current vacant endorsed Holiday Van sites subject to the requirements of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 and the relevant Park rules.

Should Council proceed with Improvement Strategies that impact on Holiday Vans these affected vans will be progressively required to be removed from those sites by the Holiday Van owner. It is anticipated that such removal will not be required at Werri Beach Holiday Park prior to July 2016 and Seven Mile Beach Holiday Park prior to July 2017. Owners of Holiday Vans on these sites will be given reasonable notice of any requirement to remove their Holiday Van, otherwise you may continue to occupy your site until that time.

What if I want to sell my holiday van?

Holiday Van owners wishing to sell their holiday vans on-site will need to register their request with the Park Manager. The requirements of the Holiday Van Management Strategy will need to be satisfied.

Holiday Van owners wishing to sell vans that are currently located on sites not endorsed for ongoing use as a Holiday Van site will only be able to sell their holiday van provided that a suitable site exists and provided that the moveable dwelling intended to be sold is able to occupy the approved site available, in compliance with the relevant regulations and Park rules.

What if I want to sell my holiday van but cannot relocate it?

Should Council proceed with Improvement Strategies , it is anticipated that not all existing Holiday vans will be able to be on-sold or relocated on the Park. In the case of Holiday Vans located not on an endorsed Holiday Van site, no guarantee can be given that a suitable vacant site will be available for re-location at the time an owner is seeking to sell, relocate or is notified of the need to vacate their current site. In some cases relocation of existing structures may not be viable.

Will the Draft Concept Improvement Strategy Masterplans or the Holiday Van Management Strategy change in the future?

Like all businesses market conditions, business practice, rules and regulations among other things can change over time. The Draft Kiama Coast Holiday Parks Improvement Strategy Masterplans dated July 2015 and relevant strategies have not been adopted by Council and as such are not current policy. The current or potentially revised draft concept Improvement Strategy Masterplans are scheduled for the consideration of Council in November 2015.

Kiama Municipal Council and Park Management will keep all Holiday Van owners informed of any changes in writing to the plans and strategies as they occur.



KIAMA COAST HOLIDAY PARKS

DRAFT CONCEPT IMPROVEMENT STRATEGY MASTERPLAN

Werri Beach Holiday Park

DRAFT Concept Improvement Plan for Werri Beach Holiday Park

The DRAFT program for Werri Beach will focus on the Northern Precinct of the Park. It seeks to:

- Resolve the particular difficulties that are experienced with respect to multiple access points and security for management and guests;
- Establish a single entry and reception point for the Park's tourist clientele;
- Resolve the convoluted road pattern and vehicular circulation systems;
- Consolidate and better organise communal recreational and support facilities;
- Provide en-suite accommodation and enhance opportunities for additional cabin accommodation;
- Increase dwelling site opportunities and amenity for tourists;

While there are improvements that can be introduced to the Southern Precinct it is considered the focus for the coming five years should be on the Northern Precinct. Importantly the proposed changes will create improved trading outcomes that will in turn provide impetus for change to the Southern Precinct in due course.

Access and road layout

The current arrangements with respect to vehicular access and egress and related management are very poor. The planned improvements provide for the resolution of one designated access and egress point in conjunction with the existing Manager's residence/office. This will be organised to provide for the correct arrangement of lay-by areas adjacent to the office as well as boom gates and appropriate control measures.

There are several implications of these changes. One is that the entry/exit road formation must extend a considerable distance into the Park before providing for access to dwelling sites. Another implication is that the swimming pool facility will need to be re-arranged. However, once implemented the northern portion of the Park will present and be able to be managed in a way that it should as a quality provider of tourist accommodation.

To complement these changes and resolve movement patterns throughout the northern portion of the Park, a new internal Park road which runs essentially east-west is proposed. In this way a loop circulation pattern is produced for the northern sector of the Park, three 'no-through' roads are eliminated and sections of road that are poorly located and configured are removed.

Clearly these changes will result in a level of upheaval and the removal of some holiday vans. However, given the large number of holiday vans already found in the Park it is clear that much greater emphasis needs to be given to providing facilities for tourists and travellers and opening up the Park to a wider range of guests.

Guest facilities

The proposed layout also makes provision for a better resolution of guest facilities. The removal of a portion of Blue Gum loop enables the consolidation of recreational facilities in conjunction with the existing amenities block and Camp Kitchen. Creation of an outdoor theatre will be achieved by utilising the southern end of the Camp Kitchen as already contemplated. At the same time the relocation of the jumping pillow and establishment of play equipment in this area will broaden the facilities on offer and confirm the function of the location as a recreational precinct within the Park. This area will also need to be appropriately landscaped.

The existing guest facility area at the Park entry will also be consolidated and improved. The changes will focus on the swimming and water play facility. As noted above, the rearranged Park entry/exit layout will necessitate adjustments to the swimming pool complex and provide an opportunity to reorganise and refurbish this area. This work will include the introduction of water play elements, additional shade structures, reorganising the surrounding paved areas, fencing, landscaping and improved support facilities. The existing amenities/guest lounge building will form part of the rearranged facility. It can be enhanced and opened up to provide a more user friendly space associated with the water play and pool complex.

Sites and accommodation

The proposed changes to the road structure and layout have been developed with consideration of the most appropriate layout and use of dwelling sites.

The area at the eastern end of the Park (Beachfront St and Hideaway Lane) is well suited to additional cabin offerings as well as en-suite sites. To enable a better arrangement in this area it is proposed to relocate at least 2 existing cabins found in the row of ten that extends across the front of the Park. With these being moved to the block behind the front of the Park is 'opened' to Pacific Avenue and the foreshore reserve beyond and the area immediately behind the front row of cabins becomes more attractive. This also allows for pedestrian movement through the openings as well as some views and vistas to the east.

At the same time it is proposed to introduce another 6 cabins to this area. These will be configured internally to provide some similar bedroom options to the existing cabins as well as forms that are not currently offered in the Park. As noted in the discussion of cabin accommodation at Surf Beach, the proposed changes to cabin accommodation at Werri Beach will also take advantage of the opportunity to introduce cabin forms suited for disabled use as well as the approach that responds well to relevant sustainability considerations and criteria. The sitings and positioning of these cabins will be resolved in conjunction with the enhanced swimming and water play area that emerges as a result of the rearranged Park entry.

Coupled with these changes to the cabin accommodation will be the introduction of eight (8) en-suite sites in the eastern portion of the Park. Clearly this will necessitate the removal of the existing holiday vans in this area. The en-suite facilities can be introduced in a staged manner and represent an excellent opportunity to open this attractive part of the Park to a wider range of travelers and guests.

Drive on tourist sites (and some camp sites) are located elsewhere in the northern portion of the Park. The area in proximity to the proposed recreational precinct is clearly a good location for such sites and approximately 20 are proposed here. In the longer term holiday vans in proximity to this area should be removed in favour of sites for tourists. Some holiday vans could be relocated to the area on the western side of the storm water drain.

Ultimately there is a need for the area to the west of the open drain to be completely reorganised. The current dwelling site layout in this part of the Park is particularly old and many sites do not have straightforward road access and cannot achieve Regulatory compliance. This is because Casuarina Street has been incorrectly aligned to service the area. Resolution will require the closure of Casuarina Street and the construction of a new loop road and all required utility services.

Allocation of Sites at Completion

At completion of the proposed improvement program the number and allocation of sites within the northern portion of the Park will have changed. The change in the number and allocation of sites at the completion of the Program is shown in the following table.

	SITE TYPES Northern Precinct					
	Campsites	Short Term				TOTAL
		Tourist Sites	Holiday Vans	Cabins	En-Suite	
Before Improvements	9	31	120	10	0	172
After Improvements	7	58	60	16	8	149

NOTE: This document provides information relating to a DRAFT Concept Improvement Strategy Plan. Please note that this information is subject to change.

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CURRENT

OCCUPATION AGREEMENT

WERRI BEACH HOLIDAY PARK OCCUPATION AGREEMENT
owned and operated by Kiama Municipal Council
Holiday Parks (Long-term Casual Occupation) Act 2002



OCCUPATION AGREEMENT HOLIDAY PARKS (LONG TERM CASUAL OCCUPATION) ACT 2002

Part 1 – Introduction

1. Date of this agreement – ^
2. Who is making this agreement?
This agreement is made between:
 - (a) the park owner, **Kiama Municipal Council**
 - and
 - (b) the occupant, ^
3. Where is the site?
 - (a) The park owner gives the occupant the right to occupy **Site Number ^**, and the adjacent car parking space at **Werri Beach Holiday Park**.
 - (c) The size of the total site is approximately ^.
4. Who can occupy the site?
No more than 6 persons may ordinarily occupy the site at any one time without permission from the park owner.
5. How long does this agreement last?
The fixed term of this agreement is for twelve (12) months beginning on the ^, and ending on the ^.
6. What happens when this agreement ends?
When this agreement ends the occupant can stay on the site at the same occupation fee (or at an increased fee if the fee is increased in accordance with this agreement) and otherwise under the same terms unless or until this agreement is ended in accordance with this agreement.
7. Agreement to comply with the terms of this agreement
The park owner and the occupant agree to comply with the terms of this agreement.

Part 2 – Occupation fees and charges

8. Amount of occupation fees
The occupation fees payable, as at the date of signing this contract, are \$^, payable on the 1st of each quarter (1st July, 1st October, 1st January, 1st April), starting on 1st July 201^.
9. Amount of other charges
The occupant agrees to pay, in connection with the site:
 - (a) for air conditioning if a unit is installed, as per the Fees Schedule.
 - (b) for late fees on overdue payments as per the Rules, including legal fees if incurred, and costs in relation to the removal of the moveable dwelling from site if applicable.
 - (c) any fees relating to improvements or additions to the van and/or annexe.
 - (d) sewer fees, if applicable.

10. Payment of council rates and other charges by park owner

The park owner agrees to pay, in connection with the holiday park on which the site is situated, for:

- (a) council rates,
- (b) land taxes, and
- (c) water, electricity and gas charges.

11. Occupation fees are payable in advance and on time

- (a) The occupant agrees to pay the occupation fees in advance on the first day of each quarter (1st July, 1st October, 1st January, 1st April).
- (b) The occupant agrees to pay the fees on time.

12. How to pay occupation fees

The occupation fees may be paid in the following ways: cash, credit card, cheque, money order, eftpos, direct deposit or any other manner as directed by the park owner.

13. Manner of paying occupation fees

Occupation fees must be paid to the park manager or nominated staff member, at Werri Beach Holiday Park.

14. Receipts for occupation fees or other charges

- (a) The park owner agrees to provide a receipt for any occupation fees or other charges under this agreement, paid to the park owner, or to make sure that the park manager provides a receipt for the occupation fees or charges paid to the park manager. If the occupation fees or charges are not paid in person, the park owner agrees only to make the receipt available for collection by the occupant or to post or email it to the occupant.
- (b) The park owner agrees that any receipt for occupation fees or charges must include the following particulars:
 - (i) the name and address of the holiday park, and number of the site,
 - (ii) the period for which the fees or charges are paid,
 - (iii) the date on which the fees or charges are received,
 - (iv) the amount of fees or charges paid.

15. Fee increases

The park owner cannot increase the occupation fees during the fixed term of this agreement unless the occupant is given 30 days notice in writing.

16. Refund of occupation fees

The park owner agrees to refund any fees paid in advance if the occupancy is ended by the park owner before the end of the fixed term, unless the agreement is ended due to a breach of the occupation agreement or the Rules, in which case no refunds will apply.

Part 3 – Rights and obligations

Division 1 – Obligations of the occupant

17. Offensive behaviour

The occupant agrees not to interfere with or cause or permit interference with, or allow any person that the occupant invites into the holiday park to interfere with:

- (a) the reasonable peace, comfort or privacy of any neighbour of the occupant or any other person lawfully in the holiday park, or
- (b) the proper use and enjoyment of the holiday park by the other occupants of the holiday park.

18. Use of the site

The occupant agrees:

- (a) not to use the site, or cause or permit the site to be used, for any illegal purpose,
- (b) not to cause or permit a nuisance; and
- (c) to comply with the Rules when using the site.

