



Vincent Street  
CESSNOCK

14 September 2018

# ORDINARY MEETING OF COUNCIL

## WEDNESDAY, 19 SEPTEMBER 2018

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*PAGE NO.*

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**CESSNOCK  
DEVELOPMENT CONTROL PLAN 2010**

***PART E – SPECIFIC AREAS***



**E.18  
BLACK HILL EMPLOYMENT AREA**

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### 18.1.1 Overview

This chapter of the Cessnock Development Control Plan 2010 (DCP 2010) provides development controls for development on land comprising the 'Black Hill Employment Area', as shown in **Figure 1**.

The subject site, identified as Lot 1131 in DP 1057179 and part Lot 119 DP 1154904, comprises an area of approximately 300 hectares. The land is divided into two portions by a long and narrow lot (part Lot 119 in DP 1154904) that bisects the site from the north-west to the south-east. Lot 119 has been excised to accommodate a Hunter Water Corporation water supply pipeline.

The Black Hill Employment Area comprises land zoned:

- IN2 Light Industrial;
- E2 Environmental Conservation; and
- E4 Environmental Living.

The Black Hill Employment Area is surrounded by rural, rural-residential and light industrial land uses as well as bushland. Land to the north and north-east of the subject site is used for mining and industrial land uses. This includes the development of several business and industrial parks west of Beresfield, sited to take advantage of the accessible road network.

### 18.1.2 Objectives

The principal objectives of this Chapter are:

1. To enable and facilitate major industrial development on the land.
2. To promote employment generating development on the land.
3. To promote industrial development that demonstrates ecologically sustainable design principles.
4. To provide development that incorporates a high level of amenity.
5. To allow for the protection and conservation of land with high ecological value in the Black Hill Employment Area.

### 18.1.3 Application

This Plan is called 'Black Hill Employment Area' and forms part of the DCP 2010. The Plan consists of the written statement and plans referred to in the document.

**Figure 1** details the land to which the Plan applies (shown edged heavy red).



Figure 1 – Black Hill Employment Area

### 18.1.4 Purpose of the Plan

The purpose of this Plan is to give detailed guidance for development within the Black Hill Employment Area. It provides more detailed provisions than those contained in the *Cessnock Local Environmental Plan 2011* (LEP 2011) and more locally specific provisions than other chapters of the DCP 2010.

This Plan also seeks to satisfy the requirements of Clause 6.3 of the LEP 2011 by supplementing other chapters of the DCP 2010.

Council will take into account the provisions of this Plan in determining development applications within the Black Hill Employment Area. Council may consent to an

application that departs from the provisions of this Plan. Where applications seek to depart from the provisions of this Plan, they should be accompanied by a written justification.

### 18.1.5 Priority Precinct

The Black Hill Employment Area is recognised in the draft Greater Newcastle Metropolitan Plan as a key catalyst site, due to the employment generating opportunities that the Area will provide. The economic importance of the Black Hill Employment Area is also recognised by Council.

Council sees opportunities for employment and business growth in freight, logistics and industrial sectors at Black Hill. The Black Hill Employment Area will assist in connecting Greater Newcastle and the Hunter region to global markets, providing a significant advantage in attracting large scale industry to the region. This is consistent with Council's resolution of 3 May 2017 to promote the Cessnock Local Government Area (LGA) as a location of choice for business. It is also consistent with Council's adopted Economic Development Strategy, which seeks to:

- ensure that the customer service procedures for handling development enquiries and processing development applications are 'best practice' – welcoming, helpful, professional and efficient. (Initiative 1.1); and
- explore options for accelerating the release and development of industrial/employment land within the Cessnock LGA. (Initiative 7.8).

To achieve this, Council has put in place mechanisms, which seek to facilitate positive outcomes for development applications in the Black Hill Employment Area; to encourage best practice processing and accelerated determinations.

These mechanisms include:

- priority access to pre-application meetings with Council staff;
- a 'Black Hill Precinct Management Working Group', which will meet quarterly; and
- a commitment to meeting the statutory approval timeframes identified in the *Environmental Planning and Assessment Regulation 2000*, being generally:
  - (a) 40 days in the case of local development
  - (b) 60 days in the case of:
    - Designated development
    - Integrated development
    - Development for which concurrence is required
    - Development proposing discount in biodiversity credits
  - (c) 90 days in the case of State significant development

Note: Council's ability to meet the timeframes will be dependent on the quality and completeness of applications submitted and will be subject to referral responses/comments provided by external authorities.

**18.1.6 Relationship to other Plans and Chapters of the DCP**

The following chapters of the DCP 2010 also apply to the Subject Site:

- Part A: Introduction
- Part B: General Information
- Chapter C.1: Parking and Access
- Chapter C.2: Flora and Fauna Survey Guidelines
- Chapter C.3: Contaminated Lands
- Chapter C.4 Land Use Conflict and Buffer Zones
- Chapter C.5: Waste Management and Minimisation
- Chapter C.8: Social Impact Assessment and CPTED
- Chapter C.9: Development on Flood Prone Land
- Chapter D.1: Subdivision Guidelines
- Chapter D.3: Industrial Development
- Chapter D.5: Outdoor Signage
- Chapter D.10 Sex Services Premises

Where there is an inconsistency between this Chapter and other chapters of the DCP 2010, the provisions of this Chapter will prevail.

Where there is any inconsistency between this Chapter and any environmental planning instrument that applies to the land, the provisions of the instrument will prevail. An environmental planning instrument includes a State Environmental Planning Policy (SEPP) or a Local Environmental Plan (LEP).

**18.1.7 Concept Structure Plan**

The Concept Structure Plan at **Figure 2**, has been developed to provide an indication of the applicable land use zones and basic road structure and hierarchy. Future developments must be generally consistent with the Concept Structure Plan.

**Objective**

1. Ensure development accords with the overall strategic vision for the Black Hill Employment Area as outlined in the Concept Structure Plan.

**Control**

- (a) Development is to be generally consistent with the Concept Structure Plan at **Figure 2**.

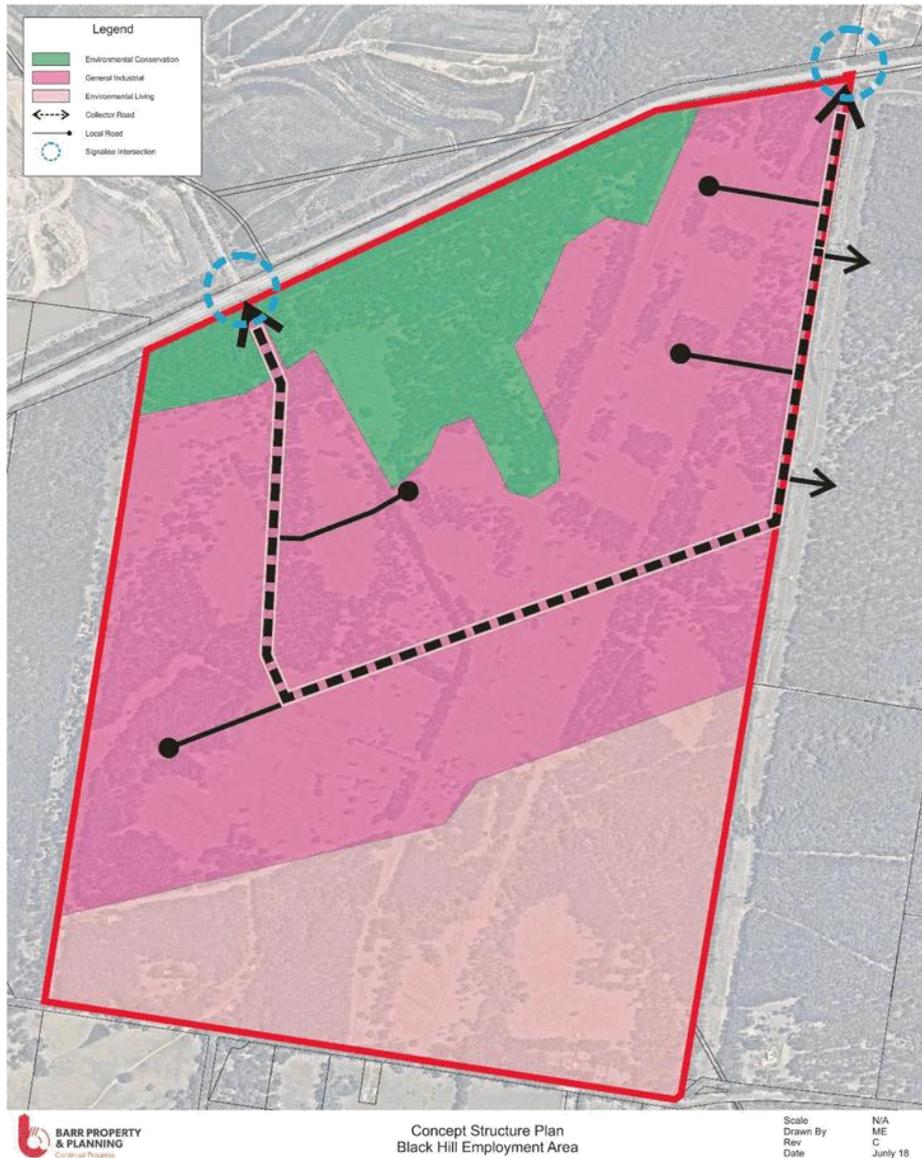


Figure 2 – Black Hill Employment Area Concept Structure Plan

### 18.1.8 Subdivision

#### Objectives

1. To facilitate the orderly subdivision of the Black Hill Employment Area.
2. To provide for the provision of appropriate levels of landscaping within the street and public domain.
3. To facilitate and regulate the establishment of Black Hill Employment Area as a business identity.

### Controls

- (a) A Landscape Masterplan must be submitted with each application for subdivision. See **Appendix 1** – Landscaping Guidelines for Species and Density Requirements.
- (b) Street trees shall be planted to:
  - i. soften the streetscape;
  - ii. act as traffic calming measures through perceived narrowing of the road;
  - iii. provide shade to footpaths and roads; and
  - iv. enhance views.
- (c) Riparian vegetation along watercourses is to be re-established using locally occurring native species from locally sourced seed stock.
- (d) Landscape entry features identifying the Black Hill Employment Area (or subsequent “brand”) shall be permitted on private land at the intersection of the collector road network and John Renshaw Drive.
- (e) The design of a landscape entry feature shall have regard to:
  - i. impact on sight lines;
  - ii. ongoing maintenance; and
  - iii. reflectivity and lighting requirements.

### 18.1.9 Staging and Servicing

#### Objectives

1. To enable the development of the site to proceed in a timely and efficient manner, following the provision of infrastructure.
2. To allow for the integrated consideration of access, security, drainage, bushfire management and infrastructure provision across the site.

#### Controls

- (a) The site shall be developed in stages following the adequate provision of infrastructure to service each allotment in the stage.
- (b) The order of release of each stage (**Figure 3**) may be amended as appropriate to enable the logical and cost-effective development of the site.
- (c) Applicants are required to demonstrate adequate servicing of allotments including access to water, sewer and electricity.
- (d) To facilitate the cost effective and timely release of stages, development should proceed from the north-east corner of the Black Hill Employment Area.
- (e) All development lots must be provided with underground services.

