MEETING MINUTES





Date: Thursday 28 September, 2023

Time: 4:00pm to 6:00pm

Location: Banksia Boardroom, Wollondilly Shire Hall and via Teams

Council	Attended	Apology
Cr Judith Hannan (Chair)		~
Cr Blair Briggs (Deputy Chair)	~	
Caroline Argent, Director Customer & Corporate Services	~	
Peter Wright, Manager Engagement and Performance	~	
Kersti Martin, Tourism & Business Support Team Leader	~	
Kim McGuinness, Tourism & Business Support Officer		~
Amanda Johnson, Digital Marketing Officer		~
Stephen Gardiner, Manager Sustainable Growth		~
Advisory Group Members		
Kimberley Cook (Horse and Harpy)		~
Brad Wilson (Australian Wildlife Sanctuary)	~	
Rob Thompson (Yerranderie Arts, Culture & Community Association)	~	
Damien Silm (Cedar Creek Orchard)	~	
David Bennett (Transport Heritage NSW – NSW Rail Museum)		~
Kayla Seeney (Camden Valley Inn)	~	
Bob Clayton (Destination Wollondilly Magazine)	~	
Mandy Barnes (Kalinya Estate)		~
Lyn Davey (Wollondilly Tourism Association – WTAI)		>
Sandra Harlor (Event Organiser)	~	
Bianca Gilmore (Destination NSW)		>
Louise Clifton (National Parks & Wildlife Service)		>
Councillors		
Mayor Matt Gould		~
Cr Banasik		>
Guest Speaker		
Fazila Farhad, President - South West Sydney Tourism Task Force	~	

Ag	enda Item	Notes	Agreed Actions
1.	Acknowledgement of	Deputy Chair delivered Acknowledgement of Country.	
	country		
2.	Attendance and apologies	As noted in table above.	
3.	Disclosure of interests	Deputy Chair asked attendees to disclose any conflict of interests. Nil to report.	
4.	Confirmation of previous	Previous Minutes and Actions confirmed by Tourism	
	Minutes & Actions	Advisory Group, see below Actions update.	
5.		Peter Wright provided a brief overview;	
	Opportunities	See slides at end of Minutes for further details	
		 Sandra Harlor advised there may be possible Warragamba opportunities to increase seating if businesses are wanting to expand. Speak to businesses to see if this is something they are considering. New shops x 6 to go into newly built area, may be opportunities there Possible survey could be helpful to local chambers, café/restaurants to understand the demand Due to township design possible opportunities to improve amenity Rob Thompson asked if there are any studies or traffic modelling available regarding the effect of bypasses on small towns like Picton. Council advised is too early for this level of detail. 	Action 1: Consider a future survey to existing food businesses to see if they are considering or are interested in expanding dining areas and for ideas of revitalisation opportunities
6.	Love the Dilly Campaign Overview	Kersti Martin provided a campaign close update of Love the Dilly;	
		See slides at end of Minutes for further details	
		The campaign and themes will still continue in a more strategic way utilising data and learnings from the larger campaign. Council will continue to look for grant funding	
		opportunities to boost the small operational tourism	
		budget and continue the great work that the previous	
		grant enabled us to deliver. Grants can be a challenge	
		however as we are classified as Sydney Metro not rural or	
		regional so do not qualify for most grants.	
		Tourism AG advised they will support where possible by	
		sharing video content, adding a <u>VisitWollondilly.com.au</u> link to their own websites as a reciprocal collaboration	

