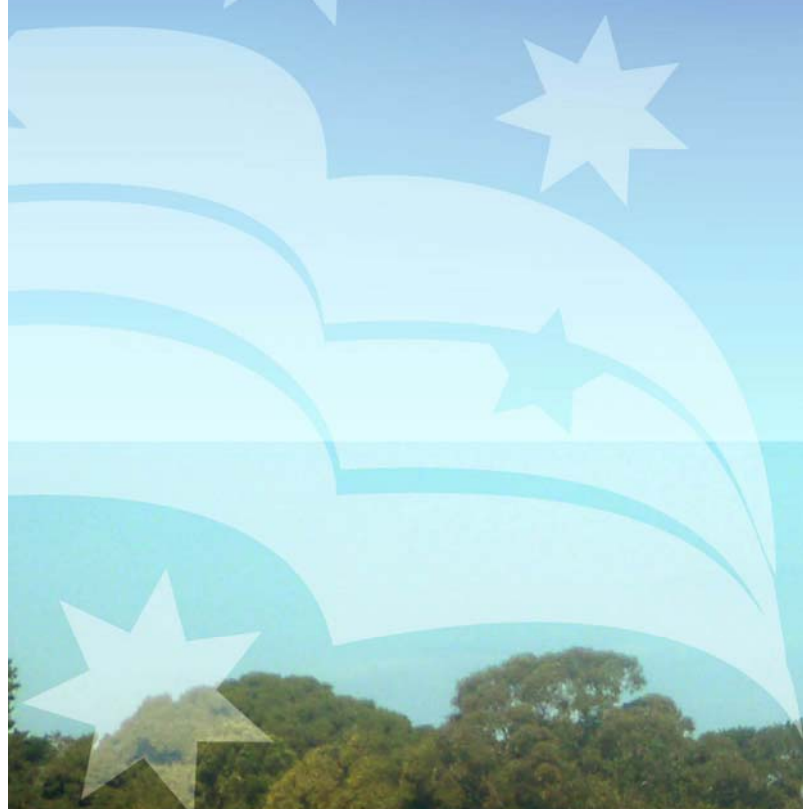




# ANNUAL REPORT

2009-2010



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## Message from the Mayor and General Manager



Mayor  
Sandra McCarthy



General Manager  
Michael Forsyth

We are pleased to present the 2009/2010 Annual Report.

The report has been prepared in accordance with Section 428 of the Local Government Act. Attached to the Annual Report is the State of the Environment Report.

It is important that councils provide information to their community on a range of matters. This report includes information on how the Council has performed in relation to their Management Plan, the Council's financial position and the state of the environment of the Municipality.

In 2004/2005 Council developed a Corporate Strategic Plan. The Plan was prepared following a review of the results of a number of community and staff surveys and workshops. The Plan set a vision and goals for the next twelve years.

The Council's vision for the Kiama area is for a place of outstanding natural resources and beauty with a distinctive and valued heritage. It will be a place which retains the integrity of its coastal and rural charm whilst being close to major urban centres. It will have distinct towns and villages each with its own local identity and history.

It will be a place with a healthy and cohesive community and diversity of opportunities, lifestyles and cultures.

The principal goals are as follows:

- A sustainable environment;
- Quality facilities, services and infrastructure;
- Community cohesion and wellbeing;
- A vibrant and diverse economy;
- Good governance; and
- Sound financial and resource management.

The 2009/2010 Management Plan was based on the established visions, goals and objectives.

There were a number of significant achievements in 2009/2010.

The Kiama Municipality celebrated 150 years of local government in August, 2009. A series of highly successful events were held to mark the occasion. The major events including a street parade, ball, community concert, markets and fireworks were held on the weekend of 8 and 9 August 2009. The NSW Governor Marie Bashir visited Kiama on the 11 August 2009 to open the Kiama Pavilion and attend a concert held to honour local volunteers. During the celebrations Council also hosted a delegation from Hoi An Vietnam including the Deputy Chairman of the People's Committee of Hoi An. Council has a friendship agreement with the UNESCO World Heritage listed town of Hoi An. The support of a large number of community groups and volunteers for the many events that were held as part of the celebrations is greatly appreciated.

The Coastal Walking Track between Kiama and Gerringong was completed and officially opened on Sunday 11 October 2009. This followed in excess of ten years of negotiations with landowners and Government Departments and has now, with the assistance and cooperation of all parties, resulted in a world class scenic walk which has been fully embraced by the local and tourist population.

Significant river bank erosion which was threatening the road infrastructure on Riverside Drive adjacent to the Minnamurra River has been addressed by revetment works and landscaping. Stage one of the works between the Minnamurra River Bridge and Federal Street has been completed with Stage 2 through the Minnamurra bends to be completed in 2010/2011. The work is being carried out under a \$2million grant from the RTA provided to Council when Riverside Drive was handed back to Council. The work has resulted in a visually pleasing outcome and reopened the views to the river from Riverside Drive.

Council commenced the replacement of the old playground at Coronation Park as part of its ongoing asset renewal program. The new playground which was completed in August has been well received by local children.

A new playground was also installed at the Gainsborough Oval which was funded under the Federal Government's Regional and Local Infrastructure Program.

A new Roundabout was constructed at the intersection of Riverside Drive and the Bombo Interchange. This work followed a series of traffic accidents associated with confusion over right of way. The work, which was funded on a shared basis with the RTA under the Blackspot Program has provided a much safer road environment for the people of North Kiama.

Council also constructed new footpaths and a range of road and infrastructure improvements under its asset renewal program.

Under the goal of having a sustainable environment, a number of activities were carried out.

- The completion of the Cities for Climate Change Milestone 3 Greenhouse Local Action Plan and the completion of the Climate Change Risk Assessment and Adaptation Plan.
- The undertaking of Op-shop Bus Tours to encourage the reuse of clothing and materials.
- The continuing Second-Hand Saturdays with the aim of recycling goods and minimising waste to landfill.

- The commencement of the review of the Kiama Public Health Plan. Council was recognised as a World Health Organisation Healthy City.
- The development and distribution of a new residents kit.
- The undertaking of workshops on solar hot water, composting, gardening and food preparation workshops to improve community sustainability and skills.
- The draft Municipal Local Environmental Plan 2009 was resubmitted to the Department of Planning. The draft Plan has been subsequently approved for public exhibition.
- The implementation of smoke-free rock pools.
- The processing time of development applications was significantly reduced through the implementation of new policy and procedures. The average processing times were reduced from 66 days to 39 days and median processing times from 39 to 28 days.

An important outcome in terms of community cohesion and wellbeing was the continuation of a broad range of community services covering programs for the very young, youth, older people and people with a disability.

The first Kiama NAIDOC Week celebration was held in Hindmarsh Park. The existing Social Plan was reviewed and the time frame was extended until 2012 to coincide with the implementation of the new Integrated Planning and Reporting legislation.

Council provided cultural grants and donations to individuals' and groups in excess of \$62,000.

The plans for a new Library and Community Facility in Gerringong were also completed.

During 2009/2010 a number of successful economic development activities were carried out. The Promote Kiama project still continues and a DVD was produced under this program along with additional promotional materials. The Kiama Small Business Forum held numerous meetings and seminars attended by many local small businesses covering a wide variety of topics. The Pavilion continues to be a hub of activity, attracting many conferences, events, and weddings whilst providing an

excellent state of the art venue for community events also. An Agribusiness working group was also established under the Economic Development Committee which was established to investigate the potential for Farm Gate Trails.

Good governance is critical for an organisation and in terms of maintaining the confidence of the community in the decisions and actions of Council. Policies and plans developed by Council for good governance and continuous improvement included a draft long-term financial plan, internal audit plan and business continuity plan. Council also adopted a revised Code of Conduct.

A major activity carried out in 2009/10 was the preparation of a Community Strategic Plan which will provide the framework for Council's actions and policies for the next 10 years. Surveys of the community provided information that shaped the draft Community Strategic Plan.

Financial sustainability is an issue of increasing importance for local government. The under-funding of local government is increasing pressure on asset maintenance and the delivery of services.

Following the preparation of a ten year long-term financial plan, with the objective of ensuring that there is adequate funding to enable the satisfactory maintenance of assets, Council with the approval of the Minister of Local Government, increased rates by 6.5% for the 2009/2010 year. Council was also given approval by the Minister of Local Government to increase rates by 6.5% for the 2010/2011 year. Council carried out innovative community consultation on the proposed rate increase, which enabled the gauging of acceptance of the rate increase, following the presentation of relevant information.

To offset the reduced funding of local government and cost shifting by the Federal and State governments, Council's commercial activities continue to provide an important source of income.

Gross income from Council run holiday parks increased by 5.3%. The income from the holiday parks enabled expenditure on the management and improvement of Crown Reserves and the provision of new facilities.

The development and sale of Council's Elambra Estate at Gerringong continued. During the year the sale of 17 lots were settled.

At the end of 2009/2010 Council remained in a good financial position. Net assets at 30 June 2010 totalled \$288.125 million (2009 - \$242.506 million). Council's unrestricted working capital position calculated by reference to current assets and current liabilities disclosed in the Audit report, amounted to \$13.7 million. The unrestricted current ratio is 1.54:1, which is a decrease on 2009 (3.31:1) due to a loan repayment liability for Blue Haven ILU due for repayment in December 2010.

Council's rates and annual charges represented 28.71% of Council's total revenue. As Council's ability to raise rate revenue in line with cost increases is limited by current rate pegging legislation, less reliance on this source of revenue and more reliance on sources that Council can control provide more flexibility for funding operations.

The amount of rates and charges uncollected at year end expressed as a percentage of the total rates and charges collectable was 2.83%. This is a decrease over the previous year and is very good by industry standards.

Local residents and property owners are encouraged to read the Annual Report which outlines Council's performance during 2009/2010. Staff will be pleased to answer questions relating to the report. Any enquiries should be made through the office of the General Manager.

# **Councillors and Executive Staff - As at 30 June 2010**

## **MAYOR**

Councillor Sandra McCarthy

## **DEPUTY MAYOR**

Councillor Ben van der Wijngaart

## **COUNCILLORS**

Councillor Peter Bowman

Councillor Monique Dare-Ward

Councillor Brian Petschler

Councillor Neil Reilly

Councillor Trevor Fredericks

Councillor Warren Steel

Councillor Lexie Wheeler

## **EXECUTIVE STAFF**

General Manager – Michael Forsyth

Director Engineering & Works (Assistant General Manager) –  
Bryan Whittaker

Director Strategic & Commercial Services – Chris Quigley

Director Environmental Services – Andrew Knowlson

Director of Community Services – Mario M Vallejos

## **Kiama Local Government Area**

Council Established: 1859

Population: 20,641 (ABS Estimated Resident Population 2009)

Area: 259 Square Km

Assessments: 10,282

Boundaries: Tasman Sea/City of Shellharbour/City of Shoalhaven/Shire of Wingecarribee

No of Full time Employees: 241

Localities within the Council's boundaries:

Bombo 2533, Foxground 2534, Gerringong 2534, Gerroa 2534, Jamberoo 2533, Minnamurra 2533, Kiama 2533, Toolijooa 2534, Werri Beach 2534

The intersection of Terralong & Manning Streets in Kiama is:

Longitude: 150deg 51min east

Latitude: minus 34deg 40min south

The Municipality of Kiama is located on the south coast of New South Wales between the Local Government Areas of Shellharbour and Shoalhaven. The area has a diverse range of physical environments, including beaches, rainforests and rural landscapes that attract a large tourist base each year.

### **Local Townships**

#### **Kiama**

The name Kiama is from the aboriginal word Kiarama-a, to which some sources give the meaning "Where the sea makes a noise" – a reference to the famous Kiama Blowhole.

First recorded reference to the district was by George Bass who anchored his 28ft whaleboat in the sheltered bay (now known as Kiama Harbour) in December 1797.

Cedar getters were the first Europeans to the area, among those was David Smith, who became the first permanent white settler when he built a residence in Kiama in 1832.

The site of Kiama Township was reserved by the Government in 1826 and proclaimed in 1836. Kiama was proclaimed a Municipality in 1859. In the 1870's the dairying industry was supplemented by basalt (blue metal) quarrying, now one of the district's major income earners alongside tourism.

### **Kiama Downs**

This suburb is just north of Kiama centre and was created with the subdivision between Bombo and Minnamurra. The focal point is Kiama Downs beach just north of scenic Cathedral Rocks. Later the western side of the highway was developed and is unofficially known as Gainsborough.

### **Minnamurra**

The 1930's saw the emergence of Minnamurra from a small tourist centre to a residential centre.

The Minnamurra River enters the ocean adjacent to the northern side of Minnamurra Point approximately 5 kilometres north of Kiama Harbour. Minnamurra is popular for recreational activities including sightseeing, boating, fishing and walking.

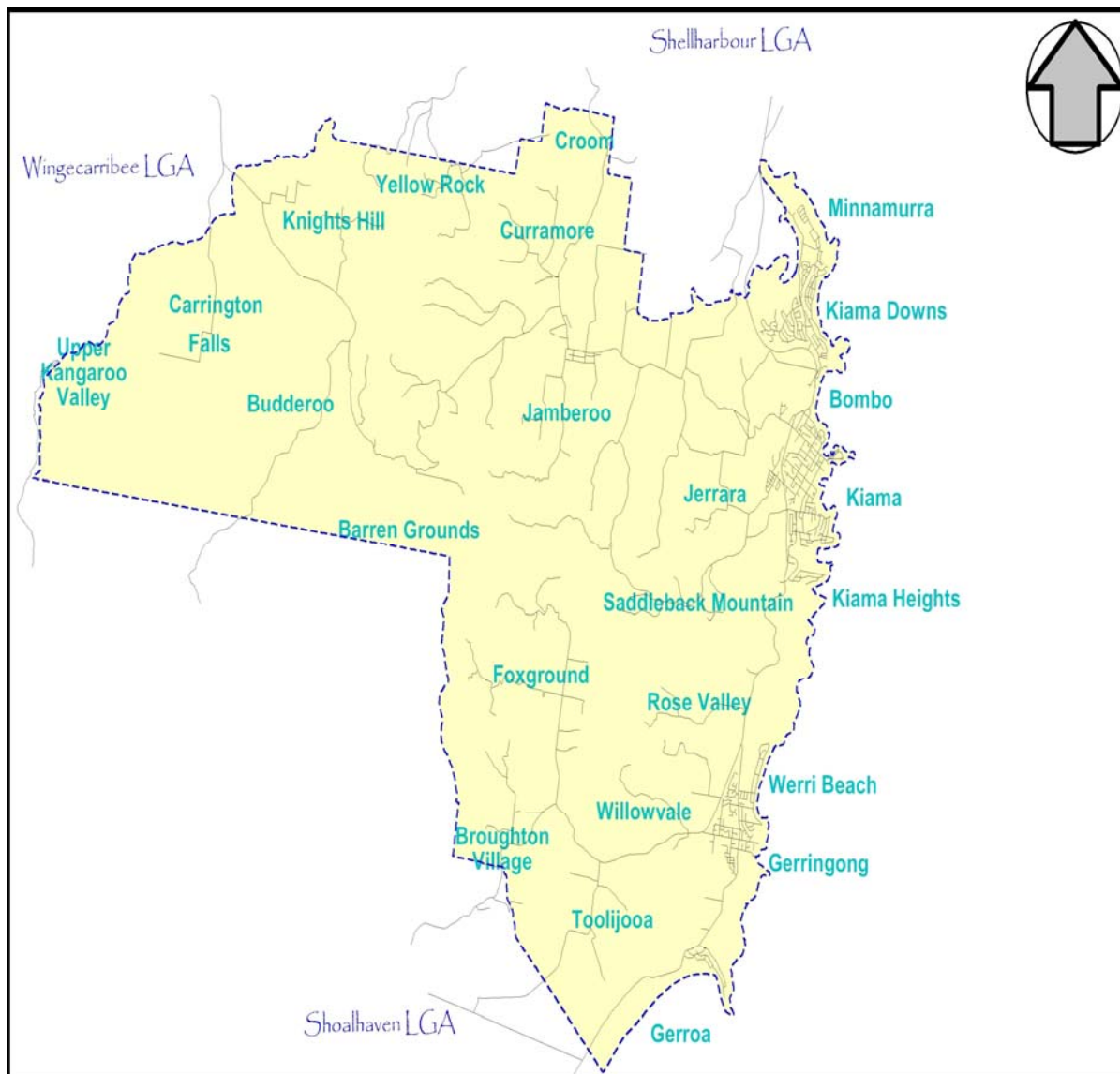
### **Jamberoo**

Jamberoo Valley was settled in the 1820's when it abounded in dense vegetation and rainforest. Clearing of the land over the years gave way to grazing runs and dairying and it is reputed to be the home of the famous "Illawarra Shorthorn" cattle.

