



KIAMA MUNICIPAL COUNCIL
your council, your community

Annual Report **2018-19**



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Kiama Municipal Council

Office hours

Our Administration Building located at 11 Manning Street Kiama is open 8.45 am to 4.15 pm Monday to Friday (excluding public holidays)



Kiama Municipal Council acknowledges the Wodi Wodi and Dharawal people as the traditional custodians of the land on which our Municipality is located. We pay our respects to Elders, past, present and future. We are committed to honouring Australian Aboriginal and Torres Strait Islander peoples' unique cultural and spiritual relationships to the land, waters and seas and their rich contribution to our community.

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Community vision

Working together for a healthy, sustainable, and caring community.

Council mission

Kiama Council will work to create a Municipality that has a healthy, vibrant lifestyle, beautiful environment and harmonious, connected and resilient community.

Council values



RESPECT

We treat others as we expect to be treated
- in a fair and professional manner.



INNOVATION

We champion change in order to provide superior services to our community.



INTEGRITY

We are open, honest and ethical in our behaviours
- at all times.



TEAMWORK

We are one team - working together with trust and commitment to achieve shared goals.



EXCELLENCE

We aspire to be the best
- in everything we do.



Message from the Mayor



Last year I wrote of the changes and challenges of 2017-18 with the departure of key staff and managing major initiatives, on top of the busy pace of Council's 'business-as-usual'.

Reviewing 2018-19, that pace if anything, has increased. It's incredible to read through this annual report and realise what has been achieved by Council and our community.

High-profile projects such as Blue Haven Bonaira obviously occupied a significant portion of our time and resources, with Council staff involved in both the construction side of the project, as well as our Blue Haven team, which has been preparing themselves, their clients and the nursing home residents for the move to their new home.

It is an exciting time for Blue Haven staff and the many members of our community that rely on their support and services.

Yet this is not without some significant challenges. As well as the logistics of constructing a \$106 million facility, and shifting staff and residents to a new location, there's the critical task of meeting new standards for aged care, in time for the opening of Blue Haven Bonaira.

Of course Blue Haven Bonaira is far from the only infrastructure project Council is delivering.

Our staff have done an amazing job rolling out a \$6.881

million capital works program for our community, including road resealing, playgrounds and amenities.

Importantly, we have honoured our commitment in using the extra funding provided by the Special Rate Variation to specifically deliver \$593, 903 worth of infrastructure, including the Hyams Creek Footbridge.

We have also continued an active role in our local economy with a range of important initiatives. Work continues on realising the significant potential of Kiama's night-time economy. The Kiama Town Centre economic study was completed to assist this process.

Entering its third year, Destination Kiama has delivered a number of documents that will play an important part in developing our tourism sector in a collaborative, planned and sustainable way. The key achievement has been delivering the Tourism Opportunities Plan to stimulate discussion about ideas for the future around our waterfront and other areas with potential for 'activation'.

We have also continued to provide economic leadership directly, with its businesses such as The Pavilion, which once again recorded a growth in hosted events such as conferences, workshops and weddings (251 for the year).

We're also continuing our renewal of our holidays parks, with construction at Surf Beach now underway. This represents a significant commitment by Council to help attract a target visitor willing to spend more to enjoy quality accommodation, with the resultant benefits to the wider community, especially local business.

One piece of infrastructure I'm particularly proud of is the photovoltaic energy system at Kiama Library. As you may know, Kiama is part of the Cities Power Partnership of councils leading the charge on sustainable power. Having this system in place and working is very satisfying. For the record, the new Gerringong Library and Museum will also include a photovoltaic system when complete, as will Blue Haven Bonaira.

In fact, there has been much to be satisfied with in terms of our efforts on the environmental front over the last year.

Work has started on the Coastal Management Program, a critical project to give us an understanding of the challenges and opportunities facing our beaches now and in the long term.

Another highlight was the new clothes swap party initiated by Council's waste management team. Who knew such a simple concept of donating your old clothes and trying on what someone else has handed in could become one of the largest reuse and recycling events we've hosted!

In terms of health and sustainability, we were able to deliver the new Kiama Health Plan, start the Seed to Salad Bowl program and offer Get Active Outdoors fitness sessions for our older residents.

We also celebrated sustainable and healthy transport with our annual Kiama Classic Bike Ride and delivered

the Road Safety Action Plan. A great initiative from the team was the installation of road safety 'raptors' at an accident black spot in Gerroa to reduce the impact of collisions with power poles.

Our lifeguards continue to be challenged by the sharp increase in beach-goers along our coast. Much work is being done over the winter to develop a long-term strategy to meet these challenges in a sustainable way without compromising safety.

Similarly, our pool-fencing program has made good progress ensuring the safety of the 1,400 plus registered pools in our Municipality; an important task in reducing backyard drownings.

Our planning staff have, as usual, had an extremely busy 12 months, dealing with the ever-increasing activity and investment in residential and investment housing in our area. It's staggering to read that the value of development applications determined for 2018-19 was \$363, 807, 731. Food for thought for those of us with an interest in the strategic and economic planning for our community's future.

Of course, this comes with many challenges such as the legal bills which have surpassed \$300,000.

Another challenge for Council is providing transparency about our operations and decisions, and not just with planning. We received 17 formal and 365 informal GIPA (Government Information Public Access) requests this year.

Kiama Council remains committed to serving and being part of its community now more than ever. Two key events over this year stand out to me in this regards.

First the visit of the Governor-General, Sir Peter Cosgrove, to our SENTRAL

Youth Services cottages. I have never been more proud as Mayor and a member of this community to watch our young people show a visitor what they can do when supported and provided the opportunity to shine.

The second was joining members of our Aboriginal community to mark the 200th anniversary of the Minnamurra Massacre. As we move into our 160th year as a Council, we should remember our community has actually called this special part of the world home for thousands of years.

My thanks to the staff and volunteers of Kiama Council who have played a major part in achieving so much in 2018-19.



Councillor Mark Honey
Mayor
Kiama Municipal Council

Our Municipality

Council established 1859

Population 23,006
(2018 est.)

Area 259 km²

Boundaries:

City of Shellharbour | City of Shoalhaven | Shire of Wingecarribee

Major towns and villages:

- Minnamurra
- Kiama Downs
- Kiama
- Jamberoo
- Gerringong
- Gerroa



Our organisation



Our results

Our annual report outlines Council's achievements in implementing the main actions in its *Delivery Program 2017-21* for the 2018-19 financial year. It also reports on our financial results for the year ending 30 June 2019 and looks at some of our major achievements over this time.

Our objectives

Council's *Community Strategic Plan 2017-27* is the Community's overarching 10-year plan for the Municipality.

Priorities and strategies identified under this Plan's four main objectives link directly to the actions and activities in our *Delivery Program and Operational Plan*.

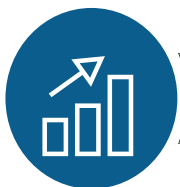
The four main objectives of the *Community Strategic Plan 2017-27* are:



A healthy, safe and inclusive community



Well planned and managed spaces, places and environment



A diverse, thriving economy



Responsible civic leadership that is transparent, innovative and accessible

A healthy, safe and inclusive community



23,006

residents
in 2018



79.52%
Australian born

89.37%
Australian Citizens

26.58%
people volunteer



22.7%
youth (0-19 yrs)



23.4%
population
aged over **65**



1,328
people aged
80
or over



51.75%
two person
families



386 residents
identify as
Aboriginal and/or
Torres Strait Islander

1.1 Developing and implementing services and programs that promote social cohesion, healthy and active lifestyles for residents of all ages, abilities and interests

The Dementia Friendly Kiama Project continues to expand in its impact in making Kiama Local Government Area (LGA) a very dementia-friendly community. The most regular activity of the project is community education, which is now delivered exclusively by people living with dementia and is using content created by people living with dementia. This education is now starting to be delivered outside of the Kiama area on a fee for service basis. One of the highlights for the year was the project being invited for the keynote speech at a global conference on dementia held in Singapore in September 2018. The Multicultural Communities Council of the Illawarra have been engaged and are participating in the Dementia Friendly Kiama Project including attending Dementia Awareness training and the Dementia Advisory Group.

The Disability Access Committee met six times during the year and addressed 25 issues within the community. Disability Awareness training was held for council staff and Councillors which was very positively received by all. The Disability Awareness budget was used to deliver this training and to convert some key information and documents into an Easy Read format. Substantial improvements have been made in the provision of information in an accessible format on Council communication platforms and included user group testing.



1,180
attended library
community
programs

Activities around raising awareness for the inclusion of people with disabilities in all aspects of community life including employment and tourism have been held. Articles about the benefits of disability inclusion are regularly shared across Council's communication platforms including business and tourism networks. A guest speaker promoting the benefits of inclusive tourism spoke at one Tourism After Hours event as well as at an internal Council event. New resources also being worked on will be finalised in the next reporting period that will substantially improve the provision of Council information including information that promotes the Kiama local government area as an outstanding accessible community and holiday venue for people with disability.

2,643

users of
public computers



Annual NAIDOC activities were held and included an Aboriginal art exhibition, a children's art workshop and a NAIDOC week activity held at Blue Haven. The Annual Local Government Regional NAIDOC Awards were held at The Pavilion Kiama with Kiama Council being this year's host council. The event was a huge success with all tickets to the event sold and the event making a financial surplus to add to the overall surplus the organising committee can utilise to help make the event sustainable.

The Annual Sorry Day event was held in May and was a great success with all local schools represented and participating in the event. Highlights included a local Aboriginal dance troupe, Gumaraa Aboriginal Dancers, dancing at the Flag Raising Ceremony, the Welcome to Country by local Elder Auntie Joyce and the guest speaker

presentation by Jodie Edwards, along with all of the school performances. Sorry Day continues to be one of the most important events for promoting cultural awareness and diversity.

Engagement activities held with the local Aboriginal community throughout the year include a 200-year anniversary memorial for the Minnamurra Massacre; delivery, in partnership with local schools, of the Aboriginal Emersion Program that took local Aboriginal students around the region to visit sites of cultural and historical significance to help them feel proud of their Aboriginality and culture.