		and sharing Visit Wollondilly Facebook and Instagram	
		posts where possible as we want visitors to see as much	
		as they can and stay as long as they can in the region	
		once we have gained their attention.	
		-	
		<u>Click here</u> for access to Visit Wollondilly's YouTube	Action 2: Council to
		channel to utilise and share Wollondilly video content	share YouTube video
		across your own social platforms.	content for sharing
7	Small Scale Tourism Signage	Kersti Martin provided details of the report;	
' '		Reisti Martin provided details of the report,	
	Report	See slides at end of Minutes for further details	
		Tourism AG asked for feedback;	
		Bob Clayton advised that sap from trees is unsightly an Tohmoor Contannial Wollk signage, unfortunately	
		on Tahmoor Centennial Walk signage, unfortunately there is no Chamber funds to assist with cleaning or	
		to improve presentation	
		- F F	
		Cr Briggs advised Snowy Mountains Council have	Action 3:
		effective and modern signage	Council to view Snowy
			Mountain Signage
		QR code is a great idea to get visitors to see more,	concepts for inspiration
		through other online suggestions, learn more and for Council to easily update content	mspiration
		for council to easily update content	
		Next steps for Council;	
		Further develop concept, design and structure, identify	Action 4:
		delivery and installation costs, identify budget, deliver	Council to continue to
		signage. Collaborate with Picton Historical Society agree	work on report
		content on signage and VisitWollondilly.com.au web	
		pages.	
		Note: Consider presenting to the History & Heritage	
		Advisory Group for feedback.	
		, company of the second of the	
8.	Tourism Asset Plan	Kersti Martin provided details of the plan;	
		See slides at end of Minute for further details	
		Tourism AG asked for feedback;	
		Cr Briggs, the Picton Railway Viaduct is low hanging	
		fruit and amenity could be improved relatively easily	
		if funding can be sourced.	
		60 80	
		Is important to be aware of the overall visitor avariance and how we present our attractions to	
		experience and how we present our attractions to meet expectations. We want visitors to enjoy,	
		return and share their positive impressions with	
		family and friends to increase visitation.	
		Next steps for Council;	
			2 D 2 g 6

	Further develop opportunities, share concepts with stakeholders, identify delivery and revitalisation cots and budget. Collaborate with Picton Historical Society to approve content. Note: Consider presenting to the History & Heritage Advisory Group for feedback.	Action 5: Council to continue to work on plan
9. SWSTTF Overview	 Fazila Farhad, President of South West Sydney Tourism Task Force provided an overview of SWSTTF objectives, advocacy, future events and how local tourism businesses can maximise their proximity to Western Sydney International Airport (WSA) Are tourism businesses web ready? Can you offer booking online, are you including useful information in an engaging way e.g. how far are you from the airport in minutes? Are you asking customers to leave TripAdvisor or Google Reviews? For further details regarding SWSTTF click here 	Action 6: Council to view SWSTTF YouTube channel for content and add Visit Wollondilly themed videos if possible
10. Dilly Events	Kersti Martin provided details of past and upcoming events, noting we are missing out on considerable overnight stays due to lack of accommodation and bed nights available. *Spartan and Tough Mudder have been approved for the next 4 years at Picton, great opportunity for our region. • Dilly Free Business Brekkie on R U OK? Day – 14 September (300 attendees) click here • Spartan Race 16 & 17 September (4,500 attendees) click here • Camden Park House Open Weekend (16 & 17 September) • Illuminate Festival of Art and Light 15, 16, 17 September (30,000 attendees over 3 days) click here • Tough Mudder (28 & 29 October) – 8,500 tickets sold to date. To book or for more details click here • Owloween (27 & 28 October) – anticipating 1,400 attendees. To book or for more details click here • NSW Small Business Month Free Workshops in collaboration with Council coming soon (Starting a Business Plan, Business Health Check, Using Canva for Business, Brand Strategy, 30 Minutes of Mentoring, Social Media Marketing) To book or for more details click here	

BLOOM (Sunday 5th November) – anticipating 4,000 attendees click here for details

Kayla Seeney, Licensee, CVI advised that their occupancy rates are consistently high year-round so is challenging to further support the larger events with limited rooms available.

11. General Business

Kersti Martin provided an overview of the following items;

Wollondilly Tourism Association Inc. future

The following response was provided by WTAI to relay to the group as Lyn was unable to attend the meeting.