19. Cleanliness of and damage to the site

The occupant agrees:

- (a) to keep the site clean and safe at all times, and
- (b) to notify the park manager as soon as practicable of any damage to the site, and
- (c) not to intentionally or negligently cause or permit any damage to the site or any other part of the holiday park, and
- (d) when this agreement ends, to leave the site as nearly as possible in the same condition (fair wear and tear excepted) as when this agreement started.

20. Alterations and additions to the site

- (a) The occupant agrees that no external modifications to the moveable dwelling, annexe or surrounding ground is to be made until an application is lodged and written approval is received from Council. These works include a deck, verandah, driveway, paving and a tropical roof.
- (b) The occupant agrees that no work may commence on the site until the tradesperson engaged is registered on Council's 'Registered Contractor List', or the appropriate paperwork has been provided.
- (c) The occupant agrees to have any outstanding occupation fees paid prior to lodging an application for alterations and additions.
- (d) The occupant agrees not to commence any alterations or additions to the moveable dwelling, annexe or site during school holidays, public holidays or weekends without prior approval from the park manager.

21. Occupant's responsibility for the actions of others

The occupant agrees to be responsible to the park owner and the park manager for any act or omission by any person the occupant allows on the site, or elsewhere within the holiday park, who breaks any of the terms of this agreement or the Rules (including any park rules for casual occupants that are terms of this agreement).

22. Keys and opening devices

The occupant agrees to return any key or other opening device provided to the occupant when this agreement is terminated.

23. Selling the moveable dwelling

The occupant agrees not to sell the occupant's moveable dwelling while it is on the site without prior notification to the park manager, and unless the occupant is available at all times for inspection by potential purchasers, the occupant must leave a set of keys with the park manager for this purpose only.

24. Agreement not to transfer without consent

- (a) The occupant agrees not to transfer the occupant's interest under this agreement without the park owner's consent.
- (b) The occupant agrees that the park owner may require a new occupation agreement to be entered into.
- (c) The occupant agrees that the appropriate paperwork must be completed with the park manager in the case of a transfer of ownership or sale of the moveable dwelling, and the appropriate sale fee, as per the Fees Schedule, must be paid in full on the day of transfer or sale.

25. Moveable dwellings must comply with law

The occupant agrees to make sure that the moveable dwelling on the site complies with any regulations under the Local Government Act, 1993 with which it is required to comply.

26. Condition of moveable dwelling and other structures

The occupant agrees to make sure that the moveable dwelling and any other structure that the occupant is permitted to erect on the site is kept in a condition allowing it to be moved.

Division 2 – Obligations of the Park Owner

27. Possession of the site

The park owner agrees:

- (a) to make sure the site is vacant so the occupant can move in on the date agreed, and
- (b) that there is no legal reason that the park owner knows about, or should know about when signing this agreement, why the site cannot be used as the site of a moveable dwelling for the term of this agreement.

28. Occupant's right to no interruption

The park owner agrees that the occupant will have use of the site without undue interruption by the park owner.

29. Cleanliness

The park owner agrees to make sure the site and everything provided with the site for use by the occupant (ie. common areas) are reasonably clean and fit to occupy prior to occupation.

30. Contract tradespeople

The park owner and occupant agree that any tradesperson that the occupant requests to be allowed into the holiday park to undertake work on the site will be allowed in without reasonable interference provided the following measures are met:

- (a) if at all possible, the tradesperson should be selected from Council's 'Registered Contractor List', as this will ensure that the tradesperson engaged already complies with OH&S legislative requirements.
- (b) other tradespersons are required to comply with the following:
 - (i) attend a site induction undertaken by the park manager,
 - (ii) a risk assessment must be completed and signed by the park manager or a representative,
 - (iii) a copy of public liability insurance certificate of currency is to be provided to the park manager,
 - (iv) work method statements are to be available,
 - (v) Construction Induction Card must be available
 - (vi) the tradesperson must complete a subcontractor statement, if applicable.
- (c) any tradesperson must register at the office upon arrival to and departure from the holiday park
- (d) the park manager must complete a Council Contractor Checklist on each occasion.

31. Permitting family members of occupant and others to temporarily occupy a site

- (a) The park owner agrees to allow any guest of the occupant to temporarily occupy the site if he or she has prior permission of the occupant and the park manager.
- (b) The park owner and occupant agree that the park manager may demand proof that the guest of the occupant has the written permission of the occupant to occupy the site. That proof may be given in person, in writing or over the telephone.
- (c) The park owner and the occupant agree that the park manager has the right to refuse a guest occupation of the site if the guest has at any time breached the terms of this agreement (including any park rules for casual occupants that are terms of this agreement).

Part 4 – Agreement to minimise loss

32. Parties to minimise loss from breach of agreement

The park owner and the occupant agree that the rules of law relating to mitigation of loss or damage on breach of a contract apply to a breach of this agreement. (For example, if the occupant breaches this agreement the park owner will not be able to claim damages for loss that could have been avoided by reasonable effort by the park owner.)

Part 5 – When can someone else come onto the site?

33. Park owner's access to the site

The park owner agrees that the park owner, park manager or any person authorized in writing by the park owner, during the currency of this agreement, may enter the site only in the following circumstances:

- (a) in an emergency (including entry for the purpose of carrying out urgent repairs),
- (b) if the Consumer, Trader and Tenancy Tribunal so orders,
- (c) if there is good reason for the park owner to believe the site is abandoned,
- (d) if electricity, water or gas is supplied to the occupant by the park owner, to inspect and read an electricity, water or gas meter situated on the site,
- (e) to carry out regular maintenance and caretaking of the site, such as lawn mowing,
- (f) to carry out functions required under any legislation,
- (g) when the park owner, park manager or any person authorised by the park owner is assisting the occupant in the sale of the moveable dwelling and related structures,
- (h) if the occupant agrees.

Part 6 – Obligations of the park owner relating to rules for casual occupants

34. Park rules for casual occupants

The park owner agrees to give the occupant a copy of any park rules for casual occupants that are in force for the holiday park, before or at the time that they enter into this agreement.

35. Obligation to promote compliance with park rules for casual occupants

The park owner agrees to take all reasonable steps to make sure that the park owner's other occupants do not contravene the Rules or any park rules for casual occupants for the holiday park.

Part 7 – Ending the agreement

Division 1 – When can this agreement be ended?

36. Ending this agreement

The park owner and the occupant agree that this agreement can be terminated in one or more of the following circumstances:

- (a) if the park owner or the occupant gives notice of termination under this part,
- (b) if the Consumer, Trader and Tenancy Tribunal makes an order terminating this agreement,
- (c) if a person having superior title to that of the park owner becomes entitled to possession of the site,
- (d) if a person succeeding to the title of the park owner (for e.g. a purchaser) becomes entitled to possession of the site to the exclusion of the occupant,
- (e) if the occupant abandons the site,
- (f) if the occupant delivers up vacant possession of the site with the prior permission of the park owner, whether or not that permission is subsequently withdrawn,
- (g) by merger (that is, where the interests of the park owner and the occupant become vested in the one person),
- (h) by disclaimer (for example, on repudiation by the occupant accepted by the park owner),
- (i) if the fixed term ends, there is no provision for a continuing agreement and the park owner or the occupant has terminated the agreement after the expiry of the next period for which the occupation fee was payable.

Division 2 – When can the occupant end this agreement?

37. Termination by occupant on breach of agreement

- (a) The park owner and the occupant agree that the occupant may give the park owner a notice of termination of this agreement if the park owner has breached a term of this agreement.
- (b) The park owner and the occupant agree that a notice of termination given under this clause must give at least 7 days notice as to the day on which vacant possession of the site will be delivered up to the park owner.

- (c) If this agreement creates an occupancy for a fixed term, the park owner and the occupant agree that a notice of termination given under this clause is not ineffective merely because the day specified as the day on which vacant possession of the site will be delivered up to the park owner is earlier than the day the term ends.

38. Notice of termination by occupant without any reason (but not for a fixed term agreement that has not finished)
- (a) The park owner and the occupant agree that the occupant may give notice of the termination of this agreement without having to give any reason.
 - (b) The park owner and the occupant agree that a notice of termination given under this clause must give at least 30 days' notice as to the day on which vacant possession of the site will be delivered up to the park owner.
 - (c) This clause does not apply if the agreement creates an occupancy for a fixed term and that term has not finished.

Division 3 – When can the park owner end this agreement?

39. Termination on breach of agreement
- (a) The park owner and the occupant agree that the park owner may give notice of termination of this agreement to the occupant if the occupant has breached a term of this agreement.
 - (b) The park owner and the occupant agree that a notice of termination given under this clause must not specify a day earlier than 7 days after the day on which the notice is given as the day on which vacant possession of the site is to be or will be delivered up to the park owner.
 - (c) The park owner and the occupant agree that a notice of termination given by a park owner on the grounds of a breach of the agreement to pay occupation fees has no effect unless the fees have remained unpaid in breach of this agreement for not less than 14 days before the notice is given.
 - (d) The park owner and the occupant agree that a notice of termination given by a park owner on the grounds of a breach of the agreement to pay occupation fees is not ineffective merely because of any failure of the park owner or the park manager to make a prior formal demand for payment of the fees.
 - (e) If this agreement creates an occupancy for a fixed term, the park owner and the occupant agree that a notice of termination given under this clause is not ineffective because the day specified as the day on which vacant possession of the site is to be or will be delivered up to the park owner is earlier than the day the term ends.
40. Notice of termination by park owner without any reason (but not for a fixed term agreement that has not finished)
- (a) The park owner and the occupant agree that the park owner may give notice of termination of this agreement without having to give any reason.
 - (b) The park owner and the occupant agree that a notice of termination given under this clause must give at least 3 months' notice as to the day on which vacant possession of the site will be delivered up to the park owner.
 - (c) The clause does not apply if the agreement creates an occupancy for a fixed term and the notice of termination specifies that it takes effect before that term finishes.

Division 4 – Notices of termination

41. Notices of termination
- The park owner and the occupant agree that a notice of termination must:
- (a) be in writing,
 - (b) state the address and site number at the holiday park,
 - (c) be signed by the person giving it,
 - (d) be dated,
 - (e) allow the required period of time,
 - (f) give the date the occupant intends to, or is required to, give vacant possession,
 - (g) give the reasons for ending this agreement (if any), and
 - (h) be properly given.

42. How notices are properly given

- (a) The park owner and the occupant agree that all notices required to be given or served on the occupant, and including a notice of termination given to the occupant, may be:
- (i) posted to the occupant's site and to the occupant's principal place of residence, or
 - (ii) given to the occupant personally, or
 - (iii) given to a person aged over 16 who normally pays the occupation fees, or
 - (iv) given to a person aged over 16 who occupies the site to pass on to the occupant.
- (b) The park owner and the occupant agree that all notices required to be given or served on the park owner, and including a notice of termination given to a park owner, may be:
- (i) posted or faxed to the park owner's place of business, or
 - (ii) given to the park manager personally, or
 - (iii) given to a person aged over 16 who normally collects the occupation fees.

Division 5 – Miscellaneous

43. Apportionment and recovery of occupation fees on termination

The park owner and the occupant agree that the occupation fees payable under this agreement accrue from day to day and on termination any outstanding occupation fee is payable.

44. Breach or notice or termination not waived by acceptance of occupation fees

The park owner and the occupant agree that a demand for, any proceedings for the recovery of, or acceptance of, occupation fees payable under this agreement by the park owner:

- (a) does not operate as a waiver of:
- (i) any breach of this agreement, or
 - (ii) any notice of termination on the ground of breach of this agreement given by the park owner, and
- (b) is not evidence of the creation of a new occupancy.

Part 8 – Additional Terms of the Agreement

Division 1 – Sale or removal of moveable dwelling on termination

45. Within three (3) months from the date of the notice of termination, the occupant must either:

- (a) arrange to have the moveable dwelling sold at a fair and reasonable price; or
- (b) arrange to have the moveable dwelling and all goods removed from the holiday park.

46. The occupant must notify the park manager of its intention to comply with either (a) or (b) of clause 45 within 30 days from the date of the notice of termination.