2,148
internet hours
provided.



Council was unsuccessful in securing a state grant to fund the proposed Arts Precinct. One of the key points of feedback about the grant application was the benefit of having already secured Development Approval (DA) for the proposed Arts Precinct. Therefore, completing the design of the Precinct to lodge for DA is the priority going forward.

The Cultural Board has continued to provide valuable input and advice to Council regarding the Kiama arts community and industry through a diverse membership of local artists representing the visual, performing and literary arts. Key projects in 2018-19 have included; the Kiama Arts Centre, the Cultural Grants funding rounds, Arts Honour Roll and Council's Art Collection.

The annual Music in the Park sessions continue to provide a valuable showcase for Kiama's music industry and an accessible, soft entry point for both residents and visitors to experience live original music.

The Kiama Arts Honour Roll provides a public showcase via

Council's website of the depth and range of talent that is and has been a part of the Kiama local government area. The Arts Biz program provides support for the ongoing development of Kiama's professional arts industry and the Artists Gatherings engage local artists in valuable opportunities to grow their arts connections, collaborations and partnerships through the development of ongoing personal and professional relationships.

Urban art murals have been the fastest growing form of public art in Kiama with a number of the Illawarra regions higher profile street artists living in the Kiama area. The Cultural Board continues to explore other opportunities for increased public art through plans for the Arts Precinct, an acquisitive art prize and Sculpture by the Sea where funding and opportunity allows. Funding of \$20,000 was distributed through the Kiama Cultural Grants across seven arts based projects in 2018-19. The projects included urban art murals, a ceramics project, indigenous artwork, dance and song writing workshops. The Weave Artists Directory was expanded to include Southern Highlands artists and has grown overall in listings by 38% with new Kiama and Shellharbour artists also being listed.

The Kiama library services continue to provide opportunities for lifelong learning across the variety of age groups and interests.

135,708

library loans completed

66% of Kiama community are library members (state avg. 50%)



A number of innovation programs have been introduced including Tech Connection, a program where local high school

students provide IT support for seniors using technology. Reading literacy programs from Baby Kits were distributed by the Early Childhood nurses. Toddler Tales for children 2-3 and Story Time programs continue to attract large audiences. School holiday activities were booked out with extra sessions held to accommodate demand. Volunteers help extend the number of participants we can have in each session.



200+
young people participated in health and wellbeing programs

Friends of Kiama Library events provide an engaging and entertaining range of speakers with large audiences of local residents and visitors. The public computers and the library WiFi continue to remain popular with residents and visitors. A new public WiFi system was implemented which will provide a good level of service regardless of the number of users and location of where they are seated in the library. A new computer reservation system was also implemented which will provide accurate recording of usage time and number of patrons using the public computers. The library continues to investigate options to ensure equitable access to facilities and resources for our community.

A total of three activities have been run to engage and educate community members on healthy, affordable and sustainable food and gardening practices including one Connecting Over Fair Food in October 2018 and two Seed to Salad Bowl workshops in June 2019 as part of World Environment Day series - 121 participants attended these events including 100 at the Connecting over Fair Food event.

Three activities were

delivered to engage and educate community members on leading an active, healthy and sustainable lifestyle including NSW Bike Week, Get Active Outdoor Fitness Program and Health Moves Kiama. An estimated total of 127 participants were involved including; 100 NSW Bike Week, 12 Get Active Outdoor Fitness Program and 15 Health Moves Kiama. Over 15 activities were conducted which promoted Council community health through newsletters, social media, email networks and within local businesses and organisations.

A Breast Feeding Friendly Workplace Protocol has been endorsed by Council and is available on Council's website and suitable facilities within Council's administration building are currently being refurbished.

A total of three community health grant programs were delivered, including one Community Garden grant of \$4,500 and two Health and Sustainability grants funded across two rounds with a total of \$3,000 funded. A total of six Health and Sustainability committee meetings were held throughout the year.

All planned Leisure Centre maintenance was completed on time and within budget. The Outdoor fitness area plan is to be re-evaluated and will be discussed when a Business Plan/ Facility Masterplan is developed. Through continuous improvement, staff training and recruitment we were able to provide a large variety of programs to cater for all ages and fitness levels. With the employment of a swim school Supervisor this year, the swim school programs were better managed and increased services were available to provide more opportunities for our parents to communicate with staff and coaches. The fitness timetable was also reviewed with possible changes

occurring in 2019-20 to meet the needs of fitness patrons.

All driveway inspections were carried out within 48-hours or less from requests being received. The Capital Renewal budget is behind target due to several large and complex projects requiring additional resources, including the Kevin Walsh Oval Amenities, Dog Pound Office and Gerringong Library Projects. The Minnamurra Boardwalk and other complex projects have required additional time and resources to complete, which has impacted on the completion status for the Capital New/ Upgrade program.



670
attended
literacy events.

Maintenance of all Recreation and Open Infrastructure has been completed and all customer requests for maintenance received have been actioned. Recently completed playground refurbishments at Croft Place, James Muir Miller Reserve and Reid Park have incorporated accessible components in the design. The new playground at Hillview Circuit, Kiama is fully accessible.

The completed replacement of the North Street, Minnamurra amenities and refurbishment of the Jones Beach, Kiama Downs amenities have provided fully accessible facilities. Replacement of the Cooke Park, Gerringong amenities is partially completed and will also result in fully accessible facilities.

Free public Wi-Fi continues to be provided in the Kiama CBD.

1.2 Planning for and assisting specific needs groups

Work has continued throughout the year to improve Blue Haven admissions processes, resulting in improvements in occupancy

levels and Aged Care Financial Instrument rates. Planning for the new facility has seen the development of a new model of care being trialled. The new aged care standards have been implemented across the home and the home remains fully accredited.

**FREE
WIFI**

available at Blue Haven



Blue Haven currently has over 100 active and engaged volunteers. Project groups have worked throughout 2018-19 to define the needs of Blue Haven Bonaira including: review of workforce issues and recruitment planning, model of care planning, implementation of new standards, financial modelling of Refundable Accommodation Deposits and Daily Accommodation Payments, assess and procure Fittings, Furniture and Equipment (FF&E) and Information Communication Technology requirements.



1,136
Young people
accessed
SENTRAL

Drop-in at SENTRAL Youth Services has increased from 141 in Quarter 1 to 1,136 in Quarter 4. The massive increase in numbers appears to be due to increased promotion and aesthetic changes to the physical space. SENTRAL's collaboration with Kiama High School remains strong with work commencing to develop a Memorandum of Understanding between the school and Council to ensure that the needs of young people are met in a safe, inclusive way whilst making the best use of both parties resources and expertise.

32 programs
and events offered
to young people



SENTRAL's work with local primary schools is also strong with young people being introduced to the service through the emotional transition to High School Program run in all local primary schools during term 4.

1.3 We live in a safe community

A strategy is being developed to focus future lifeguard services across the seven patrolled beaches having regard to changing use patterns, public expectations and to create a sustainable lifeguard service to respond to ongoing challenges in the coming years.



406,334
people using
Council beaches

100+
surf rescues
completed



Council deployed approximately 30 lifeguards to manage our seven beaches over the 2018-19 swim season and once again our beaches were extremely popular, with an estimated 406,334 people visiting them compared to the previous season (349, 830). Gerroa was again most popular beach, ahead of Surf Beach, and well ahead of the others. Rescues and first aid incidents were up, with a significant increase in critical incidents requiring ambulance crews and/or the rescue helicopter. There was also a sharp jump in preventative actions as well, with more than 100 rescues, up 20 per cent on the previous

season, and almost 5,000 other preventative actions being undertaken.

The implementation of the swimming pool barrier compliance program is continuing and so far 54% of the approximate 1,400 pools have been inspected since the commencement of the compliance program in October 2017.

254 Occupation
Certificates were
issued/ received



There are 777 low risk on-site sewerage management systems within the local government area and 279 (36%) low risk systems were inspected during the year. There are 137 high risk systems and 103 (76%) of these high risk systems were inspected. 324 (35.4%) of total systems have to be inspected per annum and 329 (101%) of total systems were inspected during the 2018-19 period.

Ongoing updating of warm water systems and cooling tower and Legionella risk registers were completed. Ongoing updating of the swimming pool registers has been completed with swimming pool sampling of Council operated pools completed in accordance with sampling schedule.

25 public health
complaints



127 participated
in 'I'm Alert' food
safety training



Twenty-five public health complaints were received during 2018-19 and all of these were investigated and actioned within five working days. Council is continuing to inspect and issue approvals for caravan parks to operate in the

Municipality to ensure the high standards that the community expects are maintained. Ninety-five permits to create smoke (pile burning applications) were received and processed within the required timeframe.

40 noise pollution
complaints and



27 water and
pollution complaints



A local Government Road Safety Action Plan has been prepared setting out proposed projects based on local crash data analysis, council priorities, community feedback and the road safety priorities set out in the NSW Road Safety Plan 2021.

577
parking patrols
undertaken and



419
parking
infringements
issued

126 parking
complaints

26 abandoned vehicles



Monthly traffic committee meetings are held as required and all actions have been implemented. All Road Safety projects were completed in accordance with the Local Government Road Safety Guidelines, including Learner Drivers, Seniors, NSW Bike Week - Bicycle Safety, Speed compliance on Local Streets, Motorcycle Safety and Pedestrian Safety - Look Out before you Step Out Campaign.

Council had to replace the majority of CCTV cameras and some networking equipment due to an electrical storm event in the past year which resulted in the CCTV system in Kiama being 'off line' for approximately

six months. Several procedure improvements were identified from internal reviews which have now been implemented. A Community Safety Committee has been established with quarterly meetings scheduled.