Some seven cemeteries are to be found throughout the village which still retains many of its old buildings including Churches, country pub and schoolhouse. Jamberoo is located 15 minutes west of Kiama.

### **Gerringong and Gerroa**

The villages of Gerringong and Gerroa are located just 10 minutes south of Kiama. Surrounded by lush farmlands, mountains, the pristine Pacific Ocean and Seven Mile Beach National Park, Gerringong/Gerroa has a wealth of activities to offer the visitor.



Map: Kiama Local Government Area

## How Council Works

The community, through a variety of state laws, requires the Mayor, Councillors, Council and the General Manager to perform multiple roles whilst managing our Municipality. They include:-

### The Mayor

- to chair Council meetings
- to represent Council at civic and ceremonial occasions
- to provide leadership and guidance to the Council
- to provide leadership and guidance to the community
- to enable communication between our citizens and our Council by correspondence, phone, face to face meetings and inspections.

## **The Councillors**

- to attend meetings of the Council
- to provide leadership and guidance to the community
- to enable communication between our citizens and our Council.

## **The Council**

- to make policy and to monitor and control policy implementation
- to judge and make orders regarding compliance with our community's environmental standards
- to exercise stewardship over our community's public assets.

## **The General Manager**

The General Manager is Council's principal staff officer and exercises overall management responsibilities for Council's operation. His role includes:

- acting as the primary link between councillors and the organisation and is responsible for providing assistance to councillors in developing policy.
- providing leadership to staff in achieving Council objectives as set out in the Management Plan.
- overseeing the financial management of the Council.
- communicating and promoting Council's Policies to the community it serves.
- appointing, directing and dismissing Council employees in accordance with the law, good management practice and Council Policy.
- ensuring compliance with the Local Government Act and other relevant State and Commonwealth Law.
- ensuring personal development and training opportunities for Councillors are provided.
- promoting Council's objectives to the community.

## **Council Meetings**

Unless otherwise advertised Council meets every third Tuesday at 5.00pm, in the Council Chambers, 11 Manning Street, Kiama.



Members of the public wanting to address Council about items on the business paper should telephone 42 320 402 for details. Public Access is held on the Monday prior to the Tuesday meeting.

Copies of Council business papers are available on the night of the meetings, and may be inspected from the Customer Services counter from the Friday prior to the meeting.

## How to Contact Council

All correspondence with Council should be addressed to the General Manager at:

Kiama Municipal Council  
PO Box 75  
KIAMA NSW 2533  
Telephone: +61 (02) 4232 0444  
Facsimile: +61 (02) 4232 0555  
E-mail: council@kiama.nsw.gov.au

### Written Information

There are a number of documents that provide information about Council activities, including:-

- The Management Plan
- The Annual Report
- The Fee Schedule
- The Social Plan
- The State of the Environment Report

### Local Newspaper Column

The Kiama Independent each Wednesday has Council information on page nine about proposed developments, draft policies, positions vacant, tenders and public notices etc. The “page nine” also contains information about the dates and times of Council meetings and public meetings.

### Council’s Web Site

Council’s website address is [www.kiama.nsw.gov.au](http://www.kiama.nsw.gov.au).

This site includes up to date information about Council services, public notices, positions vacant, Council’s Management Plan, other documents and information about Council activities.

### Office Hours

The Administration Building, 11 Manning Street, Kiama is open from 8.45am to 4.15pm Monday to Friday.

### Additional Contact Information

Kiama Library 4233 1133

Kiama Family History Centre 4233 1122

Works Depot 4232 0500

Purchasing Officer/Store 4232 0510

Dog Pound 4237 5623

Minnamurra Waste Disposal Depot 4237 7621

Quarry Leisure Centre 4232 1877

Community Arts Centre 4232 2758

Family Day Care 4256 2078

Youth Centre-Hindmarsh Park 4233 1276

Ranger 0409 917 092

After hours Emergency contact for Roads and Parks 0417 686 477

Blue Haven Retirement Village:

Nursing Home 4232 1144

Office 4232 1429

Manager – Independent Living Units 4233 1714

Caretakers – Independent Living Units 4232 3484

Allocations – Independent Living Units only 4233 1714

## Council's Vision

Council's vision statement for 2009/2010 was:

*The Council's Vision for the Kiama area ten years from now is for a place of outstanding natural resources and beauty with a distinctive and valued heritage.*

*It will be a place which retains the integrity of its coastal and rural charm whilst being close to major urban centres.*

*It will have distinct towns and villages each with its own local identity and history.*

*It will be a place with a healthy and cohesive community and a diversity of opportunities, lifestyles and cultures.*

Council had a number of strategic goals which intended to reflect the vision of the Council. They provided a statement of broad direction or intent for Council's principal objectives as they applied in 2009/10, and are as follows:

### **SUSTAINABLE ENVIRONMENT**

Kiama Council's goal is that Kiama will have high quality natural, rural, town and village environments and landscapes sustained and enhanced for the present and for the future.

Kiama Council will:

- Protect, enhance, manage and monitor the area's landscapes, places of heritage significance, and natural environments;
- Control and plan development of our built environment for the wellbeing of the community;
- Manage and reduce the environmental impacts of all activities on air, water and land systems;
- Promote environmental awareness through educational programs;
- Provide leadership by demonstrating environmental excellence in all Council activities and policies.

## **QUALITY FACILITIES, SERVICES AND INFRASTRUCTURE**

Kiama Council's goal is to plan and manage its facilities, services and infrastructure so that they are continuously improved to be the best Council can provide within its available resources.

Kiama Council will provide and maintain services, facilities and infrastructure which are:

- Responsive to the diverse needs of the community;
- Accessible to users;
- Affordable within the Council's resources;
- Planned in a local and regional context.

## **COMMUNITY COHESION AND WELLBEING**

Kiama Council's goal is that the community will have an enhanced quality of life and that it will have promoted access, equity and social justice.

Kiama Council will:

- Contribute to the health, safety and well being of the community;
- Involve the community and relevant stakeholders to plan, develop and facilitate access to services and resources;
- Promote awareness and understanding of cultural diversity;
- Recognise and support the value of cultural heritage;
- Value and promote creativity in the community.

## **A VIBRANT AND DIVERSE ECONOMY**

Kiama Council's goal is for an economy built on both traditional and future businesses and industries, which generate local employment and training opportunities.

Kiama Council will:

- Facilitate an environment in which appropriate business can flourish;
- Actively encourage the promotion of Kiama as an outstanding place in which to do business;
- Engage with local, state and federal bodies to achieve a targeted approach to economic development;
- Actively pursue sustainable agricultural production.

## **GOOD GOVERNANCE**

Kiama Council's goal is to exercise good governance as an independent Council which is well administered and engages actively with its community.

Kiama Council will:

- Ensure that ethical principles of honesty, fairness and integrity are followed by all Councillors and staff;
- Ensure that the structure and activities of the organisation meet our legal obligations;
- Ensure that the activities of the organisation are conducted to achieve a high standard of accountability, probity and transparency;
- Consult and communicate with stakeholders;
- Ensure that all people involved in the direction and control of Council comply with their roles and responsibilities, and in so doing provide leadership.

## **SOUND FINANCIAL AND RESOURCE MANAGEMENT**

Kiama Council's goal is for sound financial management that secures the resources to meet its commitments in the short and long term.

- Provide accurate external and internal financial reporting in accordance with statutory requirements;
- Ensure that there is effective internal control of Council's financial and management systems;
- Ensure that it has financial viability based on generating income and available legitimate sources;
- Apply financial policies which maintain or enhance the value of its asset base;
- Strive for excellence in management of its human resources.

During 2009/2010 Council prepared a new Community Strategic Plan. The new Plan is based on information obtained from community surveys undertaken during 2009/2010. The new Plan will apply to Council's activities from July 2011.

# Statement of Values

## Foreword

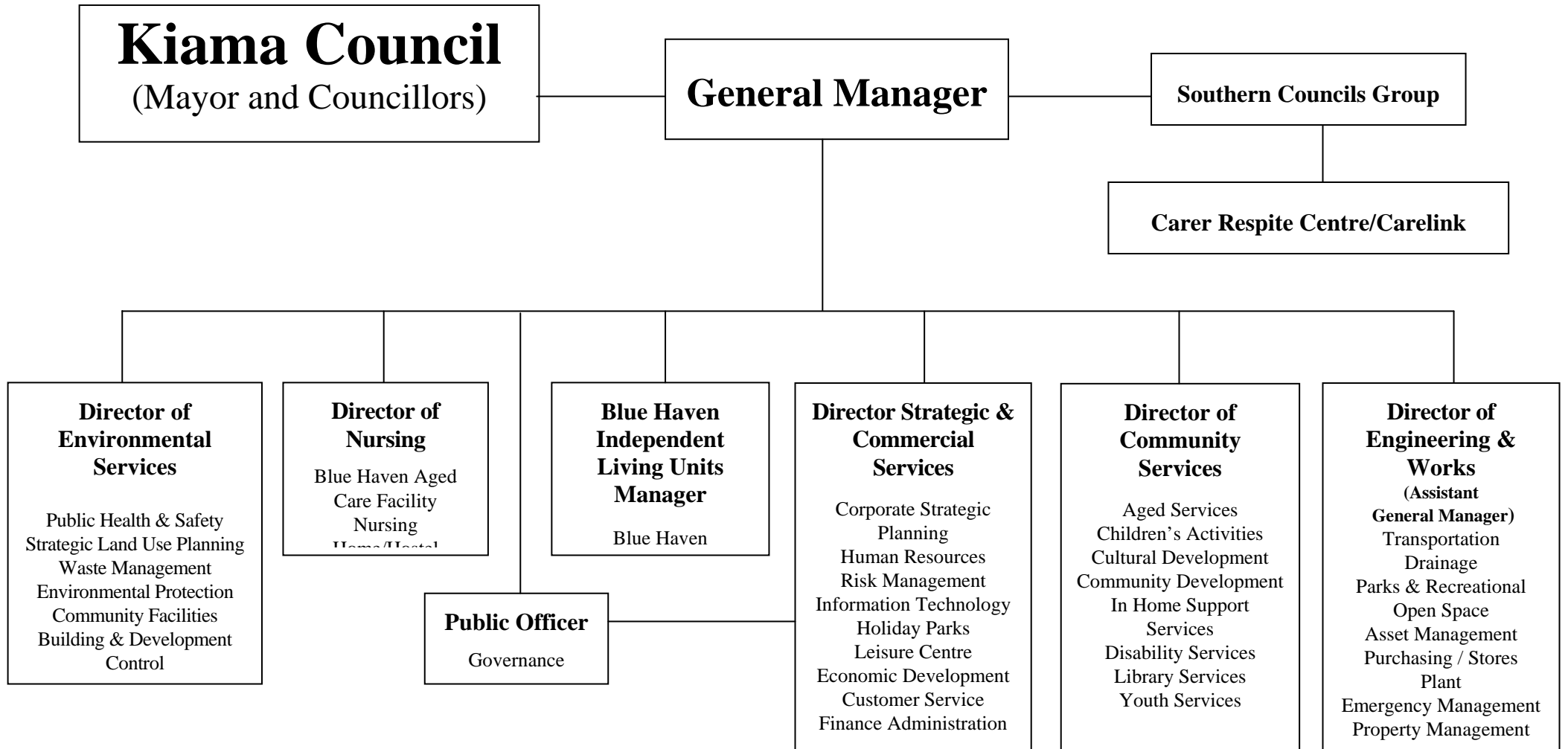
The Statement of Values are the principles that Kiama Council and its staff regard as essential. They guide how the organisation acts and what Council and staff aspire to.

Council and its staff are committed to these values in all interactions with public sector agencies, other organisations and individuals.

Council will act with integrity and demonstrate leadership through being:

- (1) HONEST
  - Obeying the law
  - Complying with adopted policies and procedures
  - Observing Codes of Conduct
  - Disclosing actual or potential conflicts of interest
- (2) OBJECTIVE
  - Dealing with people fairly and with respect
  - Being informed when making decisions
  - Acting without fear, favour or deference
  - Considering only relevant matters
- (3) COURAGEOUS
  - Providing advice in an impartial and professional manner
  - Reporting and dealing with suspected wrongdoing
  - Illustrating the worth of these values by example
  - Acting ethically above all else
- (4) ACCOUNTABLE
  - Submitting to scrutiny
  - Maintaining proper, accessible records
  - Utilising public resources effectively and efficiently
  - Informing and engaging with stakeholders
- (5) LEADERSHIP
  - Demonstrating innovation and initiative
  - Working as a team in all areas of Council's endeavour
  - Developing and training staff
  - Working towards ecological sustainability

# Council's Organisational Chart



## Reporting Requirements

The annual financial report, for the period ended 30 June 2010, has been prepared in accordance with Australia equivalents to International Financial Reporting Standards (AIFRS's), other authoritative pronouncements of the Australian Accounting Standards Board, Urgent Issues Group Interpretations, the Local Government Act (1993) and Regulations and the Local Government Code of Accounting Practice and Financial Reporting. The annual financial report including the Auditor's reports are an attachment to the Annual Report.

## Results for the 2009/2010 Year

Council's consolidated surplus from continuing operations for the financial year amounted to \$5.461 million. This result is fully disclosed in the Income Statement for the year ended 30 June 2010. Council's results from its business activities (after allowing for notional income tax at the current corporate tax rate of 30%) were as follows:

- Kiama Holiday Parks - surplus of \$996,000 (2009 – surplus of \$1, 215,000)
- Waste Unit – surplus of 420,000 (2009 – surplus of \$337000)

The inclusion of all infrastructure assets (excluding land under roads) and subsequent depreciation of these assets over the past decade has resulted in a significant increase in Council's total equity and a decrease in Council's operating result. A detailed schedule of the Council's functions/activities and revenues/expenses are included in this section.

## Review of 2009/2010 Operations

During the year, the Council continued to engage in its principal activities of providing facilities and services to the local community. The consolidated surplus of \$5.461 million was achieved after allowing \$5.841 million for depreciation of non-current assets, and receiving grants and contributions for capital purposes of \$0.8 million. However, there are carried over works from 2009/2010 to be completed in the 2010/2011 financial year valued at \$2.5M. The result for the year is fully disclosed in the attached financial reports. Variations from Councils original budget are disclosed in Note 16 to the financial reports.

## **Rates and Annual Charges**

In 2009/2010, Council generated 28.71% of its total revenue from rates and annual charges compared to 29.02% in 2008/2009. In accordance with the State Government's special rate variation approval, the total amount raised from the General Rate in 2009/2010 was 6.5% greater than in 2008/2009. Council levies a non-residential differential rate on all properties used or zoned for commercial, professional, trade or industrial purposes, and income of \$198,000 from this rate was utilised for tourism promotion.

## **Council's Financial Position**

The Balance Sheet indicates that Council is in a reasonable financial position with sufficient net current assets to cover the restrictions placed on the use of those assets, and adequate funds available to finance day to day operations.

Performance ratios disclosed in Note 13 to the financial reports also provide further evidence that Council's financial position and financial management performance are sound.

Council is conscious that maintaining a balanced budget in the future will become increasingly difficult with the current constraints placed on its revenue raising capabilities. Council will continue to review and monitor its operations, and implement measures to ensure an appropriate balance between revenues and expenditures.

The 2010/2011 budget adopted by Council provides for a balanced budget excluding \$5,640,000 for depreciation.

## **Significant Changes in the State of Affairs**

No significant changes occurred in the state of affairs of the Council during the financial year, which require disclosure in this report.

## Loans

Council's loan liabilities as at 30 June, 2010 were as follows:

Land Development	\$637,801
Holiday Parks	\$1,459,388
Government Advances (General Fund/Holiday Parks)	\$3,377,500
Blue Haven	\$18,718,899
Leisure Centre	\$130,239
TOTAL	\$24,323,827

## **Performance in Terms of Principal Activities Sec 428(2)(b)**

Council's principal activities are defined in its Management Plan. Each of these activities has a principal objective. The original performance targets for each principal objective were set out in Council's 2009/2012 Management Plan, together with the strategies by which they were to be implemented.