47. The occupant must not occupy the moveable dwelling while arrangements are being made for it to be sold or removed from the site.

48. The occupant must notify the park manager at least 72 hours before proposing to enter the holiday park for the purpose of removing the moveable dwelling. The park manager may, at his absolute discretion, refuse to allow the removal of the moveable dwelling at the proposed time if it interferes with the proper running of the holiday park (e.g. if removal is proposed during a peak holiday period).

49. The sale of the moveable dwelling must be in accordance with clause 23 of this agreement and the Rules.

Division 2 – Abandoned sites and goods

50. If the occupant vacates the site (before or after termination of this agreement) and the occupant does not notify the park manager of its intentions in accordance with clause 46 of this agreement, the park owner may:
- (a) apply to the Consumer, Trader and Tenancy Tribunal (or its equivalent) for an order that the moveable dwelling and all goods be removed, destroyed, sold or otherwise disposed of; and
 - (b) if sold, deduct any outstanding occupation fees, costs of sale, legal and other fees incurred by the park owner in relation to the termination of the occupation agreement and the sale of the moveable dwelling (including all goods) from the proceeds of sale.
51. If the occupant abandons the site, the occupant is liable to pay compensation to the park owner for any loss (including loss of occupation fees) caused by the abandonment.

Division 3 – Miscellaneous

52. Revocation of Reserve
If the reservation or dedication of the holiday park is revoked by the Minister administering the Crown Lands Act 1989, the occupation agreement terminates unless the notification of the revocation in the Government Gazette otherwise provides. No compensation is payable in respect of the termination of the occupation agreement in this circumstance.
53. Occupant's warranty
The occupant warrants that the moveable dwelling is owned by the occupant.
54. Occupation of the site
The occupant agrees:
- (a) during the course of a year, not to use the site for more than the number of nights set out in the Rules.
 - (b) not to use the site for any continuous period greater than the number of nights set out in the Rules, except with the prior permission of the park owner.
55. Not to carry on business
The occupant agrees not to carry on or conduct a business or any commercial enterprise on the site or at the holiday park.
56. Maintenance of moveable dwelling and associated structures
The occupant agrees to maintain the moveable dwelling and any additions, alterations or extensions in a condition satisfactory to the park manager, having regard to their condition at the time they were installed on the site.
57. Alterations, additions and extension to moveable dwellings and associated structures
- (a) The occupant agrees not to build, alter or add to or extend any structure, including and not limiting a deck, verandah, driveway, paving and tropical roof until an application is lodged and written approval is received from Council.
 - (b) The occupant agrees that no work may commence on site until the tradesperson engaged is registered on Council's 'Registered Contractor List', or the appropriate paperwork has been provided.
 - (c) The occupant agrees to have any outstanding holiday van fees paid prior to lodging an application for alterations and additions.
 - (d) The occupant agrees not to commence any alterations or additions to the van, annexe or site during school holidays, public holidays or weekends without prior approval from the Park Manager.
58. Damage
- (a) The occupant agrees to be responsible for any damage caused by installing, removing, modifying or repairing the moveable dwelling or as a result of any addition, alteration or extension.

- (b) The occupant agrees to be responsible for any damage caused by the occupant or the occupant's guests or visitors to any boom gate or any other equipment or facility installed in the holiday park.

59. Removal of fixtures or improvements

The occupant agrees that any fixtures or improvements erected by them on the site and not forming an integral part of the moveable dwelling are to be removed by the occupant upon termination of the agreement unless the park owner agrees in writing that the fixtures and improvements may remain in place.

60. Costs of upgrading to comply with Council requirements

The occupant agrees:

- (a) to comply with a direction to rectify any non-compliance with the Local Government Regulation (Manufactured Homes Estates, Caravan Parks, Camping Grounds and Moveable Dwellings 2005) or any replacement of them, or requirement of Council.
- (b) To be responsible for payment of costs of rectifying any non compliance, including and without limitation, upgrading the moveable dwelling and any associated structure or otherwise complying with requirements of Council or the Local Government Regulation (Manufactured Homes Estates, Caravan Parks, Camping Grounds and Moveable Dwellings 2005) or any replacement of them, or requirement of Council.

61. Occupants, guests and visitors

The occupant agrees:

- (a) that any person who comes on to the holiday park to visit the occupant is a day guest. Any guest who stays overnight is an overnight visitor.
- (b) that the occupant may not hire the moveable dwelling for the use of any person.

62. Occupant to give prior notice if another person is to occupy site

If the occupant permits any person other than the occupant to occupy the site, the occupant agrees to notify the park manger of the name, residential address and date of arrival and proposed length of stay for that person or persons before their entry on to the holiday park.

63. Children

The occupant agrees to be responsible for the actions of any child of the occupant or any child that is a day guest or an overnight visitor while the child is on the holiday park.

64. Responsible parent or guardian to supervise

- (a) Within the meaning of the Civil Liability Act 2002, the occupant agrees not to permit the site to be occupied by an incapable person or to permit an incapable person to engage in a recreational activity unless the incapable person is under the control of or accompanied by another person.
- (b) Within the meaning of the Civil Liability Act 2002, the occupant agrees to release and indemnify the park owner against any claims made by an incapable person who suffers harm as a result of engaging in a recreational activity in or near the site.

65. Change of address and contact details

- (a) The occupant agrees to advise the park owner of any new residential address in writing within 7 days of the change, as well as any changes to mobile and landline numbers and email address details.
- (b) The occupant agrees that it is his/her responsibility to ensure that the information provided to the park manager is correct and current.

66. Surveillance

The occupant agrees that the park owner may install closed circuit television or any other surveillance device in any part of the holiday park, other than in the shower and toilet areas of the amenity block.

67. Indemnity

The occupant agrees that the occupant will indemnify the Crown, the Minister administering the Crown Lands Act 1989, the Minister's agents, servants, employees and contractors (the Minister), and Council, (as the park owner), and its agents, servants, employees and contractors from and against all actions, suits, claims, demands, proceedings, losses, damages, compensation sums of money, costs, legal costs, charges and expenses whatsoever to which the Minister or Council shall or may be or become liable in respect of the occupation and use of the holiday park for or in respect of all losses, damages, accidents or injuries of whatsoever nature or kind and howsoever sustained or occasioned (and whether to any property or to any person or resulting in the destruction of any property or the death or injury of any person or not) at or upon the holiday park except to the extent that any such claims and demands arise from the negligence or willful act or omission on the part of Council or the Minister.

68. Public risk insurance

Without in any way limiting the liability of the occupant under the preceding paragraph, the occupant will forthwith take out and thereafter during the continuation of this agreement keep on foot in the name of Council and the occupant and the Minister administering the Crown Lands Act 1989, a Public Risk Insurance Policy, with an issuer who is authorized by the Australian Prudential Authority or the Australian Securities and Investment Commission to conduct new and renewal insurance business in Australia, in an amount of not less than ten million dollars (\$10,000,000) whereby Council, the Minister and the Crown shall be indemnified against all actions, suits, claims, demands, proceedings, losses, damages, compensation, costs, charges and expenses mentioned or referred to in Clause 67 of this agreement to which the Council, the Minister or said Crown shall or may be liable.

The occupant must:

- (a) provide the Council with a copy of the Public Liability Insurance Policy with the initial application for a yearly site license; provide the policy name, number and expiry date of the insurance policy.
- (b) provide Council with a Certificate of Currency following each annual renewal of the policy.

69. Risk warning about recreational activities

Within the meaning of the Civil Liability Act 2002, the park owner warns the occupant and other persons who engage in any recreational activity, on or near the site, that the pursuit of such activities may result in harm or personal injury. All persons who engage in a recreational activity do so at their own risk.

70. The Rules

- (a) The occupant must comply with the Rules at all times that the occupant is on the holiday park.
- (b) If the Rules are amended by the park owner, a copy of the amended form of the Rules must be served on the occupant. Until that service, the replaced form of the Rules will continue to apply.
- (c) Service of any amended form of the Rules can occur in any way that notices can be given under clause 42 of this agreement.
- (d) A breach of the Rules will be deemed to be a breach of this agreement for the purposes of clause 39 of this agreement.
- (e) If there is any inconsistency between this agreement and the Rules, this agreement will prevail.

Part 9 – Dictionary of terms in this agreement

In this agreement:

Council means:
Kiama Municipal Council

Fees Schedule means:
the schedule of fees and charges published by the park owner from time to time

goods includes a relocatable home or other moveable dwelling owned by the occupant.

holiday park means:

Werri Beach Holiday Park which is a caravan park (that is, land, including a camping ground, on which caravans, or caravans and other moveable dwellings, have been, are or are to be placed, installed or erected).

incapable person means:

a person who, because of the person's young age or a physical or mental disability, lacks the capacity to understand the risk warning.

moveable dwelling means:

- (a) any caravan or other van or other portable device (whether on wheels or not) other than a tent, used for human habitation, or
- (b) any conveyance, structure or thing (other than a tent or similar structure) of a class or description prescribed by the regulations for the purposes of this definition.

occupant means:

the person who has the right to occupy the site under this occupation agreement.

occupation agreement means:

this agreement.

occupation fee means:

the amount payable under the occupation agreement by the occupant in respect of a period of the occupancy.

park manager means:

in relation to the holiday park, the person(s) employed or appointed as park manager by the park owner and who is the person(s) with responsibility for the day-to-day management of the holiday park, including entering into occupation agreements to which the Holiday Parks (Long Term Casual Occupants) Act 2002 applies.

park owner in relation to the occupation agreement means:

Kiama Municipal Council.

recreational activity is defined in the Civil Liability Act 2002 to include:

- (a) any sport (whether or not the sport is an organized activity), and
- (b) any pursuit or activity engaged in for the enjoyment, relaxation or leisure, and
- (c) any pursuit or activity engaged in at a place (such as a beach, park or other public open space) where people ordinarily engage in sport or in any pursuit or activity for enjoyment, relaxation or leisure.

Rules means:

the rules and regulations for the holiday park as published from time to time. A copy of the current Rules is attached to this agreement.

site means:

the site within the holiday park which is made available for use by the occupant pursuant to this agreement and which is to be used for the installation of a moveable dwelling for long term casual occupation and includes any other part of the holiday park (such as a parking space) let with the site.

ACKNOWLEDGEMENT BY OCCUPANT

The occupant acknowledges that, at or before the time of signing this occupation agreement, the occupant was given a copy of the following:

Werri Beach Holiday Park Rules for Long-Term Casual Occupants	Occupant to initial
---	---------------------

THE PARK OWNER/MANAGER AND THE OCCUPANT ENTER INTO THIS AGREEMENT AND AGREE TO ALL ITS TERMS

SIGNED BY THE OCCUPANT

in the presence of

(name of witness)

(name of occupant)

(signature of witness)

(signature of occupant)

SIGNED BY THE PARK MANAGER FOR AND ON BEHALF OF THE PARK OWNER

in the presence of

(name of witness)

(name of park manager)

(signature of witness)

(signature of park manager)

CURRENT



WERRI BEACH HOLIDAY PARK
(Operated by Kiama Municipal Council)
HOLIDAY VAN RULES AND REGULATIONS
in conjunction with the Occupation Agreement

1. Ownership of the holiday van to be in the name of one adult person and their spouse where applicable.
2. The annual holiday van fee allows for occupancy by the owner and spouse and their guests (up to a maximum of 6 guests per night).
3. The payment of fees allows usage for owners and guests combined, to a maximum of 180 days per annum. Maximum continued occupancy is limited to 49 days.
4. The occupant may not hire the van and annexe for the use by any person.
5. There are no refunds on the early removal of holiday vans.
6. Please note that all holiday van fees are payable quarterly in advance (on the 1st January, 1st April, 1 July and 1st October). Holiday Van Owners who pay their quarterly fees prior to the 1st of each quarter will receive a Discount Bonus of \$100 per quarter. It is the van owner's responsibility to ensure fees are paid by the due dates
7. Action will be taken by Council's debt collection agency, on any fees which are a minimum of a 1 month overdue which may result in legal action, and may also result in the termination of the Occupation Agreement and removal of the van and annexe from site. Occupation of the holiday van is not permitted whilst fees are outstanding.
8. Occupation of the holiday van is not permitted whilst fees are outstanding.
9. Any costs in relation to legal action generated from overdue fees will be charged to the occupants account.
10. Only 15 amp leads and plugs are to be used. Leads must be tagged and tested, and should be raised from the ground.
11. All power leads must be disconnected from unoccupied holiday vans at the end of a stay.
12. Occupants and guests must register at the office upon arrival at the Park or the following morning (if arrival is outside of office hours). Occupants and guests must also sign out when departing the Park. Failure to do so is a breach of the rules and could result in a tragedy in the event of an emergency, and termination of the Occupation Agreement.
13. All visitors must call at the office before entering the Park.
14. As per the Occupation Agreement, if holiday vans are to be occupied by friends of owners, a letter of introduction and permission to occupy is to be provided by the owner and handed to Park Reception upon arrival, at which time the guests are to sign into the Park. Alternatively, the owner is to telephone the Park each time occupancy is intended.
15. No material or equipment whatsoever is to be stored on, under or around holiday vans without the Manager's approval.
16. A pin number is provided and required for entry to the Park amenities block. The system is used to maintain this area in a clean condition and to ensure its use by patrons only. Patrons are to ensure doors are closed upon entry to or departure from amenity blocks. Pin numbers are the responsibility of the occupant. Please see reception.
17. Persons causing damage to any Park property (including amenities, signs or trees on Parks) **will be asked to leave the Park and may be prosecuted.**
18. Washing of clothes and utensils in shower blocks is **strictly prohibited**. Clothes only are to be washed in laundry blocks.
19. Undue noise is **not permitted** at any time and no type of entertainment may disturb fellow patrons after **10.30 pm** or early in the daylight hours.