A grant application was developed and submitted via Illawarra Shoalhaven Joint Organisation (ISJO) with regional Councils for regional climate adaptation project looking at developing consistent and best practice water sensitive urban design Development Control Plan (DCP) chapters. Regional Workshops were attended: ISJO Regional Energy Working Group Meetings (two workshops); Regional Waste Disaster Management Plan (two workshops); and Learn to Adapt - Climate Change (two workshops).

242

dogs collected
and returned
directly to owner



269

companion animal
complaints



10 off leash
areas operated



Blue Haven Bonaira

The construction of our \$106 million Blue Haven Bonaira aged care complex is progressing well.

When completed the site will comprise of:

- 134 bed aged care facility
- 59 independent living units
- office space for Blue Haven staff
- a community hall and
- meeting rooms.

The aged care facility will feature a café, hairdresser, wellness centre and chapel. The historic Barroul House will be restored and have a café/restaurant with outdoor dining added, for the whole community to enjoy.

More than 320 workers have been inducted to the site since construction commenced with over 100,000 hours clocked.

The vast majority of the trades have been sourced from the Illawarra. The project is on track for completion in November 2019.



Solar power for the library

A 52.4kW Photovoltaic solar panel system was installed at the Kiama library and the Family History Centre. This is set to reduce the electricity consumption at this facility by approximately 20% and the system will have paid for itself in 4-5 years.



New Kiama Health Plan 2018-2021

–Adopted 22 January 2019

A healthy community is one that is continually creating and improving the physical, social and economic environments, thereby expanding community resources.

Kiama Council was one of the first Councils in NSW to develop a Health Plan and Council remains an innovative leader in this policy area.

The first Health Plan was developed in 1998/1999,

followed by subsequent plans in 2005-2008, 2011-2017 and the current 2018-2021. As a result of these initiatives, Kiama was recognised as a World Health Organisation (WHO) Healthy City in August 2008.

The 2018-21 Kiama Health Plan builds on the work and success of previous Health Plans, where all sections of Council work together to develop a healthier community.

It involves a “health in all policies” approach.

Healthy urban environments are strengthened through partnerships. Council recognises, values and welcomes the opportunities for co-operative work with agencies and the community.

This plan covers a broad range of issues, which Kiama Municipal Council believes interact to have positive benefits for the health of residents, visitors, and the environment.

It offers a balance between the practical and theoretical, with links that draw on international, national, state and regional research, policies and best practice.



Well planned and managed spaces, places and environment



Kiama area
259k²

and

573ha

Council maintained land



6,815

travel to work by car



84.6km

footpaths and
cycle ways and



212km

kerb and gutter



4 rural fire service buildings,
2 state emergency service
buildings, **19** community
service buildings, **27** public
amenities buildings, **3** surf
life saving clubs, **32** sports
and recreation facilities



0.57%

travel to work by train



40

road bridges and

88.3km

of stormwater
network



2.1 Maintain the separation and distinct nature of local towns, villages and agricultural land

Ooaree Creek/Werri Lagoon flood study was completed and adopted by Council in February 2019. Endorsement of Local Strategic Planning Statement is anticipated by mid-2020. Council endorsement of the Community Participation Plan is on track for completion by the due date of December 2019.

27

DAs referred to Heritage Advisor



Capital Investments value of determined Development Applications was



\$363,807,731

Three out of four external requests for Planning Proposals were determined within 90-days and timeframe set out in relevant Gateway Determinations. Amendments 12 and 13 to the Kiama Local Environmental Plan were published within the 2018-19 financial year.

The Kiama Town Centre exhibition period was extended to enable a greater level of community input and actions recommended by the integrated reporting are being prioritised, with the matter to be finalised by September 2019.

Council continues to recognise and protect our heritage items for future generations. Amendments to Chapter 30 of the Development Control Plan, including site specific controls for Pheasant Point Heritage Conservation Area and conservation requirements for significant areas and items of Aboriginal Cultural Heritage through the development process have been completed. Staff continue to liaise with the

State Government to progress mapping project according to the timeframes set down in the Illawarra-Shoalhaven Regional Plan implementation plan schedule.

2.2 Our community and natural environments are adaptive, resilient and sustainable and informed of predicted climate change impacts

The Minnamurra headland bank rehabilitation project was completed during the year. Council completed the works under a heritage conservation permit, with rock stabilisation and vegetation establishment being completed in late 2018 and early 2019.

Minnamurra Wetlands weed control program was approved in mid-2018 and works started in February 2019. There were delays due to Conservation Volunteers Australia closing its regional offices. Subsequently a contractor was appointed and has undertaken the program of works between February and May 2019. The initial works have covered more area than was first identified and future works will be re-assessed in September 2019 to determine where to apply the available resources.

Blue Angle Creek bank stabilisation options assessment was delayed due to a variation to the project budget. The contract was awarded in the fourth quarter and a site inspection and consultation meeting is scheduled for the first week of July 2019.

Matching funding was provided for the development of the Kiama Coastal Management Program for its open coast by the NSW Coast and Estuary Program. Council released a tender and following submissions and assessment periods the successful tenderer was appointed. The project inception meeting was held and planning for consultation for the Stage 1 Scoping Study was

commenced. Photogrammetry required for the development of the Coastal Management Program was also sourced. Stage 1 community and agency consultation will be run through mid to late July through August 2019.

Three coast and estuary projects were successful in their application for funding: the Minnamurra Wetlands Rehabilitation Program, the Blue Angle Creek bank stabilisation options assessment and funding for the development of the Kiama Coastal Management Program. Annual bush regeneration work was completed at Seven Mile Beach as per contract. Landcare is active and supported with materials and technical help.

A 32kW photovoltaic system was designed, installed and commissioned on the Kiama Library. It is expected that energy consumption at the site will be reduced by 20% and the system will have paid for itself in 4-5 years. The revolving energy fund reserve was utilised to fund this project. Draft guidelines for utilising the revolving energy fund were prepared for future project access to funding.

Preliminary work was carried out by Council's Spatial Information Officer on bushfire prone land, with Council liaising with NSW Rural Fire Service regarding mapping requirements. Council continues to collaborate with the Illawarra District Weeds Authority.

250

students planted trees on National Tree Day



National tree day activities with Kiama High School were conducted in August 2018 where 250 students planted trees at five sites in the Kiama local government area. World Environment Day

was recognised in 2019 with a Birds of the Illawarra Workshop with 25 community members attending. A spring Birds of the Illawarra walk and talk at Spring Creek was also held in October 2018, with 10 community members attending.

2.3 The principles of ecologically sustainable development and compliance underpin town planning and local development

Forty-two Development Applications were reported to the Council for determination in accordance with delegations over the last year. Data reporting requirements are being updated to enable accurate extraction of reporting Development Application data.



343
DAs referred to
Engineering

Council is continuing to undertake building inspections as a Principal Certifying Authority in the Municipality and during the year 268 building inspections were undertaken with 100% completed on the scheduled day.

All Complying Development Certificates were processed in accordance with legislative timeframes. 19 Occupation Certificates and 49 Construction Certificates were issued during the year within legislative timeframes.



525 Section
10.7(2) Certificates
issued and
236 Section 10.7(5)
Certificates issued

Five hundred and twenty-five Section 10.7(2) certificates and 236 Section 10.7(5) Certificates were issued during the 2018-19 financial year. 98% of all certificates were issued within

three days with an average processing time of 1.7 days. A new online certificate system was also implemented.

Council resolved to prepare a new Section 94 contributions plan framework on 21 May 2019. Council is liaising with external consultants to identify key project milestones for the preparation of the new framework.

Tree management applications have been below target for completion within 21-day timeframe. A review of current processes is expected to improve and meet targets. Data on other performance measures cannot be extracted from current system and will be subject to review.

Over the financial year 343 Development Application engineering referrals were assessed, with 38 of these referrals taking in excess of 14 days. This equates to 89% of applications being completed within 14 days.

The amended Chapter 3 (Preservation and Management of Trees and Vegetation) of the Kiama Development Control Plan was adopted by Council at its meeting of 18 December 2018 and became effective from 12 January 2019.

Council, in its role as the Roads Authority, received 125 road occupancy applications in the year. Unfortunately, only an average of 64.5% were completed within 5 working days due to resourcing issues, such as staff acting in higher positions as well as carrying out regular day-to-day duties and functions.

2.4 Effectively manage our waste and resources

There has been a downturn in Community Recycling Centre (CRC) numbers due to the opening of Shellharbour and Wollongong CRC's. All weekly and fortnightly services of waste, recycling and organics collections have been provided

as per Council's schedule. The Regional Waste Disaster Management Plan has been finalised and is now in action. All targets were achieved for the processing of recyclables and organics.

Round 3 of the Regional Litter Grant is now delivered and finalised with 75% of all waste collected recycled. Round 4 of the Litter Grant funding will focus on butt litter, cost of litter study and silage wrap.

Allocated funding for Seven Mile Beach Holiday Park is fully spent, with the Park being responsible for installation of bins for each cabin on the Beachside, a bin station near the safari tents on the river side and installation of sensor lighting next to the large garbage skip bins to minimise potential illegal dumping by the general public.



The following waste workshops/events were undertaken in 2018-19: Household Bulky Waste Drop Off Event (September 2018), four Home Composting Workshops, Blue Kiama Marine Education Expo (December 2018), four waste information shop front kiosks, two Second Hand Saturday, six World Environment Day Sustainable Living Workshops (June 2019), Clothes Swap Party (June 2019), OK Organics Compost Giveaway (July 2018), Business Clean Up Australia Day (February 2018), Household Kerbside Clean Up Collection - Urban only (March 2018), Kiama Boomerang Bags - general support and Community Recycling Centre

promotion regionally and locally, implementation of a Commercial Waste Education program and the introduction of the food and garden waste collection (OK Organics) for the Independent Living Units at Blue Haven Terralong.