Council's actual performance in relation to these original targets and an explanation of any discrepancies between targeted and actual performance, is set out in the attached extract from Council's 2009/2012 Management Plan.

It should be noted that the implementation of many of the strategies by which performance targets are to be both implemented and monitored, extend over a number of years.

A number of major achievements were accomplished in 2009/2010, as follows:-

### ***Major Achievements - 2009/2010***

#### **Major Achievements - Corporate Services 2009/2010**

- ◆ Rates and annual charges outstanding as at 30/6/10 was 2.83%.
- ◆ All Local Government strategic tasks met on time.
- ◆ Annual Financial Statement submitted to Division of Local Government within timeframe.
- ◆ Update of the long-term financial plan.
- ◆ Completed community consultation in relation to the Community Strategic Plan development.

#### **Priorities for 2010/2011**

- ◆ Further development of long-term financial plan.
- ◆ Development of the Integrated Planning and Reporting.

### **Major Achievements – Leisure Centre 2009/10**

- ◆ Centre maintenance program will be ongoing.
- ◆ Replaced the Jamberoo Pool filtration system.
- ◆ Construction of a new Lifeguard Room at Jamberoo Pool has been completed.
- ◆ Leisure Centre Open Day and Fun Run conducted 23<sup>rd</sup> August 2009

### **Priorities for 2010/11**

- ◆ Upgrade to Centre Computer Server and cabling
- ◆ Mezzanine storage level in Hall Storeroom
- ◆ Front entrance upgrade
- ◆ Filtration upgrade – Stage 1
- ◆ Improvements to Hall equipment – New tables and Soccer goals
- ◆ Upgrade to storage in Aerobics room- Weights rack
- ◆ New equipment in Gymnasium – 2 x Upright bikes

### **Major Achievements – Holiday Parks 2009-2010**

- ◆ Income increased by \$346K (approx 5.3%) from \$6.482M to \$6.828M.
- ◆ Complete upgrade of Men's & Ladies Amenities at Surf Beach Holiday Park, which included a new awning to the front of the building.
- ◆ Refurbishments to roof of Werri Beach Northern Amenities
- ◆ Wireless Internet Kiosk installed at Surf Beach Holiday Park
- ◆ Access Cabin installed at Kendall's on the Beach Holiday Park
- ◆ On-line bookings set up for all 5 Holiday Parks
- ◆ Kiama Harbour Cabins and Seven Mile Beach Holiday Park finalists in the South Coast Tourism and New South Wales Tourism Awards
- ◆ Kiama Harbour Cabins, Surf Beach and Kendalls Beach Holiday Parks attained Bronze Gumnut Award and all Parks completed an Environmental Management Plan aimed to achieve Silver status.
- ◆ Upgrade of friendship farm at Seven Mile Beach Holiday Park.
- ◆ New playground equipment installed at Seven Mile Beach Holiday Park
- ◆ Conversion of games room into a new camp kitchen on the riverside at Seven Mile Beach Holiday Park.
- ◆ Plans drawn up for a new cabin to be installed at Surf Beach Holiday Park and Kendall's on the Beach.

## **Priorities for 2010-2011**

- ◆ Installation of cabins at Surf Beach Holiday Park & Kendall's on the Beach
- ◆ Kiama Harbour Cabins, Surf Beach Holiday Park and Seven Mile Beach Holiday Park finalists in the CCIA Awards
- ◆ Kiama Harbour Cabins finalist in the South Coast Business & Tourism Awards
- ◆ Refurbishment of Werri Beach southern amenity block
- ◆ Upgrade of playground equipment at Werri Beach Holiday Park
- ◆ All 5 Parks to receive Silver Gumnut Award & undertake some projects to set them on the way to achieving Gold status
- ◆ New linen buggy's to be purchased for Surf Beach Holiday Park and Kiama Harbour Cabins
- ◆ Storage/laundry shed to be constructed at Surf Beach Holiday Park
- ◆ Upgrade of riverside camp kitchen at Seven Mile Beach Holiday Park
- ◆ Construction of a boat/fishing washdown area at Seven Mile Beach Holiday Park
- ◆ Drainage works to be undertaken at Werri Beach Holiday Park and Seven Mile Beach Holiday Park
- ◆ Upgrade of camp kitchen at Kendall's on the Beach & Werri Beach Holiday Parks
- ◆ Construction of a BBQ/Gazebo area in garden spa cabin area at Kendall's on the Beach
- ◆ Appearance on 2 episodes of What's Up Downunder, showcasing all 5 Holiday Parks

## **Major Achievements – Community Services 2009/2010**

### **Community & Cultural Development**

- ◆ First Kiama NAIDOC Week celebration held in Hindmarsh park approximately 100 people attending
- ◆ Installation of the new Joseph Weston memorial sculpture outside the Old Council Chambers, Kiama
- ◆ 2010 International Women's Day Breakfast held at the Kiama Pavilion with over 200 women in attendance
- ◆ Integrated Planning community engagement strategy undertaken involving over 600 residents

- ◆ Kiama Cultural network established, growing from 12 to 60 members in its first year. Five Cultural Network newsletters and five Network news flashes distributed, two network breakfast gatherings held.

### **Community Support Services**

- ◆ Ongoing provision of coordinated Community Aged Care Packages to members of the community to support them to continue living independently.
- ◆ The Kiama Seaside Group (Centre Based Day Care) produced excellent 2010 calendars created from artwork produced by members of the group.
- ◆ As an outcome of the Mobility Day held in 2009 grant funding from Transport NSW was received to develop a web based transport map highlighting public and community transport options in the Kiama Municipality to alleviate transport disadvantage. Additionally, funding will also allow Kiama community Transport to provide travel training to residents of the LGA to regain skills in utilising public transport options.
- ◆ An Open Day was held at the Hindmarsh Park HACC Community Centre during Seniors Week to showcase the services provided to community members and other service providers
- ◆ A carer support group continues to meet monthly in various locations in Kiama providing carers with an opportunity to meet and share along with taking part in relevant educational opportunities.
- ◆ As part of Celebration of Ability 2009, which celebrates International Day of People with a Disability, an art workshop was held at the HACC Community Centre for members of the community with a disability and the artistic creations were displayed at the Library.

### **Kiama Library**

- ◆ Kiama Library circulated 160,125 items during the 2009/10 period.

Kiama Library's Early Literacy program continues with a total of 130 baby kits distributed to the parents of new born babies by the Early Childhood Nurse. The Early Literacy kit contains a board book, bib and leaflets regarding the importance of reading and using the library.

- ◆ 95 parents/carers with babies attended the Baby story time program throughout the year. A special baby massage session was held as well as a Dads and Baby session held on a Saturday morning.
- ◆ Weekly Story Time programs held for toddlers and pre-school children. Total attendance was 2131 including 181 babies, 1063 children and 887 adults.

- ◆ During August, 603 students from local schools attended the library Book Week programs.
- ◆ Holiday workshops and activities for school age children were held with a variety of creative and educational programs provided including knitting, yoga and meditation, a Lego building competition and craft activities. Total attendance overall for these programs were 428 children and 287 adults. The Summer Reading Club registered 141 readers with a total of 1542 books being read during this program.
- ◆ 4 HSC sessions conducted for Kiama High School with 100 students attending. A variety of youth programs were offered including the 'Sisterhood of the Travelling Pants', where 24 participants decorated a pair of jeans that travelled to public libraries all over the state.
- ◆ The Kiama Living Library held a number of sessions based on the themes of Health and Wellbeing and the World Environment. A Careers themed session for Year 10, Kiama High was attended by over 30 students who were able to 'read' a variety of occupations including writer/director, musician, physiotherapist, doctor and pilot.
- ◆ The Capturing Kiama Memories project continued with a total of 28 oral histories being recorded
- ◆ Plans for the Gerringong Library and Community Facility completed
- ◆ During Council's 150<sup>th</sup> celebrations a selection of photos featuring the municipality from the 1860's to 2009 was held in the Sebel Harbourside Kiama attracting more than 400 people.

### **Kiama Youth Resource Centre**

- ◆ Establishment of the Youth Worker in Schools program. Currently providing support/mentorship for 35 students through the program
- ◆ Conducted the first Youth Engagement Council meeting at Kiama High School.
- ◆ There was a total of 5,748 attendances at activities and programs at the Kiama Youth Resource Centre and 1,450 attendances at concerts organised throughout the Municipality

## **Priorities for 2010/2011 – Community Services**

- ◆ Launch of Daisy the Decorated Cow book and exhibition of photographs
- ◆ Development of a Public Art Policy
- ◆ Installation of a cultural arts touchscreen access point at the Old Fire Station Community Arts Centre
- ◆ Hold centenary celebration of International Women's Day
- ◆ Enhancement of the Illawarra In Home Support (IHS) IT infrastructure
- ◆ Major upgrade to the Library Management System
- ◆ To address issues of social isolation for clients receiving services through IHS through volunteer visitation programs and integration in community life
- ◆ To implement the Community Transport travel training program and enhanced web-based information regarding transport options
- ◆ Establishment of a youth cinema project designed to provide safe, affordable entertainment and a potential business model.
- ◆ To work with the Student Representative Council from Kiama High School to investigate transport options in the LGA.
- ◆ To trial a Girls Group program, in conjunction with Kiama High School, designed to promote positive self esteem, healthy relationships and practical living skills

## **Major Achievements - Engineering and Works 2009/2010**

### **Special Rare Variation Works**

Council with the approval of the Minister of Local Government, increased rates by 6.5% for the 2009/2010 year. The total income raised was \$279,757. The following projects were funded from this additional revenue:-

- ◆ Reconstruction of a section of Minnamurra Falls Road SRV component \$29,358.

- ◆ Heavy patching and asphalt overlays on Meehan Drive and Bong Bong Street \$68,045.
- ◆ Asphalt overlays on Manning Street, Johnson Street and Greta Street SRV component \$127,354, actual \$150,088.
- ◆ Footpath replacement Manning Street Nos. 165 to 153 SRV component \$10,000.
- ◆ Footpath repairs to shared path Cliff Drive to Darien Avenue SRV component \$20,000.
- ◆ Kerb and gutter replacement Bonayo Avenue SRV component \$25,000, actual \$33,776.

The outcome from the additional revenue raised by the Special Rate Variation has enabled Council to put in place a sustainable program to implement its Asset Management Program for the substantial community assets it maintains.

### **Other Roadworks**

- ◆ Resurfacing works on Boanyo Avenue, Fern Street, Shoalhaven Street, MR571 Belinda Street, MR266 Jamberoo to Albion Park, MR264 Kiama to Jamberoo.
- ◆ Construction of the roundabout on Riverside Drive.
- ◆ Construction of the Churchill Street Local Area Traffic Management project adjacent to Jamberoo Public School.

### **Reserves**

- ◆ Replacement of the Coronation Park children's playground Stage 1.
- ◆ Completion of the Coastal Walking Track Kiama to Gerringong.
- ◆ Stage 1 of the stabilisation of the Minnamurra River bank along Riverside Drive.

### **Footpaths and Cycleways**

- ◆ Footpath construction Bland Street.
- ◆ Footpath construction Eureka Avenue.
- ◆ Shared path construction on Pacific Avenue.

### **Regional and Local Community Infrastructure Program**

- ◆ Little Blowhole Reserve upgrade.
- ◆ Old School Park shade structure.
- ◆ Gainsborough Reserve children's playground.

## **Road Safety Programs**

- ◆ Speed Monitoring.
- ◆ Young Drivers.
- ◆ Vulnerable Road Users.
- ◆ Safety Around Schools.
- ◆ Drink Drive Prevention.
- ◆ Program Development.

## **Priorities for 2010/2011**

- Continuation of the Asset Renewal Program to provide substantial repairs and maintenance to major asset groups. This includes expenditure from the Special Rate Variation funds.
- Stage 2 of the Minnamurra River bank stabilisation along Riverside Drive.
- Footpath construction in Farmer Street, Colley Drive and Fern Street.
- Construction of Stages 1, 2A and 2B of the Jamberoo Valley Cycleway.
- Road resurfacing work on Gipps Street, Boanyo Avenue, Noorinan Street, Hillview Circuit Stage 1, MR264 and MR571, O'Keefe Place and Pacific Avenue.
- Stage 1 reconstruction of kerb and gutter Eddy Street.
- Reconstruction of a section of Minnamurra Falls Road and Old Saddleback Mountain Road.
- Construction of toilets at Boxsell Reserve and Black Beach.
- Streetscape improvements Terralong Street, Collins Street and Thomson Street.
- Installation of signage for the Coastal Walking Track, Minnamurra to Loves Bay.
- Completion of the Country Passenger Transport Infrastructure Grants Scheme for construction and improvements to bus stops in the Municipality.

## Major Achievements - Environmental Services 2009/2010

- Completion of Climate Change Risk Assessment & Adaptation Action Plan
- Council Awarded World Health Organisation International Healthy Cities Accreditation
- Educational signage installed at Minnmaurra Wetlands with mangrove planting and a clean up campaign of the Minnamurra River by local divers.
- Council supported Kiama High School students as they undertook weeding and tree planting programs throughout the Kiama Municipality at six sites as part of National Tree Day celebrations.
- Six community projects were funded by Council's Sustainable Living Grants Program, addressing environmental, health and/or waste minimisation issues.
- World Environment Day 2010 on Saturday, 5<sup>th</sup> June, celebrated with a Sustainability Expo at the Gerringong Town Hall. As part of World Environment Day, a Young Artists Recycled Art Competition was held. All schools within the municipality participated receiving over 250 entries. Presentation of prizes to winners was conducted as part of Kiama Future Care's "Sustainability Expo" held 5th June, 2010.
- The Kiama Public Health Plan Review was commenced and topic based workshops held to provide input to the Review.
- A New Resident's Kit was developed to provide new and prospective residents with information on services and facilities in the local area and surrounds.
- Sustainable Illawarra, a regional project between Wollongong, Shellharbour and Kiama Councils continued implementing strategies to assist residents to reduce their ecological footprint particularly in the areas of waste and better buying, energy, water, biodiversity and sustainable food. The project concluded at the end of June 2010.
- The Illawarra Biodiversity and local Food Strategy Food Climate Change Project developed a Draft Illawarra Biodiversity Strategy.
- During the 2009-2010 period 11,808 tonnes of waste was collected or received for disposal. Of this, 56.4% (6,663.26 tonnes) was reused or recycled. This is a less than 1% increase from previous 2008/2009 year figures. Also compared to the previous reporting period the total number of new domestic and rural collection services increased by 1.22% (102 new services - 84 urban and 18 rural).

## Major Achievements - Environmental Services 2009/2010 Contd.

- Council supported Clean Up Australia Day on Sunday 2<sup>nd</sup> March. A total of 20 sites were registered with a total of approximately 250 volunteers. This year's efforts saw a total of 1.47 tonnes of waste and 290kgs of recyclables collected.
- Schools Clean Up Australia Day saw all six public schools getting involved with a total of 1,400 students participating.
- Council supported various state and national recycling programs such as- Planet Ark's "Cartridges 4 Planet Ark" that resulted in 99.83kg of cartridges from Council's Administration Building being recycled within the reporting period. Other programs included Return of Used Medicines Campaign and Clean Up Australia's Mobile Phone Campaign.
- One "Second Hand Saturday" event was held on 20 February, 2010 to promote the reuse of second hand household goods. The event was a great success with a total of 79 stallholders and approximately 1,000 attendees. A total of \$1,657 was also raised and benefited the Minnamurra Lions Club.
- The "Responsible Waste Kits" Program continued involving local Real Estate Agents and holiday rental accommodation properties. A total of 155 Responsible Waste Kits were distributed and included waste calendars, bin stickers, "No Junk Mail" stickers, key rings and magnetised recycling posters for fridges.
- The Agsafe Limited DrumMuster Program continued - for the collection and recycling of empty, cleaned non-returnable crop production and on-farm animal health containers. During this reporting period 956 drums were collected. An increase of 346 drums from last year's total.