There was unfortunately not enough interest to fill the various volunteer positions for the next term of WTAI

WTAI feels that their job is now done.

Wollondilly Tourism Association has succeeded in its outcomes & are confident the Council Tourism & Business Support Team are heading in the right direction to promote Wollondilly and increase visitors to the region.

Elected Council representatives are committed to tourism growth, the community consultation with the tourism and wider business sector is progressing well through Advisory & Reference Groups & the WTAI members businesses are all booming after covid.

There are no current hot issues being raised by members for advocacy via WTAI & we are working with council exploring the idea of the Tourism & Business Support team delivering some business networking events e.g. "Tourism / Business after 5".

- Cr Briggs is in informal discussions with Chamber to see if there can be a whole of the Dilly representation.
- Council has advised it can step into provide support with up to 3 Tourism After 5 type network meetings per year to continue the momentum, however is funding dependent.
- Rob Thompson, could the group continue in an informal group or unincorporated? Group advised this would still require volunteers to lead.

Destination NSW Western Parkland City DMP Update and Agritourism Plans

DMP

Currently, no confirmed release timeline for the Western Parkland City DMP. Since the plan was first drafted, there

Action 7: Tourism
After 5, if Council is to deliver these, a decision needs to be made ASAP if a 2023 event is to be held

have been several significant changes to the visitor economy landscape, including the change of NSW Government, comprehensive state-wide budget reviews and now the ongoing development of the state's first arts, culture and creative industries policy. Agritourism Join Destination NSW and a panel of industry experts over two free webinars to explore opportunities to develop world-class culinary and agritourism experiences. Creating World Class Agritourism Experiences, Wednesday 18 October 2023, 10.30 – 11.30 Elevate Your Culinary Experience, Wednesday 25 October 2023, 10.30 – 11.30 Council shared registration link with local producers in advance of the Agritourism Webinar to encourage attendance. Register now The webinars are part of the NSW First Program, delivered by Destination NSW to assist businesses to develop, promote and sell world-class visitor experiences. YourSayWollondilly - Wollondilly Heritage Planning Proposal & List now on public exhibition for feedback. **Click here** for details Australian Tourism Industry Council (ATIC) - Supporting Businesses to Prepare and Respond to Risks. Click here for details Australian Tourism Industry Group (ATIG) - Adapt and harness the power of digital tools, offer free and paid webinars. Click here for details New Guide to setting up an Agritourism business from the Department of Planning and Environment. Click here for details Wollondilly Council Shop Local Voucher - new format, design now easier to use, business participation has grown from 60 to over 100. Click here for details or to be involved. **Meeting Close** Meeting concluded at 5:58pm 12. Next Meeting Thursday 08 February 2024, 4:00pm to 6:00pm