During the financial year 216 illegal dumping incidents were reported and investigated. This represents a 65 (43%) increase compared to the 2017-18 reporting period. Two-hundred and nine (96.8%) investigations were closed and 7 (3.2%) incidents are still under investigation. Five hundred and twenty-five tonnes of illegally dumped waste were collected. Of the illegal dumping reports 181 incidents (83.8%) had insufficient information to take enforcement action; ten incidents (4.6%) had regulatory action taken (\$8,750 in fines issued); five incidents (2.3%) had regulatory action offender required to undertake clean up action; seven incidents (3.2%) referred to another authority to take action; and 13 incidents (6%) had no waste found. The clean-up costs were an estimated \$24,250. \$18,000 income was received from

NSW Environment Protection Authority Regional Illegal Dumping allocation. Detection systems to monitor illegal dumping hot spots undertaken and new lighting installed. One hundred and twenty-three patrols of illegal dumping 'Hot Spot' areas undertaken.

123

patrols of illegal
dumping 'Hot Spots'
conducted



2.5 Effectively manage our transport, drainage and other infrastructure and assets

An audit of accessible parking places completed, with plans for upgrades to facilities to be tabled to the Access Committee for discussion as required.

Drainage asset renewals cannot progress until the process of development of an easement within private property is finalised to renew stormwater infrastructure. Maintenance of all drainage infrastructure has been completed and all customer requests have been actioned and rectified. All drainage asset

maintenance and operation, including gross pollutant traps and drainage pits has been completed within the thresholds of the customer requests system. The gross pollutant traps audit is complete and annual schedule development for maintenance is yet to be determined.

Ambulant toilet facilities have been provided in recently replaced amenities building at North Street, Minnamurra and Jones Beach, Kiama Downs. Further quotations are being sought for the Kevin Walsh Oval amenities building extension at Jamberoo which incorporates an adult change facility.

With the exclusion of the Kevin Walsh Oval Amenities, Dog Pound Office and Gerringong Library Projects the completion status is 46% for the Capital Renewal program. With the exclusion of the Minnamurra Boardwalk the completion status is 51% for the Capital New/ Upgrade program. All customer requests received throughout the year regarding assets and infrastructure have been actioned and/ or completed.

Minnamurra and Crooked River Coastal Zone Management Plans

Council has secured grant funding under the NSW Estuary Program to complete two projects identified in the Minnamurra river and Crooked River Coastal Zone Management Plans.


One project is for the preparation of a design plan and option to control bank erosion in Blue Angle Creek within the Seven Mile Beach Holiday Park and the other project is for bush regeneration and weed management in an area of the Minnamurra River catchment.



A diverse, thriving economy



 **5620**
jobs in Kiama


85.62%
of households are
connected to the internet

50.03%
employed full or part-time




Kiama
economy
generates est.
\$1.572
billion pa

807 jobs
supported by tourism
which generates 

 **\$39.027**
million pa revenue

3.1 Promote and encourage business development and economic prosperity in the local area

This year the Kiama Town Centre Economic Study was prepared to inform the development of the Kiama Town Centre Study. The Kiama Town Centre is an important employment hub for the Kiama local government area, contributing to 38% of all employment. The study also identified the need for an additional supermarket and hardware store.

The development of these land uses would further strengthen the centre's position in the Illawarra and the local government area. The study has also identified the need for additional high quality accommodation with increased tourism also having additional positive economic flow on benefits.

The Economic Development Committee has been identified as a lead stakeholder in a number of projects in the Kiama Tourism Opportunity Plan such as the revitalisation of the Kiama Harbour precinct, and options for the future use of Jerrara Dam. Meetings were held throughout the year to further progress these projects.

Council continue to work closely with home based business groups and attend the Night Time Economy Forum to grow business in all these sectors. Work continues in collaboration with the Planning department with regards to the development of opportunities and economic output of rural land.

In December 2018 Council adopted amendments to the 2011 Local Environmental Plan with regard to allowable uses on rural properties. Bed and Breakfasts are now permissible with consent in the RU1, RU2 and E3 zones and Eco Tourist Facilities are permissible with consent in the RU2 and E3

zones. The Kiama Development Control Plan Chapter 13 Tourism Accommodation has also been amended to provide more clarity and flexibility for the provision of certain type of tourist accommodation on rural properties which will allow additional activities to be undertaken.

This year a new Business Networking group 'The Gerringong Association' was launched and together with Council hosted a number of meetings and workshops which were attended by local business. Other programs included The Easy to do Business Program and the Economic Gardening Program which held workshops and events.

The Kiama Small business forum introduced the National Disability Insurance Scheme (NDIS) to 25 local businesses through a series of meetings and workshops.

Whilst this initiative was focussed on how businesses can utilise the NDIS it also provided information on employment for people with disability. In addition, Council continue to work closely with the Office of Small Business to facilitate and encourage new business enquiries and to streamline processes.

3.2 Recognise and support Council as a significant purchaser in the local area

Council continues to work in partnership with Illawarra Shoalhaven Joint Organisation (ISJO) to improve procurement processes and engage with regional suppliers/ providers to get the best project outcomes.

At March 2019 Council meeting, Council adopted the ISJO tender for gross pollutant trap and pipe works servicing. Also working through ISJO for regional weed management services, electricity supply, financial capability assessments, joint legal services panel and procurement rebates.

3.3 Promote and support tourism in the local area

Annual income from Kiama Coast Holiday parks was \$8,993,888, a decrease of \$252,463 from the previous year. Reasons contributing to the loss of income include the closure of Surf Beach Holiday Park for redevelopment, the increase in holiday van debt at Werri Beach Holiday Park in response to upcoming removal of Holiday Vans, the inability to increase tariffs across the Parks, the Parks need to discount due to aging cabin fleet and requirement to uplift and an increasing trend for one night stays.



5

Tourism
After Hours
events



62.2%

average holiday
parks cabins
occupancy

There have been regular social media posts on all pages, with an annual increase of 1,623 likes across the six Facebook pages to actively promote Kiama Coast Holiday Parks. The Parks were featured in five industry/ tourism magazines and other print media, many travel websites, numerous on-line booking sites, newspaper articles and an industry television program. Sponsorship/donations to 12 different groups/ events including the New Years' Eve laser light show, Surfing NSW, Kiama Big Fish Classic and Friends of Blue Haven Fete, as well as discounted accommodation to numerous event/ conference organisers. New accessible cabin designed and tender awarded for the supply and installation at Surf Beach Holiday Park. Cabin refurbishments have been undertaken during the

212M
overnight visitor
spend for financial
year



63%
increase on
Australian Tourism
Data Warehouse listings



year and park upgrades include WiFi upgrades, camp kitchen, Kangaroo Jumper, returfing, pool precinct and septic pump and tank upgrades and landscaping.

Average cabin occupancy at the Holiday Parks was 62.2% with an average site occupancy of 49.5%. The Managed Service Agreement with each Holiday Park has been signed and implemented. Overnight Visitor Expenditure was estimated at the December quarter to be \$220M per annum for the Municipality.

The Events Strategy Action Plan has been completed and implementation of the plan has commenced with quarterly Working Group meetings. Annual Events Calendar has been created and updates are ongoing. Destination Event Funding criteria and processes have been developed and are being implemented

The Tourism Opportunity Plan has been completed and adopted. Five priorities have been identified: Surf Clubs – two meetings held to date with all Surf Clubs, additional meetings held with the Gerringong Surf Life Saving Club and stakeholders including Surfing NSW, changes to the zoning needed and alignment now with the South Coast Marine Tourism Strategy; Harbour and Blowhole Point – being led by the Economic Development Committee and recent meetings held with key stakeholders; Jerrara Dam – being led by the Economic Development Committee; accommodation – being led by the Economic Development Committee; and Coastal Walk and the Illawarra Escarpment Walking Trail – recent meetings held with the Department of Premier and Cabinet, the NSW National Parks and Wildlife Service and Destination Sydney Surrounds South. Feasibility study to commence on the Escarpment Trail with the engineering team commencing preliminary survey work on the extension of the Coastal Walk, prior to determining feasibility.

The following Tourism After Hours events were held: Winter 2018 at the Kiama Bowling Club;

Spring 2018 at Easts Beach Holiday Park; Christmas 2018 at Gerringong Bowling Club; Summer 2019 at Jamberoo Action Park; and Autumn 2019 at El Corazon, Kiama. The Manager of Community and Cultural Services presented at the Winter Tourism After Hours event.

The 2019 UNSPOILT Campaign has focussed on the off-peak Winter period and ran through to 30 August 2019. Full Campaign results and analysis will be measured by Destination NSW.

Council's team at the Visitors Centre have worked closely with local industry to achieve an excellent increase in Australian Tourism Data Warehouse listings from 110 to 179.

251
events held
at The Pavilion



Events hosted at The Pavilion Kiama has seen an overall increase from 2017-18 to 2018-19 of 5% – busy year implementing marketing plan strategy. During the 2018-19 year the Pavilion hosted 119 commercial events, 56 Council events, 42 community events, 24 weddings and 10 funerals.

Electronic DA lodgement

We have improved the way we process Development Applications (DAs) by using an electronic lodgement system. All of Council's DA forms have been updated to reflect current best practice and are now interactive forms so that you can type directly into them.

Our lodgement checklists have also been updated to ensure that you submit all the required information once. This helps reduce the processing times, which means that Council can issue your DA quicker.

Council no longer requires you to print multiple copies of your plans. You now submit plans electronically on a USB, CD or by email.

Council has also prepared a 'Guide to carrying out Development or an Activity in the Kiama Municipality' to assist you



Governor General visit

In September 2018 Council hosted a visit to the Municipality by Governor-General, Sir Peter Cosgrove, and Lady Cosgrove.

Their Excellences' spent their time in town visiting the SENTRAL Youth Services team in Hindmarsh Park, where they chatted with the Youth Services staff about the programs they run.

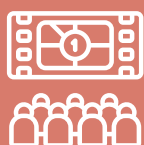
Sir Peter was also briefed on Kiama's Dementia Friendly Project, meeting members of the Dementia Alliance Group.

Mayor Mark Honey, who served with Sir Peter in the Australian Army, also hosted a Civic Reception for the Governor-General.

The visit by the Governor-General was part of his tour of the region.



