

## Introduction to the Kingscliff Locality Plan

The Kingscliff Locality Plan is being prepared to provide a clear guide for future growth, balancing development and employment opportunities with environmental protection and community expectations while strengthening the existing character of the local area.

The objectives of the Kingscliff Locality Plan are to:

1. Provide a strategic framework for the Kingscliff locality that details land use and design strategies and identify the need, coordination and delivery of necessary infrastructure.
2. Balance the needs and desires of the local community with state and local government requirements.
3. Identify areas for protection from urban, or other inappropriate development.

## Role of the Community Reference Panel

The role of the Community Reference Panel is to provide input and feedback on the community based aspects of the Kingscliff Locality Plan at key milestone stages of the project.

## Composition

The Community Reference Panel will comprise up to 10 panel members including but not limited to representatives of local businesses, chambers of commerce, resident and ratepayer associations, the tourism industry, schools and education facilities, health care and community access organisations, sporting clubs and environmental groups.

The panel must have a degree of independence from the project team.

## Key responsibilities

The Community Reference Panel will:

- Represent and communicate the interests of a community based interest groups;
- Ensure liaison with the community is functioning effectively and provide feedback on Council's community engagement activities;
- Participate in various workshops and community consultation sessions;
- Report on any perceived risks associated with the project; and
- Assess whether solutions provided as part of the locality planning process meet the community's needs and that the locality plan is progressing towards that target.

## Meeting procedures

Once the Community Reference Panel is appointed, an initial meeting will be convened to:

- Provide background information and context for the Kingscliff Locality Plan;
- Determine how panel members will provide input into the process;
- Ensure an understanding of issues and requirements regarding confidentiality, identifying and managing conflicts of interest, and the planning process as it relates to the Kingscliff Locality Plan; and
- Set protocols for correspondence, meeting procedures, information dissemination and the like.

## Frequency of meetings

Meetings will be aligned with key project milestones as outlined within the project plan, and are not expected to occur more than once every three months, during the life of the project.

Review of materials and provision of input and feedback can be done remotely, between meetings.

It is expected that the Community Reference Panel will be dissolved once the final draft Kingscliff Locality Plan has been prepared, which is anticipated to occur before the end of 2015.

## Record keeping

A record of meetings and correspondence relevant to the Community Reference Panel will be kept by the Project Manager for consideration in the preparation of the Kingscliff Locality Plan and its various reports.

## Authority

The Community Reference Panel will provide advice, feedback, recommendations and support to Council in developing the Kingscliff Locality Plan. It is not a decision-making body.

Whilst not obliged to act on the views expressed by panel members, Council will give due weight and consideration to the advice provided and will provide feedback to the panel as to how its input has been considered and addressed.

## Expressions of interest

A call for expressions of interest for participation on the Kingscliff Locality Plan Community Reference Panel was advertised in the Tweed Link (Issue 859) on Tuesday 20 May 2014 and published on the Tweed Shire Council website at [www.tweed.nsw.gov.au/newforwardplanning](http://www.tweed.nsw.gov.au/newforwardplanning).

Expressions of interest should address the following selection criteria:

1. Ability to adequately represent community interests;
2. Sufficient knowledge of issues and challenges affecting the Kingscliff locality;
3. Ability to critically analyse and assess draft documents; and
4. Ability and willingness to remain involved with the project throughout its drafting stage, which is anticipated to continue until the end of 2015.

A selection committee comprising three Council officers will appoint members to the Community Reference Panel based on these criteria.

**Expressions of interest must be received by close of business on Tuesday 10 June 2014** and should be addressed to:

Kingscliff Locality Plan  
The General Manager  
Tweed Shire Council  
PO Box 816  
MURWILLUMBAH NSW 2484

or emailed to [planningreforms@tweed.nsw.gov.au](mailto:planningreforms@tweed.nsw.gov.au).

## Contact us

For further information please call John Lynch of Council's Planning Reforms Unit on (02) 6670 2520.