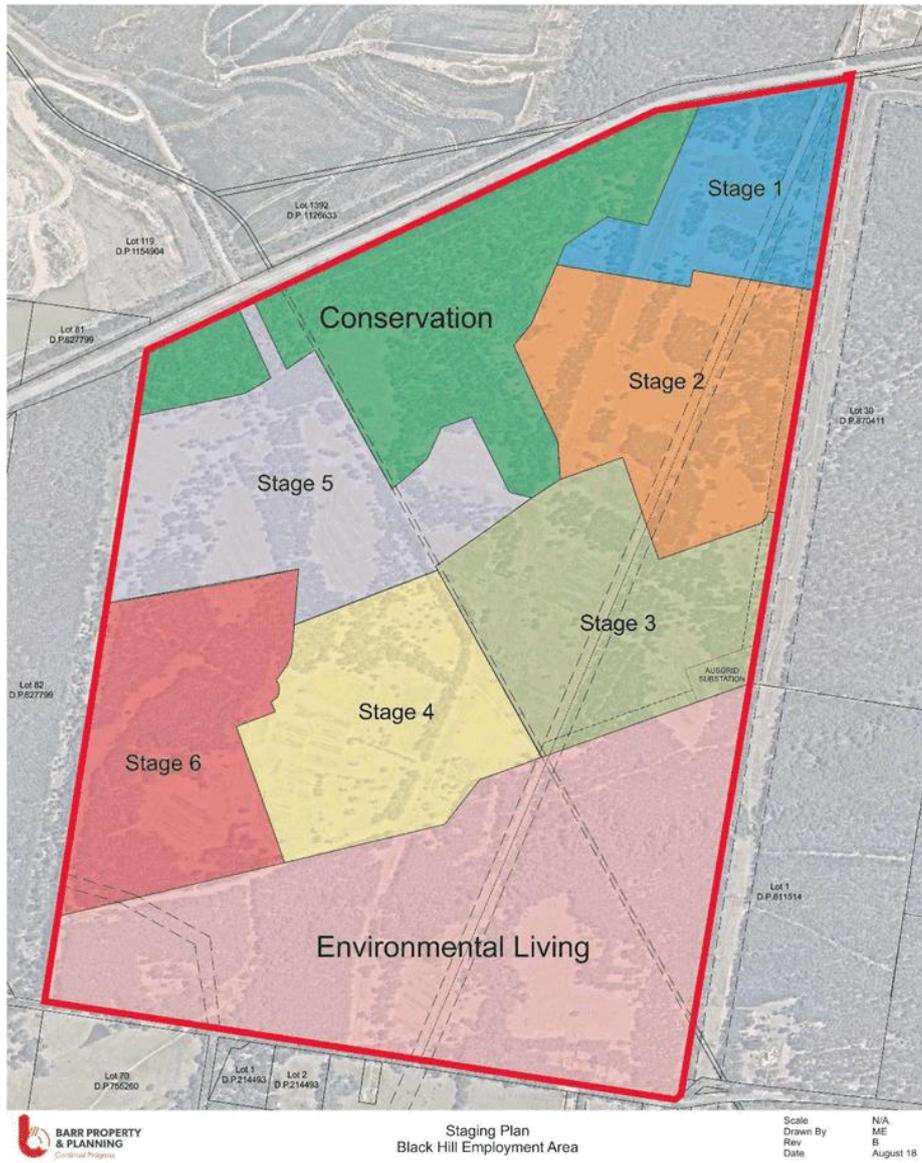


Figure 3 – Black Hill Employment Area Staging Plan

**18.1.10 Access and Transport**

**Objectives**

1. Facilitate safe access for all vehicles to and from the site.
2. To provide a simple and safe movement system for heavy vehicles, private vehicles and public transport within the site.
3. Ensure that all roads can accommodate large vehicles, including B Doubles.

### Controls

- (a) Access to the Black Hill Employment Area shall be provided generally in accordance with the Concept Structure Plan at **Figure 2**.
- (b) All internal roads will be designed with reference to Chapter D.1 Subdivision Guidelines and Chapter D.3 Industrial Development of the Cessnock DCP and in accordance with Council's Engineering Design Guidelines.
- (c) The collector road network shall allow for future access to the east, including the provision of rights of carriageway where necessary.
- (d) Provision for on road cycleways shall be made within the Collector Road network.
- (e) Adequate directional signage is required at the vehicular entries and exits of each site.
- (f) An Internal Movement Plan (IMP) is to be submitted with a development application for any primary building on a site. The IMP is to clearly identify:
  - i. heavy vehicle movement routes;
  - ii. private vehicle movement routes and parking areas;
  - iii. pedestrian access routes; andmust include turning circles diagrams for the largest vehicle that is reasonably expected to enter the site.
- (g) Development applications for each site must demonstrate that all vehicles can enter and exit the allotment in a forward direction.

#### 18.1.11 Parking

##### Objective

1. To ensure that adequate off-street vehicular parking is provided for traffic generating developments.

##### Controls

- (a) Development in the Black Hill Employment Area is to provide on-site parking in accordance with Chapter C.1 'Parking and Access' of Cessnock DCP.
- (b) All car parking facilities shall be located behind the front landscaped area.
- (c) Despite (a), the following car parking requirements prevail for the following specific uses:
  - i. *Warehouse or distribution centre* - 1 car space per 300m<sup>2</sup> gross floor area *plus* 1 bicycle parking space per 20 employees.
  - ii. *Ancillary office premises* – 1 car space per 75m<sup>2</sup> gross floor area *plus* 1 bicycle parking space per 200m<sup>2</sup> gross office floor area.
- (d) Despite (a) or (c), Council may consider reducing the car parking requirements on the submission of a detailed traffic assessment report that demonstrates that a reduced level of parking is satisfactory for the proposed development and the immediate and general locality.

### **18.1.12 Landscaping**

#### **Objectives**

1. To protect and enhance riparian areas.
2. To retain bushland within visually prominent locations.
3. To reduce the visual impact of development on the streetscape.
4. To provide adequate area for low maintenance landscaping.
5. To screen unsightly development from public view.
6. To create a pleasant and attractive working environment.

#### **Controls**

- (a) Landscaping shall be provided in accordance with Chapter D.3 Industrial Development of the DCP 2010.
- (b) A detailed site Landscape Plan is to be submitted with a development application for any primary building on a site.
- (c) A physical barrier of kerb is to be constructed between all landscaped and grassed areas, and areas for the standing or manoeuvring of vehicles on the site.

### **18.1.13 Water Management**

#### **Objectives**

1. To protect and enhance riparian areas.
2. To manage and control the quantity and quality of stormwater generated by the development
3. To allow for the capture and appropriate re-use or slow release of stormwater and grey water.
4. To encourage water sensitive urban design.

#### **Controls**

- (a) A Stormwater Management Plan is to be prepared for the development of each allotment.
- (b) The Stormwater Management Plan shall include:
  - i. an Onsite Detention (OSD) Plan; and
  - ii. a Water Quality Management Plan.
- (c) The OSD Plan shall take into consideration the provision of rainwater tanks in determining the detention requirements of the site.
- (d) Stormwater shall be managed on site to ensure pre-development flows are not exceeded.
- (e) Where the requirements of (d) cannot be met, a report detailing an acceptable alternative solution must be prepared by a suitably qualified expert. Council will undertake a merit based assessment of any such proposal.
  - (f) The Stormwater Management Plan for each allotment shall adopt Water Sensitive Urban Design (WSUD) principles.

#### **18.1.14 Siting and Separation**

##### **Objectives**

1. To reduce the bulk and visual impact of industrial buildings
2. To retain bushland within visually prominent locations.

##### **Controls**

- (a) All buildings and structures are to be set back a minimum of 6 metres from the primary street frontage.
- (b) All buildings and structures are to be set back a minimum of 2 metres from a secondary street frontage.
- (c) A 100 metre setback is required between any industrial building and the interface with any residential development. This is to be calculated from the outer wall of the industrial building to the outer wall of the respective dwelling.
- (d) Despite (c), the 100 metre setback may be reduced, where it can be demonstrated to Council's satisfaction that the industrial development will not impact any residential development by way of noise, vibration, light, air pollution and surface and ground water contamination.

#### **18.1.15 Appearance and Materials**

##### **Objectives**

1. To enhance visual amenity in the Black Hill Industrial Area through the selection of appropriate building materials and colours.
2. To encourage the use of materials that minimise impact on the environment.
3. To ensure that any reflective materials are used with sensitivity to neighbouring development, vehicular traffic and public domain areas.

##### **Controls**

- (a) The external walls of industrial buildings are to be a combination of profiled colour treated cladding or masonry materials, or a combination of both.
- (b) Flat blank walls in excess of 30m must be treated with fenestration, etchings, recessed patterns/textures and/or colours to reduce the perceived bulk.
- (c) Offices and highlighted entries are to be located within front facades to ensure easy way finding.
- (d) Building materials are to be selected such that reflection is minimised and does not adversely affect adjacent development, traffic and public domain areas.
- (e) Where visible from a public area, all rooftop or exposed structures including lift motor rooms, plant rooms, air conditioning units, satellite dishes, ventilation and exhaust systems, are to be suitably screened and integrated with the building design to ensure an integrated overall appearance.
- (f) Showrooms, ancillary offices, retail or commercial uses, staff amenities and low scale building elements are, wherever practical, to be located at the front of the premises.
- (g) All sites are to be securely fenced and gated for access control.

- (h) Fencing along street frontages is to be black palisade (refer to **Figure 4**).
- (i) Fencing along other side or rear boundaries may be either black chain mesh fencing (refer to **Figure 5**) or black palisade.
- (j) Applicants are required to submit a panel of external finishes and detail of coloured elevations when lodging a development application.



Figure 4 – Black palisade fencing along front boundary.



Figure 5 – Black chain wire fencing along secondary, side and rear boundaries.

#### 18.1.16 Outdoor Storage areas

##### Objective

1. To ensure that external storage and work areas are suitably screened from public view.

**Control**

- (a) Where any work or storage of materials is proposed to be undertaken outside the confines of a building, the following information is to be provided:
  - location of impacted area;
  - identification of materials to be used; and
  - access requirements.

**18.1.17 Lighting**

**Objectives**

- 1. To ensure that lighting does not detract from amenity within the estate.
- 2. To ensure that lighting or security measures do not adversely impact upon other sites within the estate and neighbouring development.
- 3. To ensure lighting contributes to worker and visitor safety and amenity.

**Controls**

- (a) On site lighting shall be designed to avoid spill or glare onto adjoining sites, neighbouring developments, and public roads.
- (b) Security lighting shall not be used to flood parking area or pedestrian path lighting.
- (c) Security lighting shall be restricted to loading and storage locations or other limited service areas where it can be cowled or screened to prevent light-scatter.
- (d) Diffuse, down lit illumination shall be provided at key locations, such as building entries, driveways, within car parks, key pedestrians routes within the allotment, and external work areas.

**18.1.18 Residential Development within the E4 Zone**

**Objectives**

- 1. To allow for the protection and conservation of ecologically sensitive land identified within the subject site;
- 2. To permit the development of certain land within the site for residential use, without detracting from the potential for large scale industrial development; and
- 3. To protect residents from any adverse effects of industrial use and development of the subject site.

**Controls**

- (a) No permanent access to the IN2 Light Industrial Zone will be granted from the E4 Environmental Living zoned land.
- (b) No permanent access from Black Hill Road to land zoned IN2 Light Industrial will be granted.
- (c) New dwellings shall be located a minimum of 100 metres from industrial zoned land to mitigate impact from industrial development.
- (d) New dwellings shall have regard for the relevant general and specific guidelines (Part C and Part D) of the DCP 2010.