Responsible civic leadership that is transparent, innovative and accessible



12
Ordinary
Council meetings,



4
Extraordinary
Council meetings
and



6
civic functions
held by council

4.1 Council is financially sustainable

Assessments throughout the year recorded Council as meeting all seven Fit for the Future benchmarks however the final annual assessment indicates that we may fall short, meeting only five of the benchmarks.

Income from Council's commercial operations has reached the 95% of budget target for the 2018-19 financial year.

4.2 Council embraces good governance and better practice strategies

Council's annual risk management program includes enterprise risk management reviews, business continuity review and/ or drills, attendance at industry events, Work Health and Safety (WHS) and Return to Work (RTW) network groups, efficient management of claims, primarily in the workers' compensation, property, public liability areas, insurance program implementation and continuous risk and property risk engineering audit outcome management. This year the team has worked on all elements of this program without significant claims or new exposures arising.

Council's safety management system continues to evolve and improve. The safety system provides a solid framework of compliant training, assessment and documentation that encourages and supports Council's safety culture. Senior management's support and interest provides a platform that allows continual improvement in this element of Council's operations and has a direct impact on the health and safety of staff and historically low worker's compensation premium.

Completed scheduled Injury Management program of works for this period. Programs completed include implementation of fitness

passport, review of job demand analysis for roles across Council and update of pre-employment medical process and documentation and implementation of the Alcohol and Other Drugs Policy and Procedure for Councillors. Management of claims in this period in line with best practice strategy and legislative requirements.

Council's Enterprise Risk Management Framework prescribed for regular risk reporting to the executive, ensuring each department has a register of their risks. This year, new risk registers were created for Tourism and Events, Youth Services, Blue Haven KACCOC (Kiama Aged Care Centre of Excellence) transition and Blue Haven Independent Living Units. Work has also commenced on Council's strategic risk register.

The CRIP (Continuous Risk Improvement Program) Audit is an integral part of Council's membership with Civic Risk Mutual, which is used as a benchmarking tool to ensure all members show diligence in working towards a best practice approach to the exposures they have. Actions from the report are allocated to a number of executive as well as the risk team, and require robust and enduring actions before they can be marked as complete. Some actions also require a significant lead time or circumstance before they can be achieved.

This year the WHS due diligence measures have been a focus with more detailed communication with all levels of the organisation, and more enhanced reporting actioned. The most significant emerging exposure for Council this year has been the KACCOC transition process. Insurance arrangements for Council's risks are in place and all policies are current to either 31 October 2019 or 30 June 2020.



99.46%
Council's website
uptime

The Audit Risk and Improvement Committee (ARIC) has met four times over the year and an Internal Auditor was appointed in December 2018. A work plan and strategic plan have been developed and ongoing monitoring is undertaken by the Internal Auditor.

General Manager meetings are held regularly. A new Executive Officer has commenced and new Illawarra Shoalhaven Joint Organisation (ISJO) entity established as per new legislation. Staff continue to represent Council at a regional level and look for opportunities to promote and progress Council's strategies.

Council continues to actively pursue opportunities to improve services for accessible public transport within and between towns.

6

Councillor
workshops



56

briefing sessions
for Councillors



4.3 Council and the community working together

This year Council completed a User Experience Research project for the organisation's website. The research was conducted by consultants, The Fore, over a six-month period to uncover what users want from Council's website. The findings allowed Council to make some small, short-term fixes to improve the site's useability. Longer-term, the findings will be used in 2019-20 to guide requirements for tender for a suitable Content Management

System that will allow Council to build a website desired by users. Website availability target met with uptime recorded for the year at 99.46%.

Items on public exhibition or available for community consultation were made available to our community via a dedicated webpage created this financial year. The webpage allowed Council to publish and advertise both, along with associated meetings and documents.

85

public speakers
at Council meetings
(open access)



1

Youth Council
meeting held



Council continues to meet

all requirements under the Government Information (Public Access) Act (GIPA) with 15 formal applications for information being completed. Two of these decisions were reviewed by the NSW Information and Privacy Commissioner and one decision was referred to NSW Civil and Administrative Tribunal (NCAT) for review. NCAT determined in Council's favour in relation to limiting copyright documents to 'view only' access. A full transcript of this matter can be found under NSW Case Law - <https://www.caselaw.nsw.gov.au/ecision/5c9ab738e4b02a5a800bf968>

Council continues to proactively release information where possible and regularly assists community members to access Council information. Three hundred and sixty-five informal requests for information were completed by Council's Customer Service team. Council participated

in the NSW Information and Privacy Commissioner's Privacy Awareness Week and Right To Know Weeks.

Council meetings and public access meetings have been broadcast live via Council's website and are available for review on the website.

365

informal requests
and

15

formal requests
for information
under GIPA Act



Council staff have used their regular 'Casual for a Cause' charity fundraiser to do their bit for drought affected farmers. Staff from the Administration centre, Old Council Chambers, Library and Waste Depot all took the chance to don hats, check shirts, overalls and even leopard-print gum boots. While there was a wide and varied interpretation of what farm-wear means, it was all for a good cause. They managed to raise more than \$800 for the Fiver for a Farmer charity drive.

Other required information under the Local Government Act/Regulations



Mayor and Councillors

Meetings and attendance of Councillors

Council conducted 12 Ordinary meetings, 4 Extraordinary meetings and 1 Youth meeting during 2018-19.

	Ordinary meetings	Extraordinary meetings	Youth meetings
Clr Mark Honey	11	4	1
Clr Matt Brown	10	3	0
Clr Neil Reilly	11	4	1
Clr Kathy Rice	11	3	1
Clr Andrew Sloan	11	3	1
Clr Warren Steel	12	2	1
Clr Don Watson	11	2	0
Clr Mark Way	12	3	0
Clr Mark Westhoff	11	4	1

Mayor and Councillor fees and expenses paid

The following fees and expenses were incurred during the 2018-19 financial year for the provision of facilities to Councillors in relation to carrying out their civic duties.

Description	Amount Paid
Mayoral Fee	\$62,147
Mayoral vehicle expenses	\$11,836
Councillor Fees	\$159,944
Councillor Expenses	\$15,574
Cost of dedicated office equipment	\$23,857
Cost of telephone calls: including mobile, home located land-lines, facsimile and internet services	\$23,743
Cost of conference/ seminar expenses	\$6,286
Cost of training and provision of skill development	\$18,305
Mayor and Councillor interstate visits including transport, accommodation and other out-of-pocket travelling expenses	\$13,390
Mayor and Councillor overseas visits including transport, accommodation and other out-of-pocket travelling expenses	\$2,844
Mayor and Councillor – expenses of any spouse, partner or other person who accompanied the Mayor or Councillor, being expenses payable in accordance with the Guideline	\$0
Mayor or Councillor expenses for the provision of care for a child or an immediate family member in relation to carrying out civic duties	\$0

Councillor Training and Professional Development

	Code of Conduct training	Code of Meeting Practice training	Drug and Alcohol Policy briefing	Native Title Crown Lands Management Act	Kiama Town Centre Study workshop
Clr Mark Honey	1	1	1	1	1
Clr Matt Brown	1	1	1	0	0
Clr Neil Reilly	1	1	1	1	1
Clr Kathy Rice	1	0	1	1	1
Clr Andrew Sloan	1	0	1	0	1
Clr Warren Steel	1	0	1	0	0
Clr Don Watson	1	1	1	1	1
Clr Mark Way	1	0	1	0	1
Clr Mark Westhoff	1	0	1	1	1

Overseas visits by Councillors, Council staff, or Council representatives

Councillor Kathy Rice travelled to Borneo for the World Health Organisation's Healthy Cities Alliance.

Council's Manager of Community and Cultural Development travelled to Singapore in September 2018 to attend a global conference as a keynote speaker for Dementia Friendly.

Council's General Manager and senior staff payments

Council employed three positions under the provisions of the Local Government Act as 'senior staff' for the 2018-19 financial year, being the General Manager, Director of Environmental Services and Director of Corporate and Commercial Services. The total amount paid to these positions for the financial year includes:

- total value of the salary component
- amount of any bonus, performance or other payments that do not form part of the salary component
- employer contribution or salary sacrifice amount payable to any superannuation scheme to which the senior staff may be contributing
- total value of any non-cash benefits for which these staff may elect under the package
- total amount payable by way of fringe benefits tax for any such non-cash benefits.

Total value for all 'senior staff' - \$352,742

Total value for General Manager - \$290,796

Amount of rates and charges written off during the year

\$10,967 written off during the 2018-19 financial year. The majority of this was for assessments with a conservation agreement on them, which makes a certain percentage of the property non-rateable.