20. **NO DOGS** allowed during all school holidays and holiday long weekends. During the rest of the year dogs are to be kept on leads at all times and exercised out of the Park. **No dogs on or around on-site accommodation, amenity blocks, swimming pools and playgrounds.**
21. No permanent residents allowed.
22. Each holiday van can occupy only one electricity outlet.
23. Council accepts no responsibility or liability for:
 - (i) Damage caused to, or theft of/from cabins, caravans, tents, vehicles and trailers left on the Park.
 - (ii) Damage caused to a caravan or its contents whilst being moved in the event of an emergency.
24. Gas bottles must comply with regulations, e.g. in date.
25. Children are not allowed to play in or around the amenities, laundry blocks or reception.
26. Push bikes must not be ridden after sunset. Push bikes, roller skates/blades, skateboards and scooters are not to be ridden in or around the buildings. Speed limit must be adhered to and safety headwear worn at all times.
27. Children under the age of **10 years** are not permitted in showers or toilets unless accompanied and supervised by an adult.
28. Children under the age of **18 years**, occupying a holiday van, must be accompanied by an adult.
29. No external modifications to caravans, annexes or any surrounding ground are to be made until an application is lodged and written approval is received from Council. No work may commence on site until the tradesperson is registered on Council's 'Registered Contractor List', or the appropriate paperwork has been provided. No applications for improvements will be approved whilst holiday van fees are outstanding.
30. Patrons are responsible for the conduct of their guests at all times. Parents are required to supervise the behaviour of their children within the Park.
31. **The speed limit in the Parks is walking pace only (8 kph).**
32. All guests must refer to the Traffic Control Plan & Parking Requirements prior to entering the Park.
33. Council shall have the absolute right to revoke any licence for use of a caravan site on the giving of seven (7) days notice in writing to the registered occupier of the site.
34. **Holiday Vans are not to be sold on-site, nor is the ownership transferable whilst on-site, without approval from Park Management or a delegated staff member.** An administration fee applies to all changes of ownership.
35. ~~Patrons are requested to notify reception of an injury or accident sustained in the Park at the time, if possible, or at the very latest, before departure, and complete the appropriate paperwork.~~
36. No OPEN FIRES or fireworks are permitted at any time.
37. Parking must be on the allocated parking space for each holiday van only. **Not on roadways, footpaths or tourist sites.**

CURRENT



KIAMA COAST HOLIDAY PARKS
HOLIDAY VAN SALES STRATEGY
Werri Beach Holiday Park

Purchaser Declaration & Purchase Agreement Form

BUYERS DETAILS for SITE NO:

Surname/s:

Given Name/s:

Contact Number/s:

Mailing Address:

Email Address:

CHILDREN'S NAME/S

.....
.....
.....

DRAFT

I,, am the proposed purchaser of the moveable assets occupying Site No..... at Werri Beach Holiday Park, and hereby state and confirm that: (please tick)

- I understand that I am only purchasing the holiday van and annexe and associated structures, and that I have no claim to the actual site.
I have been provided with the opportunity to view the DRAFT Concept Improvement Strategy & Masterplan covering the property and the site in question.
I have been provided with a copy of a current valuation of the moveable assets, and understand that the valuation represents the material value only and that no value is placed on the opportunity to occupy the site on which the moveable assets are located.
I have been issued with a copy of the Park Fees and Rules & Regulations, and I fully understand the terms and responsibilities of this ownership.

- I have/will sign two copies of the Occupation Agreement between myself and Kiama Municipal Council, as required under the NSW Holiday Parks (Long Term Occupation) Act 2002 noting that the fixed term of the agreement will be for 12 months, allowing occupancy of 180 days per year with a maximum of 49 days continuous occupancy and that there is no guarantee that this Occupancy Agreement will not be terminated in the future. I fully understand the terms and responsibilities in conjunction with this.
- I understand that all privately owned movable assets installed on the site must be compliant with NSW State and Local Government Regulatory Requirements and Kiama Coast Holiday Parks Rules and must be maintained in a clean and safe working order accordingly.
- I agree not to do any structural work to the outside of my caravan or surrounding area without the consent of the Park Manager or Council.
- I understand that I have no rights to use the site as a permanent place of residence.
- I understand that as the Occupant, I can be asked to relocate or remove my movable assets to another site, or from the park, irrespective of the current location, and that I am not entitled to compensation if directed to relocate or remove the moveable assets from the park and that I will be responsible for all removal/relocations costs and must return the site in a clean and tidy state, free of any structures, concrete slabs or paving.
- I acknowledge that we will not be able to re-sell this van on site at any time in the future without the prior approval of Council or Park Management.
- The administration fee of \$1,100 has been paid by either the purchaser or seller.
Date paid: Receipt No:
- I have provided a copy of my driver's licence for Council's records, as well as current vehicle registration details and will update these details when necessary.
Driver's licence No: Vehicle Registration:

I declare, that in regard to the aforementioned Holiday Van purchase, I have –

1. Sought my own independent legal and financial advice; or
2. Elected to waive my rights to seek my own legal and financial advice.

Signed: _____ Date: _____

Print Name: _____

Witnessed by Park Manager: _____



KIAMA COAST HOLIDAY PARKS
HOLIDAY VAN SALES STRATEGY
Werri Beach Holiday Park

Holiday Van Sales Checklist
(to be completed by Park Manager)

Name of Seller: _____

Name of Purchaser: _____

Site Number: _____ Werri Beach Holiday Park

The seller of the holiday van (Holiday Van Owner) has:

- notified the Park Manager in writing of their intention to sell their van, and their van has been listed on the Sales Register at the Park.
- paid all outstanding fees (Manager completed a Fees and Charges Check)
- ensured that the van occupies an endorsed Holiday Van Site within the Park.
- completed a Pre Sales Compliance Checklist and there are no outstanding issues.
- obtained a Valuation Report (not more than 12 months old) for the van and annexe only, from an approved Caravan Valuer/Dealer.
- has received written permission from the Park Owner for the sale of the van and annexe.
- notified the Park Manager that they have a purchaser for the van and when the changeover date will be and how much the van was sold for.

The new owner has been issued with and signed the following documentation:

- Buyer Declaration and Purchase Agreement Form
- Copy of the Holiday Van Management Strategy
- Valuation Report for the Van and Annexe only
- An Occupation Agreement, including the Rules & Regulations, signed on _____
- Site Alteration Form has been completed and sent to Council (if applicable) on _____

Park Managers Signature: _____

Print Name: _____ Dated: _____



KIAMA COAST HOLIDAY PARKS
HOLIDAY VAN PRE SALE COMPLIANCE CHECKLIST
Werri Beach Holiday Park

Owners Name			
Date			
Site Number			
	Yes	No	Comments
Approved site			
No fees outstanding			
Keys returned			
Distance from roadway (min 1 metre)			
Distance from Van at rear (min 2.5 metres)			
Distance from adjacent Van (min 2.5 metres)			
Distance from Park boundary (min 2 metres)			
Car park space (6 x 3 metres)			
Do associated structures occupy more than 2/3 of the site?			
Is the annexe approved of approved materials?			
Annexe is not to be larger than the Van			
Is a smoke detector fitted?			
Is there a fire blanket or fire extinguisher available?			

DRAFT

Item 11.2

Enclosure 3

	Yes	No	Comments
Is the compliance plate attached to the annexe?			
Skirting in good condition and of approved materials			
No illegal associated structures eg clothes lines, poles, gazebo's			
Good condition of van exterior eg paint, windows, vents, awnings etc			
Van anchored in approved manner (wind gusts)			
Electrical connection (15 amp lead and socket in good condition)			
Is sewer connected to the Van?			

Date Completed:	
Owners Name:	
Owners Signature:	
Park Managers Name:	
Park Managers Signature:	



KIAMA COAST HOLIDAY PARKS
HOLIDAY VAN AND ANNEXE SALE AGREEMENT
Werri Beach Holiday Park

I/We am/are the current owner of a holiday van and annexe situated at Werri Beach Holiday Park on Site No.....

I/We wish to transfer my caravan and annexe to of

I/We acknowledge that the sale of the caravan and annexe cannot be completed until the following listed rules are complied with:-

- 1 All fees owing in relation to the holiday van and annexe must be paid up until the date of completion of the sale.
2 The Park Manager must give consent for the sale to proceed.
3 \$1,100 administration fee must be paid upon completion of the sale to the Park Manager in cash or by bank cheque made payable to "Kiama Council".

I/We acknowledge that the sale of my caravan and annexe in no way constitutes the sale of any interest in the land on which the caravan and annexe is situated.

I/We acknowledge that I/We have no rights whatsoever to the site.

I/We acknowledge that we will not be able to re-sell this van on site at any time in the future.

Date this day of 20.....

(Name/s of current owner/s)

(Signature/s of current owner/s)

(Signature of Park Manager)

CURRENT



KIAMA COAST HOLIDAY PARKS
SITE RELOCATION – EXPRESSION OF INTEREST FORM
Werri Beach Holiday Park

I, _____ am currently occupying Site
Number _____ at Werri Beach Holiday Park, and would like to express an interest in
relocating my Van to a site within the endorsed Holiday Van Precinct, and wish my request to be
considered if a suitable vacant site becomes available.

Signed: _____

Date: _____

DRAFT

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

Please keep the following submission ID for your reference.

Submission ID:
0620151964586

Nomination details

Please submit your completed form by Friday 19 June 2015.

Name : Mercy Kibbey
Address : 28 Golfers Parade, Kiama Downs 2533
Contact number : 0401968433
Email : mkibbey@yahoo.com

Experience and background

Do you have any of the following qualifications or experience (select all that apply)? : Voluntary carer

Why would you like to join the Advisory Committee? : I would like to bring a carers perspective and experience to the committee. I have a vested interest in quality aged care.

What skills, interests or experience could you bring to the Advisory Committee? : I cared for my grandmother with my father in our own home until her passing. My father has been in Blue Haven nursing home for over 12 months and I spend a number of hours there with him every day as well as being a volunteer gardener at the home and assisting generally as a volunteer with the nursing home and hostel residents. I am therefore experienced in the needs of carers and those needing care.

What do you think are the biggest issues in aged care at the moment? : Staffing levels and payment for all sectors of aged care. Funding. Design of aged care homes for efficiency, comfort, safety and happiness. Provision of resources for at-home carers. Provision of nourishing, attractive and varied diets for all in both aged care facilities and in at-home situations.