### **Appendix 1 – Landscaping Guidelines for Species and Density Requirements**

In accordance with Section 18.1.8 of this Plan, street tree planting shall be provided within the Black Hill Employment Area during the initial subdivision works. This appendix sets out the requirements for planting and the species that are to be used. These requirements will need to be reflected in the Landscape Masterplan.

#### **Species**

The following tree species are considered suitable street trees:

- *Corymbia maculate* (Spotted Gum)
- *Eucalyptus microcorys*
- *Waterhousia floribunda*.

#### **Design Guidelines**

While preference shall be given to the tree species nominated above, alternative species may be used subject to approval from Council.

Trees shall be planted in accordance with the Cessnock City Council Street Tree Planting Guideline, be located within the nature strip and not impede personnel surveillance. Hedges are not permitted.



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A PO BOX 3107  
MEREWETHER NSW 2291

16NEW0055

6/09/2018

The General Manager  
Cessnock City Council  
P.O. Box 152  
Cessnock NSW 2325

**RE: Draft Cessnock DCP 2010 – Part E 18 - Black Hill Employment Area**

Dear Mr Stephen Glen

I am writing to express my support in relation to the draft Cessnock Development Control Plan 2010 – Part E 18 - Black Hill Employment Area which will shortly be presented to Council seeking endorsement for exhibition.

Barr Property and Planning, on behalf of Broaden Management, have been working with Keren and Iain over the past several months to review and refine the Plan that is now before Council.

The Black Hill Employment Area, as you would be aware, has the potential to generate significant investment and employment opportunities over the next decade and beyond. As such it was encouraging to see the positive and collaborative manner in which the Plan came together. This speaks to both the professionalism of your staff and the progressive environment that Council is fostering to encourage investment in the local area.

The introduction of the Priority Precinct Concept is to be applauded. This will be a key factor in driving investment to the area and generating considerable employment. Council's commitment to best practice processing and determinations within the prescribed 40 days for local development and 60 days for integrated/designated development again speaks to the fact that Cessnock LGA is the place to invest.

Council must be commended for the approach.

The draft DCP has been reviewed and we are pleased to support it.





W BARRPANDP.COM.AU  
O 92 YOUNG ST  
CARRINGTON  
A PO BOX 3107  
MEREWETHER NSW 2291

We look forward to Council's endorsement of the draft document and continuing to work with Council to facilitate the development of this key precinct.

If there is anything further that we can do to assist, please give me a call.

Kind Regards

A handwritten signature in black ink, appearing to read 'Mathew Egan', is written over a light blue circular stamp.

Mathew Egan  
Principal Planner  
mategan@barrpandp.com.au  
0412 825 831



**Enclosure 1 – Subsidy Program Summary**

Council received a total of 29 individual applications for subsidy funding as part of the program, the details of which are provided in Table 1.

*Table 1: Summary of Subsidy Program Funding*

<b>Item Details</b>	<b>Subsidy Amount per Item</b>	<b>Total Items Applied For</b>	<b>Total Cost of Items</b>
Pool Cover	\$8.75/sq.m	3	\$1,316.35
Car / Caravan Cover	\$30	31	\$930.00
Clothesline Cover	\$99.50	25	\$2,487.50
High Pressure Hose	\$49.50	28	\$1,386.00



# APPLICATION FOR SUBSIDY FOR RESIDENTS OF THE EAST CESSNOCK AREA

Revision Date: May 2018

Please ensure forms are saved into RM within the collective:  
**RM: COL18/408**

Cessnock City Council has received \$50,000 Stream 3 Funding from Local Government NSW. This funding is to assist Council in implementing measures identified within the Councils adopted East Cessnock Flying-Fox Camp Management Plan.

The first objective of Councils successful grant application is to *“Provide residents with support and practical solutions to better protect assets from the flying-fox camp”*. Council has **\$11,000** to dedicate to this objective, and to administer in a subsidies program. The subsidies program will assist residents to purchase asset protection in the form of pool covers, car covers, clothesline covers, and high pressure hoses.

Subsidy funding is available to residents within the vicinity of the East Cessnock Flying Fox Camp. Priority will be given to residents within a 400 metre radius of the camp.

### PART 1 – RESIDENT DETAILS

<b>First name</b>	
<b>Surname</b>	
<b>Address</b>	
<b>Phone</b>	
<b>Email</b>	
<b>Signature</b>	

### PART 2 – PROPERTY DETAILS

<b>House Number</b>	<b>Street</b>	
<b>Suburb</b>	<b>Postcode</b>	
<b>Lot</b>	<b>Section</b>	<b>DP</b>

### PART 3 – OWNER / TENANT DETAILS

Are you the property owner or a tenant?

<b>Owner</b>	<input type="checkbox"/>	<b>Tenant</b>	<input type="checkbox"/>	<b>If tenant, name of Real Estate Agent</b>
--------------	--------------------------	---------------	--------------------------	---

### PART 3 – ASSET PROTECTION REQUIREMENTS

Please tick which items you wish to seek subsidy for and provide registration details for vehicles.  
**Note: that amounts are based on a 50% rebate of the lowest available purchase price**

Available Subsidies – Please tick those you wish to apply for		Justification: e.g. size of pool (square metres), vehicle and caravan registration
Pool Cover: <i>\$8.75/sq.m</i>	<input type="checkbox"/>	
Car Cover: <i>\$30 per cover</i>	<input type="checkbox"/>	
Clothesline Cover: <i>\$99.50 per cover</i>	<input type="checkbox"/>	
High Pressure Hose: <i>\$49.50 per cover</i>	<input type="checkbox"/>	

Please provide photos of vehicles, caravans and pools that you require covers for. Please note that Council will validate the presence of a pool using aerial imagery.

**PART 5 - APPLICANTS DECLARATION**

I declare that all the information given is true and correct:

Applicants Name		
Signature		Date
Applicants Name		
Signature		Date

**PRIVACY NOTIFICATION**

Personal and private information supplied to Council is managed in compliance with the Privacy and Personal Information Protection Act 1998. The supply of this information is not voluntary, as it is required by law in order to process your application/request. The intended recipients of the personal information are Officers within the Council, agents/contractor of the Council and other statutory authorities. You may apply for access or amendment to your personal information held by Council. You may also request that Council suppresses your personal information from a public register. If you have any further enquiries concerning this matter, contact Council on (02) 4993 4300, or the Information and Privacy Commission 1800 472679 or email <mailto:ipcinfo@ipc.nsw.gov.au> or the website [www.ipc.nsw.gov.au](http://www.ipc.nsw.gov.au).

**OFFICE USE ONLY**

Endorsed	Not endorsed	Additional Information Required
Approved by:		
Position:		
Letter issued:		
Date:		

Enclosure 2 – Site Vegetation Works

Figure 1: Buffer location



Photograph 1: Buffer area



Photograph 2: Buffer area



Figure 2: Revegetation works



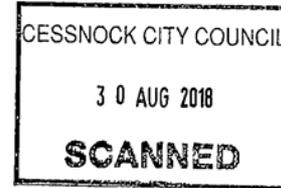
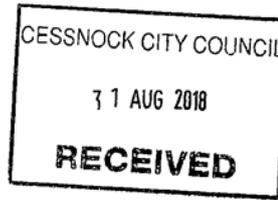
Photograph 3: Replanting works



Enclosure 3 – Site Signage







Our ref R16/0011 Out-28031  
Further contact Chris Hudson

28 August 2018

Ms Hannah McCauley  
Assistant Strategic Planner  
Cessnock Shire Council  
PO Box 152  
CESSNOCK NSW 2325

Dear Ms McCauley

**NSW Flying Fox Grant Program – Project Completion**

I am pleased to advise that the NSW Flying-fox Grant Program (FFGP) final report for the project *Implementing the East Cessnock Flying-fox Camp Management Plan* has been approved by Local Government NSW. The project is now considered finalised.

Your financial reporting on the project shows \$8,465 of allocated grant funds unspent. As our final grant payment of \$10,000 to you has not been made, please invoice us \$1,535 (ex GST).

Case studies of FFGP projects are currently being written and will be available on the LGNSW website.

To discuss anything further in relation to the grant, please contact Chris Hudson on 9242 4039 or by email [chris.hudson@lgnsw.org.au](mailto:chris.hudson@lgnsw.org.au)

I congratulate you on the successful completion of your project and wish you well with your future endeavours.

Yours sincerely

  
Kylie Yates  
Director – Advocacy

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Integrity, Respect, Teamwork, Accountability and Excellence

## Cessnock City Council Licences – Occupation of Hebburn Estate Policy

Date Adopted XX/XX/XX Revision: 3

### 1. Policy Objectives

The objectives of this policy are to establish conditions for the occupation of Hebburn Estate.

### 2. Policy Scope

This policy applies to licensees within Hebburn Estate Weston, otherwise known as Lot 1 in DP 570100 (parcel number 9737).

### 3. Policy Statement

- 3.1 The Licensees are responsible for the annual rates of Cessnock City Council which are to be paid in full by their respective due date.
- 3.2 Council will enforce its rights to terminate the licence in the event of the Licensee being in default of rates payments.
- 3.3 The Licensees are responsible for the annual service charges for sanitary and garbage.
- 3.4 The Licensee is to ensure the Onsite System of Sewage Management (OSSM) and associated effluent disposal area is operated and maintained in accordance with Council's requirements and standards.
- 3.5 Council will enforce its rights to terminate the licence in the event the Licensee does not comply with Council's requirements and standards relating to the OSSM and/or associated effluent disposal area.
- 3.6 The Licensees be responsible for the annual water rates.
- 3.7 The Licensees be responsible for the insurance and maintenance of the buildings erected on the land.
- 3.8 Council will not permit the Licensee or the Licensee's estate to transfer the lease rights to the property unless it can be demonstrated that:
  - 3.8.1 The dwelling is of a standard suitable for accommodation as determined by Council;
  - 3.8.2 The OSSM and effluent disposal area is being operated and maintained, to Council's requirements and standards - including quarterly servicing certificate and satisfactory Council inspections;
  - 3.8.3 A certificate of currency insurance is provided to Council annually;
  - 3.8.4 Buildings and/or structures on the site have been erected in accordance with legislative requirements and relevant building codes (as applicable).

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1 of 3



**4. Policy Definitions**

Licensee	The holder of the licence
Council	Cessnock City Council
Aerated Waste Treatment System (AWTS)	A compact sewerage treatment system used for on-site usage.

**5. Policy Administration**

<b>Business Group:</b>	Planning and Environment
<b>Responsible Officer:</b>	Project Manager - Strategic Property Review
<b>Policy Review Date:</b>	Three years from date of adoption unless legislated otherwise
<b>File Number / Document Number:</b>	DOC2018/065480
<b>Policy Number:</b>	
<b>Relevant Legislation:</b>	<ul style="list-style-type: none"> <li>• Residential Tenancies Act 2010</li> <li>• Landlord and Tenant Amendment Act 1948</li> <li>• Local Government Act, 1993</li> <li>• Local Government (General) Regulation, 2005</li> <li>• Land Acquisition (Just Terms) Compensation Act, 1991</li> <li>• Roads Act, 1993</li> <li>• Real Property Act, 1900</li> <li>• Conveyancing Act, 1919</li> <li>• Minister for Local Government's Investment Order</li> <li>• Retail Leases Act 1994</li> <li>• Valuation of Land Act 1916</li> <li>• Environmental Planning &amp; Assessment Act 1979</li> <li>• Crown Lands Act 1989</li> </ul>
<b>Related Policies / Protocols / Procedures</b>	<ul style="list-style-type: none"> <li>• Property Management Policy</li> <li>• Property Management Guidelines</li> <li>• Major Capital Projects Governance Policy</li> <li>• Investment Policy</li> </ul>



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## 6. Policy History

Revision	Date Approved / Authority	Description Of Changes
1	19 August 1976 (TC 78/1976)	New policy adopted
2	17 September 2003 (DC&RS 12/2003 – 896)	Periodic review
3	18 September 2013 (PM91/2013 – 581)	Periodic review
4		

## 7. Appendices

Nil.