Wollondilly Shire Hall (Banksia Boardroom) or Teams

Action Items – Tourism Advisory Group

Meeting	Item	Action	Responsible	Status	Due
08.09.2022	1	Council to share the Love the Dilly campaign channel plan	Council – T&BS	Provided with Minutes 13/9/2022	15.12.2022
	2	Council to provide links to Wollondilly DMP and Delivery Plans for Tourism	Council – T&BS	Link included in Minutes above	15.12.2022
	3	Invite Transport Heritage NSW to give update on Loop-Line Project	Council – T&BS	Confirmed	15.12.2022
	4	Council to provide status of Mushroom Tunnel	Council – T&BS	Update provided	15.12.2022
		• Mushroom Tunnel is open weekdays for public access from 08:30am – 2:30pm, closed weekends and public holidays.			
		Site is also accessed by Water NSW so gates may be open for their access outside of these hours.			
		T & B I Team to review signage content, design			
	5	Invite Stephen Bennett to present on The Oaks Airport Project	Council – T&BS	Confirmed	15.12.2022
	6	Provide update on digital signage grant project	Council – T&BS	Update provided	15.12.2022
		Digital signage is for recovery and resilience purposes and will display emergency and			
		other important community messages as well as provide wi-fi access in natural disasters.			
		They are not for general promotional purposes.			
15.12.2022	1	Oaks Airport Presentation to be shared with Sandra Harlor (screen wasn't showing presentation on her end)	Council – T&BS	Complete	04.05.2023
	2	Sandra Harlor to share WaterNSW Liaison contact with Council	Sandra Harlor	Complete	04.05.2023
	3	Council to touch base with WaterNSW to have representative attend future TAG	Council – T&BS	Complete	04.05.2023
	4	Move 'Delivery Action Plans' items to the next meeting – Link to Draft Operational Plan in Minutes above	Council – T&BS	Complete	04.05.2023
	5	Shaun Beckley to share Section 68 proposal for review and feedback	Shaun Beckley	Complete	04.05.2023
4.5.2023	1	Caroline Dearson from Water NSW to confirm the following questions from the group;	Caroline	Complete	27.9.2023
		Kilometre distance for the Warragamba self-guided tour	Dearson (WaterNSW)		

Response: There are approximately 3kms of walking tracks throughout the Warragamba Dam grounds – approx. 1km of these tracks are accessible only on weekends and public holidays when access to the dam crest and the lower gardens is open to the public.

2. Are there any other walks at Wollondilly Dams that can be promoted?

Response: Each dam has walking paths/ roadways from either the front gate or the main car park down to the dam wall, as detailed in the site maps below - unlike Warragamba Dam these are not currently interpretive walks.

https://www.waternsw.com.au/ data/assets/pdf file/0010/55990/Cataract-Dam WaterNSW.pdf

https://www.waternsw.com.au/__data/assets/pdf_file/0003/111855/Cordeaux-Dam.pdf

https://www.waternsw.com.au/__data/assets/pdf_file/0015/56004/Nepean-

Dam_WaterNSW.pdf

https://www.waternsw.com.au/ data/assets/pdf_file/0005/55976/Avon-

Dam WaterNSW.pdf

3. When will Avon Dam likely reopen?

Response: Avon Dam Flood repairs to access roads at Avon Dam are currently on track, aiming at this stage to reopen around early November.

4. Who at WaterNSW is Council best to approach to consider nature walks / experiences in the area?

Response: Please direct correspondence to mary.knowles@waternsw.com.au, Area Manager Catchments or caroline.dearson@waternsw.com.au, Education and Visitor Services Manager.

5. In order to connect the Warragamba Visitor Centre to the Warragamba Township to support local businesses are there opportunities to work together to include a more formal short walking path connecting the two?

Response: We currently have a maintained pathway that joins our grounds through to the back of the council managed car park. After the car park the pathway finishes then it's

		roadway for the short distance into town. Please direct correspondence to Mary or Caroline, as above.			
	2	Council to lead on submitting an enquiry into the possibility of opening Dam grounds for recreational use awaiting most appropriate contact	Council – T&BS	Complete	27.9.2023
	3	Council to provide feedback on the NSW Top Tourism Awards voting form	Council – T&BS	Complete	09.05.2023
	4	Council to share Draft Operational Plan 2023/24 with TAG	Council – T&BS	Complete - see link in Minutes above. Group TAG email sent 3/5/2023	11.05.2023
	5	Council to share link to the Community Grants Program	Council – T&BS	Complete – see link in Minutes above	11.05.2023
28.9.23	1	Dine & Revitalise - Council to investigate sending out a survey to existing food businesses to see if they are considering or interested expanding dining areas. Most businesses are already maximising space available.	Council – T&BS		
	2	Council to share Love the Dilly videos via YouTube Chanel for sharing	Council – T&BS	Complete – see link above in Minutes	29.9.23
	3	Small Scale Tourism Signage Report - Council to view Snowy Mountain Signage concepts for inspiration	Council – T&BS		
	4	Small Scale Tourism Signage Report - Council to continue to work on report	Council – T&BS	Ongoing	
	5	Tourism Asset Plan - Council to continue to work on report	Council – T&BS	Ongoing	
	6	Council to view SWSTTF YouTube channel for content and add Visit Wollondilly themed videos if possible	Council – T&BS		
	7	Tourism After 5. WTAI decision to be made regarding future including networking events 18/10. Council is considering support for up to 3 networking events per year depending upon association's outcome.	Council – T&BS		