## Major Achievements - Environmental Services 2009/2010 Contd.

- Council participated in another regional grant funded, “Littering from Vehicles – Summer Blitz”, from October, 2009 to December 2010. The program involved a print and radio media campaign promoting responsible disposal of litter and over 2000 car litter bags were distributed from petrol stations, the Kiama tourist information centre, Council’s facilities and Council holiday parks. Enlisted the assistance of Kiama Rangers to implement a Targeted Surveillance Program outside of Ranger’s normal day to day inspections. This program involved additional “static surveillance” inspections at the nominated litter hot spot locations for the purpose of increasing public awareness, raising the profile of the ranger service and ultimately increasing the deterrent to illegal littering. This surveillance was conducted over a period of 8 Saturday’s at 1-2hour intervals. At total of 2 infringements were issued and approx. 30 people were confronted.
- Participated in Project Aware 09 on Sunday, 13th September. A total of .28 tonnes of waste was collected by the 25 volunteer divers from Windang Dive and Spearfishing.
- Three Advanced Composting Workshops were held in the reporting period (1 x October, 2 x March) with a combined total of 57 people in attendance.
- Kiama Council signed up to the NSW Government’s Fridge BuyBack scheme in November 2009. To date, a total of 119 fridges were collected as part of this scheme, achieving a 21/45 ranking with other councils in NSW.
- Recognised and promoted Asbestos Week held first week of June.
- In support of the Salvation Army’s Winter Clothing Appeal, distributed clothing bags to all council staff within the Council Administration building. A total of 31 bags of clothing were donated.
- Lifeline Big Book Fair. Supported this program by setting up collection boxes in various Council facilities and grocery stores within the municipality. A total of 2766 books collected over the 4 week collection period.
- Council participated in a range of recycling programs including Planet Ark, Agsafe DrumMuster, Fridge Buy Back, Winter Clothing Appeal, Big Book Fair, Op-Shop Bus Tour and Lamp Recycling.

## Major Achievements - Environmental Services 2009/2010 Contd.

- A Trial Public Place Recycling Program was successfully implemented during the peak holiday period, December 2009 – January 2010.
- Focusing on tourists, a banner was erected in Terralong Street displaying a welcome message and an environmental message as part of the Public Place Recycling program.
- A weekly residential recycling program was designed with an aim to increase resource recovery rates during the peak holiday period from December 2009 to January 2010. An additional three services were undertaken during this period. Program resulted in an additional 42.9 tonnes of recyclables collected during program period compared to last year's tonnages.
- As part of National Recycling Week, an Op Shop Bus Tour was conducted on 10 November with 50 participants. The tour was part of the Sustainable Illawarra program.
- Continue to provide a Lamp Recycling Program with a total of 80kgs of fluoro tubes collected to date. At an average of 20mg of mercury per tube this is a saving of 8g of mercury in total. A total of 65kgs of mixed lamps have been collected to date. At an average of 10mg of mercury per kg would be a saving of approx 0.65g of mercury in total.
- A new Section 94 (Direct Contributions) Plan was commenced, however completion was delayed pending State legislation and Policy changes.
- Kiama Draft Local Environmental Plan 2010 was amended to address the requirements of the Department of Planning. Draft Kiama Local Environmental Plan 2010 was adopted by Council and submitted to the Department of Planning requesting approval to exhibit the Plan for public comment.
- Draft Kiama Development Control Plan was commenced with low density, medium density and rural housing chapters commenced.
- Section 94A (Indirect Contributions) Plan and a Voluntary Planning Agreement Policy were adopted and commenced. The Section 94A Plan attracts monetary contributions from development over \$100,000 in value towards infrastructure improvement and upgrading.

## **Priorities for 2010/2011**

- Development of the Kiama Municipality Waste Management Strategy.
- Completion of Business Plan of Council's Waste Management and Property Services Business Unit Operations.
- Development and Implementation of a Sustainable Events Management Plan & Guidelines.
- The undertaking of a Trial Weekly Recycling Program in Christmas Summer Holiday Period in all urban townships of the Municipality.
- The preparation of Business Cases for options for the establishment of an organics treatment and or alternative waste technology facility locally or regionally.
- The implementation of Trial Public Place Recycling Program.
- The implementation of a trial food & organics collection service.
- The implementation of Waste & Sustainability Improvement Payment Programs.
- The implementation of the Climate Change Risk Assessment and Adaptation Action Plan.
- The implementation of the Cities for Climate Change Action Plan.
- The implementation of Sustainable Kiama Communities Programs in the areas of water and energy conservation, waste minimisation, biodiversity and natural resource management.
- The implementation of the Illawarra Biodiversity & Local Food Strategy For Climate Change Grant including completion of the Blue Haven Retirement Village Community Garden, Completion of Living Classroom Project and Regional Biodiversity Strategy & Mapping.
- The implementation of projects identified in the Water Savings Action Plan.
- The implementation of food safety inspections of food premises, markets and at events.
- The development of a Mobile Foods Van Temporary Food Stall Policy.
- The review of the Public Health Plan.
- The review of the Stormwater Management Plan.
- The implementation of the Companion Animals Management Plan including Werri Beach Dog Off-leash Swimming Area.
- Continued implementation of the On-site Sewerage Management Systems inspections program.

## **Priorities for 2010/2011**

- Maintain the procedure adopted for reducing development application timeframes.
- Exhibition and gazettal of Kiama Draft LEP 2010.
- Preparation and exhibition of a draft Section 94 (Direct Contributions) Plan for the provision and enhancement of community facilities.

## **State of the Environment Report Sec 428 (2) (c)**

Council's 2009/2010 State of the Environment Report is a separate attachment.

## Condition of Public Works Sec 428 (2) (d)

Council is now required to report on the condition of its public works, including details of maintenance programs and an estimate of money required to bring works up to a satisfactory standard.

Part of this process is the valuation of various community infrastructure assets such as roads, bridges and drainage. Council has brought into account all non-current assets purchased or constructed on or after 1 January 1993.

All land and buildings (excluding land under roads), plant equipment, office equipment, furniture and fittings, drainage assets, heritage assets and all other non-current assets have also been brought to account.

Council is required to report on the following:

- An estimate of the amount of money required to bring the works up to a satisfactory standard;
- An estimate of the required annual expense of maintaining the works at that standard; and
- The Council's program of maintenance for that year in respect of the works.

Council is developing a strategic program to ensure that Council's capital renewal capacity on community assets is increased.

### Local Roads & Regional Roads

A survey of the condition of Council's transport and communication assets has provided the following estimated values (excluding land under roads). The amount spent on the maintenance of the assessed assets during the 2009/2010 financial year is also shown:-

<b>Asset Class</b>	<b>Written Down Value at 30/6/10 (\$000)</b>	<b>Estimate of Cost to Bring to Satisfactory Standard (\$000)</b>	<b>Estimated Required Annual Maintenance (\$000)</b>	<b>Maintenance Expenditure 2009/2010 (\$000)</b>
Public Roads	73,388	5,645	3,217	2,262

## Stormwater Drainage

The condition of Council's stormwater drainage assets has been surveyed and the following estimated values are provided for the 2008/2009 financial year.

<b>Asset Class</b>	<b>Written Down Value at 30/6/10 (\$000)</b>	<b>Estimate of Cost to bring to Satisfactory Standard (\$000)</b>	<b>Estimate Required Annual Maintenance (\$000)</b>	<b>Maintenance Expenditure 2009/2010 (\$000)</b>
Drainage	19,289	1,398	129	77

## Buildings

The condition of Council's buildings has been surveyed and the following estimated values are provided for the 2008/2009 financial year.

<b>Asset Class</b>	<b>Written Down Value at 30/6/10 (\$000)</b>	<b>Estimate of Cost to Bring to Satisfactory Standard (\$000)</b>	<b>Estimate Annual Required Maintenance (\$000)</b>	<b>Maintenance Expenditure 2009/2010 (\$000)</b>
Public Buildings	50,977	1,645	1,460	810

## Summary of Legal Proceedings Sec 428 (2) (e)

- (A) The following list are actions in the Land and Environment Court, Local Court and prosecutions under the Companion Animals Act, Traffic Act, Local Government Act, 1993 and Protection of the Environment Act. There were five actions initiated in the Land and Environment Court during this period.

<b>Actions in Local Court</b>			
<b>Action</b>	<b>Result</b>	<b>Cost</b>	
Companion Animals Act (Appeal)	Conviction	\$4,776	
Companion Animals Act (Appeals)	Nil	Nil	
Companion Animals Act	Nil	Nil	
<b>Infringement Notices</b>			
<b>Act</b>	<b>Number of Notices</b>	<b>Cost</b>	
Road Rules 2008 & Road Transport (General) Act 1993 & Roads Regulation 2005, Roads Act (General) 1993 & Roads Regulation 2008	241	\$21,305	
Companion Animals Act	54	\$13,206	
Environmental Planning & Assessment Act 1993	3	\$650	
Local Government Act & Protection of the Environment Operations Act	1	\$3,514	
<b>Actions in the Land and Environment Court</b>			
<b>Appeals</b>			
<b>Development Application No</b>	<b>Result</b>	<b>Costs</b>	
10.2008.358.1 – Greg Moore Pty Ltd – No 126 Belinda Street, Gerringong – Mixed Commercial/Residential Development	Appeal upheld with amendments	\$29,580.17	
<b>Prosecutions</b>			
<b>Case</b>	<b>Action</b>	<b>Fine</b>	<b>Costs</b>
KMC v Gerroa Boat Fisherman's Club	No consent	\$14,000	\$15,000
KMC v Micallef	No operative consent	\$8,000	\$10,000
KMC v Pacific Real Estate Warilla	No consent	\$32,500	\$46,000
KMC v Furlong	No consent	\$11,000	\$9,500

## **Mayoral and Councillor Fees Sec 428 (2) (f)**

The following is an extract from a Policy on the payment of expenses and provision of facilities to Mayor, Deputy Mayor and Councillors which applied in 2009/2010. The complete policy is available for perusal upon request.

### **Policy Objectives**

- 1 To comply with the requirements of Sections 252, 253 and 254 of the Local Government Act 1993.
- 2 To ensure that Councillors are reimbursed for all expenses legitimately incurred in performing the role of Councillor.
- 3 To establish clear guidelines regarding the provision of facilities and equipment to Councillors and the permitted use of such facilities and equipment.
- 4 To provide for facilities and equipment to be made available to the Councillors.
- 5 To promote participation, equity and access.
6. To ensure accountability and transparency.

**Annual Fees** - This policy **excludes** annual fees paid to the Mayor, Deputy Mayor and Councillors under Sections 248-251 inclusive of the Local Government Act 1993

### **Payment of Expenses**

#### **General provisions**

Councillors must receive prior Council approval before attending conferences and the resolution must outline the reason for attendance.

- (a) Reimbursement to Councillors will only be made on the basis of actual expenses incurred in performing the duties of Councillor, a delegate or representing Council (as requested by the Mayor) as authorised by Council. Such expenses do not include those incurred as a result of anything other than Council business. A reimbursement of expenses to a maximum of \$65 daily will be paid for each night a Councillor is absent from the Municipality on Council approved civic duties, including conferences, seminars, training and educational courses.

If a Councillor, due to extenuating circumstances, is unable to meet the expected out of pocket expenses to be incurred when attending approved civic duties, an out of pocket allowance may be paid in advance at a maximum of \$65 for each day that a Councillor is absent from the municipality subject to the approval of the Mayor and General Manager. The Councillor must provide documentary evidence of appropriate expenditure incurred and reimburse Council for any out of pocket funds not expended. This out of pocket allowance amount will be reviewed annually.

- (b) A mileage allowance for the use of a Councillor's private vehicle shall be paid to each Councillor when performing a function authorised by the policy, subject to this being the most effective mode of transport available.
- (c) All claims for reimbursement must be made on the prescribed form and must be sufficiently detailed and/or accompanied by appropriate documentary evidence.
- (d) In respect of the position of Mayor (and Deputy Mayor or Councillor when representing the Mayor), Council shall pay the cost of the elected member and their spouse, partner or accompanying person attending a function in an official capacity within New South Wales. Council shall meet the reasonable costs of Councillors spouses, partners or accompanying person for attendance at official Kiama Council functions that are of a formal and ceremonial nature.
- (e) In respect of a conference or seminar, a Councillor who does not attend the majority of the sections of the conference/seminar shall not be eligible for a reimbursement of any sustenance, accommodation and travel expenses, unless extenuating circumstances apply.
- (f) Approved travel shall be in the most efficient and effective manner having regard to the requirements of individual Councillors.
- (g) Councillors shall make payment to Council for any private use of Council facilities as per this policy.
- (h) Council is to be advised on a quarterly basis of attendances at conferences and seminars by all Councillors and associated costs for that quarter.

## **Provision of facilities**

### **General provisions**

- (a) Council facilities and equipment should only be used by Councillors in the performance of the functions of a Councillor and in the manner prescribed and authorised by Council.
- (b) Subject to (a) above, certain designated facilities and equipment contained in this policy may be used by Councillors other than in the performance of the functions of a Councillor, providing the Council is reimbursed as provided in this policy.

Council adopted the following range of fees to be paid to Councillors and the Mayor in the Rural category for Councils for 2009/2010. The fees shown were adopted by Council on 26 May 2009.

	<b>Minimum</b>	<b>Maximum</b>	<b>Amount Adopted by Council</b>
Councillors	\$6,870	\$9,060	\$9,060
Additional Mayoral Fee	\$7,300	\$19,790	\$19,790

The following fees and expenses were paid in 2009/2010:-

Mayoral Fee	\$19,790
Mayoral Vehicle Expenses	\$3,643
Councillor Fees	\$82,775
Councillor's Expenses (see below)	\$38,321

### **Provision of Facilities**

Provision of dedicated office equipment allocated to Councillors. Includes laptop computers, mobile phones, facsimile machines and internet installed in Councillor's homes (including line rental and internet access).

\$4,394

## Expenses

1	Telephone calls including mobiles, home located landlines, facsimile and internet services.	\$3,918
2.	Spouse/partner/accompanying person expenses.	NIL
3.	Conference and seminar expenses	\$28,728
4.	Training and skill development expenses.	0
5	Interstate travel expenses (including subsistence and out-of pocket expenses)	\$1,281
6	Overseas travel expenses (including subsistence and out-of pocket expenses)	0
7	Care and other related expenses (of dependants to enable a Councillor to undertake his or her civic functions)	NIL
		<u>\$38,321</u>

## Meetings of Councillors

During the year Council held a total of 12 ordinary meetings including the 150<sup>th</sup> celebration meeting and 3 extraordinary meetings. Councillor's attendance at those meetings are detailed below:

	Ordinary Meetings		Other Meetings	
	Held	Attended	Held	Attended
Councillor Sandra McCarthy	12	11	3	3
Councillor Trevor Fredericks	12	11	3	2
Councillor Warren Steel	12	9	3	2
Councillor Brian Petschler	12	11	3	2
Councillor Ben Van der Wijngaart	12	12	3	3
Councillor Lexie Wheeler	12	11	3	1
Councillor Peter Bowman	12	12	3	3
Councillor Neil Reilly	12	12	3	3
Councillor Monique Dare-ward	12	12	3	2

## Senior Staff Employed by Council Sec 428(2)(g)

Under Section 332 of the Act, Council employed one officer under the provisions of the Local Government Act as "senior staff".

The total amount payable in respect of the employment of senior staff for the period (including the salary component, employers and employee superannuation, provision of vehicle, vehicle running costs and fringe benefits tax) was \$208,958.

## Contracts Awarded by Council during Year \$150,000 or Greater Sec 428(2)(h)

<b>Contractor</b>	<b>Goods/Services</b>	<b>Amount Incl GST</b>
Cleary Bros.	Civil works-Elambra Estate	\$1,584,840
MN & DM Reynolds	Upgrade Surf Beach Holiday Park Amenities Building	\$177,632

## **Bush Fire Hazard Reduction Activities Carried Out By Council Sec 428(2)(i)**

### **Kiama Local Government Area**

The Kiama Local Government area received no hazard complaints from residents in relation to bush fire hazards on properties.

Ninety six (96) fire permits to burn were issued by Council.

In this period 48 Development Applications were referred to the Rural Fire Service for determination in relation to Planning for Bush Fire Protection.