## Cessnock City Council Property Investment & Development Policy

Date Adopted: XX/XX/XX Revision: V2

### 1. Policy Objectives

The objectives of this policy are to provide an additional income stream in order to reduce the burden on rate revenue and other statutory income-producing activities of council through;

- The acquisition, disposal, investment in, leasing of, and maintenance to a balanced portfolio of property investments ensuring maximum capital growth, a recurrent income source and the financial capacity to further invest and develop;
- Encouraging development of existing Council land including reclassification, rezoning, subdivision and construction;
- Undertaking entrepreneurial activities that include joint ventures, and acquisition of parcels for redevelopment and sale to benefit from upwardly moving property markets;
- Facilitating the effective management of Council's property investment assets to complement the existing financial investment policy;
- Ensuring that all Council investment property related activities occur within legislative frameworks; and
- Establishing the principles of probity, equity and transparency in Council's investment property-related activities.

### 2. Policy Scope

This policy applies to the acquisition, development, management, investment, disposal, reclassification, rezoning and the undertaking of entrepreneurial activities of properties referred within Council's Policies and Guidelines as Investment Property, and held within a separate Property Investment Fund.

Property investment activities will be undertaken in accordance with Council's Delivery Program & Operational Plan and reflect Council's ongoing commitment to achieving financial sustainability.

### 3. Policy Statement

The guiding principles of this Policy are to ensure maximum financial return is achieved by;

- Managing the investment properties portfolio, and the proceeds generated from property investment, development and construction activities, as part of a Property Investment Fund;
- Achieving best value for money;
- Ensuring transparency in all processes so that all information is available for scrutiny;
- Demonstrating accountability through best use of Council resources; and,
- Monitoring portfolio performance and regularly reporting to Council.



#### 4. Principles for Property Investment and Development Statement

##### 4.1. Probity

Council has two distinct roles in its property activities;

- As the developer seeking the best possible return for its property; and
- As a statutory authority responsible for the assessment and approval of any Development Application for the property. Council must exercise particular care to ensure its roles as consent authority and as a developer are kept separate and are seen to be separate.

In order to ensure probity in its property investment and/or development activities, Council will establish a formal governance structure (including project management and contract management) for any significant land development projects that it undertakes.

Council will not acquire any property from or dispose of any property to any Councillor, employee or consultant of the Council who has been involved in any process related to a decision to acquire or dispose of the property and/or the establishment of a reserve price.

##### 4.2. Investment and Development Funding and Outcomes

Council has establish a Property Investment Fund for its property investment activities.

Any income received from property held within the Property Investment Fund will be distributed within the following parameters:

4.2.1 In accordance with Section 32(5) of the Local Government Act 1993, "the net proceeds of sale by a council of any land dedicated in accordance with a condition imposed under section 94 of the Environmental Planning and Assessment Act 1979 must be dealt with under that section as if those net proceeds were a monetary contribution paid instead of the dedication";

4.2.2 The Property Investment Fund reimburses any expenditure incurred from Council's General Fund such as legal, survey, valuation, marketing and research required for the conduct of non-operational property investment activities and the generation of income from such activities

4.2.3 The balance of the Property Investment Fund should be invested:

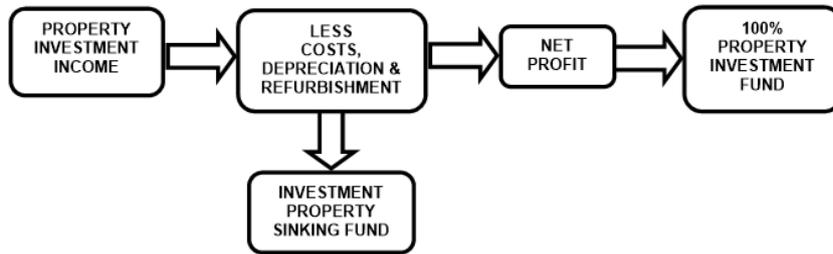
##### 4.2.4

- 4.2.4.1 In accordance with the principles set out under Section 10 of the Property Management Guidelines, as shown in 4.2.4 below;
- 4.2.4.2 As part of the pool of funds invested by Council and available at call to be utilised for investment or for the purchase of investment properties;
- 4.2.4.3 In property development projects and/or property investment purchases that will generate either viable short-term cash flows or long-term capital gains or both;
- 4.2.4.4 In income producing activities and/or business investments (including investment funds and/or listed property trusts that comply with the Minister's order under Section 625 (2) of the Local Government Act 1993) that will generate either viable short-term cash flows or long-term capital gains or both.

4.2.5 The net return on investment generated from the Property Investment Fund will be re-invested back into the Fund.



4.2.6 The distribution of funds received from Council's Property Investment portfolio is to be in accordance with the following;



4.2.7 The overall mix and nature of Investment properties will provide a balanced source of income and complement existing financial holdings;

4.2.8 Priority will be given to projects with a positive effect on investment returns without imposing on short term cash availability; and

4.2.9 All property investment activities will be undertaken in accordance with Council's operational plan and will reflect Council's ongoing commitment to sustainability.

**4.3. Investment and Development Strategy**

4.3.1. Council's requirements as a potential developer and/or investor are similar to any other investors in the market. Accordingly, property investment and development decisions should consider the following when reporting to Council;

- 4.3.1.1. Returns (profits) on funds employed;
- 4.3.1.2. Risks associated with the proposal;
- 4.3.1.3. Locality of the development and/or investment;
- 4.3.1.4. Current market trends and conditions;
- 4.3.1.5. Market demand for and supply of the type of property;
- 4.3.1.6. Security of income;
- 4.3.1.7. On-going costs; and
- 4.3.1.8. Appropriateness of the property and its use as an asset owned by a public authority.

4.3.2. Property investment and/or development opportunities must be assessed in accordance with the following criteria;

- 4.3.2.1. Provide a greater return than being obtained on invested funds;
- 4.3.2.2. Take account of market supply and demand, realistic development potential, capital growth, secure income, and potential increase in resale value;
- 4.3.2.3. Allow Council to set high development standards as an example to other developers; and
- 4.3.2.4. Provide scope to increase return if certain alterations, renovations and/or reclassification and rezoning are made.

4.3.3. Council will pursue a property investment and development strategy based on the principle of diversification, in terms of property types and/or locations. This may include investment in property outside the Shire boundaries.



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**4.4. Investment and Development Activities**

Investment and Development Activities (I&D Activities) are those relating to the use and development of Council's Property Investment Fund properties including subdivision, development, redevelopment, construction, sale, purchase, leasing, rezoning and/or reclassification, as well as joint venture developments.

4.4.1. The following principles are critical to Council's approach to I & D Activities;

- 4.4.1.1. A range of investments including residential, commercial and industrial can be considered and must be notified by order of the Minister for Local Government in accordance with section 625(2) of the Local Government Act, 1993;
- 4.4.1.2. Council's I & D Activities should achieve a profit in line with the Risk Determination Matrix as detailed within this document;
- 4.4.1.3. Council is accepting that the market acknowledges "the higher the risk the higher the return". However, Council's property I & D activities should ensure that where higher risk exposure occurs there must be a maximum certainty of return. Risks associated with the proposal must be holistically assessed at the planning phase to ensure balancing of Council's various objectives;
- 4.4.1.4. In carrying out any property development Council must set standards that can be used as models for development, especially in development activities not detrimentally affecting the surrounding environment;
- 4.4.1.5. Leasing of investment property is to be managed under the following arrangements;
  - 4.4.1.5.1. Through an external real estate agent to ensure probity and legislative requirements are met;
  - 4.4.1.5.2. To the open market for a commercial rate of return;
  - 4.4.1.5.3. Fully maintained by the lessee as appropriate and to legislative requirements; and
  - 4.4.1.5.4. Inspected on a quarterly basis by Council's external agent to ensure lease conditions are being met.

**4.5. Risk Determination Matrix**

All Investment and Development activities will provide a return on investment greater than achievable cash rates at any given time. The level of risk of any investment or development must be assessed against the Risk Matrix detailed as below:

Level of Risk	Benchmark Above 90 Day Bank Bill Swap Rate* (BBSW).
Low	<2%
Medium	5% to 10%
High	15% to 20%
Entrepreneurial	> 20%

\*The **Bank Bill Swap Rate** is a short-term interest rate used as a benchmark for the pricing of Australian dollar derivatives and securities.

**Definitions:**

- Low** – Easily invested with immediate withdrawal availability.
- Medium** – Readily developable or saleable with no restrictions in a definable time frame.
- High** – Reflects most property development opportunities, unless Entrepreneurial.
- Entrepreneurial** – Specified opportunity within pre-arranged parameters.



4.5.1. In determining the level of risk Council is to consider the following, as a minimum,

- Council experience in the proposed type of development
- Nature of tenancies
- Funding sources
- Term asset is to be held
- Recent precedence.

4.5.2. When determining the level of return to a property investment both the capital growth and annual return will be accumulated.

**4.6. Review and Audits**

4.6.1. Council will regularly review and audit:

4.2.9.1 The performance of its non-operational investment portfolio and use the information derived to determine when and how to preserve or increase each non-operational property's value and usefulness, or otherwise dispose of individual properties; and

4.2.9.2 Its property investment and development strategy and ensure that its strategy is "matching with market trends" and able to recognise and exploit investment opportunities as they arise.



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## 5. Protocol Administration

<b>Business Group:</b>	Strategic Planning
<b>Responsible Officer:</b>	Strategic Planning Manager
<b>Protocol Review Date:</b>	Three (3) years from date of adoption unless legislated otherwise
<b>File Number / Document Number:</b>	DOC2018/063559
<b>Protocol Number:</b>	
<b>Relevant Legislation:</b>	<ul style="list-style-type: none"> <li>• Local Government Act, 1993</li> <li>• Local Government (General) Regulation, 2005</li> <li>• Land Acquisition (Just Terms) Compensation Act, 1991</li> <li>• Roads Act, 1993</li> <li>• Real Property Act, 1900</li> <li>• Conveyancing Act, 1919</li> <li>• Minister for Local Government's Investment Order</li> <li>• Residential Tenancies Act 2010</li> <li>• Retail Leases Act 1994</li> <li>• Valuation of Land Act 1916</li> <li>• Environmental Planning &amp; Assessment Act 1979</li> <li>• Crown Land Management Act 2016</li> </ul>
<b>Related Policies / Protocols / Procedures</b>	<ul style="list-style-type: none"> <li>• Property Management Policy</li> <li>• Property Management Guidelines</li> <li>• Major Capital Projects Governance Policy</li> <li>• Investment Policy</li> </ul>

## 6. Protocol History

Revision	Date Approved / Authority	Description of Changes
1		New protocol adopted
2		Periodic review

## 7. Appendices

- 7.1 Council flow chart of Process



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**7.1 Council Process Flow Chart**

The following provides an indicative flow table of the operational process for the acquisition, disposal, development, or entrepreneurial investment for Property Investment Fund property.