Pension rebate of \$434,414 was granted for the financial year

Money granted

Details	Amount
Illawarra Academy of Sport	\$6,000
National Seachange Task Force	\$1,197
Art Exhibition	\$1,900
Jamberoo Carols	\$1,000
Kiama Carols	\$1,425
Southern Stars	\$2,200
Cultural Grant – Gerringong Public School	\$2,500
Cultural Grant – Contemporary Dance Workshops	\$3,000
Cultural Grant – Presence of Land Exhibition	\$2,000
Cultural Grant – Kinder Garden	\$2,700
Gerringong Public School P&C	\$500
Minnamurra Public School P&C	\$1,000
Slow Food Saddle Back	\$500
Cultural Grant – Mural on the Commonwealth Bank of Australia Building	\$1,300
Cultural Grant – The Village Mural	\$3,000
Cultural Grant – Kiama Ceramic Art Studio	\$3,000
Kiama Jazz Committee	\$14,000
Kiama Harbour Cabins – contribution to Kiama Jazz & Blues Fest	\$200
Surf Beach Holiday Park – contribution to Kiama Jazz & Blues Fest	\$200
Kendalls Beach Holiday Park – contribution to Kiama Jazz & Blues Fest	\$200
Werri Beach Holiday Park – contribution to Kiama Jazz & Blues Fest	\$200
Seven Mile Beach Holiday Park – contribution to Kiama Jazz & Blues Fest	\$200
Kiama Gamefishing Club – Donation – Charity Fishing Competition	\$250

Details	Amount
Kiama Gamefishing Club – Sponsorship – Junior Angler Tag & Release	\$300
Gerringong Cricket Club	\$2,000
Gerringong Breakers Football Club	\$1,500
Gerringong Community Garden	\$250
Gerringong Surf Life Saving Club	\$250
Gerringong Rugby League Football Club	\$3,000
Gerringong Rural Fire Service	\$177
Illawarra Folk Club	\$2,200
Jamberoo Red Cross	\$2,500
Jamberoo Music Festival	\$3,750
Jamberoo Christmas Decorations	\$1,250
Jamberoo Football Club	\$1,000
Kiama Bowling Club – Ladies Bowling Club Jarrett Tournament	\$500
Kiama Bowling Club – Tourism After Hours	\$946
Kiama Downs Surf Life Saving Club	\$8,000
Kiama Garden Club	\$250
Kiama Rugby Sevens	\$6,000
KISS Arts Festival	\$12,100
Koori Kids – NAIDOC School initiative	\$450
Lions Club Minnamurra	\$1,580
Lions Club Gerringong	\$2,100
Rotary Club Kiama	\$1,000
Rotary Club Gerringong	\$1,250
Steel City Strings Orchestra	\$250
Surfing NSW	\$7,150
Total	\$108,225

Section 94 and 94A contributions

Council has seven Section 94 Contributions Plans (S94) and one Section 94A Indirect Contributions Plan. These plans set out the financial contributions that developers are required to make to Council, to be spent on providing a range of public facilities throughout the Municipality.

Funds received in 2018-19 – From Note 26 financial statements.

	S94	S94A	Total Income
Total excluding interest	\$497,878	\$495,380	\$993,258
Total including interest	\$589,556	\$522,269	\$1,111,825

No Section 94 funded projects were undertaken during the 2018-19 Financial Year.

Government contracts (over \$150,000)

The following contracts with a value of more than \$150,000 were awarded during the 2018/19 financial year.

Contractor	Goods/services	Estimated amount payable under the contract (including GST)
Individual businesses as per ISJO contractor panel	Regional Illawarra Shoalhaven Joint Organisation (ISJO) tree services contracted panel	\$200,000
Technology One Limited	Provision, implementation and on-going support of an Enterprise Software solution for Kiama Municipal Council	\$3,900,000
Affective Services Pty Ltd 111-117 Montague Street North Wollongong NSW 2500	Construction of retaining wall in Havilah Place, Kiama	\$216,442
Telstra Corporation Limited	Provision and ongoing support of a range of mobile phone services for Council, including handsets and carriage services	\$213,400
Telstra Corporation Limited	Provision of network infrastructure and implementation of both a public and staff wireless infrastructure at KACCOE	\$660,000
BMD Urban Pty Ltd Level 3, 3 The Crescent Wentworth Point NSW 2127	Civil works and electrical upgrade at Surf Beach Holiday Park	\$1,355,402
BMT Eastern Australia	Development of the Kiama Local Government Area Coastal Management Program	\$208,813
Tox Free (Cleanaway), Total Drain Clean, Bell Environmental and Pipe Management Australia	Gross Pollutant Traps and Pipework Servicing	Approximately \$350,000 over 5 years if extended
Edwards Constructions	Demolition of existing and construction of new Rural Fire Service Fire Station at Carrington Falls	\$651,153
Bucher Municipal	Supply new road sweeper	\$378,312
Southern Truck Centre Wollongong	Supply new sideloader compactor truck	\$430,083
Southern Truck Centre Wollongong	Supply and delivery of one 6 x 4 rigid truck and trailer	\$423,280
Illawarra Hino	14,000kg GVM truck with tipping body	\$154,693
Roadworx	Supply and lay approximately 6,000T of asphaltic concrete	\$1,030,392
Data#3 Limited	Microsoft Licensing for NSW Local Government	\$481,281
Gordlees Pty Ltd 200 Crooked River Road Gerroa NSW 2534	Management of Seven Mile Beach Holiday Park	\$1,794,525

Condition of public works

Local and regional roads

The following values are for Council's transport and communication assets (excluding land under roads).

Asset class	Written value at 30/6/18 (\$000)	Estimated cost to bring to satisfactory standard (\$000)	Estimated annual maintenance cost (\$000)	Maintenance expenditure 2017-18 (\$000)
Public roads	\$121,496	\$3,432	\$1,837	\$1,924

Stormwater drainage

Asset class	Written value at 30/6/18 (\$000)	Estimated cost to bring to satisfactory standard (\$000)	Estimated annual maintenance cost (\$000)	Maintenance expenditure 2017-18 (\$000)
Drainage	\$26,427	\$0	\$125	\$86

Buildings

Asset class	Written value at 30/6/18 (\$000)	Estimated cost to bring to satisfactory standard (\$000)	Estimated annual maintenance cost (\$000)	Maintenance expenditure 2017-18 (\$000)
Public buildings	\$55,286	\$119	\$1,476	\$1,647

Other structures

Asset class	Written value at 30/6/18 (\$000)	Estimated cost to bring to satisfactory standard (\$000)	Estimated annual maintenance cost (\$000)	Maintenance expenditure 2017-18 (\$000)
Other structures	\$2,236	\$0	\$0	\$0

Stormwater management services provided (levied)

In 2018-19 Council expended stormwater levy funding as follows:

- Council engaged a stormwater consultant to provide a technical accessibility specification and Gross Pollutant Trap maintenance training at a cost of \$1,983.
- Council expended \$14,292 on maintenance which was 15% of Council's total expenditure as per conditions of levy funding.
- Council expended \$7,770 on initial Barney Street Culvert renewal works.
- Council expended \$142,109 on stormwater network renewal works throughout the Municipality.

Special Rate Variation (SRV) works

Special Rate Variation amount of \$593,903 for 2018-19 was fully expended on Gerringong Street Furniture, Hyams Creek Footbridge, Coronation Park Reserve Seating and the Boanyo Avenue Footpath.

Capital Works report

Item	A Budget (\$) (indicative)	B Approved to Date (\$)	C Forecast Final Cost (\$)	D+A-C Forecast Uncommitted (\$)	E Spent to Date (\$)
Const - Early works	4,650,000	4,632,597	4,367,843	282,157	4,281,557
Const - Main Works (RACF)	29,702,143	30,157,262	30,516,558	-814,415	24,491,835
Const - Main Works (Community Hall, Offices and ILU Loft apartments)	6,037,849	7,435,397	7,435,397	-1,397,548	4,136,728
Const - Main Works (Restoration of Barroul House)	1,699,999	1,699,999	1,699,999	-	261,496
Const - Main Works (ILU)	19,941,585	19,674,475	19,630,530	311,055	17,269,527
Const - Main Works (External works)	7,455,715	7,455,715	7,455,715	-	5,323,679
Const - Main Works (Site infrastructure works)	2,205,752	2,205,752	2,205,752	-	2,121,459
Const - Main Works (provisional sums)	775,000	1,166,961	1,227,011	-452,011	220,303
Const - Consultants	1,319,281	1,319,281	1,319,281	-	1,156,734
Const - main works (preliminaries and margins)	15,632,892	14,558,106	14,785,297	847,595	14,537,638
Consultants Pre DA	1,112,311	1,112,311	1,112,311	-	1,112,311
Consultants Pre DA	2,546,207	2,542,783	2,592,783	-46,576	2,371,326
Authorities	423,897	452,496	459,380	-35,483	436,078
Client Costs	3,370,204	291,189	4,342,435	-972,231	291,189
Purchase of Land	2,819,059	2,819,059	2,819,059	-	2,819,059
Contingency	6,200,000	3,715,475	2,484,524	3,715,476	-
Other Client costs	-	-	2,370,235	2,370,235	-
Total	105,891,894	101,238,858	106,824,110	932,216	80,830,919

Work on private land

No work was carried out on private land during the 2018-19 financial year.

Legal proceedings summary

Legal Court actions

Action	Result	Cost \$
<i>Companion Animals Act</i> (appeals)	Nil	\$0
<i>Protection of the Environment Operations Act</i> (appeals)	Nil	\$0
Other Acts (appeals)	Nil	\$0

Infringements

Action	Result	Face value \$
Road Rules, Transport Act, Road Regulations	419	\$86,517
<i>Companion Animals Act</i>	16	\$4,785
<i>Environment Planning and Assessment Act</i>	13	\$48,000
<i>Protection of the Environment Operations Act</i>	10	\$8,750
<i>Local Government Act</i>	Nil	\$0
<i>Food Act</i>	Nil	\$0
<i>Impounding Act</i>	Nil	\$0

Appeals

Action	Result	Cost \$
10.2016.231.1 (PSEC Project)	Appeal – Upheld	\$10,421.25
10.2017.241.1 (Vickery and Fay)	Appeal – Discontinued following conciliation conference	\$19,192.25
10.2016.185.1 (Saffoti)	Appeal – Dismissed	\$61,122.04
10.2018.7.1 (Tang)	Appeal – Heard awaiting judgment	\$44,657.83
10.2016.286.1 (DBT Architects)	Appeal – Discontinued, approved by Joint Regional Planning Panel (JRPP)	\$8,022.80
KMC v Johnson and Gilmore	Class 4 – Unlawful building works – ongoing	\$7,7236.10
10.2017.245.1 (Sandy v KMC and Endo Technik-Nord Pty Ltd)	Appeal – Discontinued	\$5,155.00
10.2017.286.1 (Sciacchitano)	Appeal – Ongoing	\$10,077.32
10.2017.307.1 (Joseph v KMC and Spencer)	Appeal – Discontinued, agreement reached	\$22,127.83
10.2017.291.1 (Dartanyon)	Appeal – Ongoing	\$11,029.51
10.2017.195.1 (Robertson)	Appeal – Discontinued following conciliation conference	\$6,850.45
KMC v Moore	Class 4 – Unlawful building works – ongoing	\$677.60
10.2018.212.1 (Maroun Holdings Pty Ltd)	Appeal – Ongoing	\$19,394.21
10.2016.344.1 (Tom Simmat and Associates)	Appeal – Ongoing	\$4,582.60

External bodies, companies and partnerships

Council engaged a consultant to undertake swimming pool compliance inspections under the *Swimming Pools Act 1992* and *Swimming Pool Regulation 2018*.