**No Burn Policy Carried out by Council**  
**Part 2, Schedule 8 of Protection of the Environment**  
**Operations (Clean Air) Regulation 2010**

**Kiama Local Government Area**

Council has adopted a *No Burn* Policy within the Kiama Municipality. Under Part 2, Schedule 8 of the Protection of the Environment Operations (Clean Air) Regulation 2010, and through authority delegated by the Department of Environment and Climate Change (DECC), Kiama Council is required to regulate outdoor burning in the Municipality.

Council will only consider applications to burn piles of vegetation that relate to properties over one acre that perform agricultural operations or for burning in accordance with the Bush Fire Hazard Reduction Certificate under the Bush Fire Act. The Council approval is only for permission to make pollution and is not a fire permit. During the bush fire danger period from 1 October to 31 March, a permit must also be obtained from the Rural Fire Service prior to any burning taking place.

Council will not consider applications to burn piles of vegetation from urban (residential) and rural (residential). Rural residential is classified as a one acre lot.

Council is required to consider issuing an approval using Section (6G) 3 which states:

*“Before granting approval the local Council must take into account the following matters:*

- *The impact on local air quality and amenity.*
- *Feasibility of reuse, recycling or other alternative means of disposal.*
- *Any options of the sector of the public likely to be affected by the proposed approval.”*

Kiama Council's scheduling only allows for the burning of vegetation.

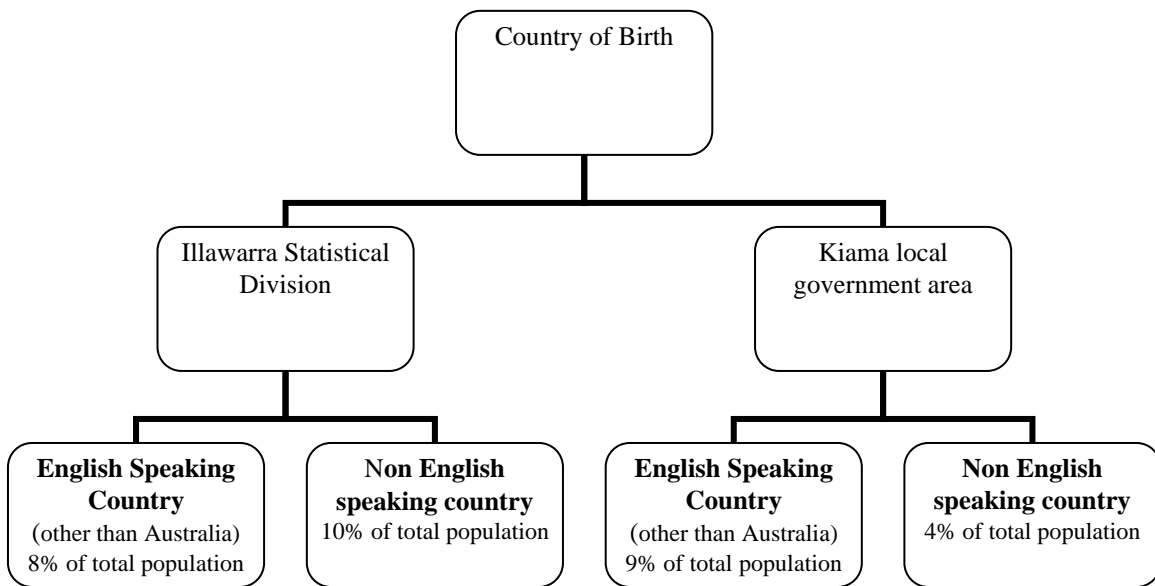
A total of 82 permits to create smoke pollution were issued during the reporting period.

## Details of Programs for People with Diverse Cultural and Linguistic Background Sec 428(2)(j)

- Culturally and Linguistically Diverse People

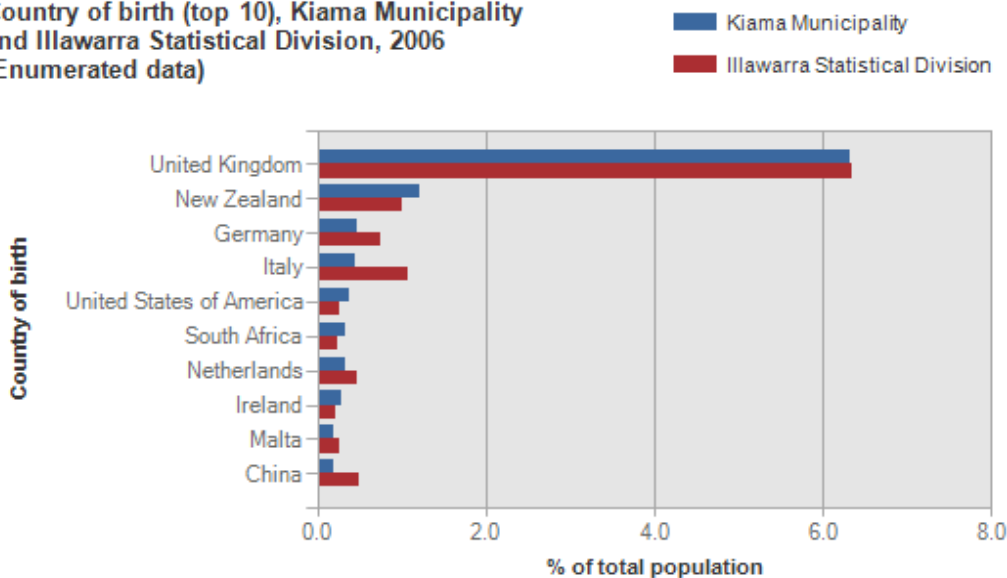
### Country of Birth

The 2006 Australian Bureau of Statistics Census data shows that while in comparison with the broader Illawarra Statistical Division, the Kiama Municipality has a similar proportion of people born overseas in English speaking countries, it has a significantly smaller proportion of people born overseas in Non English speaking countries.

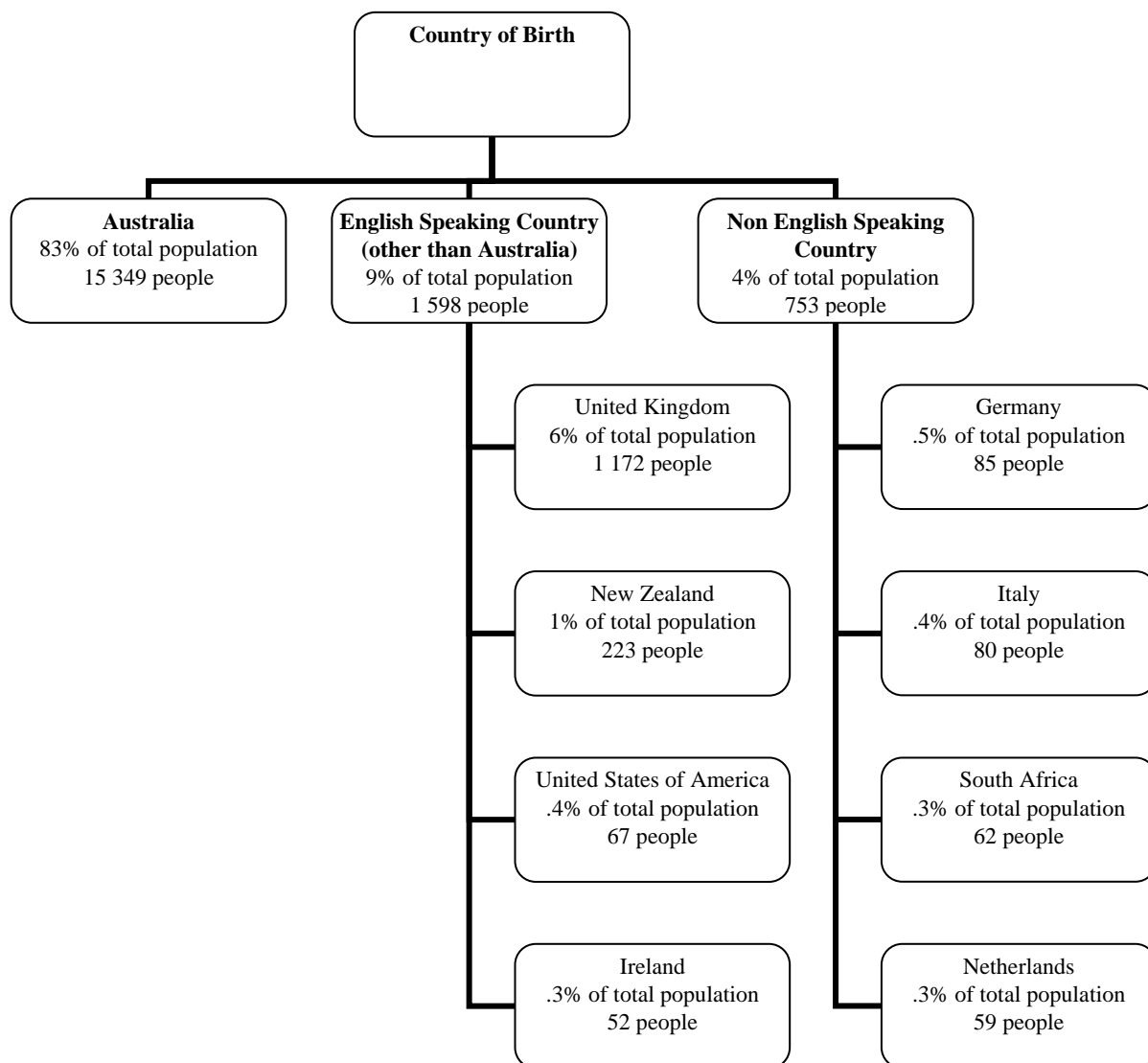


The dominant English speaking country of birth in the Kiama Municipality is the United Kingdom with the dominant non-English speaking country being Germany.

Country of birth (top 10), Kiama Municipality and Illawarra Statistical Division, 2006 (Enumerated data)

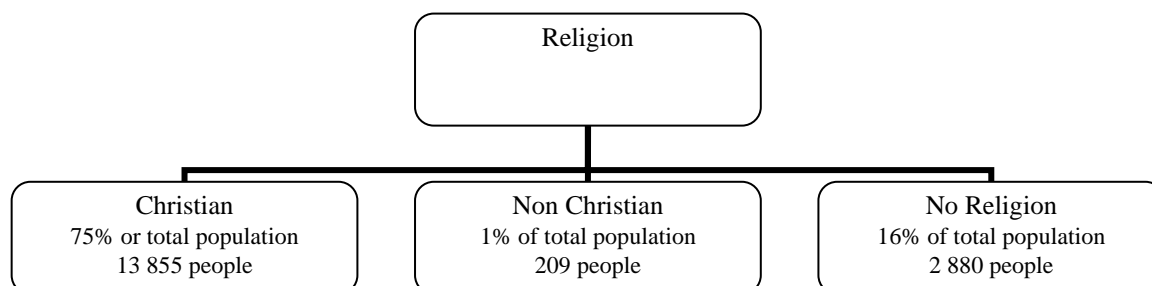


Source: Australian Bureau of Statistics, 2006 Census of Population and Housing (Enumerated)



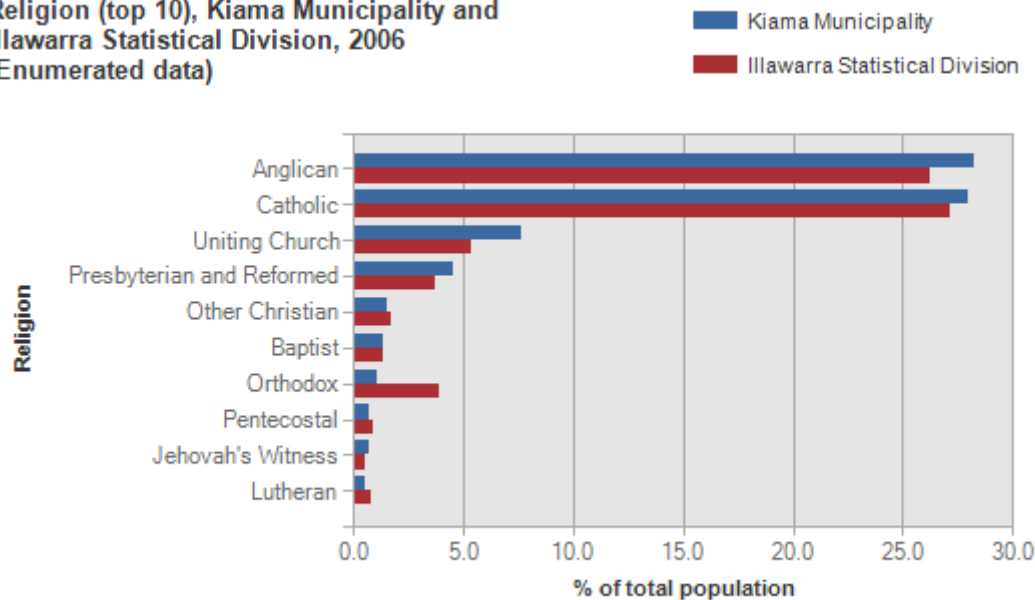
## Religion

2006 Australian Bureau of Statistics Census data shows that 76% of the population nominated a religious affiliation this being consistent with the broader Illawarra Statistical Division with 75%.



The dominant religion in the Kiama Municipality was Christian being 75% of the total population, with highest ranking denomination being Anglican at 28%.

**Religion (top 10), Kiama Municipality and Illawarra Statistical Division, 2006  
(Enumerated data)**



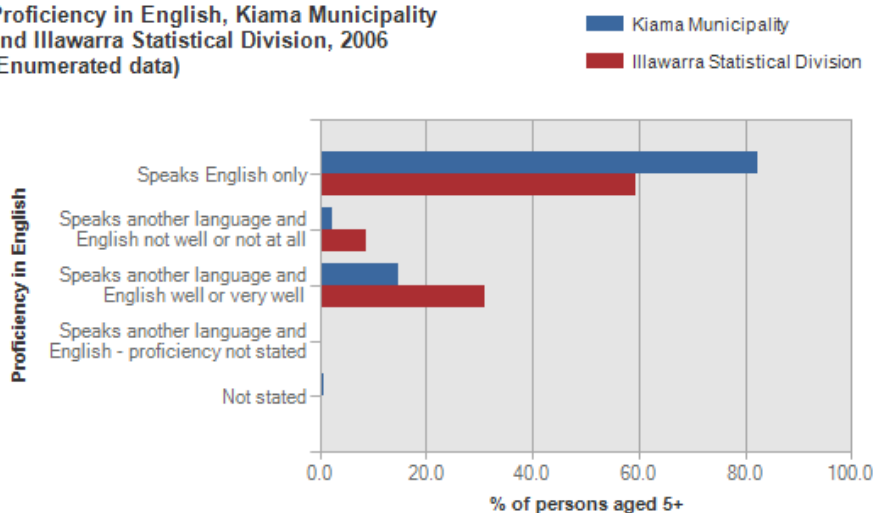
Source: Australian Bureau of Statistics, 2006 Census of Population and Housing (Enumerated)

**Language**

Analysis of the, proficiency in English data, for Kiama Municipality in 2006 compared to the Illawarra Statistical Division shows that there was a larger proportion of persons who spoke English only and a corresponding smaller proportion of persons who spoke another language and English not well or not at all.

Overall, 82% of persons spoke English only, and 2% spoke another language and English not well or not at all, compared with 59% and 9% respectively for the Illawarra Statistical Division.