	Acquisition	Disposal	Development	Entrepreneurial
	<ul style="list-style-type: none"> <li>List potential acquisitions from policies, strategies and plans</li> </ul>	<ul style="list-style-type: none"> <li>Identify surplus Council land</li> </ul>	<ul style="list-style-type: none"> <li>Formulate development opportunity</li> </ul>	<ul style="list-style-type: none"> <li>Identify funding stream</li> </ul>
	<ul style="list-style-type: none"> <li>Arrange Project team</li> <li>Identify Strategic properties</li> </ul>	<ul style="list-style-type: none"> <li>Obtain in principle resolution to sell from Council</li> </ul>	<ul style="list-style-type: none"> <li>Identify funding stream</li> </ul>	<ul style="list-style-type: none"> <li>Seek authority from Council</li> </ul>
	<ul style="list-style-type: none"> <li>Identify funding stream</li> </ul>	<ul style="list-style-type: none"> <li>Arrange reclassification</li> </ul>	<ul style="list-style-type: none"> <li>Obtain in principle resolution to develop from Council</li> </ul>	<ul style="list-style-type: none"> <li>Identify investment opportunity</li> </ul>
	<ul style="list-style-type: none"> <li>Obtain in principle resolution to acquire from Council once funds sourced</li> </ul>	<ul style="list-style-type: none"> <li>Arrange report to Council</li> </ul>	<ul style="list-style-type: none"> <li>Arrange reclassification and/or rezoning</li> </ul>	<ul style="list-style-type: none"> <li>Undertake valuation</li> </ul>
	<ul style="list-style-type: none"> <li>Undertake valuation</li> </ul>	<ul style="list-style-type: none"> <li>Undertake valuation</li> </ul>	<ul style="list-style-type: none"> <li>Undertake development</li> </ul>	<ul style="list-style-type: none"> <li>Make offer</li> <li>Negotiate contract</li> </ul>
	<ul style="list-style-type: none"> <li>Make offer</li> <li>Negotiate contract</li> </ul>	<ul style="list-style-type: none"> <li>Formulate sale terms &amp; marketing</li> </ul>	<ul style="list-style-type: none"> <li>Undertake valuation</li> </ul>	<ul style="list-style-type: none"> <li>Undertake development</li> </ul>
	<ul style="list-style-type: none"> <li>Exchange contracts</li> </ul>	<ul style="list-style-type: none"> <li>Arrange agent</li> </ul>	<ul style="list-style-type: none"> <li>Formulate sale or lease terms &amp; marketing</li> </ul>	<ul style="list-style-type: none"> <li>Undertake valuation</li> <li>Arrange agent</li> </ul>
	<ul style="list-style-type: none"> <li>Council Report</li> </ul>	<ul style="list-style-type: none"> <li>Exchange contracts</li> <li>Council Report</li> </ul>	<ul style="list-style-type: none"> <li>Arrange agent</li> <li>Finalise lease/sale documents</li> <li>Council report</li> </ul>	<ul style="list-style-type: none"> <li>Formulate sale or lease terms &amp; marketing</li> <li>Council report</li> </ul>



## Cessnock City Council Property Management Policy

Date Adopted: XX/XX/XX Revision: V1

### 1. Policy Objectives

The objective of this policy is to provide a framework for the consistent management of Council's real estate assets.

This Policy applies to all land and buildings owned and managed by Cessnock City Council

### 2. Policy Scope

This policy applies to all Council's real estate assets, including investment property.

Investment Property is property held for income generation under the Property Investment Fund, which has been established to provide an ongoing income stream which will supplement Council's rate revenue.

### 3. Policy Statement

*The Local Government Act 1993 and Local Government (General) Regulation 2005 sets out Council's obligations in regard to public land.*

Council's Property Management Guidelines establish a consistent approach to property management and an integrated framework for all elements of property ownership.

#### 3.1. Classification of Public Land

*The Local Government Act 1993 requires Council to classify public land as either operational or community land. No restrictions apply to the management of operational land, however restrictions do apply to community land. Council is required to prepare Plans of Management for community land and these plans of management identify how the land is to be used and whether the land may be leased or licensed.*

#### 3.2. Property Acquisition

The power to acquire land is not to be delegated and where Council acquires land a resolution of the Council is required. Section 186 of the *Local Government Act 1993* provides that Council may only acquire land for the purpose of exercising any of its functions. The functions of Council are defined in the *Local Government Act 1993* and include but are not limited to:

- a) Community services and facilities
- b) Public health services and facilities
- c) Cultural educational and information services and facilities



- d) Sporting, recreational and entertainment services and facilities
- e) Waste removal and disposal services and facilities
- f) Stormwater drainage and flood prevention protection and mitigation services and facilities
- g) Land and property development
- h) Tourism development and assistance.

Council also has the power to acquire land for road purposes under the *Roads Act 1993*.

The *Land Acquisition (Just Terms) Compensation Act 1991* sets out the requirements for Council in regard to compulsory acquisition of land.

### 3.3. Leasing and licensing

Council is responsible for the care and management of a significant land bank as well as parcels of crown land.

Sections 45 to 47F of the *Local Government Act 1993* set out the restrictions applying to the leasing or licensing of community land.

Where appropriate to do so, Council may enter into leases or licences in accordance with the Property Management Guidelines.

### 3.4. Valuation

Suitably qualified valuers are to be engaged to value Council land for the purposes of acquisition, sale or rental.

### 3.5. Disposal

The power to dispose of Council land is not to be delegated and requires the resolution of Council. Council has no power to dispose or sell public land classified as community land except as provided for in s45 (4) of the *Local Government Act 1993*.



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#### 4. Protocol Administration

<b>Business Group:</b>	Strategic Planning
<b>Responsible Officer:</b>	Strategic Planning Manager
<b>Protocol Review Date:</b>	Three (3) years from date of adoption unless legislated otherwise
<b>File Number / Document Number:</b>	
<b>Protocol Number:</b>	
<b>Relevant Legislation:</b>	<ul style="list-style-type: none"> <li>• Local Government Act, 1993</li> <li>• Local Government (General) Regulation, 2005</li> <li>• Land Acquisition (Just Terms) Compensation Act, 1991</li> <li>• Roads Act, 1993</li> <li>• Real Property Act, 1900</li> <li>• Conveyancing Act, 1919</li> <li>• Minister for Local Government's Investment Order</li> <li>• Residential Tenancies Act 2010</li> <li>• Retail Leases Act 1994</li> <li>• Valuation of Land Act 1916</li> <li>• Environmental Planning &amp; Assessment Act 1979</li> <li>• Crown Land Management Act 2016</li> </ul>
<b>Related Policies / Protocols / Procedures</b>	<ul style="list-style-type: none"> <li>• Property Development &amp; Investment Policy</li> <li>• Property Management Guidelines</li> <li>• Major Capital Projects Governance Policy</li> <li>• Investment Policy</li> </ul>

#### 5. Protocol History

Revision	Date Approved / Authority	Description of Changes
1		New protocol adopted
2		Periodic review

#### 6. Appendices

Nil

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# PROPERTY MANAGEMENT GUIDELINES

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### **1. Definitions**

**Property Portfolio** means land held by Council and listed in Councils land register.

**Property Investment Fund** means a restricted asset developed to manage property investment activities.

**Property Investment Portfolio** mean land and developments held within the Property Investment Fund.

### **2. Introduction**

Cessnock City Council has a large portfolio of land and building assets that are used for a wide range of purposes to ultimately benefit the community. Council is responsible for the effective and efficient management of its property portfolio.

Historically council has derived the bulk of its revenue from rates, supplemented by fees and charges and government grants.

In order to be financially sustainable and, in the long-term, generate sufficient funds to provide the levels of service and infrastructure agreed with our community Council needs to increase its reliance on own-source revenue.

The Financial Sustainability Initiative identifies strategic management of Council's property portfolio as one of the ways that Council can supplement its traditional income base.

### **3. Purpose**

The purpose of these Guidelines is to establish a consistent approach to property management based on a clear understanding of the requirements of the Council and the services it delivers combined with best practice in property management.

These Guidelines provide an integrated framework for all elements of property ownership:

- Buying property – identifying what property is needed so that the right purchase decisions are made at the right time, and so that the necessary resources (including lifecycle costs) can be planned in advance (*Section 6*)
- Identifying non-ownership alternatives to property solutions (*Section 7*)
- Owning property – knowing what property is owned and why it is owned (*Section 8*)
- Managing property – knowing that the property owned is fulfilling its purpose (*Section 9*)
- Investing in property – capturing the benefits of growth for the community (*Section 10*)
- Releasing property – making informed choices about when and why to dispose of property that has no further purpose in Council ownership. (*Section 11*)

The scale of investment exposes the Council to a range of risks. The approach set out in these Guidelines will enable the Council to manage these risks, develop sustainable revenue streams and obtain better value for money in the delivery of services to the community.

### **4. Legislation**

Council's property activities are managed within legislative parameters, as amended and include but not limited to the following:

- Local Government Act, 1993
- Local Government (General) Regulation, 2005

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- Land Acquisition (Just Terms) Compensation Act, 1991
- Roads Act, 1993
- Real Property Act, 1900
- Conveyancing Act, 1919
- Minister for Local Government's Investment Order
- Residential Tenancies Act 2010
- Retail Leases Act 1994
- Valuation of Land Act 1916
- Environmental Planning and Assessment Act 1979
- Crown Land Management Act 2016

## **5. Property**

### **5.1 Why does Council hold and manage property?**

Council holds property to support the effective delivery of the broad range of services it provides for the people who live, work in and visit the Cessnock local government area.

Property assets are used and deployed in many different ways so that the Council can provide these services (both directly and indirectly).

### **5.2 Classification of public land**

In accordance with s25 of the Local Government Act 1993, Council is required to classify all public land as either "Operational" or "Community" land.

- **Operational land** refers to land which Council may hold as a temporary asset or as an investment, or to land that is necessary for Council to carry out its functions e.g. a works depot.
- **Community land** is land that Council should retain for public use e.g. a recreation area.

As a default, Council will classify land acquired as "Operational land" unless required Under the LG Act to be classified as 'Community Land'.

#### **5.2.1 Community Land**

Section 35 of the Local Government Act 1993 sets out the way in which Community land is required to be used and managed.

Plans of Management must be prepared for all "Community land". The Act allows a Plan of Management to cover more than one area of land.

Cessnock City Council has prepared specific Plans of Management for its Community Land and these Plans provide an overriding framework for the management or disposal of this land.

#### **5.2.2 Operational Land**

Operational Land, held by Council can be divided into four (4) categories:

- Direct Community Service

First and foremost the Council uses and occupies property in order to provide direct services to the community, such as carparks, libraries, youth centres, leisure facilities, waste management facilities, etc.

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- Service Support

Council occupies properties in order to house office, administrative and support functions, which support direct service provision such as civic centre, depots, etc.

- Indirect Community Service

The Council also makes properties available, often on preferential lease terms, to outside organisations so that they can provide services to the community, which support the Council in the exercise of its powers and duties. These include services such as pre-schools, community organisations, etc. By making properties available to others on preferential terms, the value of the concession given can often be used to generate or to leverage funding from external sources. In certain cases funding can be generated which could exceed the property value.

- Investment Property

Council holds land for certain investment purposes, primarily for income generation. The investment properties have been divided into three (3) sub-categories:

- a. Commercial

The Council has a general power to hold land for the benefit of its area and it is in pursuance of that power that the Council can own/manage commercial properties. Through ownership the Council can not only control the balance of property uses but it can also influence how the commercial vitality and viability of the local government area grows and develops. In addition, the rental income and capital generation support the various services and facilities the Council provides.

