



**MINUTES**

**KALAMUNDA TOURISM ADVISORY COMMITTEE**

**6.00pm Wednesday 18 November 2020**

**City of Kalamunda Function Room**

**1.0 OPENING OF MEETING**  
Meeting commenced at 6.03pm.

**2.0 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**  
Deputy Presiding Member acknowledged the traditional owners of the land.

**3.0 ATTENDANCE AND APOLOGIES**

**Attendance**

**Committee**

Cr Cameron Blair	Councillor Delegate
Ray Furfaro	Committee Member (Deputy Presiding Member)
Rebekah Wilson	Tourism Operator
Nicholas Smeets	Committee Member
Francesca Flynn	Committee Member
Michael Anthony Collins	Tourism Business Consultant
Eric Radice	Tourism Business Operator
Kevin Bennett	Committee Member

**City of Kalamunda Staff**

Andre Stuyt	Manager Commercial & Cultural Services
Nicole O'Neill	Manager PR & Communications

**Apologies**

Cr John Giardina	Councillor Delegate – Presiding Committee Member
Caroline Babbage	Committee Member
Charles Dornan	Committee Member
Tracey Cinavas-Prosser	Industry Body Committee Member

[kalamunda.wa.gov.au](http://kalamunda.wa.gov.au)

T 9257 9999 F 9293 2715 E [enquiries@kalamunda.wa.gov.au](mailto:enquiries@kalamunda.wa.gov.au)  
2 Railway Road KALAMUNDA WA 6076 PO Box 42, KALAMUNDA WA 6926  
ABN 60 741 095 678

Kalamunda Tourism Advisory Committee

Minutes – 18 November 2020

---

#### **4.0 DISCLOSURE OF INTERESTS**

##### **4.1 Disclosure of Financial and Proximity Interests:**

- a) Members must disclose the nature of their interest in matters to be discussed at the meeting. (Section 5.65 of the Local Government Act 1995)
- b) Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Section 5.7 of the Local Government Act 1995).

**Nil disclosures**

##### **4.2 Disclosure of Interest Affecting Impartiality**

- a) Members and staff must disclose their interests in matters to be discussed at the meeting in respect of which the member or employee has given or will give advice.

**Nil disclosures**

#### **5.0 ADOPTION OF THE MINUTES OF THE PREVIOUS MEETING**

Minutes of the Tourism Advisory Committee Meeting of 19 August 2020 as tabled.

**MOVED:** Cr Cameron Blair

**SECONDED:** Kevin Bennett

**VOTE:** Carried

#### **6.0 MATTERS ARISING FROM THE MINUTES**

Andre Stuyt provided an update of the action items as listed in the minutes of the Meeting of 19 August 2020.

#### **7.0 PRESENTATION STRATEGIC COMMUNITY PLAN**

Nicole O'Neill discussed the Strategic Community Plan and the program of engagement to prepare a new/updated Plan, as required by legislation. Nicole led an interactive presentation, seek attending member's views and feedback on a range of strategic community plan objectives and actions to help inform a new Plan.

#### **8.0 ENTRY STATEMENT SIGNAGE EXAMPLES**

Nicole O'Neill outlined progress in the design for a suite of public realm signage and shared preliminary and share with the team preliminary concept design

Kalamunda Tourism Advisory Committee

Minutes – 18 November 2020

---

thinking. Andre Stuyt advised members the Tourism Signage Audit was being conducted in-house and advised site visits and image capture of tourism signs had been completed. The report currently being finalised and to be distributed to Members for noting when completed.

## 9.0 TOURISM DEVELOPMENT PRIORITIES – DISCUSSION

General discussion from Members on what the focus of tourism priorities should be to guide budget investigations and were invited to have regard to:

- Priority One – what should we aim for in the next six months.
- Priority Two – what should we aim for in the next six to twelve months.
- Priority Three – what should we aim for in the next twelve to thirty-six months.

A precis of Members who responded was discussed and debated

### **MOTION:**

The Tourism Advisory Committee:

- 1) endorses to the following as priority actions from the Tourism Strategy
  - Priority One: Inward look at culture and service levels for tourism development planning (as per S10.2.5 of the Tourism Development Strategy)
  - Priority Two: Completion of the Signage Audit, Design and & Development of Key Entry Statements, and ongoing program of tourism-based signage
- 2) agrees to prepare a business cases for budget consideration by Council as follows:
  - i) Priority One by 31 Jan 2021
  - ii) Priorities Two by 31 Mar 2021

**Moved:** Rebekah Wilson

**Seconded:** Michael Anthony Collins

**Vote:** Carried Unanimously

## 10.0 OTHER BUSINESS

- Andre Stuyt provided an overview of the Kalacash Program instigated in collaboration with the Community Bank Forrestfield High Wycombe Bendigo Bank.
- Nic Smeets advise he had started a petition to Matthew Hughes to have Toilets at Lions Lookout, Welshpool Road.

Kalamunda Tourism Advisory Committee

Minutes – 18 November 2020

---

**CLOSURE**

The Deputy Presiding Committee Member closed the meeting at 8.03 pm

I confirm these Minutes to be a true and accurate record of the proceedings of this meeting.

Signed: ..... Presiding Member

Dated this ..... Day of .....2020

**CONFIRMED FUTURE MEETING DATES**

- Wednesday 17 February 2021
- Wednesday 19 May 2021

UNCONFIRMED

Kalamunda Tourism Advisory Committee

Minutes – 18 November 2020

ACTION ITEMS – 18 November August 2020			
Item	Who	Date raised	Status
<b>ACTION 1:</b> How has the street tree project been affected due to COVID19/Budget cuts.	MS	19/08/2020	Pending
<b>ACTION 2:</b> Further investigations with regards venue capacity	AS	19/08/2020	Pending

UNCONFIRMED