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Tourism Advisory Group Meeting

Agenda Items Slide Share

28 September 2023



Council resolution Feb 2023:

- That Wollondilly Council investigate possible Dine & Revitalise projects within our Towns. Several Councils e.g. Sutherland, Parramatta, Sydney etc have successfully used public space to revitalise their café and dining areas. This has led to better public access and increased patronage for businesses. (Funding for these projects would be via external grants).
- That the investigation involve consultation with Council's Tourism Advisory Group and Economic Strategic Reference Group.
- That a future Councillor briefing be held to discuss the matter.



 "Dine and Revitalise" – Flora Street Sutherland project funded through the "Streets and Shared Spaces" program





- Streets as Shared Spaces (NSW Government Grant program up to \$500k)
- Aims to create public spaces to improve walkability and amenity, foster day and night activity, and increase pedestrian activity
- Primarily this is achieved by rethinking and re-using streets with a pedestrian focus
 - Temporary ("pop up") closures
 - Permanent closures
 - Shared approaches
 - Elements often include street furniture, lighting, parklets, painted surfaces, planting, artworks, pop up stalls and food outlets











- Opportunity requires alignment of a range of factors:
 - Roadway spaces with capacity for closure / partial closure / pavement widening
 - Ability to manage traffic changes / diversions /parking space loss etc
 - Businesses which attract pedestrian activity (cafes, pubs, restaurants etc) adjacent
 - Business willingness / desire to expand or enhance their service (more seating / extra hours / pop up activities etc)
 - Customer demand / activity
 - Easy approval pathways



Current Wollondilly situation:

- Team have undertaken initial review of potential business opportunities
- No obvious locations where all factors currently align to enable the "Streets as Shared Spaces" model to be applied
- Many hospitality businesses are already utilising additional space / outdoor dining as part of their offer
- No anecdotal evidence of demand for more

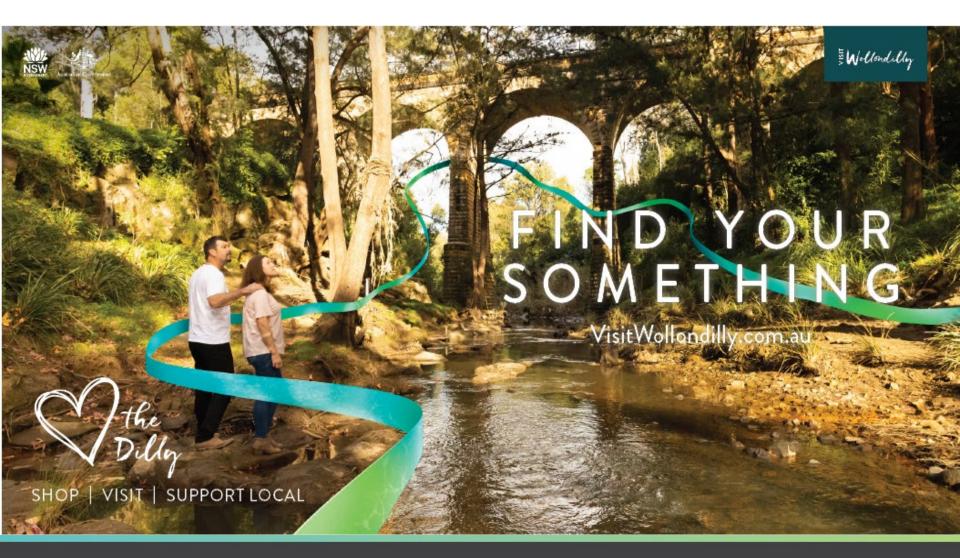


Opportunities ahead?