- b. Development

The Council holds areas of land for future re-generation. In this way the Council can use its land ownership to control or influence the way areas are improved or developed. Many of the areas of land that fall into this category have not yet been identified with any particular development, re-generation scheme or project, but are strategically placed. Land held for an identified development, which is intended to be in support of one of the other five uses listed above, would fall into that respective category.

- c. Surplus/vacant

From time to time, the Council will declare land or property assets surplus to requirements. These may be surplus to operational requirements, or may have become surplus to the commercial or development requirements. At the same time, property, which is held for investment purposes, may occasionally fall vacant (e.g. between tenant occupiers).

## **6. Maximising the benefit of Council's Property**

Council will seek to maximise the benefits from a well-managed property portfolio which:

- Meet current and future service needs and enables the delivery of services;
- Is in good condition with no maintenance backlog and meets all legislative requirements;
- Enhances the physical environment of the local government area;
- Is environmentally sustainable;
- Facilitates economic and physical re-generation but without sterilising capital tied up in assets which are being held without a firm future purpose;
- Maximises the potential for Council to influence the cultural look and feel of neighbourhoods, either through strategic purchasing, development or other land use decisions;

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- Provides working conditions that encourage the best performance from staff;
- Capitalises on co-location opportunities within the Council and exploits the synergies of partnerships;
- Provides best value for money and minimises costs;
- Is rationalised wherever possible, releasing capital which may be re-invested in the portfolio where appropriate; and
- Allocates investment in future property according to a robust corporate prioritisation framework.

## **7. Buying Property**

Council's property acquisition decisions will be made to support adopted operational requirements or to further Council's property investment objectives. The assessment of any property acquisition decision is to include a scenario incorporating the full asset lifecycle costs in Council's Long-Term Financial Plan.

All land acquisitions must be in accordance with a resolution of Council.

### **7.1 Compulsory Acquisition**

The Department of Local Government Circular 06-49 "*New Guidelines for Compulsory acquisition of land by Councils*" sets out the procedure for compulsory acquisition and acquisition by agreement. Extracts of these guidelines are set out below.

In accordance with the Local Government Act 1993, a council's power to acquire land is not able to be delegated. A council is not allowed to acquire land unless it has power to do so under an Act. If the purpose of the acquisition falls within that power, the council can acquire the land either by agreement or by compulsory process.

Council may acquire land in accordance with the *Local Government Act 1993* and the *Roads Act 1993*. Section 186 of the *Local Government Act 1993* requires a council to only acquire land for the purpose of exercising any of its functions. Council's functions under the *Local Government Act 1993* are broad and are dealt with in Chapter 5 of that Act. Unless a proposed acquisition is for a council function, the council has no power to acquire the land.

Section 177 of the *Roads Act 1993* allows a council (as a 'roads authority') to acquire land for any of the purposes of that Act, including road widening (section 203). Acquisition of land for the purpose of a public road does not automatically result in that land becoming a public road. If a council intends the land to become a dedicated road, it may need to dedicate the land as a public road by notice in the Government Gazette, or achieve the dedication by some other means (section 10).

Councils must have the legislative power to acquire land or an interest in the land. Once the council has established that it has the power, it can resolve to proceed with acquiring the land either by private agreement; or compulsory process (with or without land owner's consent).

Section 187 of the *Local Government Act 1993* states that if a council is using its powers under that Act to acquire land, the acquisition must occur in accordance with the *Land Acquisition (Just Terms Compensation) Act 1991*. Section 178 of the *Roads Act 1993* has similar acquisition provisions with respect to roads.

Section 31 of that Act states that (with some exceptions) a council may, before acquisition or within 3 months after it has acquired the land, resolve that the particular land be classified as 'operational land' or 'community land'. If a council wants to classify the land as 'operational' by resolution, it must give public notice of its proposed resolution (section 34). This process including public notification must

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be completed within 3 months of the acquisition of the land or where the land is compulsorily acquired, within 3 months of the gazettal of the 'acquisition notice'.

Section 31(3) of the *Local Government Act* 1993 sets out circumstances where land cannot be classified as operational.

### **7.2 Acquisition criteria**

Section 186 of the *Local Government Act* (LG Act) prescribes what purposes Council can acquire land (including an interest in land) for the purpose of exercising any of its functions as outlined within the LG Act 1993.

Acquisition criteria includes;

- taking into consideration the purpose for which they need to be acquired, the strategic nature, and the value that such properties have to the community.
- where properties are listed for sale on the open market, council officers negotiate the terms of purchase with either the vendor or the vendor's agent.
- where properties are not listed on the open market, council officers arrange a valuation report as a basis for negotiation and the valuation report be attached to the report submitted to Council.
- any negotiations are to be on the basis that a formal offer could not be made until Council has considered a report authorising purchase of the property; and
- in the event of a formal valuation being obtained, this be used as a guide in any negotiations and subsequent report to Council.

Expert legal advice may be sought by Council in the preparation, exchange and settlement of contracts for acquisition of land.

### **7.3 Valuation**

Following Council's resolution to acquire land, a valuation is to be obtained and shall be carried out by a Registered Valuer. The Valuation is used in negotiations with the property owner to establish compensation. The General Manager may be delegated power from the

Council to negotiate compensation payable. Should negotiations be unsuccessful, the Council may compulsorily acquire the land by resolution to make application to the Minister to compulsorily acquire the land.

### **7.4 Easements**

Council may grant (or relinquish) an easement over its land in favour of private land or seek to create (or relinquish) an easement over private land in favour of public land and/or a public utility. Easements can be for different purposes such as right of way, drainage, sewerage, electricity, utility or other specific purposes.

The creation of easements or rights of way may be initiated by either Council or a developer as a result of:

- a conditional DA approval on Council owned land;
- a proposed development adjoining Council land;
- Council's proposed drainage system;
- Council's existing pipes under the surface of the land;
- Access issues/historical use of land.

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The key principles in effective management of easement issues are:

- Council will advise and negotiate (if required) with the private landowners affected by Council's proposed works;
  - Council will negotiate a fair and reasonable package with the private landowner(s) who seek to create an easement over Council owned land;
  - Council will relinquish easements at the instigation of land owners if this is technically a sound decision for Council and the initiating land owner agrees to pay all Council's costs.
- Council will only consider granting an easement over Council land if the proposed easement meets legislative requirements and would not detrimentally affect the objectives of the land and if the proponent agrees to fairly and reasonably compensate Council.

#### **8. Non-Ownership Alternatives**

There are various non-ownership alternatives available to Council for operational properties, including:

- Leasing or licensing
- Trusts/Agency agreements
- Strategic alliance

#### **9. Owning Property**

Council's property portfolio will identify details of its public land in accordance with *the Local Government Act 1993*.

Properties can also be held as Investment Properties, within the Property Investment Fund.

##### **9.1 Performance assessment and review of properties**

Council proposes to assess its performance with respect to these Guidelines by:

- Ongoing review of the land register to determine performance, utilisation, need and provision.
- Carrying out regular inspections of all properties.
- Ensuring that independent valuations are undertaken.
- Preparing an annual report on Council's property portfolio with an emphasis on the performance of its Investment Properties.

#### **10. Managing Property**

Council manages its property portfolio to ensure that the each property is fulfilling its purpose.

Council manages its community and operational properties in a number of ways, including:

- Directly – managed by staff from across Council depending on the property's purpose.
- Indirectly – managed on behalf of Council with the assistance from volunteers/community groups to further Council's objectives.
- Outsourced – outsourced to contractors to manage on Council's behalf in line with the property's purpose.

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### **10.1 Management Mechanisms**

Council manages its properties through a number of mechanisms including:

- Developing Plans of Management and regimes for the use, maintenance and development of properties controlled by Council.
- Entering into leases, licences or service agreements to regulate the use and occupation of properties.
- Ensuring property is used for its designated purpose in accordance with the terms and conditions set out in a lease or licence agreement or in accordance with a specified Plan of Management.
- Ensuring that the principle of competitive neutrality is applied.
- Ongoing review of the property portfolio to determine performance, utilisation, need and provision.

### **10.2 Leasing and Licensing**

These Guidelines provide the framework for Council to consider the leasing or licensing of properties. Any proposed leases or licenses must conform to the relevant sections of the *Local Government Act 1993* or *Crown Land Management Act 2016* (where applicable) relating to terms requiring a Council to give public notice and exhibit proposals.

The use and management of community land is to be regulated by a Plan of Management. Until a Plan of Management is adopted, the nature and use of the land must not change. Section 46A of the *Local Government Act 1993* sets out the means of granting leases, licences and other estates. A Plan of Management is to specify, in relation to the community land to which it applies, any purposes for which a lease, licence or other estate may be granted only by tender in accordance with Division 1 of Part 3.

Community land must not be leased or licensed for more than 21 years and may only be leased or licensed for more than 5 years if public notice (by advertising in the local newspaper that public submissions will be received for 28 days) of the proposed lease or licence is given (unless it is granted to a non-profit organisation). A council may apply a tender process in respect of the grant of any particular lease, licence or estate and, in the event that an objection is made to the proposed lease or licence, the Minister's consent is required. No such restrictions apply to operational land.

Volunteer groups may have Letters of Agreement or Service Agreements with Council and, in some cases, land or building assets may be managed by a Board of Management. Contracts for management of public lands may also take the form of a lease or a licence.

A licence will generally not grant exclusive possession of a particular piece or parcel of land. There are however, some exceptions to this (e.g. road leases). Council will determine the terms of the licence that will reflect the right of the licensee to use the land in a particular way and for a particular purpose.

### **10.3 Creating Lease and Licence Agreements**

When creating lease and licence agreements the following criteria should be incorporated;

- Approval from the relevant Council asset owner to ensure consistency with the property's purpose, Council's long-term strategies and plans and Plans of Management.
- For commercial leases/licences, market rental applies and annual increases in rental should, as a minimum, be in accordance with the Consumer Price Index (CPI).
- For community-based not-for-profit organisations, the licence fee/rental is calculated at;

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- (i) 50% of market rental value or the cost of full maintenance to the premises including all outgoings (whichever is the lesser); or
- (ii) A rental subsidy may be considered on application depending upon the level of maintenance/capital works proposed to be undertaken by the group; noting always that;
- (iii) The minimum fee is prescribed in Council's fees and charges.

- The term of the lease or licence including any options to renew shall be as follows:

- (iv) Lease or Licence for less than 5 years

The General Manger or delegate may grant a lease or licence provided the lessee or licensee (other than to non-profit organisations) pays the market rent applicable and provides public liability insurance cover. A fee is applicable to cover Council's costs.

- (v) Lease or Licence for 5 years but less than 21 years

A lease or licence may only be granted by a resolution of Council. The lease or licence may be required to be registered on title and shall be granted only by an open tender or expression of interest process unless granted to a non-profit organisation or where there is an existing provision for a renewal. Expert legal advice shall be sought for the preparation and execution of commercial agreements in excess of five years.

Generally the term of a lease or licence shall be for a maximum of 3 years.

**10.4 Eligibility criteria for community or sporting groups**

Where a Council property is deemed to be eligible to lease or licence part or all the property, a community or sporting group will be assessed against the following criteria:

- The group is not operating for the profit or (direct or indirect) gain of its individual members.
- The group is financially viable.
- The group has a Committee of Management with established accountability and reporting methods.
- The group adheres to all relevant Council policies.
- The group is able to demonstrate that the use of the property will further the strategic objectives of the Cessnock local government area.