Council did not hold any controlling interests in any corporations, partnerships, trusts, joint ventures, syndicates or other bodies during the 2018-19 financial year

Council participated in partnerships/joint ventures with the following corporations, partnerships, trusts, joint ventures, syndicates or other bodies:

Name of partnership/joint venture	Type	Partner(s)
South Coast Library Service	Library co-operation, sharing books and other resources	Shoalhaven City Council
Rural Fire Service	Co-ordinated rural fire management response for Illawarra councils	Shellharbour and Wollongong Councils
Illawarra Shoalhaven Joint Organisation (ISJO)	Association to combine council resources and staff skills for regional strategy, political advocacy, joint initiatives and to maximise efficiencies	Shellharbour, Shoalhaven and Wollongong Councils
Illawarra District Weeds Authority	Regional approach to tackle invasive weeds	Shellharbour and Wollongong Councils
Dementia Friendly Project	Resource, knowledge and skill sharing to make Kiama a dementia friendly town	University of Wollongong and Alzheimers Australia
Surfing NSW	Partnership agreement for the Kiama area to host surfing and bodyboarding events	Surfing NSW
Regional Arts	Promote and assist arts within the region	Shellharbour Council
South Coast Tourism Promotion	NSW South Coast Unspoilt Destination Marketing Campaign	Shellharbour, Shoalhaven and Sapphire Coast Councils and Eurobodalla Tourism partnering with Destination NSW
Community Building Partnerships	CCTV network and Saddleback lookout	NSW and Commonwealth Governments

Controlling interest companies

Council held no controlling interest in any company in the 2018-19 financial year.

National Competition Policy

Council has adopted the principle of competitive neutrality to its business activities as part of the national competition policy which is being applied throughout Australia at all levels of government.

The framework for its application is set out in the June 1996 *NSW Government Policy Statement on the Application of National Competition Policy to Local Government. The Pricing and Costing for Council Business - A Guide to Competitive Neutrality* issued by the Office of Local Government in July 1997 has also been adopted.

These guidelines outline the process for identifying and allocating costs to activities and provide a standard of disclosure requirements. These disclosures are reflected in Council's pricing and/ or financial reporting systems and include taxation equivalents, Council subsidies, return on investments (rate of return) and dividends paid.

Declared business activities

In accordance with *The Pricing and Costing for Council Business – A Guide to Competitive Neutrality* Council has declared that the following are to be considered as business activities:

Category 1 – where gross operating turnover is over \$2 million

1. Kiama Coast Holiday Parks
2. Waste Services Collection Unit

Competitive neutrality complaints

Underpinning competitive neutrality is the need to properly recognise the full costs of Council's business activities. This allows comparisons to be made with competitors in the same marketplace and provides information that will allow us to determine pricing policies for each business. Kiama Municipal Council has a process distributing indirect costs and overhead attributed to the declared business activities which are shown in the Special Purpose Financial Reports. Council did not receive any complaints relating to this matter during the 2018-19 financial year.

Private swimming pool inspections

Council engaged a consultant to undertake swimming pool compliance inspections under the *Swimming Pools Act 1992* and *Swimming Pool Regulation 2018* for the 2018-19 financial year.

- 12 inspections of tourist and visitor accommodation
- 1 inspections of premises with more than 2 dwellings
- 314 inspections that resulted in issuance of a Certificate of Compliance under Section 22D of the Act
- 132 inspections that resulted in issuance of a Certificate of Non-Compliance under clause 21 of the Regulation.

Environmental Planning and Assessment Act

No planning agreements were in force during the 2018-19 financial year.

Disability Inclusion Action Plan

Kiama's Disability Inclusion Action Plan (DIAP) is now in its 2nd year of implementation. The plan was developed over an 18-month period, based on a combination of consultations and surveys with people with disability to inform the plan, including consulting with Council's Access Committee and utilising the results from previous consultations for the 2014 Age-friendly survey and the 2013 Community Strategic Plan.

Based on these consultations, draft strategies were developed that were allocated to various responsible officers across Council to implement, with each responsible officer consulted to ensure they agreed with the actions they were to implement to ensure 'buy-in'. The plan was finalised and endorsed by Council in June 2017.

Since the development of the plan, a great deal has been done to improve disability access across the full range of services and facilities Council provides, and to encourage disability awareness, access and support across the whole community, including in local businesses and community organisations.

Actions and outcomes include:

- Council's Access Committee meeting bi-monthly to address identified issues with over 25 issues addressed
- disability awareness training delivered to over 100 staff (indoor and outdoor) and councillors which was very positively received by all who attended
- substantial improvements in the provision of information in an accessible format on Council communication platforms, included user group testing
- community education around raising awareness for the inclusion of people with disability in all aspects of community life including employment and tourism
- ensuring the national public toilet register is up to date in regards to all of our accessible facilities
- promoting the benefits of disability inclusion by regularly sharing articles on the topic across Council communication platforms including business and tourism networks
- having a guest speaker promoting the benefits of inclusive tourism at a Tourism After Hours event and at an internal Council event
- work is currently being undertaken to convert key Council information into Easy Read formats
- the Dementia-friendly Kiama Project continues to expand in its impact in making Kiama LGA a very dementia-friendly community. The most regular activity of the project is community education that is now delivered exclusively by people living with

dementia using content created by people living with dementia. This education is now starting to be delivered outside the LGA on a fee for service basis. One of the highlights for the year was the project being invited as the keynote speakers at a global conference on dementia held in Singapore last September

- our library continues to investigate options to ensure equitable access to facilities and resources for all of our community
- the Leisure Centre has improved its brochures by increasing the font size and looking at including a virtual tour to include accessibility
- a substantial amount of work has been carried out on our playgrounds to include accessible features including refurbishments at Croft Place, James Muir Miller Reserve and Reid Park which have incorporated accessible components in the design. The new playground at Hillview Circuit, Kiama is fully accessible. The completed replacement of the North Street Minnamurra amenities and refurbishment of the Jones Beach, Kiama Downs amenities have provided fully accessible facilities. Replacement of the Cooke Park, Gerringong amenities is partially completed, but will also result in fully accessible facilities
- ambulant toilet facilities have been provided in recently replaced amenities building at North Street, Minnamurra and Jones Beach, Kiama Downs. Further quotations are being sought for the Kevin Walsh Oval amenities building extension at Jamberoo which incorporates an adult change facility
- new accessible cabin designed and tender awarded for the supply and installation at Surf Beach Holiday Park
- Council's website has been revised including user testing to ensure it meets accessibility standards
- the bi-monthly convening of a Disability Consultative Group that brings people with disability together with local service providers and
- the provision of an accessible viewing area at the New Year's Eve Sky Show.

Overall, the plan has been very successful in driving improvements within Council's provision of services, facilities and information. We know we still have many improvements to make and we're committed to progressively making improvements across all of these areas.

But we know achieving these outcomes is not always achievable in short time frames, but cumulatively over time, all the improvements will add up to having a substantial impact on making the Kiama local government area a very accessible community.



Workforce Management Plan including Equal Employment Opportunity

As the largest employer in the Local Government Area (LGA), Council is committed to ensuring our policies and work practices are underpinned by principles of fairness and equity.

We aim not just to meet our legislative obligations but to exceed them, ensuring fairness and equity for current and potential employees.

Our reputation as a friendly, close-knit organisation is one we value. Our employees range from 17 to 74 years of age. 24% of our employees will reach 65 years by 2027. While the average age of our employees is almost 46 years, the median age is almost 49. In an era when the focus is often on Gen X, Gen Y and Gen Z employees, the challenge for us is to cater to the specific needs of people in all age groups.

Our employees are often classified as 'Indoor' or

'Outdoor' employees with the physical demands of the roles being a marked difference. Generally, Indoor positions are more sedentary than outdoor positions and, as such, there is generally a lower risk of physical injury in Indoor roles. During this year we've faced issues including:

- assessing ongoing fitness for work, balancing EEO with health and safety considerations
- ensuring our practices actively engage and cater to the needs of different sectors of our workforce
- managing increasing numbers of requests for transition to retirement whilst ensuring operational viability and
- minimising the loss of critical corporate knowledge.

Protocols and practices that promote fairness and equity

Our employment related protocols aim to recognise the complexity of life and help employees balance their work and other lifestyle commitments.

These cover such things as:

- nine day fortnight/accrued time/rostered days off
- leave provisions including long service leave at half, single or double pay
- flexible work arrangements including part-time employment
- home based work
- leave without pay

- paid and unpaid parental leave
- purchased additional leave
- learning and development & study Assistance

These protocols aim to support our employees at all stages of the employment lifecycle and help us to attract a diverse range of people, reflecting the composition of our community.

Our protocols are developed collaboratively, with our Consultative Committee, ensuring employees have the opportunity to make a meaningful contribution to shaping the culture of the organisation in which they choose to work.

Disability Inclusion Awareness Training

During this year, Council focussed specifically on highlighting the needs of people living with a disability, encouraging councillors, employees and volunteers to see beyond the disability to the valuable contribution brought by diversity.

A range of training programs were made available including training specifically relevant to Community In-home Support Workers, Volunteers and Leisure Centre Staff, Holiday Park Managers and Councillors. In all, 120 people were 'reached' with excellent feedback and an increased understanding of the challenges many people in our community face accessing our services. The training helped us to understand that the same challenges may also apply to some of our

employees and/ or potential employees and that the benefits of making reasonable adjustment far exceed the costs.

Our Senior Staff and Managers also participated in half-day workshops enabling them to 'taste' the real life challenges faced by many with powerful stories relayed by people with lived experiences.