- Place planning:
 - Picton Place Plan 2021
 - Further Place Plans for each town proposed
 - Warragamba?
- Performing Arts Centre / Cultural Precinct
- Greenfield development Wilton / Appin
- Smaller scale improvements / enhancements to existing outdoor dining areas
- Any other ideas?



6. Love the Dilly Campaign Highlights





THE CHALLENGE

People are largely unaware of the Dilly as a tourist destination or what the region offers

ROLE OF COMMS

Increase awareness of the Dilly's convenient location and unique range of experiences

CONSUMER OUTTAKE

The Dilly is a convenient and compelling day trip

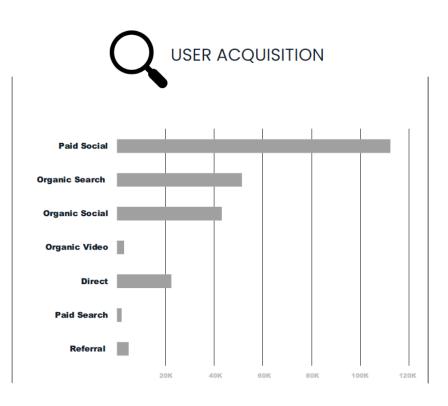


Website Results - Snapshot Overall



TOTAL USERS **234,296**









Social Results - Snapshot Overall











SOCIAL REACH

2,634,049 TOTAL UNIQUE USERS (CUMULATIVE REACH 18,595,979) SOCIAL ENGAGEMENT

504,214

VIDEO VIEWS

318,436

BEST PERFORMING CREATIVE

> 1. HISTORY & 2. FARMING

NEW SOCIAL FOLLOWERS

+3,088



Best Performing Creative

Video, By Interest History

Reach	Impressions	CTR	Link Clicks	Link Clicks
1,083,226	4,826,406	0.11%	5,466	5,466
Spend	Video Views 15s+	СРМ	СРС	Cost per video view
\$9,027	29,688	\$1.87	\$1.65	\$0.30







NOTES:

- · CPM = Cost per mille = Cost per thousand
- CPV = Cost per video view (15s or more, not to the end)



Best Performing Creative

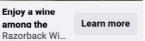
Carousel, By Interest Farming





Reach	Impressions	CTR	Link Clicks	Spend	СРМ	СРС
341,392	1,416,958	1.16%	16,464	\$4,984	\$3.52	\$0.30







Wander among orchards Learn more Cedar Creek



Select a fresh bouquet Learn more Jonima Flow...

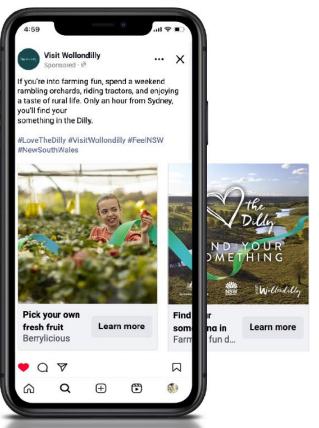
Australia's Learn more Belgenny Farm



among the Razorback Wi...

NOTES:

- · Farming creative went live from November '22 (four months after the rest of the creative went live), so performed extremely well considering the shorter time frame and ultimately, lower spend.
- The farming itinerary was the best performing creative at the Middle of Funnel with this creative performing best from our A/B testing for each itinerary. We tested two pieces of creative per interest and optimised toward the better performing





Best Performing Creative

Static, By Interest History



Spend	СРМ	СРС
\$5,232	\$3.01	\$0.15

NOTES:

- CPM = Cost per mille = Cost per thousand
- The history itinerary was the best performing creative at the Bottom of Funnel with this creative performing best from our A/B testing for each itinerary. We tested two pieces of creative per interest and optimised toward the better performing creative.