A community or sporting group may be required to complete an application form to exclusively lease or licence all or part of a Council property.

Council will consider rental subsidies for community or sporting groups in accordance with clause 9.3. Where a community or sporting groups pays the minimum fee as prescribed in Council's fees and charges, they will generally be responsible for the all costs associated with the facility including, but not limited to, building insurance, long-term maintenance and structural integrity of the property.

**10.5 Crown land (council as the trustee)**

Before a lease or licence (other than a temporary licence) is signed, the Trust must obtain the Minister's Consent via an application to Land & Property Information (LPI) that includes the proposed purpose of the lease or licence. The purpose must be in the public interest and compatible with the reserve classification. The full details for leasing or licensing of Crown Land are available on the LPI website.

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The Trust must consult with Land & Property Information as to the appropriateness of the proposed use and lease or licence arrangements including but not limited to the market rent and any discount for non-commercial users and potential improvements. Competitive tenders are required to be invited in order to attract the best operator and financial return for the Trust. Land & Property Information may request involvement in the review and selection process. Terms of these leases and licences would generally not exceed 20 years.

### **11. Investing in and developing property**

Council is able to invest in property to capture the benefits of capital growth and revenue streams for the community, and which can include existing Council land that has been identified as surplus to needs and allocated within the Property Investment Fund.

Investment Properties are those that provide financial return to Council and or provide strategic pathways for future income generation. Property investment activities include acquisition, subdivision, development, redevelopment, sales, reclassification, rezoning and leasing arrangements.

#### **11.1 Investment Portfolio**

The objective of Council's Investment Property portfolio is to develop and hold an appropriate diversification of residential, commercial and industrial properties to enable Council to capitalise on long-term capital growth and/or provide short-term cash flows.

The optimum balance of properties will consist of short, medium and long-term investments. This will enable Council to realise assets at varying rates and allow income streams to be generated at various points within the life-cycle of the property investments.

Council will hold an appropriate range of investment properties including a range of property types (such as a greenfield sites, sites under development and marketable properties) and locations. This may include investment in property outside the boundaries of the local government area.

With regards to lettable investment properties, Council will also seek a balanced portfolio of tenant types, lettable areas, and lease terms. In assessing applications for occupancy of Council's investment properties, due diligence will be undertaken to establish applicants' solvency and reputation.

#### **11.2 Investment and Development Considerations**

Council will take into account the following considerations when reporting on the performance and ongoing suitability of non-operational investment properties in Council's portfolio:

- Does the property provide a source of current and/or future revenue?
- Is the current return on investment in accordance with Council's performance measures?
- Does this property have strategic value for Council?
- Does Council have the ability to further capitalise on this investment?
- How has the property appreciated or depreciated in value?
- Is the property suitable for its identified purpose?
- What are ongoing maintenance and preservation requirements of the property?
- What is the flexibility of the investment?

Council will aim to maximise its return on all property investments however statutory and social obligations may, in some instances, impose restrictions on the capacity to fulfil this requirement. For example, where Council's planning policies restrict the ability to realise maximum return on

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investments, then Council will apply sound business practice and determine any proposals on their financial merit.

Alternatively where proposals indicate potential to fulfil future financial, social or statutory requirements, then investment decisions may give weight to this ability to meet long term investment goals and accept an initially low yield for a potential long-term benefit.

11.3 Investment and Development Principles

Council's property investment principles will have regard to the prevailing economic conditions and factors relevant to property investment, including:

- Current and potential returns on investment and/or development;
- Balanced property portfolio (such as residential, industrial, commercial, etc.)
- Locality of the development/investment;
- Current market trends and conditions;
- Market demand for and supply of the type of property in question;
- On-going costs relating to building maintenance/refurbishment;
- Security of Income;
- Appropriateness of the property and its use as an asset owned by a public authority;
- A considered risk to return analysis.

All Investment and Development decisions will be based on providing a return on investment greater than achievable cash rates at any given time. The level of risk of any investment or development must be assessed against the Risk Matrix detailed as below:

Level of Risk	Benchmark Above 90 Day BBSW*
Low	<2%
Medium	5% to 10%
High	15% to 20%
Entrepreneurial	> 20%

\*The Bank Bill Swap Rate is a short-term interest rate used as a benchmark for the pricing of Australian dollar derivatives and securities.

Definitions

Low – Easily invested with immediate withdrawal availability.

Medium – Readily developable or saleable with no restrictions in a definable time frame.

High – Reflects most property development opportunities, unless Entrepreneurial.

Entrepreneurial – Specified opportunity within pre-arranged parameters.

In determining the level of risk Council is to consider the following, as a minimum,

- Council experience in the proposed type of development
- Nature of tenancies
- Funding sources

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- Term asset is to be held
- Recent precedence.

When determining the level of return to a property investment both the capital growth and annual return will be accumulated.

Preparation of an annual budget identifying the expenses related to the operation of investment and development properties and monitoring the placement of funds, and will also contain provision for holding and associated costs in respect of unimproved properties

#### **11.4 Investment Probity**

Council has two distinct roles in its property activities - as the developer seeking the best possible return for its property; and as a statutory authority responsible for the assessment and approval of any Development Application for the property. Council must exercise particular care to ensure its roles as consent authority and as a developer are kept separate and are seen to be separate.

In order to ensure probity in its property investment activities, Council will:

- Establish a formal governance structure for any significant land development projects that it undertakes.
- Establish an internal steering committee which has access to quality information and a membership that includes staff with financial acumen and skills in project management and land development.
- Provide regular reports, with quality information, to the elected Council.
- Put in place a formal project management system for significant land development projects including: scope, timeframes, responsibilities, budget, risk management, procurement strategies, and project review.
- Put in place a contract management system for key contracts when undertaking significant land development projects.
- Identify in-house land development project management capacity prior to undertaking any significant land development projects and consider the available options (including training and recruitment) for addressing any internal skills shortages.
- Consider the available options for diluting the influence of key contractors and consultants when undertaking significant land development projects.

#### **11.5 Investment Funding**

Council has established a Property Investment Fund for its property investment activities. All investment property will be recorded against the Fund, and any income received from investment property related activities will be directed into the Fund and then distributed within the following parameters:

- In accordance with Section 32(5) of the Local Government Act 1993, "the net proceeds of sale by a council of any land dedicated in accordance with a condition imposed under section 94 of the Environmental Planning and Assessment Act 1979 must be dealt with under that section as if those net proceeds were a monetary contribution paid instead of the dedication";
- In accordance with Section 43(4) of the Roads Act 1993, the net proceeds received from the closure and sale of an unused portion of a public road must be used for road purposes only;
- The Property Investment Fund reimburses any expenditure incurred from Council's General Fund such as legal, survey, valuation, marketing and research required for the conduct of corporate property investment activities and the generation of income from such activities;
- The balance of the Property Investment Fund should be invested:

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- o in accordance with the principles set out under Section 10 of these Guidelines.
- o as part of the pool of funds invested by Council and available at call to be utilised for investment or for the purchase of investment properties.
- o in property development projects and/or property investment purchases that will generate either viable short-term cash flows or long-term capital gains or both.
- o in income producing activities and/or business investments (including investment funds and/or listed property trusts that comply with the Minister's order under Section 625 (2) of the *Local Government Act 1993*) that will generate either viable short-term cash flows or long-term capital gains or both.
- The return on investment generated from the Property Investment Fund generated in any financial year will be re-invested into the Fund.

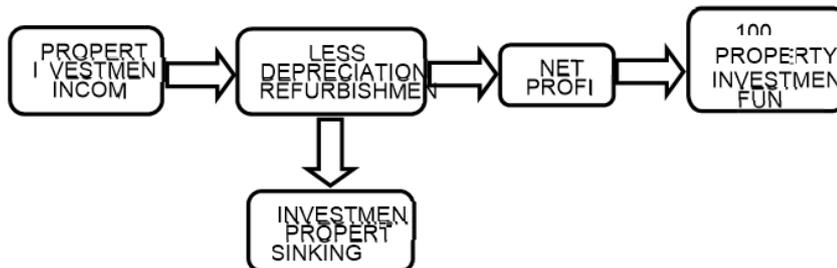
In order to monitor the performance of the Property Investment Fund, Council will establish an appropriate system that keeps accurate records of property and investment transactions and that facilitates reporting to Council.

**11.6 Investment Outcomes**

The efficient and effective management, acquisition and disposal of investment properties will provide an ongoing income stream, which will supplement Council's rate revenue and provide funds for further investment.

The generation of additional sustainable revenue streams will enable Council to supplement its other income sources and provide the levels of service and infrastructure agreed with the community.

The distribution of funds received from Council's Property Investment portfolio is to be in accordance with the following:



**12. Disposal of Property**

Council's property portfolio should maximise its usefulness and minimise costs. A portfolio with too many parcels of land that are under-utilised or of no use to the public reflects an economic inefficiency.

Council needs to make informed choices about when and why to dispose of property that has no further purpose in Council ownership. Part of this process should include Council investigating potential alternative opportunities for its properties.

Council disposes of surplus land in accordance with the requirements of the *Local Government Act 1993*.

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Section 45 of *Local Government Act 1993* states that "A council has no power to sell, exchange or otherwise dispose of community land" other than for the purposes of enabling that land to become, or be added to, a Crown reserve or to become, or be added to, land that is reserved or dedicated under the *National Parks and Wildlife Act 1974*.

Land that is classified as "community" may be reclassified to "operational" by means of an amendment to the Local Environmental Plan in accordance with the *Environmental Planning & Assessment Act 1979*.

Once the surplus land is determined as Operational the surplus land may be disposed of in line with the Guidelines or held as an Investment Property.

In some circumstances, unnecessary public roads may be closed and sold to adjoining owners. Road closures are carried out in accordance with the *Roads Act 1993*.

### **12.1 Considerations prior to disposal**

Council-owned properties are to be reviewed periodically against a number of criteria to determine whether they are surplus to requirements, including:

- Are there statutory reasons for Council retaining ownership of the property?
  
- Is the property used or likely to be used to meet community, operational or nonoperational (investment) needs?
- Is the land or road likely to be required for Council's operational needs?
- Are there adequate similar facilities to meet current and future needs in the area?
- Does the property have cultural, natural or heritage value that should be retained?
- Are there site constraints (such as flood liability, land slip, mine subsidence or other physical impairment)?
- What maintenance requirements does the property have?
- Is the property constrained by a Plan of Management?

### **12.2 Disposal Process**

Council (as custodian of public assets) will acquire and dispose of all property interests in an open market format to ensure due probity of process, minimal risk and optimal financial return.

Council will only consider a sale if a property is not fulfilling its purpose (such as facilitating delivery of services or providing an investment return or, in the case of Investment Properties where it has been developed for on selling).

The key principle in disposal of property assets is to ensure the process is transparent and equitable to all interested parties. Council will use one of the following methods to dispose of property:

- Open market (advertise in the local newspaper and where appropriate, procure the services of a licensed real estate agent and/or auctioneer);
- Seek expressions of interest;
- Openly seek bids through tenders;
- Public auction;

If property is to be auctioned, placed on the open market or disposed of by an expression of interest, then (unless the Council resolves otherwise) one independent valuation must be obtained to establish the reserve price for the property. The independent valuation must be made no more than six months prior to the proposed disposal.

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In certain circumstances and subject to resolution Council can;

- seek tenders from a selected group of persons or companies;
- negotiate with owners of land adjoining the property.