**Proficiency in English, Kiama Municipality and Illawarra Statistical Division, 2006  
(Enumerated data)**



Source: Australian Bureau of Statistics, 2006 Census of Population and Housing (Enumerated)

As part of its work with Kiama’s local Culturally and Linguistically Diverse People between 1 July 2009 and 30 June 2010 Council has:

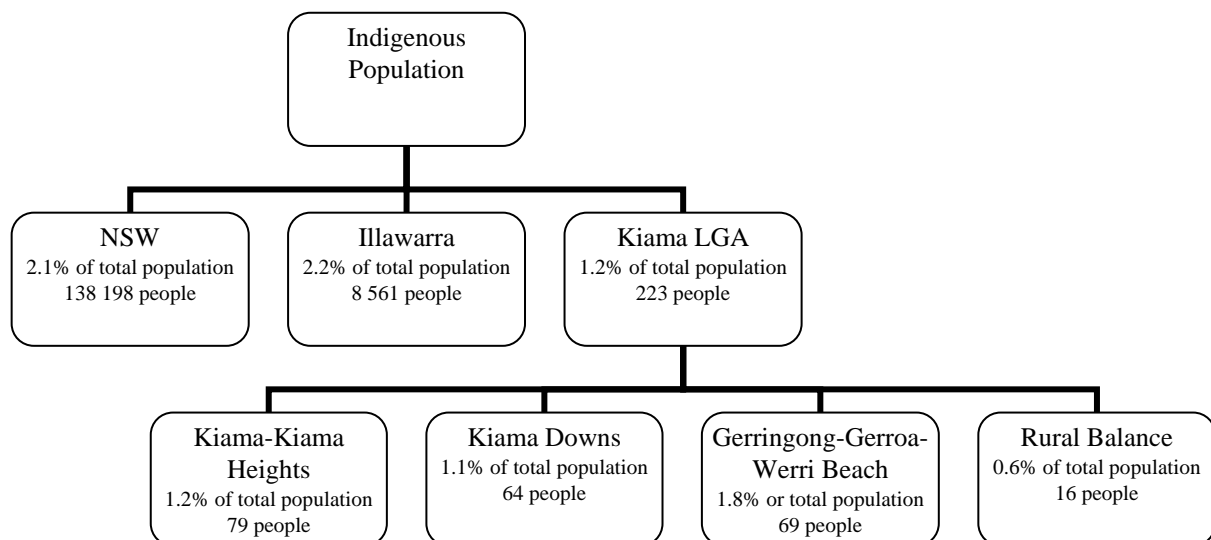
- Had 5 citizenship ceremonies conducted by the Mayor, with 29 people being naturalised.

- Held a Mayoral Reception to celebrate World Day for Cultural Diversity, Dialogue and Development.
- Continued to develop Council's Friendship Agreement with Hoi An City, Vietnam and Zumalai, Timor Leste

## Aboriginal and Torres Strait Islander People

The following graph shows population totals of the Indigenous population across NSW, Illawarra and the Kiama local government area and population distribution across Kiama's four main geographical areas.

This data taken from the 2006 Australian Bureau of Statistics Census shows a shift in Kiama's population with an increase in the Indigenous population in the central and northern areas of the local government area.



As part of its work with Kiama's local Aboriginal residents between 1 July 2009 and 30 June 2010 Council has:

- Met regularly with the Kiama Aboriginal Reference Group (made up of local Aboriginal residents)
- Held a Sorry Day Flag Raising and Ceremony
- Published and distributed to Aboriginal residents of Kiama a Sorry Day book of poetry and prose
- Held a NAIDOC Week family fun day and concert
- Continued to raise the Aboriginal Flag together with the Australian and Municipal Flags each weekday and other significant Aboriginal days.

## Details of Work Carried out on Private Land Sec 428(2)(k)

A Council may, by agreement with the owner or occupier of any private land, carry out on the land any kind of authorised work. Council's policy in relation to charging for these private works in 2009/2010 was as follows:-

<b>Plant Hire Rates (including operator)</b>	<b>Reviewed each year based on a commercial rate of return on capital investments</b>
Additional Labour	Actual cost plus 36.9% for overheads
Stores and Materials	Actual cost plus 25% for overheads
Administrative Costs	10% of total works

In this regard, Council completed works with a return of \$453 in 2009/2010. There were no resolutions made under Section 67(2)(b) of the Local Government Act for the period.

## Amount of Money Granted under Section 356 Sec 428(2)(l)

A Council may contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions. In this regard the following monies were expended in 2009/2010:-

Regional Contributions	\$72,336
Festivals	\$18,520
Arts	\$18,800
Community Subsidies/Donations	\$24,712
<b>Total</b>	<b>\$134,368</b>

## Human Resource Activity Summary Sec 428(2)(m)

### **RECRUITMENT AND SELECTION**

Staff turnover appears to have continued to feel the impacts of the global financial crisis during the past 12 months. The major areas of recruitment activity within Council have been in areas with a relatively large casual workforce such as the Leisure Centre and in the Aged Care sector. This is reflective of general trends in those industries trends.

The Senior Management Team (MANEX) continues to review requests for all new and/or vacant positions against needs identified in Council's strategic plans including the Workforce Plan to ensure that staffing best reflects organisational needs and priorities.

### **RISK MANAGEMENT**

The risk management program continues to provide financial gains within the insurance portfolio. A major change in the Blue Haven Property Insurance Policy –changing from Statewide Mutual to VillageWISE has seen a significant reduction in the cost of the premium with added and more specifically aligned insurance benefits for this major property asset.

Council has been audited by StateWide and StateCover Mutual's, evaluating Councils Public Liability management processes and Councils OH&S management system respectively, achieving the maximum rebates and bonuses being offered by each, as a continuous improvement strategy.

Council has also completed the design and implementation of the electronic QSE system capturing the necessary data to record and accurately report on all Risk Management and OH&S incidents.

Council adopted the reviewed and updated version of the Strategic Asset Management Policy. (SAMP) This policy provides Council with the means to provide a management tool to assist with the Council's adopted standards, inspection and delegations to manage the major classes of assets while also providing Council with a very vigorous defence methodology, if and when required.

The continuation of Council's Workers Compensation reduction strategy and further input into the OH&S Management System has provided a much improved financial outcome. In addition, this has lead to a reduction in the number of new or serious injury Workers Compensation claims.

## **OCCUPATIONAL HEALTH AND SAFETY**

Occupational Health and Safety continues to be a key perspective of all activities undertaken throughout Council and features in every position description for every job in Council. As part of the annual Competency and Performance Review Process, all employees are assessed on their demonstrated commitment to Health and Safety in their roles. To reflect the importance we place on health and safety, 'Safety' has been included as one of the key principles in Council's revised Code of Conduct.

OH&S issues are raised for discussion at team meetings throughout the organisation and are often placed as the first agenda item, reflecting Council's commitment to safety.

Whilst Council requires everyone to take responsibility for health and safety, our Risk Management staff are readily available to provide support and advice to employees and managers in assessing risks and hazards and implementing safe methods of work. Training is also provided to ensure that staff are appropriately trained and equipped to carry out their roles, for their own safety, the safety of their colleagues and the safety of visitors to any of Council's worksites.

The OH&S Committee continued to meet regularly throughout the past year to review Council's safety related policies and practices and identify any opportunities for improvement. The Committee also conducted regular workplace safety audits to identify potential hazards and opportunities for process improvements.

## **TRAINEES, APPRENTICES AND CADETS**

Council continues its strong commitment to the development of entry level skills and qualifications and this year worked with the Australian Training Company to provide placements for an Apprentice Plant Mechanic, Apprentice Boilermaker, Apprentice Carpenter and Horticulture Apprentice.

Cadetships were offered in the areas of Engineering and Human Resource Management.

Both of these students combine studies towards their degrees at the University of Wollongong with challenging on-the-job experience. In November 2009, Human Resources Cadet, Suckley, was awarded the Megan Dalley Memorial Award by Council in recognition of her outstanding performance and commitment to her studies. Carlie also had the honour of being awarded a place on the

Dean's Merit List at the University of Wollongong.

Three entry level traineeships were offered in 2009. These were in the areas of Business Administration (x 2) and Transport and Distribution (Warehousing).

Further, Council supported the ongoing professional development of 15 of its employees by supporting them in existing worker traineeships in the areas of Customer Service, Aging and Disability Support, Rating, Record Keeping, Waste Management and Accounting.

## **WORK EXPERIENCE AND VOLUNTEERING**

As one of the largest employers in our municipality, Council regularly receives applications for work placement from students wishing to apply the skills and knowledge acquired in their training to a real work situation.

During 2009/2010 Work Experience opportunities were provided to students from local High Schools, TAFE, University and Kiama Community College in the areas of Communication, Environmental Sustainability, Business Administration, Construction, Engineering, Community Services, Fitness and Parks and Gardens. Council also continued its commitment to internship program with the University of Wollongong providing an opportunity for work placement to students in nearing completion of their Bachelor's Degree in the areas of Commerce and Environmental Sciences.

The work of Council's many volunteers is greatly appreciated by Council and the community alike. Volunteers continue to provide service to the community across a wide range of areas including Community Transport, Community Respite, Centre Based Day Care, Social Support, Library Services, Family History Centre and Blue Haven Aged Care Facility.

## **STAFF TRAINING AND DEVELOPMENT**

Council continued to offer a diverse range of training and development activities reflecting the variety of professional needs of its workforce. Individual learning and development needs are assessed annually through the performance assessment and review process. Corporate needs are also identified through Council's strategic planning process. Training is then prioritised and arranged to maximise budget expenditure.

During 2000/2010 we continued to provide Study Assistance to employees participating in relevant tertiary education and opportunities for attendance at critical conferences and seminars to ensure our practices are current and reflect industry best practice.

New employees are provided with timely training and a comprehensive introduction to the organisation's policies and procedures including the Code of Conduct through participation in our Staff Induction Day.

To celebrate 2010, International Year of Women in Local Government, Council also initiated a Women's Leadership Development Program. The program has been developed in-house with a number of inspirational key note guest speakers including the NSW Minister for Community Services, Linda Burney and the Director of the Illawarra Institute of TAFE, Di Murray.

## **Equal Employment Opportunity Activity Summary Sec 428(2)(n)**

Council's Fairness and Equity Policy sets standards that exceed Council's legislative responsibility to provide equality of opportunity. The policy aims to ensure that employees of Council and potential employees of Council are treated with the utmost respect and dignity, at all times, in every interaction they have with Council.

All employment related policies are developed and reviewed with extensive consultation and collaboration with Council's Consultative Committee which includes management, union and employee representatives. During 2009/10 EEO Contact Officers met regularly for information updates, to share their experiences and identify any issues that need to be raised.

**External Bodies that during the Year Exercised  
Functions Delegated by the Council Sec 428(2)(o)**

In 2009/2010 no external bodies exercised functions delegated by Council.

**Companies in which Council held a Controlling Interest  
during the Year Sec 428(2)(p)**

In 2009/2010 Council did not hold any controlling interest in any companies.

**Partnerships, Co-operatives or other Joint Ventures to  
which Council was a Party during the Year Sec 428(2)(q)**

South Coast Library Service.	With Shoalhaven and Eurobodalla Councils
Community Options Program.	With Shellharbour Council
Community Health Transport	With Shellharbour and Wollongong Councils
Rural Fire Service	With Shellharbour Council and Wollongong
Resource Sharing	With Shellharbour Council
Southern Councils Group	With Shellharbour, Shoalhaven, Wingecarribee, Wollongong , Eurobodalla and Bega Valley Councils
Illawarra District Noxious Weeds Authority	With Shellharbour and Wollongong Council
Sustainable Illawarra	With Shellharbour and Wollongong Council
Local Emergency Management	With Shellharbour
Procurement	Southern Councils Group

## Other information required under the Local Government Act Regulations Sec 428(2)(r)

### Rates and Charges Regulation 1999

The following rates and charges were written off during the year:

Pensioner Rebates	\$411,472
Other amounts	-
<b>TOTAL:</b>	<b>\$411,472</b>

- (a) **Overseas visits undertaken by councillors, Council staff or other persons representing Council.**

No overseas visits during the year

- (b) **Value of remuneration package payable to each senior staff member employed by Council**

See information under Section 428(2)(g) on Page 29.

- (c) **Details of activities undertaken by Council to develop and promote services and programs that provide for the needs of children**

Council provided information on all children's services in the Kiama area and the region through pamphlets, directories and web page.

The Kiama Library provided the following activities for children:

Baby kits were distributed to all new parents in contact with the Early Childhood nurse. The kit contains a board book, bid and leaflets regarding the importance of reading and using the library. One hundred and thirty kits were distributed during the 2009/2010 period.

Baby Story Time program encourages parents to sing, play and read with their children and lays the foundation for early literacy. Total attendance for 2009/2010

period was 95.

Story Time for toddlers and pre-school children. These weekly programs encourage young children to become familiar with books, reading and libraries. It also provides an opportunity for early social interaction with other children and mothers. Total attendance for the 2009/2010 period was 2131. This includes – 181 babies, 1063 children and 887 adults.

Holiday workshops and activities for school age children- activities include knitting, yoga and meditation, a Lego building competition and craft workshops. Total attendance was 428 children and 287 adults. The Summer Reading Club registered 141 readers with a total of 1542 books being read during this program.

Youth events held in the library include HSC sessions for Kiama High School students with 100 students attending the 4 classes. A variety of youth programs were offered including the 'Sisterhood of the Travelling Pants', where 34 participants decorated a pair of jeans that travelled to public libraries all over the state.

The Kiama Living Library held a Careers themed session for a Year 10 class from Kiama High. 30 students attended and were able to 'read' a variety of occupations including writer/director, musician, physiotherapist, doctor and pilot.

**(d) Programs undertaken by Council to promote services and access to services for residents and other users of those services.**

Council's Customer Service Unit has continually improved the electronic directory of information to enable a consistent and streamlined approach to the provision of information for customers. With the use of this internal directory Customer Service officers have improved access to a broader range of information and are able to provide a better and faster level of service to customer enquiries.

In the customer service reception area we have a broad range of information available for customers, with a comprehensive display of application forms and checklists also available.

Appropriate furniture is provided for the customer service reception area to provide appropriate seating for customers who may be waiting to meet with a Council officer, or elderly residents who may be conducting business with Council and need to sit and rest for a short while.

The production of a Community Directory listing Council's services as well as community facilities and general information of different groups in the Municipality continued to be provided free of charge to residents. This also has been enhanced by the provision of different pamphlets with more specific information about its services.

The Council Web Page has seen continual improvements with a broader range of information and applications now accessible and a quick reference listing of all its services and programs including the Community Directory, Management Plan, Social Plan etc. The Kiama Library now also provides free Internet information and search services.

A regularly updated web based Community Profile with all the demographic information from the 2006 ABS Census is now also available on the Council's website.

In addition, Council provides an advocacy service, for disadvantaged groups in their dealings with statutory bodies, which relate to equity of access to the services provided by those bodies.

The dissemination of information to all ratepayers and residents is enhanced by the operation of precinct committees and community noticeboard locations. Council also published at the start of each season a newsletter "Kimunico" to residents and has a regular column in the Local Newspaper providing information of major programs and other services.

### **Access and Equity Activity Summary**

Access and equity activities or strategies are defined as those that benefit both the broad community and/or particular target groups and help councils to:

- Promote fairness in the distribution of resources, particularly for those most in need.
- Recognise and promote people's rights and improve the accountability of decision

makers.

- Ensure that people have fairer access to the economic resources and services essential to meeting their basic needs and improving their quality of life.
- Give people better opportunities for genuine participation and consultation about decisions affecting their lives.

Kiama Council has been committed to developing a Social/Community Plan every five years to assist Council to take into account the needs of its community and provide or advocate for appropriate and accessible services and facilities for the benefits of the whole community.

Council developed its first Social Plan in 1988. That Plan established the position which Council desired to take in the provision of Community Services.

The second and third plans, Social/Community Plan 1999/2004 and 2005/2009 examined the needs of residents in the local government area with particular emphasis on the mandatory target groups as required by the Local Government (General) Amendment (Community and Social Plans) Regulation 1998; children, young people, women, older people, people with a disability, Aboriginal people and people from culturally and linguistically diverse backgrounds.

As part of the new Integrated Planning and Reporting legislation Council began a Community Engagement Strategy to assist with the preparation of Council's future Community Strategic Plan. A review of the present Social/Community Plan was also carried out and the timeframe of the existing plan extended until 2012 to coincide with the implementation of the new legislation.

Council has undertaken the development, through ID Profile, of an online demographic website that provides a readily accessible, easy to use website containing a full range of demographic data on the Kiama community.