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TOURISM

SMALL SCALE INTERPRETIVE SIGNAGE REPORT



Why, what and how?

- Opportunity to review
- Outdated & damaged signage
- New technology available (QR and Web content)
- Drive traffic to VisitWollondilly.com.au
- Provide accessible information
- Offer more reasons to discover
- Align with corporate image and brand (PCCC)



Existing Signage

- Installed in 2009 from available budget
- Features old style branding
- Would be installed in same or similar locations.







Old Picton Post Office



The Commercial Bank



St Mark's Church



George IV Inn



Proposed Replacement Locations

Five significant locations have been identified below;

- Wollondilly Shire Hall, Menangle Street Picton
- Old NAB Building, Cnr Menangle & Argyle Streets, Picton
- Old Picton Post Office, Cnr Menangle & Argyle Streets, Picton (This sign was removed in 2023 as it displayed outdated information)
- St Mark's Anglican Church, Picton
- 5 George IV Inn, Argyle Street, Picton



Potential Signage Materials



Photo anodised full colour panel mounted on Corten (Rusted) steel support - 970mm wide x 600mm high

COST Approx. \$2,700 to \$3,000 each



Full colour panel mounted on single post aluminium pedestal - 600mm high x 450mm wide

COST Approx. \$1,800 to \$2,000 each



Photo anodised full colour panel mounted on Corten (Rusted) steel support with laser cut design - 600mm high x 450mm wide

COST Approx. \$1,300 to \$1,450 each



Digital laminated print on aluminium panel with aluminium painted square tube double pedestal - 900 x 600

COST Approx. \$1,300 to \$1,450 each



Tourism Signage Recommendations

- Further develop concept, design and structure
- Share concepts with internal stakeholders including SLT and Councillors for feedback
- Engage with the Tourism Advisory Group, History and Heritage Advisory Group, St. Mark's Anglican Church, George IV Inn, Old NAB Building owners for feedback
- Identify delivery and installation costs
- 5 Identify budget
- 6 Deliver signage





TOURISM ASSET PLAN
PICTON RAILWAY VIADUCT



Why, what and how?

- Investigate opportunities for improved amenity of the Picton Railway Viaduct
- Celebrate this significant State Heritage listed asset
- Enhance the visitor experience
- Introduce new technology (QR and Web content)
- Drive traffic to VisitWollondilly.com.au
- Increase awareness o four tourism assets



Current Asset Images

The images below show the current Picton Viaduct surrounds. Whilst the site is fairly well maintained there is room to improve the amenity further to make it a more attractive place to visit and enjoy. The below photos were taken in May 2023.

End of Webster Street



Picton end showing vegetation & outlook for photo opportunities



Pathway on Picton Avenue Reserve side



Pathway Victoria Oval side showing fence





Current Asset Images

Pathway leading over Stonequarry Creek on Victoria Oval side showing vegetation



Picton Viaduct over Stonequarry Creek from southern side



Pedestrian wooden bridge over creek



View looking up to Stonequarry Creek





Current Asset Images

Seating and bins at Picton Reserve at bottom of Picton Avenue



Pathway, stone steps and railing from Picton Reserve entry



Picton Road view onto Picton Reserve



Stairs and pathway up the hill toward Webster Street





Tourism Asset Plan Recommendations

- Further develop opportunities
- 2 Share concepts with internal stakeholders including SLT and Councillors for feedback
- 3 Present opportunities to relevant departments including Open Space and Environmental Services
- 4 Engage with the Tourism Advisory Group and History and Heritage Advisory Group for feedback
- 5 Identify delivery and revitalisation costs
- 6 Identify budget



Shop Local Wollondilly Vouchers

- Free to participate
- 90 + businesses
- Advertising opportunity
- Online registration
- Visitation to BW.com.au
- Generates \$\$\$ into the economy
- Staff / Competition