Blue Haven Care
Advisory Committee
Expression of interest
May 2015

Item 14.1

Nominee details

Name Julie Bartlett
Address 127 Shoalhaven Street Kiama 2533
Home phone 42322637 Mobile 0431100545
Email johndanjuliefuller@bigpond.com

Enclosure 2

Experience and background

Please indicate if you have any of the following qualifications or experience (circle as many as apply):

Voluntary carer Paid carer Registered Nurse
Other health professional Finance/Accounting Law
Marketing Administration

Why would you like to join the Blue Haven Care Advisory Committee?

I have a strong and genuine interest in the well being of older people, people with a disability and their carers. I am excited Council has integrated all services under the umbrella of Bluehaven as it provides a continuum of care for people requiring these

services. I would very much like to be involved and contribute to the strategic direction of the Bluehaven services.

What skills, interests or experience could you bring to the Blue Haven Care Advisory Committee?

I have worked with older people, people with a disability and their carers for over thirty years, both as a service provider and a manager of these services and feel I have a great deal of experience and knowledge in the provision of their services. I have a thorough understanding of the Commonwealth Home Support Programme and Packaged Care and have managed service provision and the financial management of both streams of service. I have been a member of the Bluehaven Advisory Committee both as a Council employee and more recently as a community member. This has given me good knowledge of the history of Bluehaven and the strategic direction it is taking .at the present time.

I have a concise knowledge of the Aged Care Reforms introduced by the Commonwealth Government in 2012. These reforms are and will continue to impact on both community and residential care services. The reforms require organisations to engage in extensive change management processes and I have been involved in these processes for the past two years.

What do you think are the biggest issues in aged care at the moment?

Commonwealth Government's Aged Care Reforms

Market based service model

Competitive market with a number of new large providers entering the market

Providers adapting to a new service model where the client has choice and control

Reablement/wellness service model

The baby boomer generation both as carers of their parents and recipients of service

Submission

Please return your completed form via:

Email: council@kiama.nsw.gov.au

Post: Director Community Services
Kiama Council
PO Box 75, Kiama 2533

Enquiries: Clare Rogers, Director Community Services on (02) 4232 0474.

Closing date: Friday 19 June 2015



Blue Haven Care
Advisory Committee
Expression of Interest
May 2015

Nominee Details

Name D. I. PULLAR
Address 3, IRVINE ST KIAMA NSW 2533
Home Phone _____ Mobile 0400 407 987
Email frostyfelix@bigpond.com

Experience and Background

Please indicate if you have any of the following qualifications or experience (circle as many as apply)

Voluntary Carer

Paid Carer

Registered Nurse

Other Health professional

Finance/ Accounting

Law

Marketing

Administration

Management

Why would you like to join the Blue Haven Advisory Committee?

1. I was a member of the old one.
2. I have an interest in the welfare and care of seniors
3. I have considerable managerial and administrative experience both in the marketing and commercial/industrial fields.

What skills, interests or experience could you bring to the Blue Haven Care Advisory Committee?

See previous para.

What do you think are the biggest issues in aged care at the moment?

1. Finance
2. Medical support
3. Excessive bureaucracy
4. Accommodation availability, standards, affordability and competent supervision.
5. Keeping seniors informed as to legislative and administrative changes.

Submission

Please return your completed form via:

Email | council@kiama.nsw.gov.au

Or

Post | Director Community Services
Kiama Council
PO Box 75, Kiama 2533

Enquiries: Contact Clare Rogers, Director Community Services on 4232 0474.

Closing Date: Friday, 19 June 2015

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

Please keep the
following submission
ID for your reference.
Submission ID:
0620151754534

Nomination details

Please submit your completed form by Friday 19 June 2015.

Name : Linda Goodfellow
Address : 15 Cole Street
Kiama
2533
Contact number : 0409 368 453
Email : lgoodfellow@rfbi.com.au

Experience and background

Do you have any of the following qualifications or experience (select all that apply)? : Registered nurse, Other health professional, Finance/Accounting, Administration

Why would you like to join the Advisory Committee? : I live in Kiama and have a strong interest in the in-home and residential care services available to the elderly in our local area.

Advisory committees play a vital role in providing information, expertise and guidance to organisations, businesses and governing bodies to ensure high quality, best practise and compliant services are maintained.

What skills, interests or experience could you bring to the Advisory Committee? : I am currently a member of the Aged & Community Services NSW & ACT (ACS) Workforce Advisory Committee and have an interest in the Aged Care workforce, Work Health and Safety and Human Resources. I have worked in Aged Care for the past 18 years with the Royal Freemasons' Benevolent Institution. Initially as the General Manager at the Berry Masonic Village and since 2004 as a Regional General Manager (RGM) encompassing the areas of the Riverina, ACT, Southern Highlands and South Coast.

As an RGM my responsibilities are to ensure Legislative compliance in

all areas including Accreditation, Food Safety, ACFI, Industrial Relations and Work, Health & Safety. I also have responsibility for budgets for 5 Villages that incorporate residential care, community care and self care.

What do you think are the biggest issues in aged care at the moment? : The biggest challenges I see facing aged care today are older, more frail residents, with multiple pathologies at admission and/or at home.

An aging workforce together with increasing levels of unfit and obesity, recruitment difficulties in attracting quality candidates and Registered Nurses into Aged care.

The funding changes in 2014 impacting on occupancy rates and prospective clients ability to pay for care services.

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

Please keep the following submission ID for your reference.
Submission ID:
0620151154329

Nomination details

Please submit your completed form by Friday 19 June 2015.

Name : John Moulang
Address : 4 Renfrew Road
Werri Beach 2534
Contact number : 0419-688 344
Email : john_moulang@moulangdesign.com.au

Experience and background

Do you have any of the following qualifications or experience (select all that apply)? : Finance/Accounting, Marketing, Administration

Why would you like to join the Advisory Committee? : I am a qualified Access Consultant (and architect) and would like to firstly educate people about the Disability Discrimination Act 1992 and the related Access to Premises Standards.

Secondly, to inform people that they have the right to better access to all facilities and services and how easy it is improve the Kiama area's poor access.

What skills, interests or experience could you bring to the Advisory Committee? : I am 65 years old and a specialist consultant working throughout NSW to improve the quality of life for all, especially those who are less independent than others.

What do you think are the biggest issues in aged care at the moment? : Those of us who are lucky enough to live long enough will eventually be disabled...even if that is just vision impairment or hearing loss. It is expected that 25% of Australians will be over 65 in 2020. We need to start improving our standards of design and construction more widely and more rapidly.



**Blue Haven Care
Advisory Committee
Expression of Interest
May 2015**

Nominee Details

Name Sandra McCarthy
 Address 5 Renfrew Road Warri Beach 2530
 Home Phone 42341740 Mobile 0409 366 723
 Email sandra.mccarthy@internode.on.net

Experience and Background

Please indicate if you have any of the following qualifications or experience (circle as many as apply)

Voluntary Carer

Paid Carer

Registered Nurse

Other Health professional

Finance/ Accounting

Law

*Health Researcher
Marketing*

Administration

⇒ G.A.I.C.D.

Why would you like to join the Blue Haven Advisory Committee?

I wish to continue as a member of the Advisory
Committee as I am proud that it is owned &
operated by Kiama Municipal Council and the
philosophy of care is in the public interest.

I very much like to contribute to an aged
care organisation that is committed to aged
providing the highest standards of care in a
safe secure and home like environment.

What skills, interests or experience could you bring to the Blue Haven Care Advisory Committee?

As a teacher and past elected councillor I have the skills to listen to individual and community opinion and have the ability to advocate on their behalf.

* A long held passion for Public Health and improved community health services. (previous member of Kiama District Health Watch, Kiama Hospital Planning Committee, Community Options, Grand Pacific Health - Health Collaboration Project)

* Current member of AFHC (WHO) and Honorary Senior fellow of Centre Health Initiatives vov. Knowledge of International Policies
What do you think are the biggest issues in aged care at the moment?

* Transition from traditional institutional care to "Ageing in Place including services in the home and the development of Centres of Excellence in Aged Care that provide for increased flexibility and individual based care"

* Changes to Aged Care funding (Federal Government)

• Dementia and Alzheimer's Research and

Planning for End of life / Advanced Care directives.

* Age-friendly Communities. (increasing Aged population.

Submission

* Aged Care Assessment Criteria.

* Carer support.

Please return your completed form via:

Email | council@kiama.nsw.gov.au

Or

Post | Director Community Services

Kiama Council

PO Box 75, Kiama 2533

Enquiries: Contact Clare Rogers, Director Community Services on 4232 0474.

Closing Date: Friday, 19 June 2015

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

Please keep the following
submission ID for your
reference.

Submission ID:
0620150554148

Nomination details

Please submit your completed form by Friday 19 June 2015.

Name : Mrs. Pam Waters
Address : PO Box 105,
JAMBEROO 2533
Contact number : 02-42360202
Email : pjwaters1912@gmail.com

Experience and background

Do you have any of the following qualifications or experience (select all that apply)? : Voluntary carer

Why would you like to join the Advisory Committee? : I have been a Jamberoo community representative for several years.
Living in the community has the advantage of an ear to the ground for comment and perceived need, and the ability to recommend consideration of Blue Haven Care as an option for retirement living.

What skills, interests or experience could you bring to the Advisory Committee? : I feel there needs to be a balance of professional committee members and those with a community interest.

While I don't bring to the committee a professional background or experience, I have a great interest in the ability of people in their very senior years being able to access the care and security they need. I have a lot of interaction with older people through my involvement in church related pastoral care and visitation. This is not so much religion based, but actively listening, caring and responding to their practical needs.

Involvement in entertaining, usually those in high and low care residents, with music and activity is rewarded by their interaction and gentle response.

What do you think are the biggest issues in aged care at the moment? : I think one of the biggest issues is the constant frustration dealing with government departments to secure and implement the relevant care that the care-givers are trying to put in place, especially with regard to funding.

The staff do an amazing job in providing relevant packages/care, and need to be encouraged and supported.

Those living locally need the security of being able to be placed in an aged facility where they have access to their family/friendship networks and hopefully ongoing care as their health declines. Blue Haven Care does this brilliantly.

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

Please keep the following
submission ID for your
reference.

Submission ID:
0620150554132

Nomination details

Please submit your completed form by Friday 19 June 2015.

Name : Ian John Wilson
Address : 2 Davis Place
Kiama Downs, NSW
Contact number : 02 42375365
Email : ijw2533@bigpond.net.au

Experience and background

Do you have any of the following qualifications or experience (select all that apply)? : Administration

Why would you like to join the Advisory Committee? : I have a strong desire to use my professional expertise to return a benefit to my local community, I having benefitted much from living in the Kiama Municipality. This led to me joining the previous Advisory Committee in 2008 and, now, seeking to join the new committee. I believe Kiama Council has set a standard of the highest level in the development and operation of the various Blue Haven programs of care.

What skills, interests or experience could you bring to the Advisory Committee? : I have a long and broad experience in aged care:
- 33 years of executive management of not-for-profit aged care organisations
- Board member and President of industry association (ACS NSW & ACT); Board member of national body (ACSA)
- Member of various government committees
- Board of NSW Home Care Service
- Board of The Lottie Stewart Hospital
- Board of Baptist Care NSW & ACT

What do you think are the biggest issues in aged care at the moment? : I hold a Degree in Health Science Management
Adequate funding is always the major issue. Present and future acquisition of appropriately qualified and experienced staff is an industry-wide concern. Constant program, funding and legislative changes by governments create operational, financial and organisational challenges for operators. The penetration of the aged care industry by large (often foreign owned) private operators is beginning to create challenges for many not-for-profit operators as they work in a changed and changing market place.

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

Please keep the following
submission ID for your
reference.

Submission ID:
0620150454115

Nomination details

Please submit your completed form by Friday 19 June 2015.

Name : Alan Fowlie
Address : 503/55 Thomson St, Kiama, 2533
Contact number : 42322526
Email : asfowlie@westnet.com.au

Experience and background

Do you have any of the following qualifications or experience (select all that apply)? : Administration

Why would you like to join the Advisory Committee? : I was elected at the public meeting to a Steering Committee to establish an Aged Care Facility in Kiama in 1973. The first Nursing Home/Hostel was opened in 1979. I have served in the Blue Haven Committee over the years as member, Vice-Chairman and Chairman (19 years).