## A Summary of Council's Social Plan achievements in relation to access and equity over the last 12 months

### Plan for Children

<b>Need Issue: Childcare Advocacy / Funding</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To resource family and children's services providers in the Municipality	Provide advice and expertise to providers on funding and services guidelines	<ul style="list-style-type: none"> <li>Improve quality of services</li> <li>Increased child care hours</li> </ul>	Not achieved Funded position discontinued
	Participate in local, regional, state and national bodies to advocate for children and family services priorities	<ul style="list-style-type: none"> <li>Create awareness of child care needs and priorities</li> <li>Greater availability of services and funding for specific children's services</li> </ul>	Partial achievement Funded position discontinued
	Conduct consultations and surveys	<ul style="list-style-type: none"> <li>Determine needs and priorities for provision of children and family services</li> </ul>	Partially achieved

<b>Need Issue: Support Services and resources for parents</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To provide and act as a referral point to assist parents and services accessing children and support services	Ensure that up to date information is available through directories and pamphlets	<ul style="list-style-type: none"> <li>Information available to parents for accessing services</li> </ul>	Achieved
	Update regularly information on Councils Internet	<ul style="list-style-type: none"> <li>Information in electronic form readily available and up to date</li> </ul>	Achieved

<b>Need / Issue: Community Safety and awareness / childhood and women's health</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To support relevant health projects and a safe community program	Liaise with Illawarra Area Health Service and participate in health promotions and activities	<ul style="list-style-type: none"> <li>• Improve the health of parents and children</li> <li>• Better informed community of health programs and activities</li> </ul>	Achieved
	Implement a Municipal Health Plan for the Municipality	<ul style="list-style-type: none"> <li>• Provision of services and programs to improve the health of young children and parents</li> </ul>	Achieved
	Implement a Road Safety Strategy for the Municipality	<ul style="list-style-type: none"> <li>• Create awareness of road safety</li> <li>• Reduce the number of road accidents affecting children</li> </ul>	Achieved

<b>Need / Issue: Play areas and Parks</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To provide sport fields, parks, reserves and playgrounds for the enjoyment of children	Allocate funding for new, upgrading and replacement of playgrounds	<ul style="list-style-type: none"> <li>• Provide opportunities for healthy outdoor recreation</li> </ul>	Achieved
	Undertake inspections of Council's playgrounds	<ul style="list-style-type: none"> <li>• Create a safe environment for children</li> </ul>	Achieved
	Implement safety measures in line with a Strategy and Asset Management Program	<ul style="list-style-type: none"> <li>• Ensure that safe standards are met and avoid risks of injury</li> </ul>	Achieved
To provide cycleway facilities in accordance with approved standards	Implement Council's cycleway plan	<ul style="list-style-type: none"> <li>• Provide an environmentally friendly recreational routes</li> </ul>	Partially achieved Cycleway program being implemented

**Need / Issue: Education and social interaction**

<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To provide opportunities for education and social interaction of young children	Provide preschool and child care facilities in the Municipality	<ul style="list-style-type: none"> <li>Foster children's development as a good base for later in life and society</li> </ul>	Not achieved Funded position discontinued
	Provide information on standards and guidelines for child care facilities and services	<ul style="list-style-type: none"> <li>Create and promote safe and developmentally appropriate child care facilities</li> </ul>	Partially achieved Funded position discontinued
	Provide library and literacy based activities for children	<ul style="list-style-type: none"> <li>Create opportunities for parents and children to become better informed and have social interaction</li> </ul>	Achieved

**Need / Issue: Part-time employment for parents**

<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To support initiatives through economic development and community services for employment creation	Encourage employment opportunities in the Municipality and employ an economic development officer	<ul style="list-style-type: none"> <li>Improve the well being of families through income generation</li> </ul>	Achieved
	Provide community services that employ part-time and casual personnel	<ul style="list-style-type: none"> <li>Assist with services for the well being of the community and employment opportunities</li> </ul>	Achieved

## Plan for Young People

<b>Need / Issue: Recreation and Entertainment</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To provide greater opportunities for recreational programs and activities for young people in the Municipality	Promote the activities and programs provided at "The Cottage" Kiama Youth Resource Centre	<ul style="list-style-type: none"> <li>Greater number of young people involved in programs and activities</li> </ul>	Achieved
	Organise School Holiday Programs and community arts projects	<ul style="list-style-type: none"> <li>Opportunities for artistic endeavours to be promoted</li> </ul>	Achieved
	Provide outreach services and programs throughout the year	<ul style="list-style-type: none"> <li>Access to services and programs by young people from Gerringong, Jamberoo and North Kiama</li> </ul>	Achieved
	Participate in Youth Week	<ul style="list-style-type: none"> <li>Involvement of young people in local programs that reflects their particular needs</li> </ul>	Achieved
	Provide all age entertainment / music events	<ul style="list-style-type: none"> <li>Opportunities for young people to show their talent and participate in supervised events</li> </ul>	Achieved

<b>Need / Issue: Health – Drug and Alcohol Use / Abuse</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To support and lobby for relevant health programs that will assist in providing better health for young people	Ensure that programs are delivered as part of Council's Health Plan	<ul style="list-style-type: none"> <li>Educate and assist young people to have a healthier lifestyle</li> </ul>	Achieved
	Provide information and referral	<ul style="list-style-type: none"> <li>Create awareness of services and programs</li> </ul>	Achieved
	Form a pro-active and effective partnership with mental health services	<ul style="list-style-type: none"> <li>Improve accessibility of services for young people</li> </ul>	Partially achieved Awaiting NSW resources
	Carry out forums on drug and alcohol use / abuse	<ul style="list-style-type: none"> <li>Opportunities for more direct information on substance use/abuse</li> </ul>	Achieved
	Provide & promote a range of drug educational resources & referral information at library	<ul style="list-style-type: none"> <li>Greater access of information for self improvement</li> </ul>	Achieved

<b>Need / Issue: Youth Services and Facilities</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To provide and support a wide range of services, programs and facilities for young people	Promote the Kiama Youth Centre and its facilities to the wider community	<ul style="list-style-type: none"> <li>Maximise the use of the youth centre with a wide range of programs and activities</li> </ul>	Achieved
	Provide outreach services and programs	<ul style="list-style-type: none"> <li>Access to services and programs by young people for Gerringong, Jamberoo and North Kiama</li> </ul>	Achieved
	Lobby for an increase of youth specific facilities and services	<ul style="list-style-type: none"> <li>Improved services and facilities reflecting young people's needs</li> </ul>	Partially Achieved
	Carry out surveys and consultations	<ul style="list-style-type: none"> <li>Identification of needs and priorities</li> </ul>	Achieved
	Make young people aware of Library resources and information for young people	<ul style="list-style-type: none"> <li>Greater usage of Library and better informed young people</li> </ul>	Achieved

<b>Need / Issue: Cost of living, housing and low income</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To provide assistance and support to young people towards greater independence	Advocate on behalf of young people with Centrelink	<ul style="list-style-type: none"> <li>Ability of young people to know their rights and responsibilities</li> </ul>	Achieved
	Provide information, resources and referral through written and "on line" information	<ul style="list-style-type: none"> <li>Create better access to information opportunities</li> </ul>	Achieved
	Review the Municipal LEP to include greater variety and different housing designs and options	<ul style="list-style-type: none"> <li>Improve opportunities for more young people to continue living in the Municipality</li> </ul>	Partially achieved Awaiting final LEP implementation

<b>Need / Issue: Transport</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results en June 2010</b>
To provide better transport opportunities and alternatives for young people	Continue to lobby for increased transport services	<ul style="list-style-type: none"> <li>Better access to employment, educational and recreational services</li> </ul>	Achieved
	Provide community transport for specific youth events in the Municipality	<ul style="list-style-type: none"> <li>Greater opportunities for young people to access and participate in youth activities</li> </ul>	Achieved
		<ul style="list-style-type: none"> <li>Better services for young people in areas outside Kiama town</li> </ul>	Not yet achieved Continuing lobby for better services

<b>Need / Issue: Un/employment</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To provide assistance and information for employment opportunities	Update "Job Board" daily at "The Cottage" to assist with employment enquiries	<ul style="list-style-type: none"> <li>Improve employment prospect of young people</li> </ul>	Achieved
	Provide assistance with Resume writing and job searching	<ul style="list-style-type: none"> <li>Increase skills for self development and independence</li> </ul>	Achieved
	Continue to foster links among youth and education institutions	<ul style="list-style-type: none"> <li>Identify employment opportunities and local economic development scopes</li> </ul>	Partially achieved More opportunities to be available

<b>Need / Issue: Crime / Police / Safety</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To achieve a safer environment and reduce criminal offences in the Municipality	Work in conjunction with Police on crime prevention programs	<ul style="list-style-type: none"> <li>Promotion of positive image of young people in the wider community</li> </ul>	Achieved
	Provide information at "The Cottage", Libraries and outreach venues on legal issues and resources	<ul style="list-style-type: none"> <li>Create awareness of rights and responsibilities among young people</li> </ul>	Achieved
	Lobby for greater police resources in the Municipality	<ul style="list-style-type: none"> <li>Ability for young people and the community to have access to more Police presence</li> </ul>	Partially achieved. Lobbying continues
	Develop community education programs targeting youth road accidents	<ul style="list-style-type: none"> <li>Recognition of the high impact on families and the community that road accidents have</li> </ul>	Achieved

## Plan for Older People

<b>Need / Issue: Transport</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To provide accessible community Transport for frail older people, people with a disability, carers and transport disadvantaged	Continue to offer health run five days per week and transport to medical appointments	<ul style="list-style-type: none"> <li>• Make available community buses and pool cars for the HACC target group</li> </ul>	Achieved
	Provide through the community transport program a range of services for social events	<ul style="list-style-type: none"> <li>• Create greater opportunities for the HACC target group to a healthier social life</li> </ul>	Achieved
	Provide assistance with information and referrals for people who do not meet Community Transport criteria	<ul style="list-style-type: none"> <li>• Ensure that resources are provided under HACC guidelines and the public is better informed</li> </ul>	Achieved
	Work with private operators to maximise services for the aged	<ul style="list-style-type: none"> <li>• Greater use of private and public resources</li> </ul>	Achieved

<b>Need / Issue: Home and support Services</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To manage a wide range of home based / community services to enhance the well being of older people in the community	Provide flexible services that support people in their homes including: community transport, nursing services, meal services, personal care & grooming, handyman & gardening, day care, social support, home library services, community options and aged care packages	<ul style="list-style-type: none"> <li>• Improve the life of older people and help them to stay at home as long as possible living independently</li> </ul>	Achieved

<b>Need / Issue: Safety, Traffic and Crime</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To achieve a safer environment fostering a community that provides protection to older people in their homes and roads	Monitor through Council's Traffic Committee parking and pedestrian crossings	<ul style="list-style-type: none"> <li>Improved roads and streets by identification of parking spaces and pedestrian crossings</li> </ul>	Achieved
	Lobby for greater Police resources in the Municipality	<ul style="list-style-type: none"> <li>Ensure that older people feel safe at home and in the community</li> </ul>	Partially achieved. Lobbying continued and awaiting NSW government resources
	Include in the new LEP objectives that provide for a safer built up urban environment	<ul style="list-style-type: none"> <li>Create people friendly communities and housing options that consider the well being of older people</li> </ul>	Not yet achieved Awaiting implementation of new LEP
	Implement a Health Plan including specific programs that address safety of older people	<ul style="list-style-type: none"> <li>Reduction of potential injuries and healthier lifestyle of older people</li> </ul>	Achieved

<b>Need / Issue: Health Services</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To improve the health of older people in the Municipality and their well being	Implement a Municipal Health Plan addressing main health issues and services for older people	<ul style="list-style-type: none"> <li>Create a healthier environment for older people</li> </ul>	Achieved
	Lobby for improved local and regional health services	<ul style="list-style-type: none"> <li>Greater opportunities for more access to health services and facilities</li> </ul>	Partially achieved. Lobbying continued and awaiting NSW government resources
	Provide community transport for older people to access health services and facilities	<ul style="list-style-type: none"> <li>Improved access to services and facilities that are not available locally</li> </ul>	Achieved

<b>Need / Issue: Services and Facilities</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To ensure the provision of facilities and services that are effective and efficient for older people in the Municipality	Consult with the community and users of the Kiama Community Centre for a better use of the centre by co-locating all community support services to one location	<ul style="list-style-type: none"> <li>Development of an infrastructure that provides for a single point of entry for consumers, potential consumers and advocates to a wide range of community support services</li> </ul>	Not achieved Alternative facilities not available yet
	Review the usage of existing halls and Neighbourhood Centres to achieve a greater and more effective usage of these facilities	<ul style="list-style-type: none"> <li>The ability to provide a more efficient usage of facilities and diminish demand for more buildings</li> </ul>	Partially achieved Review under way
	Continue to provide a wide range of HACC & Community Support services to older residents from the Kiama Community Centre in-line with Council's Community Services Policy	<ul style="list-style-type: none"> <li>Ensure a safe and accessible wide range of pedestrian facilities</li> </ul>	Priorities identified and work undertaken within financial resources.
	Monitor the conditions of footpaths and provide new ones including a program of maintenance in line with the Pedestrian Access Mobility Plan (PAMP)	<ul style="list-style-type: none"> <li>Ensure a safe and accessible wide range of pedestrian facilities</li> </ul>	Priorities identified and work undertaken within financial resources.

<b>Need / Issue: Isolation / Loneliness</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To provide and support a wide range of services and programs to assist older people who live alone or in isolation	Offer specific programs from Council's Community Support including:  Community Transport, social activities in the clients home and centre-based day care, home library services etc	<ul style="list-style-type: none"> <li>Reduced residents isolation and loneliness by accessing services that allow interaction with other people</li> </ul>	Achieved
	Organise regular events and distribute information on services for older residents throughout the Municipality	<ul style="list-style-type: none"> <li>Ensure that older residents have access and are aware of services available to them</li> </ul>	Achieved

<b>Need / Issue: Environment / Development / Housing</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To promote healthy lifestyles, environmental protection and enhancement throughout the Municipality	Ensure that there is sustainable development of urban and rural land which is carried out in line with Council's Local Environment Plan, State of the Environment (SoE) Report and Environmental goals	<ul style="list-style-type: none"> <li>Protection of the environment while ensuring that development take place in an orderly and sustainable approach</li> </ul>	Partially achieved. Awaiting implementation of new LEP
	Review the LEP to include better housing designs and options for older people	<ul style="list-style-type: none"> <li>Improve opportunities for affordable and suitable accommodation for older people</li> </ul>	Partially achieved. Awaiting implementation of new LEP

## Plan for People from Culturally and Linguistically Diverse (CALD) Backgrounds

<b>Need / Issue: Unemployment – Education</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To provide opportunities for improvement in language skills to assist in obtaining employment and further education	Encourage and support the teaching of English as a second language for new migrants	<ul style="list-style-type: none"> <li>Achievement of skills that will assist in greater participation within Australia's society</li> </ul>	Achieved
	Support the Kiama Community College in providing educational facilities within a new Library building	<ul style="list-style-type: none"> <li>Greater opportunities for more courses and education information to be available for people from CALD backgrounds</li> </ul>	Achieved

<b>Need / Issue: Information / Services</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To increase and promote a range of information about local and regional services and facilities for people with CALD backgrounds	Provide and distribute information through the Library, KCC and Internet	<ul style="list-style-type: none"> <li>Greater availability of information to provide better tools for knowledge</li> </ul>	Achieved
	Liaise with the Illawarra Migrant Resource Centre to distribute relevant information for people from CALD background in the Kiama Municipality	<ul style="list-style-type: none"> <li>Ability of people from CALD to obtain specific information on services designed for immigrants and refugees</li> </ul>	Achieved

<b>Need / Issue: Multicultural Activities</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To recognise the value of cultural diversity in the community	Facilitate and provide a wide range of activities and information in the Library targeted at people of CALD background	<ul style="list-style-type: none"> <li>Recognition of cultural diversity and its value in maintaining such within Australian society</li> </ul>	Achieved
	Participate and organise activities from cultural groups representing people from CALD background during special events.	<ul style="list-style-type: none"> <li>Create an awareness of the Australian multicultural society and the contribution of migrants to communities through arts</li> </ul>	Achieved

<b>Need / Issue: Health and Safety</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To improve the health and safety for people from CALD background in the Municipality	Implement a Municipal Health Plan addressing main issues of health and safety for people from CALD background	<ul style="list-style-type: none"> <li>Create a healthier and safe environment for people from CALD background</li> </ul>	Achieved
	Lobby for improved local and regional health services	<ul style="list-style-type: none"> <li>Greater opportunities for better access to health services and facilities</li> </ul>	Partially achieved. Lobbying continued and awaiting NSW government resources