One of our Lunch and Learn sessions featured guest presenter Peter Davies, from the South Coast Deaf Society.

His stories and presentation really helped us to develop a strong appreciation for the need to cater to the diverse needs of people within our community, as citizens, visitors and employees.

Companion Animals Act

Office of Local Government Annual Report pound data

Council submitted the following information to the Office of Local Government for 2018-19:

- 242 dogs collected and returned directly to owner rather than being impounded
- 46 companion animals impounded or surrendered
- 40 dogs and 6 cats impounded (0 animals surrendered)
- 38 (83%) returned and/ or released to owner (35 dogs and 3 cats)
- 0 animals impounded escaped
- 7 (15%) companion animals rehomed (5 dogs and 2 cats)
- 1 (2%) companion animal (one cat) was destroyed
- 269 companion animal complaints investigated (this is 50, or 16% less complaints received than in 2017-18)
- 190 notices to comply issued
- 12 infringements issued (\$3,520 value)
- Data and reporting related to dog attacks
- 22 (100%) aggressive dogs/ dog attacks were investigated
- 18 required to be reported to Office of Local Government
- 0 court control orders issued
- 4 Nuisance Dog Notices issued
- 0 Dangerous Dog Notices issued

Funding spent on Companion Animals management and activities

Council's expenditure for Companion Animals management totalled \$200,341. Funds were spent on companion animal administration, enforcement, management of Council's pound and other companion animal management issues performed by our Ranger Services staff.

Our Rangers investigated all 269 companion animal complaints within 24-hours of their receipt, and processed 207 new lifetime registrations (166 dogs, 41 cats).

Cat and dog de-sexing

Council requires all dogs and cats leaving its pound to be de-sexed. In 2018-19 we supported state-run programs that encourage the de-sexing of cats and dogs including discounted de-sexing fees.

Strategies to rehome unclaimed animals

Council encourages local residents to adopt animals that are suitable for rehoming. Seven of the impounded unclaimed animals (5 dogs and 2 cats) were rehomed in 2018-19.

Dog Off-leash areas

Council offers its residents and visitors ten coastal locations for the off-leash exercise and recreation of dogs (under effective control by their owners) and one river on leash swimming area.

Our dog off-leash areas are located in:

- Gerroa
- Gerringong
- Kiama
- Bombo
- Minnamurra
- Werri Beach

Six are headland areas, three are beach areas and one is an on-leash swimming area in the Minnamurra River.

Companion Animal Community Education

Council undertook community education programs at selected off leash areas and an information stand at the Kiama Markets to provide advice on registration and legislative requirements when taking dogs into a public place and using dog off leash areas.

Financial information on Companion Animals funds

In 2018-19 \$200,341 was spent on implementing the companion animal management functions. Council received \$22,546 in income from the following fees and infringements during the year:

- impounding fees \$128
- Office of State Revenue infringement payment \$7,291
- registration income from Division of Local Government \$15,255

Council provided a total of \$177,667 from its general revenue to balance the shortfall in its income and expenditure for Companion Animals Management.

Government Information (Public Access) Act 2009 and Regulation

The *Government Information (Public Access) Act* (GIPA Act) requires Council to be proactive with the release of information it holds. It creates an environment where members of the public can freely access most of this information.

The Act requires councils to make information readily available to members of the public, unless there is an overriding public interest against disclosure.

To ensure compliance with the GIPA Act, Council reviewed the procedures and methods it uses to manage information and privacy and personal information.

GIPA Annual Report 2018-19

Our GIPA Annual Report outlines our obligations for the financial year. It is a requirement of the GIPA Act and must be submitted to the Minister for Local Government and the NSW Information Commissioner within four months of the end of

each financial year. The following information is required to be included:

- **Review of Proactive Release Program** Under section 7 of the GIPA Act, Council must review, at least once every 12 months, its programs for the release of government information to identify the kinds of information that can be made publicly available. Kiama Council is currently reviewing its Information Guide (our program for the proactive release of information) and is incorporating new resident information into this document.
- **Access Applications Received** Council received 15 formal access applications (including withdrawn, but not invalid applications).
- **Refused Applications for Schedule 1 Information** Council did not refuse any formal access applications for information under Schedule 1 of the Act.

Number of applications by type of applicant and outcome*

	Access granted in full	Access granted in part	Access refused in Full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/ deny whether information is held	Application withdrawn	Total	% of Total
Media	0	0	1	1	0	0	0	0	2	12%
Members of Parliament	0	0	0	0	0	0	0	0	0	0%
Private sector business	2	2	0	0	0	0	0	0	4	24%
Not for profit organisations or community groups	0	0	0	0	0	0	0	0	0	0%
Members of the public (by legal representative)	0	0	0	0	0	0	0	0	0	0%
Members of the public (other)	0	10	0	0	0	1	0	0	11	65%
Total	2	12	1	1	0	1	0	0	17	
% of Total	12%	71%	6%	6%	0%	6%	0%	0%		

*More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision.

Number of applications by type of application and outcome*

	Access granted in full	Access granted in part	Access refused in Full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/ deny whether information is held	Application withdrawn	Total	% of Total
Personal information applications*	1	0	1	1	0	0	0	0	3	18%
Access applications (other than personal information applications)	1	12	0	0	0	1	0	0	14	82%
Access applications that are partly personal information applications and partly other	0	0	0	0	0	0	0	0	0	0%
Total	2	12	1	1	0	1	0	0	17	
% of Total	12%	71%	6%	6%	0%	6%	0%	0%		

*A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual). More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision.

Invalid applications*		
Reason for invalidity	No of applications	% of Total
Application does not comply with formal requirements (section 41 of the Act)	3	100%
Application is for excluded information of the agency (section 43 of the Act)	0	0%
Application contravenes restraint order (section 110 of the Act)	0	0%
Total number of invalid applications received	3	100%
Invalid applications that subsequently became valid applications	1	33%

* More than one public interest consideration may apply in relation to a particular access application and if so, each such consideration is to be recorded (but only once per application). This also applies in relation to the table following.

Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 of Act		
Reason	Number of times consideration used*	% of Total
Overriding secrecy laws	0	0%
Cabinet information	0	0%
Executive Council information	0	0%
Contempt	0	0%
Legal professional privilege	3	100%
Excluded information	0	0%
Documents affecting law enforcement and public safety	0	0%
Transport safety	0	0%
Adoption	0	0%
Care and protection of children	0	0%
Ministerial code of conduct	0	0%
Aboriginal and environmental heritage	0	0%

Other public interest considerations against disclosure: matters listed in table to section 14 of Act		
Reason	Number of times consideration used*	% of Total
Responsible and effective government	5	31%
Law enforcement and security	2	13%
Individual rights, judicial processes and natural justice	9	56%
Business interests of agencies and other persons	0	0%
Environment, culture, economy and general matters	0	0%
Secrecy provisions	0	0%
Exempt documents under interstate Freedom of Information legislation	0	0%

Timeliness		
Description	Number of applications	% of Total
Decided within the statutory timeframe (20 days plus any extensions)	15	100%
Decided after 35 days (by agreement with applicant)	0	0%
Not decided within time (deemed refusal)	0	0%

Number of applications reviewed under Part 5 of the Act (by type of review and outcome)				
Type of review	Decision varied	Decision upheld	Total	% of Total
Internal review	0	0	0	0%
Review by Information Commissioner*	2	0	2	67%
Internal review following recommendation under section 93 of Act	0	0	0	0%
Review by NCAT	0	1	1	33%
Total	2	1	3	

*The Information Commissioner does not have the authority to vary decisions, but can make recommendations to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.

Applications for review under Part 5 of the Act (by type of applicant)		
Description	Number of applications for review	% of Total
Applications by access applicants	3	100%
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0	0%
Total	3	

Applications transferred to other agencies		
Type of transfer	Number of applications transferred	% of Total
Agency-Initiated Transfers	0	0%
Applicant - Initiated Transfers	0	0%
Total	0	

Public Interest Disclosure (PID) Act

Annual Report under Section 31 of the *Public Interest Disclosure Act*

As a public authority, Kiama Council is required to report annually to the NSW Parliament on its obligations under Section 31 of the *Public Interest Disclosure (PID) Act 1994*. Council is also required to report to the NSW Ombudsman every six months. In doing so, Council provides statistical information on how we comply with our obligations under the *PID Act*.

A key reason for these separate reporting requirements is to ensure Council fully discloses any activity relating to PIDs; to enable transparency of the PID process and to

demonstrate that Council is actively complying with legislative requirements.

No Public Interest Disclosures were made or received in 2018-19. During 2018-19 Council issued all staff emails advising staff of the *PID Act* and the procedure to disclose wrongdoing within Council. PIDs (who should make a PID, when and how) were also discussed at Council's induction sessions for all new employees. The Internal Reporting Policy (Public Interest Disclosure) is currently under review, with training by the NSW Ombudsman for all staff scheduled for early in the new financial year.

Clothes Swapping Party

Ladies, love to keep your wardrobe updated but worry about the sustainability of fashion?

Then swap instead of shop!

Come along to Kiama Council's first ever Clothes Swap Party where you can swap your unwanted quality clothes and accessories.

This is the perfect opportunity to get rid of all of those impulse buys and quality items that no longer serve or inspire you.

To participate, during the drop off periods, bring up to 7 unworn or lightly worn items of women's clothing, jewellery, accessories or footwear – the type you would give to a friend. In exchange, receive your tokens and find yourself some pre-loved items on the swap night!


Kiama Council held its first ever Clothes Swapping Party on Friday 21 June 2019. The event, where unwanted quality clothes and accessories could be swapped, was an outstanding success. This was the perfect opportunity to get rid of all of those impulse buys and quality items that no longer serve or inspire their owners. Any left-over items after the clothes swap party concluded were donated to Lifeline South Coast.



KIAMA MUNICIPAL COUNCIL
your council, your community

#sustainablefashion



For information on swapping rules and restrictions please visit  <http://bit.ly/KMCworkshops>