What skills, interests or experience could you bring to the Advisory Committee? : I see the continued participation of community members on the Committee as being a recognition of the initial contribution of the Kiama community to this important part of our community.

I served in Public Schools as teacher and School Principal for all my working life.

I commenced my involvement in construction and management of aged care facilities in 1971 as Hon Secretary of the Mount Warrigal Rest Home Board of Management. I served until the organisation was incorporated as a company in 1983 and was its first Company Secretary, (hon).

I have served on many groups and committees investigating aged care issues and have attended a number of State and National conferences on aged care.

I am familiar with almost all reports that have been issued by the department and others on aged care such as the Productivity

Commission Reports , Hogan Review, etc and have spoken on those at public gatherings.

As Chairman of the Blue Haven Advisory Committee I have been involved in many of the discussions about planning and building of almost all of the present facilities on the site together with the planning for the KACOE Development.

What do you think are the biggest issues in aged care at the moment? : The greatest problem facing the provision of aged care services to the people of Kiama revolves around the change of focus of the Commonwealth Government to a "market based" approach.

As a provider of services Council through Blue Haven Care will be in competition with other providers within the Illawarra. This will require us to more effectively market our services, and provide services at a price comparable to other providers.

The change of clients to consumers and the necessity for them to be involved in the selection of their services and make co-payments to cover the cost of these services will place greater emphasis on communication and financial management of client's accounts.

The changes to the requirements and funding for Residential Aged Care will mean that facilities will need to be more efficiently managed and flexible in design to meet the changing demands and expectations of our increasingly ageing population.

What skills, interests or experience could you bring to the Blue Haven Care Advisory Committee?

AS DEMONSTRATED OVER LAST TENURE

What do you think are the biggest issues in aged care at the moment?

LONGER LIFE EXPECTANCIES
HEALTH CARE VS. EXPECTATIONS
COST OF AGEING & HEALTH CARE SERVICES.

Submission

Please return your completed form via:

Email | council@kiama.nsw.gov.au

Or

Post | Director Community Services
Kiama Council
PO Box 75, Kiama 2533

Enquiries: Contact Clare Rogers, Director Community Services on 4232 0474.

Closing Date: Friday, 19 June 2015



Blue Haven Care
Advisory Committee
Expression of Interest
May 2015

Nominee Details

Name BARRY WILSON
Address 4 ADINA AVE (PO BOX 14) KIAMA
Home Phone 4233 1319 Mobile 0415 421 431
Email AMSWORLD@BIGPOND.NET.AU

Experience and Background

Please indicate if you have any of the following qualifications or experience (circle as many as apply)

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Voluntary Carer | <input type="checkbox"/> Paid Carer | <input type="checkbox"/> Registered Nurse |
| <input type="checkbox"/> Other Health professional | <input checked="" type="checkbox"/> Finance/ Accounting | <input type="checkbox"/> Law |
| <input checked="" type="checkbox"/> Marketing | <input checked="" type="checkbox"/> Administration | |

Why would you like to join the Blue Haven Advisory Committee?

 STRONG INTEREST IN COMMUNITY & AGEING
 PROVIDING A BROAD EXPERIENCE GAINED FROM OTHER
 HEALTH (YOUTH) SITUATIONS COMPARED TO AGEING CHALLENGES.

Item 14.1

Enclosure 10

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

Please keep the following
submission ID for your
reference.

Submission ID:
0620151654524

Nomination details

Please submit your completed form by Friday 19 June 2015.

Name : Sonja King
Address : 40 Foxground Rd
Foxground
NSW 2546
Contact number : 0459982127
Email : foxking@bigpond.com

Experience and background

Do you have any of the following qualifications or experience (select all that apply)? : Voluntary carer,Registered nurse,Other health professional,Administration

Why would you like to join the Advisory Committee? : I have had a lengthy career in aged care over the past 30 years including Director of Nursing and education. My current role as Aged Care teacher with TAFE means I am regularly involved with industry and current practices. I facilitate students on aged care placements throughout the Illawarra.

More recently I have experienced aged care services from a carer perspective when needing to care for my parents following my mother's CVA (stroke)and heart attack. Having then placed them in respite care this has enhanced my interest in ensuring quality aged care services within our region.

What skills, interests or experience could you bring to the Advisory Committee? : Extensive aged care experience from a management and educational experience.

Knowledge of the history of the Blue Haven redevelopment application.

Carer experience

Current practice in Aged Care education encompassing a holistic

What do you think are the biggest issues in aged care at the moment? :

- approach to aged care with consideration to best practice and new initiatives
- Ageing in place
- Affordability
- Access and equity for the older person
- Staffing levels, qualifications and attraction/sustainability within the sector
- Consideration of legislation changes to withdraw requirement to have RN 24/7
- Maintaining connection with community
- Family involvement
- Sustainability into the future
- Diversity as ageing population is changing

TUESDAY 17 Nov	Tour Registration Reception
12.30pm - 5.30pm	Library Tour - Burwood ; Gordon ; Bankstown
5.00pm - 7.30 pm	CONFERENCE Registration
5.30pm - 7.30pm	PRE CONFERENCE Welcome Reception

WEDNESDAY 18 Nov	Conference DAY 1
8.30am - 9.00am	Coffee and Registration
	SUSTAINABLE PARTNERSHIPS
9.00am - 9.05am	President's Welcome
9.05am - 9.15am	Welcome to Country
9.15am - 9.45am	State Library NSW Addresss -- Dr Alex Byrne
9.45am - 10.45am	Keynote address: Sustainable Partnerships - Community Partnerships : Happy Marriages or Strange Bedfellows-- Siobhan Reardon
10.45am - 11.15am	MORNING TEA AND NETWORKING
11.15am - 12.15pm	Sustainable Partnerships Panel --Panel Members are Anne Rundle - Adelaide City Library ; Monica Barrone - City of Sydney ; Alison Kent - Gold Coast Library ; Mieke Mellars - Hume Library.
12.15pm - 1.15pm	LUNCH
	BRAND SUSTAINABILITY
1.15pm - 2.15pm	Keynote address: Marketing your library with limited funds -- Jane Caro
2.15pm - 2.35pm	Family Placed Libraries - Paula Pfoeffler - Rockdale City Library - Colin Mills Scholarship winner 2013.
2.35pm - 3.05pm	Platinum Partnerships : Learning & Literacy
3.05pm - 3.35pm	AFTERNOON TEA AND NETWORKING
3.35pm - 4.20pm	Build your personal brand -- Annalisa Armitage
4.20pm - 4.30pm	Summation of the day - housekeeping and close

THURSDAY 19 Nov	Conference DAY 2
9:00am - 9:30am	Coffee and Networking
9.30am - 9.45am	Opening and Welcome
9.45am - 10.05am	"Do you see what I see" -- Sonia Toussaint - Albury City Library - Kath Knowles Young Leaders Award winner 2014
	FINANCIAL SUSTAINABILITY
10.05am - 11.05am	Keynote address: Libraries in the age of austerity ; a UK perspective -- Mark Hynes
11.05am - 11.40am	MORNING TEA AND NETWORKING
11.40am - 12.40pm	POP-UP LIBRARIES -- Beyond the Four Walls. Taking the Library to the People - Librarians are constantly developing new innovative ways to delivery library services to communities. The 'Build it and they will come' approach does not always succeed with all community members and libraries are now finding interesting ways to take the library to the people. This session includes stories from a variety of Councils who have found refreshing ways to promote and deliver library services beyond the walls of the traditional library. Libraries that are being set up in parks, beaches, railway stations and ferry wharfs to increase appeal and attract a wider audience
12.40pm - 1.40pm	LUNCH
	SUSTAINABILITY OF LIBRARIES
1.40pm - 2.40pm	Keynote address: Library Service Evaluation - Why We Do What We Do - *What to evaluate ; *Changing attitudes ; *Creative approaches ; *How to let go of stuff at the library ; *How to influence and colnvince the community, staff and senior management.
2.40pm - 3.15pm	AFTERNOON TEA AND NETWORKING
3.15pm - 4.15pm	Keynote address: Things Australians love and why -- David Dale
4.15pm - 4.30pm	Conference Recap and Close

FRIDAY 20 Nov	Conference DAY 3 AGM
9:00am	Registration
9.30am - 11.00am	NSWPLA ANNUAL GENERAL MEETING



Media Release

17 June 2015

The **nbn**[™] network rollout continues to gain momentum

NSW leads the way with largest rollout footprint

Pre-construction work has begun in thirteen regions across NSW, to bring access to the **nbn**[™] network to an additional 110,000 homes and businesses. Nationally that number jumps to 430,000.

As of today, **nbn**'s online maps have been updated to show areas where build preparation has begun, from Gerringong in the south to Richmond in the west and Katoomba in the mountains.

This pre-construction phase is the first step of the process, with construction currently on track to begin in the coming months.

These areas will see some of the first deployments in NSW of the Multi-Technology Mix (MTM) model, including Fibre to the Node (FTTN), outside of the initial trial areas on the Central Coast.

The use of MTM is expected to save months in construction time in each area and help complete the project sooner and more cost-effectively.

nbn spokesperson Kelly Stevens said:

"This announcement marks the start of an exciting new phase of the rollout, which utilises existing infrastructure where possible. This will help allow us deliver access to fast broadband in a timely and cost effective way.

"All of our technologies are designed to deliver fast broadband to meet the needs of internet users, both residential and business. Not only are they designed to be fast, but they all have upgrade paths for the future.

"Crews will be on the streets in parts of Campbelltown, Gerringong, Goulburn, Gulgong, Katoomba, Molong, Moss Vale, Mittagong, Richmond, Terrigal, Wellington, Wollongong and Wyong carrying out preconstruction work, such as readying pits and pipes for use by **nbn**."

NSW continues to lead the way with the largest rollout footprint in the country. Around 260,000 homes and businesses across the state are already able to connect, with that number growing each week.

This announcement follows last week's signing of five new construction contracts with **nbn**'s delivery partners which will undertake the construction phase in many of these areas. The new model rewards contractors who demonstrate they can complete construction on time while meeting specified levels of safety and build quality and minimising cost.

Earlier this month it was also announced that **nbn** had reached a significant milestone, with more than one million homes and businesses across the country now able to connect. The **nbn**[™] network is rolling out across Australia, with a target of 8 million homes and businesses connected by 2020.

For more information and to discover if you're able to connect visit www.nbn.com.au.



Media enquiries

Kelly Stevens

Phone: 0409 462 009

Email: kellystevens@nbnco.com.au

nbn™ Media Hotline

Phone: 02 9927 4200

Email: media@nbnco.com.au

Roads to Recovery circular 2015/3

Additional Funds announced for Roads to Recovery

The Australian Government has announced additional funds for Roads to Recovery. Please see the Media Release also attached to this email.

In summary, total funding for the Roads to Recovery programme for 2014-15 to 2018-19 is now \$3.2 billion over the five years.

- Information about your allocation and details will be provided soon.
- Your allocation for 2015-16 which already contained a double payment will now be increased again, as will the allocation for 2016-17.
- The 2017-18 and 2018-19 years of the programme are unchanged.

There will be no changes to the requirements of Own Source Expenditure however you must continue to meet your normal obligation.

Administrative

Please direct Roads to Recovery inquiries to:

Tui Davidson 02 6274 7350 or tui.davidson@infrastructure.gov.au

Rachael Walker on 02 6274 7880 or rachael.walker@infrastructure.gov.au .

Allan Chisholm is on leave.

Tui Davidson
Assistant Director
Roads to Recovery
24 June 2015



Warren Truss
Deputy Prime Minister
Minister for Infrastructure and Regional Development

Media Statement

23 June 2015

Fuel excise change a boost for local roads

COUNCILS across Australia will receive an extra \$1.105 billion over the next two years from the Australian Government for local road and street works following the reintroduction of Consumer Price Index-linked fuel excise.

Deputy Prime Minister and Minister for Infrastructure and Regional Development Warren Truss said every cent of the extra \$23 billion revenue raised through the excise over the next decade and beyond will be invested in roads infrastructure.