## Plan for Aboriginal and Torres Strait Islander People

<b>Need / Issue: Recognition of Aboriginal Culture and Heritage</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To encourage and increase awareness in the broader community of Aboriginal culture and heritage	Promote and display appropriate resources and provide opportunities for ATSI culture displays	<ul style="list-style-type: none"> <li>Improved culture awareness and the importance of various aspects of ATSI culture</li> </ul>	Achieved
	Participate and support NAIDOC Week and fly the Aboriginal flag	<ul style="list-style-type: none"> <li>Recognition of Aboriginal Culture</li> </ul>	Achieved
	Install a new flagpole to fly the Aboriginal flag with the Australian flag regularly	<ul style="list-style-type: none"> <li>Recognition of Aboriginal Culture</li> </ul>	Achieved
	Develop the local ATSI component of the Library Local Studies collection	<ul style="list-style-type: none"> <li>Educate children and the wider community about local ATSI culture along with existing Australian Studies and History</li> </ul>	Partially achieved. Awaiting funding and resources
	Increase ATSI component at an expanded / new library branch in Gerringong	<ul style="list-style-type: none"> <li>The ability for the Gerringong community members to access information about their local ATSI heritage</li> </ul>	Not yet achieved. Awaiting new library
	Consult with the Aboriginal community through the National Parks and Wildlife Service (NPWS) on DA (Development Applications) and REF (Review of Environmental Factors) to ensure protection of Aboriginal sites and relics	<ul style="list-style-type: none"> <li>Recognise the importance of Aboriginal sites and ensure its protection</li> </ul>	Achieved

<b>Need / Issue: Health</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To improve the health of ATSI people in the Municipality and enhance their well being	Implement a Municipal Health Plan addressing main health issues and services for ATSI people	<ul style="list-style-type: none"> <li>• Create a healthier environment for ATSI people</li> </ul>	Not yet achieved. Awaiting funding and resources
	Lobby for improved local and regional health services for ATSI people	<ul style="list-style-type: none"> <li>• Greater opportunities for better access to health services and facilities</li> </ul>	Not yet achieved. Awaiting funding and resources

<b>Need / Issue: Community Arts and ATSI Culture</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To support the artistic skills of ATSI communities and individuals fostering their history and heritage	Provide and incorporate Aboriginal Arts in buildings and parks	<ul style="list-style-type: none"> <li>• Recognition of Aboriginal Culture and make the wide community more aware of its history and cultural symbols</li> </ul>	Partially Achieved
	Employ ATSI people in community arts projects and activities	<ul style="list-style-type: none"> <li>• Provide employment opportunities for ATSI people and foster cultural development</li> </ul>	Partially achieved. Awaiting more funding and resources

<b>Need / Issue: Housing</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To support greater availability of public housing and housing options for ATSI people	Assist the Gerringong Housing Aboriginal Corporation with funding applications for more public housing for ATSI people	<ul style="list-style-type: none"> <li>• Greater opportunities for ATSI people to obtain public housing and assistance</li> </ul>	Not yet achieved. Awaiting implementation of new LEP
	Review the LEP to include greater variety and different housing designs and options	<ul style="list-style-type: none"> <li>• Improve access to low cost housing for ATSI people in the Municipality</li> </ul>	Not yet achieved. Awaiting implementation of new LEP

## Plan for People with a Disability

<b>Need / Issue: Transport – Services Accessibility</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To provide Community Transport and liaise with public and private transport operators to ensure greater and more accessible services to cater for the needs of people with a disability	Continue to provide Community Transport for people with a disability under the HACC program guidelines	<ul style="list-style-type: none"><li>• Make access to services and facilities with greater availability for people with a disability</li></ul>	Achieved
	Lobby for greater accessible public and private transport	<ul style="list-style-type: none"><li>• Ensure that people with a disability can have greater access to different services and facilities</li></ul>	Achieved

<b>Need / Issue: Services, Recreational and Social Activities</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To provide and make referrals for a wide range of services to assist the well being of people with a disability	Provide a wide range of support services for people with a disability and their carers including: Community Transport, Community Options, Respite Services, Neighbour Aid, Domestic Assistance and Community Nursing	<ul style="list-style-type: none"> <li>Improve the life of people with a disability and assist them to become more independent</li> </ul>	Achieved
	Make referrals to Interchange Illawarra for provision of social and recreation activities to cater for people with a disability	<ul style="list-style-type: none"> <li>Create greater opportunities for people with a disability to reduce isolation</li> </ul>	Achieved
	Lobby for independent living facilities to be provided in the Municipality for people with a disability	<ul style="list-style-type: none"> <li>Create greater opportunities for people with a disability to live independently and have direct access to support services</li> </ul>	No lobbying during this year

<b>Need / Issue: Employment and Training</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To increase opportunities for employment and training in the Municipality for people with a disability	Through Councils Economic Development program seek greater opportunities for employment of people with a disability	<ul style="list-style-type: none"> <li>Achieve a better utilisation of skills for people with a disability</li> </ul>	Not yet achieved Awaiting funding and resources
	Seek the support of regional organisations and government agencies to provide local training and sheltered workshops for people with a disability	<ul style="list-style-type: none"> <li>Improve opportunities for people with a disability to obtain local training without the difficulties to travelling outside the Municipality</li> </ul>	Not yet achieved Awaiting funding and resources

<b>Need / Issue: Health</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To improve the health of people with a disability in the Municipality and enhance their wellbeing	Implement a Municipal Health Plan addressing main health issues and services for people with a disability	<ul style="list-style-type: none"> <li>Create a healthier environment for people with a disability</li> </ul>	Achieved
	Lobby for Crisis Care and rehabilitation for traumatised people with Acquired Brain Injury	<ul style="list-style-type: none"> <li>Greater opportunities for more direct access to services</li> </ul>	Not yet achieved. Lobbying to be carried out and awaiting NSW government funding

<b>Need / Issue: Roads and Footpaths</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2009</b>
To recognise the specific needs of people with a disability and the need for better access to facilities	Develop a Disability Action Plan to include an audit of Councils facilities and responsibilities under the Disability Discrimination Act and NSW Anti-Discrimination Act	<ul style="list-style-type: none"> <li>Ensure that people with a disability have access to all facilities and avoid litigation for possible discrimination</li> </ul>	Partially achieved. Awaiting further funding and resources
	Monitor the conditions of roads, footpaths and crossings including a program of maintenance in line with the Pedestrian and Mobility Plan (PAMP)	<ul style="list-style-type: none"> <li>Ensure a safe and accessible wide range of pedestrian facilities and roads</li> </ul>	Achieved

### Plan for Women

<b>Need / Issue: Health</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2009</b>
To improve the health of women for their physical, emotional and mental wellbeing	Implement a Municipal Health Plan addressing main health issues and services for women in the Municipality	<ul style="list-style-type: none"> <li>Create a healthier environment for women</li> </ul>	Partially achieved. Awaiting further funding and resources

<b>Need / Issue: Services, Employment and Training</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To manage a wide range of programs and services that provide, support and create opportunities for women's employment	Provide community services that support women and are specifically orientated for women's careers including:  HACC and Nursing Services	<ul style="list-style-type: none"> <li>Improve the life of women in the community and their economic independence</li> </ul>	Achieved
	Provide training opportunities for women	<ul style="list-style-type: none"> <li>Better skills to assist in family life and the community</li> </ul>	Achieved

<b>Need / Issue: Safety / Isolation</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To support and encourage a safer community and provide programs that will reduce women's isolation	Develop a Community Safety Program in the Municipality to address community safety and crime prevention	<ul style="list-style-type: none"> <li>Provide a safer environment for women in the Municipality</li> </ul>	Partially achieved. Awaiting funding and resources
	Provide specific programs to address social isolation and interpersonal relationships	<ul style="list-style-type: none"> <li>Encourage greater community support for women</li> </ul>	Not yet achieved Awaiting funding and resources
	Provide programs addressing issues for younger and older women	<ul style="list-style-type: none"> <li>Create awareness of the different needs of women in the community</li> </ul>	Achieved

<b>Need / Issue: Drug / Alcohol and Mental Health</b>			
<b>Objective</b>	<b>Strategy</b>	<b>Outcome</b>	<b>Results end June 2010</b>
To support and lobby for programs that address the issues of substance abuse and mental health of women	Organise drug and alcohol forums to assist women that may be subject to substance abuse	<ul style="list-style-type: none"> <li>Improved education that can lead to a healthier lifestyle</li> </ul>	Partially achieved. Awaiting funding and resources
	Lobby for specific mental health awareness and prevention programs	<ul style="list-style-type: none"> <li>Create an environment where people and communities are aware of mental health as much as physical health</li> </ul>	Partially achieved. Work ongoing.

## **(e) National Competition Policy**

### **1. Category 1 Business Activities**

- Kiama Coast Holiday Parks
- Waste Services Collection Unit

### **2. Statement of Expenses, Revenues and Assets see attached**

### **3. Summary of Progress of Council Implementing the Principles of Competitive Neutrality**

- The Kiama Coast Holiday Parks has been included as a Category One business activity with its operational activities (in accordance with the competitive neutrality principles) being included in Council's 2009/2010 financial statements.
- The Waste Services Collection unit has been categorised as a category one business activity, with its operational activities (in accordance with the competitive neutrality principles) being included in Council's 2009/2010 financial statements.

### **4. Complaints Handling Mechanism**

Council has adopted a Complaints Handling Policy for Competitive Neutrality Complaints which is advertised in Council's Management Plan.

### **5. Summary of Complaints**

No competitive neutrality complaints were received by Council during 2009/2010.

### **6. Statement of Outcomes**

See attachments

**(f) Competitive Neutrality Pricing**

The competitive neutrality pricing requirements have been applied to the category one business activities ie.

- Kiama Coast Holiday Parks.
- Waste Services Collection Unit.

The Kiama Coast Holiday Parks (category one) have provided Council with funds to offset the significant costs incurred in the maintenance and improvements of Crown Reserves and Community Land throughout the Municipality.

**Statement of ordinary expenses incurred, ordinary revenue raised, assets held for Category 1 Business Units for the year ended 30<sup>th</sup> June 2010**

	REVENUES		EXPENSES		OPERATING RESULTS		TOTAL ASSETS HELD (CURRENT & NON-CURRENT)
	Budget	Actual 2010 \$'000	Budget	Actual 2010 \$'000	Budget	Actual 2010 \$'000	Actual 2010 \$'000
<b>Category 1 Business Units</b>							
<u>Waste Services Collection Unit</u>	2,805	3,115	2,292	2,516	513	599	4,879
<u>Kiama Coast Holiday Parks</u>	6,218	6,828	4,650	5,405	1,568	1,423	15,624
<b>Totals</b>	<b>9,023</b>	<b>9,943</b>	<b>6,942</b>	<b>7,921</b>	<b>2,081</b>	<b>2,022</b>	<b>20,503</b>

**(g) Stormwater Management Services**

Kiama Municipal Council reviewed its Stormwater Management Plan (SMP) in 2003 in accordance with the requirements of Section 12 of the Protection of the Environment Administration Act 1991. The SMP has the following purposes:

- To satisfy the requirements of Kiama Council under Section 12 of the Protection of the Environmental Administration Act 1991;
- To establish a framework to guide current and future stormwater management planning in the Kiama Local Government area;

- To collate and concisely present the most relevant information that will aid informed stormwater management for the Kiama Local Government area;
- To suggest actions that will minimise environmental impacts from stormwater runoff.
- Council has installed 171 pollution control pits in the stormwater drainage pits in various townships to capture litter and siltation in the following locations.
  - in Minnamurra & Kiama Downs Township
  - 88 in Kiama Township
  - 41 Gerringong Township
  - 17 Gerroa Township
  - 19 Jamberoo Township

A large gross pollution trap was installed at Coronation Park Kiama to improve the stormwater quality entering Surf Beach Kiama from. This project was financed from grant funding.

Other actions and activities undertaken to reduce stormwater pollution include:

- Installation of 60 cigarette butt containers to encourage the proper disposal of cigarette butts in the commercial areas of Kiama Township.
- Installation of dispensers and the provision of compostable dog faeces bags to encourage the proper removal and disposal of dog faeces. Approximately 7,200 bags were distributed during the reporting period.
- Mechanical street sweeping activities of all urban streets in the Municipality was conducted on a quarterly basis with the commercial town centre of Kiama being undertaken daily, Gerringong and Jamberoo Townships twice per week. 412.46 tonnes of litter was collected
- Scheduled litter collection activities were conducted with 108.61 tonnes of litter collected

Council's SoE Report 2009/10 outlines other actions and strategies implemented. Council has not levied a stormwater management charge in this financial year.

**(h) Activities relating to enforcing and ensuring compliance with the Companion Animals Act and Regulations**

1. Pound Data Collection Returns with Department

Data returns were submitted to the Department of Local Government and the following information is provided for the annual reporting period:

- 131 companion animals impounded.
- 117 returned and/or released to owner.
- 9 surrendered to Council.
- 5 re-homed.
- 9 destroyed.
- 1050 companion animal complaints investigated.
- 33 dog attacks investigated.
- 149 notices to comply issued.
- 26 infringements issued.

2. Data and Reporting related to dog attacks

During the reporting period:

- 33 dog attacks were investigated.
- 13 required to be reported to Department of Local Government.
- 1 Dangerous Dog Declaration was issued.
- 1 Nuisance Dog Notice issued.

3. Funding Spent on Companion Animals Management & Activities

During the reporting period the total expenditure on Companion Animals Management was \$144,250 which was spent by Council on activities including administration, enforcement, and management of pound and companion animal management issues undertaken by Council's Ranger Services.

#### 4. De-sexing of cats and dogs

Council has a policy that requires that all dogs and or cats from its facilities be de-sexed. During the reporting period Council supported state run programs that encouraged the de-sexing of cats and dogs.

#### 5. Strategies to Re-home Unclaimed Animals

Where the animal is suitable for re-homing Council has a policy to promote and encourage local residents to take and re-home unwanted cats or dogs.

During the reporting period 5 of the 9 unclaimed animals were re-homed. This equates to 56% of the unclaimed animals being re-homed.

#### 6. Off Leash Areas

Council offers its residents and visitors seven coastal locations for the off-leash exercise and recreation of dogs, whilst under the control of their owners.

Six of these are headland areas and two are beach areas. These facilities are located in the townships and areas of Gerroa, Gerringong, Kiama, Bombo, Minnamurra and Werri Beach.

During the reporting period Council continued to uphold a policy for a dog off-leash swimming area at Bombo Beach with no time limitations. Also Council adopted a policy for a dog off-leash swimming area at Werri Beach with time limitations of before 9am and after 5pm to be reviewed in August 2010.

#### 7. Financial Information on Companion Animals Funds.

For the reporting period Council received a total of \$29,148 in income made up of the following:

- \$764 - Impounding Fees
- \$125 - Micro-chipping Fees

- \$186 - Surrender Fees
- \$15,724 Infringements
- \$12,060 - Registration Income DLG
- \$289 –Sale of Companion Animals

\$122,346.12 was provided from Council's General Revenue to cover the short-fall in balancing income and expenditure for Companion Animals.

Registration Income of \$12,060 from the Division of Local Government represents 41.38% of Council's Companion Animals Income. All of these funds were spent on the administration of the Companion Animals Registration system.

Income from infringements of \$15,724 represents 56% of total Companion Animals Income with income of \$425 from impounding, micro-chipping, surrender fees and sale of companion animals representing 1.46% of Companion Animals Income.

## **Government Information (Public Access) Act 2009**

In 2009 the NSW Government introduced the Government Information (Public Access) Act (GIPAA) to replace the Freedom of Information Act. The new Act came into effect from 1 July 2010.

The objectives of GIPAA are 'open government' and as such, extending the right of public access to information as far as possible with formal access applications being the last resort for a person seeking access to Council information. GIPAA defines a category of information that is 'open access information' which must be made available to members of the public unless there is an overriding public interest against disclosure.

With the implementation of GIPAA, Council has commenced a review of its processes and practices regarding the management of information, privacy and personal information to ensure compliance with the principles of the Act.

### **Freedom of Information (FOI) Statistics**

As GIPAA commenced from 1 July 2010, Council had not yet received any requests for information under that Act at the end of the 2009/2010 year. We did however receive four applications for information under the Freedom of Information Act. Of these applications, one was managed as a request for information under Section 12 of the Local Government Act. The remaining three applicants were provided with the information requested in accordance with the provisions of the FOI Act.

There were no FOI related inquiries into the activities of Council by the NSW Ombudsman nor were there any appeals to the District Court or Supreme Court during 2009/2010.