“The Government has reached agreement with the Labor Party for the passage of the fuel excise indexation legislation, an important element in our Budget repair plan,” Mr Truss said.

“As part of our ongoing commitment to road infrastructure, we will provide an additional \$1.105 billion specifically for the Roads to Recovery Programme over the next two years.

“This popular roads programme was introduced by the Howard/Anderson Government. Since coming to government, we have expanded it and made it permanent to give local government and their communities the surety they need that local roads will be future-proofed.

“What today’s decision means is that local governments across Australia will receive an extra \$300 million in 2015-16 under Roads to Recovery, on top of the \$700 million they are already receiving – a \$1 billion cash injection in local roads over the next 12 months.

“In 2016-17, local government will receive an extra \$805 million in addition to the \$350 million they were already scheduled to receive under Roads to Recovery – \$1.155 billion next financial year.

“Since the programme began in early 2001, councils have used the funding provided to repair and upgrade more than 45,000 local streets and road locations, making it the largest investment in Australia’s local roads ever undertaken.

“Today we are ensuring many thousands more will be built and repaired.”

Tying the indexation of the fuel excise to changes in inflation will provide the Australian Government with a predictable and guaranteed source of revenue to build the infrastructure Australia needs.

“For a motorist who consumes 50 litres of fuel each week, the impact amounts to just 40 cents, an impact that will be minimised through congestion-busting road infrastructure,” Mr Truss said.

“Importantly, the Roads to Recovery Programme allows councils to directly fund local road projects based on local needs, with local knowledge playing a major role in the programme’s success.”

The fuel excise will increase twice a year in February and August, in line with movements of the Consumer Price Index.

The extra \$1.105 billion being pumped into Roads to Recovery will be paid to councils under the usual formula as part of their regular quarterly payments without any requirement for councils to match the extra money.

[ENDS]

Media Contact: Brett Heffernan on (02) 6277 7680 or 0467 650 020 or brett.heffernan@infrastructure.gov.au

MINUTES OF THE KIAMA WALKING TRACKS AND CYCLEWAY COMMITTEE MEETING HELD IN COMMITTEE ROOM 1, COUNCIL ADMINISTRATION BUILDING ON WEDNESDAY 17 JUNE 2015 COMMENCING AT 4.30 PM

Present: Clr M Way (MW), J Walker (JW), H Irving (HI), D Brady (DB), F Wilmot (FW), L Hazell (LH), & B Booth (BB),

Apologies: C Poole (CP), L Evans (LE), Clr M Honey (MH), A Pomeroy (AP)

1 Minutes of Previous Meeting

The minutes of the previous meeting held on 11 March 2015 were received.

2 Business Arising from Minutes

2.1 Swamp Road to Jamberoo Shared Pathway

Negotiations are also well advanced for the acquisition of land between the corner of Swamp Rd & across to Browns Lane. Construction of the next stage will commence in new financial year.

2.2 Billabong Shared Pathway Circuit

Inspection of the Billabong area took place on Friday 27th March. Attending were LH, HI, CP, DB and MH. It was acknowledged that some areas would require an elevated boardwalk, bridges and fencing to be constructed. A new site walk was agreed to be undertaken for all committee members to attend, with a date will be arranged at the next meeting

Action: DB to prepare a map with a suggested route for distribution.

2.3 Tourism Grant Funding

Action: LE to investigate funding opportunities available and will email these to members. Further information will be provided at the next Committee meeting.

2.4 Tourist Pathway Signage

The committee queried what Shellharbour Council is proposing for cycleway signage. The Committee favours colours and symbols as the preferred route markers, but also indicated they need to be consistent in their placement.

FW queried the. Committee members are to investigate the large tourist signboard at the end of Attunga Avenue that contains a locality map and unrelated picture.

BB advised that South Kiama Drive cycleway pavement symbols are faded and need to be refreshed.

Action: 1) DB to consult with Shellharbour Council on their signage proposals.

2) Council to inspect the sign at Attunga Ave to be completed to determine if it should be retained.

MINUTES OF THE KIAMA WALKING TRACKS AND CYCLEWAY COMMITTEE MEETING HELD IN COMMITTEE ROOM 1, COUNCIL ADMINISTRATION BUILDING ON WEDNESDAY 17 JUNE 2015 COMMENCING AT 4.30 PM

- 3) LE to coordinate a date/time on a weekend to undertake a ride with available Committee members to identify locations for additional symbols/signage.
- 4) DB to arrange refreshing of the shared path pavement symbols on South Kiama Drive.

2.5 Illawarra Cycling

Defer to next meeting for AP to advise on the progress of the UOW study.

2.6 Cyclist Guardrail Protection & Water Stations

MW advised that he placed the Gipps Street cyclist guardrail and the South Bombo water station on the draft budget list for consideration as late items. Unfortunately these items were not supported by Council in the current budget. Council to seek grant funding for these projects.

Action: 1) DB to distribute MW works proposal to Committee

Committee Recommendation: *The Committee express its disappointment that the Gipps Street cyclist guardrail and South Bombo Water station were not allocated funding in the 2015/16 budget.*

Moved: LH/HL - Vote: Unanimous.

2.7 Bombo Quarry Track (Thunda Track proposal)

MW advised that the Geographical Names Board has already afforded an official name of 'Bombo Headland Walking Trail' in 1989. The Committee believed the term 'Thunda Track' had no reference to Bombo Quarry or Headland and should not be supported by Council.

Committee Recommendation: *The Committee support the Geographical Names Board decision to continue referencing the track as the Bombo Headland Walking Trail.*

Moved: BB/FH - Vote: Unanimous.

2.8 Walker's Beach Pathway/Gerringong to Gerroa Walking Track

DB advised that he has not received any further advice on negotiations with the golf club. The Committee requested that the General Manager be contacted seeking advice.

Committee Recommendation: *Committee requests that Council's General Manager re-enter negotiations with the Gerringong Golf Club to progress this matter.*

Moved: HI/FH - Vote: Unanimous.

2.9 Black Beach Shared Pathway

MW advised that Management Committee for the Akuna Street development are currently focussing on securing a major retailer for the development. Once this has been confirmed,

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the committee can then look at other aspects associated with the development such as masterplanning the precinct including modifications to parking and other opportunities.

Action: MW to formally raise an item at the next meeting of the Management Committee for the Akuna Street development, on the possibility of removing the on-street parking on the northern side of Terralong Street (between Collins and Manning Streets) and replace this with a widened shared pathway, once new parking areas are established in Akuna Street.

2.10 Riverside Drive (Oxley Avenue to Meehan Drive) Traffic Management Plan

DB advised that the originally exhibited plan for the Riverside Drive traffic management included a proposal to link the upgraded crossing point in Riverside Drive with a shared pathway to the end of Duguid Way. Further investigation has found this proposal would result in the loss of 27 trees and is not supported by the local residents. Due to the low traffic speeds and volumes in Duguid Way, it is proposed that the cycleway link will now be on-road with appropriate pavement linemarking & symbols. The Committee agreed to this change.

2.11 Gainsborough Chase to Billabong Shared Pathway

The current pathway linking to Henry Parkes Dr is very steep and was only to be a temporary link, until the originally planned route to Gainsborough Chase was developed. DB indicated there are still ongoing issues with the property owner and that this link had not been pursued. Previous advice has been given that compulsory acquisition of the land is not feasible given there is already an access pathway in place to Henry Parkes Drive. The Committee requested that Council correspond with the owner, to determine his interest in negotiating for a shared pathway across his property to link to the Thornett Way reserve shared pathway, for the greater community's interest.

Action: DB to arrange correspondence to the property owner on the feasibility of negotiating for a shared pathway across his property to link to Thornett Way reserve.

3 New Business Arising

3.1 Cycle Parking

DB advised that as part of the Jamberoo Streetscape upgrade, 2 new bicycle parking stands will be installed near the cafe. BB indicated that the stand at the Pilot's cottage is also very good and well used. JW / HI agreed to photograph overseas examples while on holiday.

3.2 Share the Track Brochure

The Road Safety Officers (RSO) from Kiama, Shellharbour & Wollongong Councils have secured funding to published an updated information brochure on shared pathways. DB tabled the previous brochure version for the Committee's review and comment.

Action: DB to advise Council's RSO on the Committee's suggestions for amendment to the brochure.

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3.3 Fern Street / Omega Flat Cycleway

The Committee sought information on the status of the cycleway across Omega Flat that was previously deferred due to the bridge construction works. DB advised that the contractor still needs to complete clean up works around and under the new Fern Street overbridge and construct a new pathway to link the end of the existing path with the Omega Flat track. This will be completed over coming months. Once this is complete Council can re-apply to the RMS for grant funding for the Omega Flat shared path.

JW also raised concerns that the new Fern Street overbridge has wide shoulders that permit safe cycling, however on the southern side where the bridge meets the recently raised road pavement, there is nowhere for cyclists to go as there are no road shoulders or linkage to the existing pathway. DB advised that guardrail is also proposed for this entire length in the near future. The Committee requested as matter of urgency, that Council contact the RMS and seek a means for cyclists and pedestrians to safely access between the new bridge and adjacent shared pathway.

Action: DB to urgently contact the RMS to seek a solution on safe access for cyclists and pedestrians between the Fern Street overbridge and the existing shared pathway.

3.4 Meeting Times

MW raised the possibility of meeting earlier in the day, ie 3.30pm, on a day that is convenient. Monday has been suggested. However as some committee members were not present, it was agreed to defer this for discussion at the next meeting.

There being no further business, the meeting closed at 6.05pm.

Next meeting will be held on Wednesday 9 September at 4.30pm.

MINUTES OF THE KIAMA LIQUOR ACCORD MEETING HELD AT GERRINGONG BOWLING CLUB AT 10.00AM ON WEDNESDAY 27 MAY 2015

1 Attendance: John Bambury (Jamberoo Lodge), David Rootham (Kiama Golf Club), Lauren Parker (Gerringong Bowling Club), Jeff Morris (Gerringong Bowling Club), Jeremy Blue (Kiama Inn Hotel), Simon Blue (Kiama Inn Hotel), Ben Cuthbert (Kiama Bowling Club), David Hoade (IGA Jamberoo and Kiama Downs), Licensing Sergeant Gary Keevers, (Lake Illawarra Local Area Command), Doug McCallum, (Gerroa Boat Fisherman's Club) . Gillian Smith, (Illawarra Health Service), Mark Gilmore (Grand Hotel), Erica Warren, (Jamberoo Pub), Tara Lawson (ISLHD), Alex Kiss (ISLHD).

Also: Clr. Dennis Seage, (Councillor Kiama Municipal Council), Janelle Burns, Road Safety Officer (Kiama Municipal Council).

Apologies – Angela Anastassiadis, (Project Officer OLGR), Nick Guggisberg (Kiama Municipal Council), Greg Evans, RMS Project Officer, Aboriginal Programs.

2 Report Minutes of the 25 February 2015 and 8 April 2015 meeting: Tabled

Accepted as a true record of the meeting.

3 Matters Arising

Nil

4 Correspondence

John Mead, a director of intelligent Compliance, has approached the Accord to play a DVD of his presentation to Liquor Accords in the Sydney Metro area, as he is unable to present to Accords out of Sydney Metro area.

He has a new product which was reported to be of great benefit to all licensees under the new "risk based" licence fee scheme.

The product he has developed is an online compliance management system, intelligent compliance

The Committee agreed to review the website and show the DVD at the next Accord Meeting if deemed useful to members.

5 Treasurers Report

Financial report for period 1 February 2015 to 30 April 2015. (Tabled and Attached)

Closing balance of \$9299.51

Membership fees for 2015 are now due and many were still outstanding. The Accord Treasurer, Ms Lauren Parker will follow Membership fees up.

6 OLGR Report- Terms Update

Kiama Liquor Accord Terms

MINUTES OF THE KIAMA LIQUOR ACCORD MEETING HELD AT GERRINGONG BOWLING CLUB AT 10.00AM ON WEDNESDAY 27 MAY 2015

Kiama Liquor Accord Terms are now signed by members and the Code of Conduct and Standard Baring Policy were agreed upon by Committee members. A copy of these documents will now be sent to Liquor Accord Delivery Unit of Office of Liquor Gaming and Racing (OLGR) for finalization and sign off.

7 Police Report

Sergeant Gary Keevers, Lake Illawarra Local Area Command highlighted to members the importance of knowing their License Agreements and conditions and the risk associated non compliance under the Liquor Act.

Rights and Responsibilities

Patrons of licensed venues in NSW have a right to enjoy safe and responsible drinking environments. The [Liquor Act 2007](#) supports responsible drinking and provides powers for venues and police to eject and ban troublesome patrons.

Responsibilities

The [Liquor Act 2007](#) includes offences and provisions to ensure patrons drink responsibly and behave appropriately in and around licensed venues.

Definition of 'intoxication'

Members were issued with a copy of the guidelines on the Prevention of intoxication on Licensed Premises issued by the Office of Liquor Gaming and Racing, March 2015.

The Act includes a definition of "intoxication" to assist licensees, staff and patrons in ensuring responsible service and consumption of alcohol. It defines a person as being intoxicated if:

- their speech, balance, co-ordination or behaviour is noticeably affected; and
- it is reasonable, given the situation, to believe that this due to the Supplying alcohol to intoxicated persons

It is an offence for patrons to supply alcohol to an intoxicated person on licensed premises. Offenders face a maximum fine of \$1,100.

Risk Base Licence Schemes

From April 2015, every holder of a liquor licence is required to pay an annual licence fee. The fee is calculated using the following model:

- A base fee, plus
- Risk-based loadings that reflect the level of risk posed by a premises and its operations.

MINUTES OF THE KIAMA LIQUOR ACCORD MEETING HELD AT GERRINGONG BOWLING CLUB AT 10.00AM ON WEDNESDAY 27 MAY 2015

The risk-based loadings are calculated according to:

- Trading hours
- Compliance history
- Patron capacity
- Venue location.

If a premises is authorised to trade after midnight, a trading hours risk loading is also payable. Where this loading applies, the licensee must pay the loading regardless of whether the premises actually trades after midnight or not.

More information is available in the form of a FACT Sheet on OLGRs website

Minors on Premises

The Committee were reminded of the obligations on alcohol licensees.

A maximum court imposed fine of \$11,000 and/or 12 months imprisonment, or an on-the-spot penalty of \$1,100, applies for the following five offences.

1. Selling alcohol to minors
2. Supplying alcohol to minors on licensed premises
3. Supplying alcohol to minors on other premises
4. Obtaining alcohol for minors from licensed premises
5. Allowing alcohol to be sold or supplied to minors on licensed premises

Crime

The Crime ratio in Kiama was once again reported to be low.

A presentation will take place in June or July at a date TBA from Licensing Sergeant Gary Keevers, Lake Illawarra Local Area Command on the following topics.

- 1 The Liquor Legislation Amendment and
2. Annual Risk Based Licencing Scheme

Sergeant Gary Keevers, appologised for not attending the April meeting where this presentation was originally to take place.

SMOKE FREE ENVIRONMENT ACT 2000- dining area smoking bans

Presentation to members was held on dining area smoking bans by Environmental Health Officer (Tabacco Compliance), Mr. Alex Kiss

MINUTES OF THE KIAMA LIQUOR ACCORD MEETING HELD AT GERRINGONG BOWLING CLUB AT 10.00AM ON WEDNESDAY 27 MAY 2015

10 General Business

CCTV

Stage one of the CCTV roll out will be fully operational from 27 May 2015 which will help reduce crime late at night on Kiama's streets.

Stage two of the CCTV roll out will closely follow.

Jamberoo Youth Hall

Cllr Seage reported an incident of damage to the Jamberoo Rotunda following a birthday celebration held in the Jamberoo Youth Hall.

It was resolved at Council's May meeting; *"that Council give notice to the managers of the Jamberoo Youth Hall instructing no further 18th or 21st birthday or similar celebrations are to be held at the hall and that all future applications to use the hall be forwarded to Council for consideration prior to any approval being given."*

(Councillors Seage and Steel)

It was reported that all bookings for the Jamberoo Hall were now to be made through Council.

Terms Meeting and Presentation to Licences' and Managers

A presentation by Sergeant Keevers will be held at a following meeting at a date to be advised, commencing at 10.00am at the Kiama Council Administration Building, Committee Room 1, 11 Manning Street, KIAMA NSW 2533.

On the following Topics

- 1 The Liquor Legislation Amendment and
2. Annual Risk Based Licencing Scheme

11 Meeting Closed: 12.05pm. The president of the Kiama Liquor Accord, Mr John Bambury, on behalf of the Committee Members thanked the staff and management of Gerringong Bowling Club for hosting the meeting and providing excellent refreshments.

Next meeting

Kiama Liquor Accord to be held at 10.00am on Wednesday 26 August 2015, at the Gerroa Boat Fishermans Club.

Minutes of the Kiama Access Committee meeting held on Friday 12 June 2015 in the Council Chambers Committee Room 1 at 10am.

Present: Clr. Gavin McClure, Beryl Batten, Freda Simpson, Melissa Andrews, Nick Guggisberg, Andy Farrell, Janelle Burns, Darren Brady & Graham Fairbairn.

1. **Apologies:** Alix Rainnie, Chris Fuller, Paul Hartley.

2. **Minutes of Previous Meeting dated 10 April 2015:**

Moved: Clr. Gavin McClure **Seconded:** Andy Farrell **CARRIED**

3. **Business Arising from previous Minutes:**

5.4 Outdoor Fitness Equipment
Now fully installed.

6.2 Member of Dementia-friendly Alliance to join the Access Committee
Graham Fairbairn was chosen by the Alliance to join the committee.

5.2 All Terrain Wheelchair Funding Application
No answer yet as to whether we have been successful.

5.3 Mobility Scooter Workshop
Workshop went well. Beryl Batten attended and contributed to informing participants about the safe use of mobility scooters.

5.4 Go to App.
Still a work in progress. Clr McClure met with the developer – consulting with Chamber of Commerce to partner and launch through the Chamber.
Clr. McClure anticipated being able to provide more information next meeting.

5.1 Disabled Parking at Werri Beach
Darren Brady reported that the repainting of lines has been completed.

5.3 Skateboarders in Town
Clr. McClure looking to get the issue into the media.
Janelle Burns is liaising with Council's Communication Unit in regards to promoting awareness around this issue.
Signs in Terralong & Manning Streets have been updated.
Clr McClure stated awareness around the dangers associated with children & young people using skate boards and scooters in town on footpaths in high pedestrian areas, and for their parents to supervise appropriately, is probably the best we can do.
Clr. McClure will continue to follow up and liaise with the family.

5.4 Pedestrian Walkways in front of shops in Kiama
Darren Brady reported that maintaining a 2 metre clearway in front of shops and managing tables and chairs is part of their annual licence agreement. One idea is for businesses to display a map on their shop front windows that shows where tables and chairs are only
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This is **Page 1** of the Kiama Access Committee meeting held on 12 June 2015.

allowed to go, thus helping patrons know where they can and can't reposition tables and chairs.

Action: Nick Guggisberg to refer matter to Manager Environment and Health.

4. Correspondence:

Nil.

5. General Business:

5.1 Introduction of Graham Fairbairn

Graham lives in Gerringong, is the current President South Precinct Committee, and is a member of the Dementia-friendly Alliance.

5.2 Introduction of Melissa Andrews

Dementia-friendly Project Officer. Melissa works Thursday and Friday, and is based at the Youth Centre in Hindmarsh Park. Melissa won't be joining the committee, but thought it worthwhile to meet everyone.

5.3 MLak Keys for Accessible Toilets – Park Road Gerroa

Keys can be purchased through any locksmith.

Action: Darren Brady to follow up and report back to next meeting.

5.1 Development at Gerringong – Cnr Belinda & Noble Streets

Accessible via car park but not via footpath.

Action: Andy Farrell will assess access and report back to next meeting.
Chris Fuller to follow up.

5.2 Invite someone from the Deaf community to join the Committee

Action: Nick Guggisberg to contact Sara Willyan-Payne

5.3 Collins Street – Gravel on footpath

Beryl Batten raised issue in Collins Street Kiama, in regards to gravel being on the footpath.

Action: Darren Brady to follow up.

5.4 Footpath on Eddy Street Kiama

Beryl Batten asked if there is any proposal for a footpath along Eddy Street as an extension of Railway Parade.

Action: Darren Brady to follow up and report back to next meeting.

5.5 Pedestrians crossing Bong Bong Street into Thompson Street

Freda Smith reported that people are not using the refuge when crossing Bong Bong Street into Thompson Street.

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This is **Page 2** of the Kiama Access Committee meeting held on 12 June 2015.

Need for education. Janelle Burns reported that she has a section in her workshops about how to walk safely.

5.7 *IGA Gerringong*

South Precinct Committee informed that the Disabled Parking spot on IGA land is being misused. It requires better signage.

Action: Graham Fairburn will follow up with IGA through South Precinct Committee.

5.8 *RMA Booklet – On the Road 65+*

Janelle Burns reported that she is keen to incorporate education for people with dementia in the Dementia Friendly Project.

6. Next Meeting:

The next meeting of the Kiama Access Committee will be held on Friday 7 August 2015 at 10am in the Council Chambers Committee Room 1

There being no further business the meeting closed at 11:20am

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This is **Page 3** of the Kiama Access Committee meeting held on 12 June 2015.

Notes of the Kiama Municipal Council Economic Development Committee Meeting held on Tuesday 23 June 2015

1 Present: Councillor Neil Reilly, Councillor Kathy Rice, Steve Thomas, Michael Cole, Sandy Rendel, Roy Schmidt, Patrick Mahedy, Gerry McInerney,

Attending: Chris Quigley, Lisa Evans

Apologies: Andrew Waugh, Councillor Mark Honey, Gavin McClure, Megan Hutchison

2. Acceptance of Minutes from 24 March and notes from 26 May bus trip

3. Business Arising

The feedback from the May tour was extremely positive, and the chair thanked Megan Hutchison for doing a great job in coordinating the tour.

There was general discussion about matters affecting Gerringong and these can be summarised as follows:-

- lack of parking in the Gerringong town centre during peak times
- the need for improved signage
- unfortunate delays in installation of NBN
- Lack of quality accommodation in Gerringong
- Greater consideration to be given to flexibility with planning controls and infill development and additional floor space allowances
- Greenfield flexibility based on collaborative planning

4. LEP Review Panel- Review and priorities

The committee identified a number of issues that need to be prioritised to ensure that the review is undertaken effectively:-

- Need to ensure that population projections are correct
- Accurate historical review needs to be undertaken to analyse previous projections vs what actually happened
- NSW rewritten SEPP 65 inclusions:-
 - Opportunity for additional DCP changes rather than relying on LEP with extra constraints
 - Opportunity for increased affordable housing
- Scope to include DCP review

Action : Committee members are to provide ideas and comments directly to Patrick Mahedy. Please ensure consideration is given to the economy when developing planning instruments

5. General Business and New Ideas

Councillor Reilly tabled two initiatives for consideration

1. Pictorial business cards for Kiama Council committee members
2. Sporting events attractions- Neil Reilly to email suggested list to committee members

Gerry McInerney has suggested the establishment of a heritage Museum for Kiama.

Council Tourism Report – Lisa Evans

- Website Discover Kiama – media coverage with Kiama Tourism Chair supportive
- New Campaign – Winter@Kiama campaign being developed
- Tourism Week
 - Planned for late August
 - Locals to receive a passport with offers
 - Family fun day and Kiama Tourism open day planned
- Strategic Plan
 - Council have been briefed
 - Kiama Tourism currently reviewing the document

Kiama Tourism Report Roy Schmidt

- Visitation at the centre was down for May and June due to bad weather
- Budget for 2015/16 almost complete.

Business Chamber Patrick Mahedy

- Last meeting held in Gerringong with a focus on growing membership in the Gerringong/Gerroa area
- Marketing role currently vacant
- Newsletter should be out in next few days

Meeting closed 7.10pm

Next meeting Tuesday 28 July at The Pavilion Kiama