If Land is to be disposed of via a select tender or direct sale, then (unless the Council resolves otherwise) a minimum of two independent valuations must be obtained to ensure that an appropriate market value is obtained. The independent valuation must be made no more than six months prior to the proposed disposal.

If the disposal is not to be on the open market, the disposal should be at or above the current market valuation (with due regard to all associated costs to achieve the transaction or such other amount as the Council resolves).

Council will seek to dispose of property at or above current market valuation by whichever method is likely to provide Council with a maximum return, unless there are reasons (consistent with the Council's strategic objectives) for accepting a lesser. These reasons must be documented in writing.

The selection of a suitable disposal method would include the following considerations:

- the number of known potential purchasers of the property;
- the original intention for the use of the property;
- the current and possible preferred future use of the property;
- the opportunity to promote local economic growth and development;  the total estimated value of the disposal; and
- compliance with statutory and other obligations.

The Council will not dispose of property to any Councillor or employee of the Council who has been involved in any process related to a decision to dispose of the property and/or the establishment of a reserve price.

**12.3 Circumstances for an alternative disposal process**

While there are greater risks (for dishonest and partial conduct) associated with direct negotiations, as a general rule, they should be avoided. Council may however, undertake an alternative process for the disposal of property where, in Council's opinion, an alternative disposal approach (such as a direct sale) will achieve greater benefits to the Council and the community than could be achieved through a public process.

The report to Council seeking a resolution to dispose of the property, should identify the reasons for recommending an alternative sale process, for example:

- Where the total cost of the public sale process will exceed the expected community benefit. For example, where the costs to market the property (say \$5,000) exceeds the value of the property (say, \$1,000).
- Where there is only one identifiable purchaser. For example, where a site is not large enough for development in its own right and is surrounded by public roads on all sides other than the adjoining owner.
- Where Council is bound by a contractual obligation. For example, a tenant with a first right of refusal, where that tenancy has been entered into as a result of public competition.
- Disposal of land to a government or utility authority for the purpose of infrastructure provision.
- Where a public marketing process which has been undertaken within the last twelve months in accordance with these Guidelines and has failed to achieve the desired outcome.

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- In response to a unique proposal which achieves specific strategic directions of Council. Any alternative process should be consistent with the Independent Commission Against Corruption's publication Guidelines for managing risks in direct negotiations. Any such proposal must comprise a concept plan and description of the project and clear demonstration of the achievement of the specific strategic objective of Council. For example, a land-swap transaction.

**13. Responsibility**

The Strategic Planning Manager, in conjunction with the Finance and Administration Manager will be responsible for the ongoing oversight and review of Council's Property Management Guidelines.

**14. References**

- Cessnock City Council Property Management Policy
- Cessnock City Council (Draft) Property Development and Investment Policy
- Department of Local Government - Public Land Management Practice Note
- Local Government Act 1993
- Other Councils – Property Management Policies and Property Management Plans

## NOMINATION PAPER FOR POSITION OF DEPUTY MAYOR

We, the undersigned Councillors, do hereby propose for nomination:

.....

as a candidate for the Office of Deputy Mayor at the election to be held on / /

**Name**

**Signature**

**Date**

.....  
.....  
.....  
.....  
.....  
.....

## FORM OF CONSENT

I, the above named .....  
(full name of person proposed for nomination)

hereby consent to my being proposed for nomination

.....  
(signature of person proposed for nomination)

**Please note: A nomination must be made in writing by two (2) or more Councillors and is not valid unless the nominee has indicated consent to the nomination in writing.**

## **LOCAL GOVERNMENT (GENERAL) REGULATION 2005 - SCHEDULE 7**

### **SCHEDULE 7 – Election of mayor by councillors**

(Clause 394)

#### **Part 1 - Preliminary**

##### **1 Returning officer**

The general manager (or a person appointed by the general manager) is the returning officer.

##### **2 Nomination**

- (1) A councillor may be nominated without notice for election as mayor or deputy mayor.
- (2) The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
- (3) The nomination is to be delivered or sent to the returning officer.
- (4) The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.

##### **3 Election**

- (1) If only one councillor is nominated, that councillor is elected.
- (2) If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.
- (3) The election is to be held at the council meeting at which the council resolves on the method of voting.
- (4) In this clause:

"**ballot**" has its normal meaning of secret ballot.

"**open voting**" means voting by a show of hands or similar means.

#### **Part 2 - Ordinary ballot or open voting**

##### **4 Application of Part**

This Part applies if the election proceeds by ordinary ballot or by open voting.

##### **5 Marking of ballot-papers**

- (1) If the election proceeds by ordinary ballot, the returning officer is to decide the manner in which votes are to be marked on the ballot-papers.

(2) The formality of a ballot-paper under this Part must be determined in accordance with clause 345 (1) (b) and (c) and (6) of this Regulation as if it were a ballot-paper referred to in that clause.

(3) An informal ballot-paper must be rejected at the count.

### **6 Count-2 candidates**

(1) If there are only 2 candidates, the candidate with the higher number of votes is elected.

(2) If there are only 2 candidates and they are tied, the one elected is to be chosen by lot.

### **7 Count-3 or more candidates**

(1) If there are 3 or more candidates, the one with the lowest number of votes is to be excluded.

(2) If 3 or more candidates then remain, a further vote is to be taken of those candidates and the one with the lowest number of votes from that further vote is to be excluded.

(3) If, after that, 3 or more candidates still remain, the procedure set out in subclause (2) is to be repeated until only 2 candidates remain.

(4) A further vote is to be taken of the 2 remaining candidates.

(5) Clause 6 of this Schedule then applies to the determination of the election as if the 2 remaining candidates had been the only candidates.

(6) If at any stage during a count under subclause (1) or (2), 2 or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.

## **Part 3 - Preferential ballot**

### **8 Application of Part**

This Part applies if the election proceeds by preferential ballot.

### **9 Ballot-papers and voting**

(1) The ballot-papers are to contain the names of all the candidates. The councillors are to mark their votes by placing the numbers “1”, “2” and so on against the various names so as to indicate the order of their preference for all the candidates.

(2) The formality of a ballot-paper under this Part is to be determined in accordance with clause 345 (1) (b) and (c) and (5) of this Regulation as if it were a ballot-paper referred to in that clause.

(3) An informal ballot-paper must be rejected at the count.

### **10 Count**

(1) If a candidate has an absolute majority of first preference votes, that candidate is elected.

(2) If not, the candidate with the lowest number of first preference votes is excluded and the votes on the unexhausted ballot-papers counted to him or her are transferred to the candidates with second preferences on those ballot-papers.

(3) A candidate who then has an absolute majority of votes is elected, but, if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the lowest number of votes and counting each of his or her unexhausted ballot-papers to the candidates remaining in the election next in order of the voter's preference is repeated until one candidate has received an absolute majority of votes. The latter is elected.

(4) In this clause,

"**absolute majority**" , in relation to votes, means a number that is more than one-half of the number of unexhausted formal ballot-papers.

### **11 Tied candidates**

(1) If, on any count of votes, there are 2 candidates in, or remaining in, the election and the numbers of votes cast for the 2 candidates are equal-the candidate whose name is first chosen by lot is taken to have received an absolute majority of votes and is therefore taken to be elected.

(2) If, on any count of votes, there are 3 or more candidates in, or remaining in, the election and the numbers of votes cast for 2 or more candidates are equal and those candidates are the ones with the lowest number of votes on the count of the votes-the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.

## **Part 4 - General**

### **12 Choosing by lot**

To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the returning officer, the slips are folded by the returning officer so as to prevent the names being seen, the slips are mixed and one is drawn at random by the returning officer and the candidate whose name is on the drawn slip is chosen.

### **13 Result**

The result of the election (including the name of the candidate elected as mayor or deputy mayor) is:

(a) to be declared to the councillors at the council meeting at which the election is held by the returning officer, and

(b) to be delivered or sent to the Director-General and to the Secretary of the Local Government and Shires Associations of New South Wales.



5 O'Keefe Avenue NOWRA NSW 2541  
 Locked Bag 3015 NOWRA NSW 2541

Our Reference: GC 147  
 A591375/A591380

Contact: Helen Pearce  
 02 4428 4131

Mr Stephen Glen  
 General Manager  
 Cessnock City Council  
 By email: gm@cessnock.nsw.gov.au  
 Cc: council@cessnock.nsw.gov.au

23 August 2018

Dear Mr Glen

In accordance with the Commission's policy of providing information to councils about the way it calculates financial assistance grants (FAGs), please find attached (**Appendix A**) a summary of Council's 2018-19 estimated FAG entitlement.

The national figure for 2018-19 was made up of \$1.702 billion for the general purpose component and \$755 million for the local roads component.

The general purpose component was distributed across the States on a population basis. NSW received 32% or \$544 million, which represents a 3.7% increase on last year's figure.

The local roads component is based on a historical formula. NSW's share of the total road funding is a fixed 29% share, or \$219 million, which was in-line with the previous year. The total, then, for NSW was \$763 million.

The Council's 2018-19 FAG estimated entitlement compared to 2017-18 final entitlement is as follows:

Cessnock City Council				
Year	General Purpose	Local Roads	Total	
2017-18	\$5,416,700	\$1,615,038	\$7,031,738	Change
2018-19	\$5,506,721	\$1,688,686	\$7,195,407	2.3%

To assist councils with budgeting and bank reconciliations, a breakdown of the 2018-19 quarterly instalments is available on our website at [www.olg.nsw.gov.au/commissions-and-tribunals/grants-commission](http://www.olg.nsw.gov.au/commissions-and-tribunals/grants-commission).

As councils will be aware, the Commission is required to adhere to the National Principles which mandate a per capita payment based on population growth/decline. It is also the policy of the NSW Government to explore opportunities to direct grants to communities with the greatest relative need. In allocating the grants the Commission has had regard to these policies.

T 02 4428 4131 F 02 4428 4199 TTY 02 4428 4209  
 E grants@olg.nsw.gov.au  
 W <http://www.olg.nsw.gov.au> (follow the "Commissions & Tribunals" links)



Strengthening local government

A key challenge for the Commission is the application of the minimum per capita grant which has a significant impact on the ability of the Commission to redirect funding. Councils with relative advantage (typically metropolitan councils) generally have increasing populations, whereas councils with relative disadvantage (typically rural and remote councils) are generally depopulating. The map contained in the attached Factsheet (**Appendix B**) identifies the rate of population change in NSW from 2006 to 2016. The Factsheet also provides an update on the model review and transition arrangements councils were initially advised of on 21 June 2018 in GC circular 147.

In addition to these calculations, in its 2018 Budget, the Federal Government decided to retain the practice of forward payments of 50 per cent of the financial assistance grants based on the 2017-18 estimates for payment. Councils, therefore, received half of their estimated 2018-19 FAGs on 21 June 2018. The remainder of the grant entitlements will be paid in quarterly instalments in August 2018, November 2018, February 2019 and May 2019.

### **SPECIAL SUBMISSIONS RELATING TO 2018-19 GRANTS**

As usual, special submissions from councils will be considered by the Commission. The purpose of a submission is to give council the opportunity to present information on the financial impact of inherent expenditure disabilities beyond its control that are not generally recognised in the current methodology. This allows the Commission to adequately consider all legitimate factors that affect council's capacity to deliver services.

**Appendix C**, titled *Guidelines for Special Submissions*, contains guidelines for preparing submissions – please read the guidelines carefully.

Submissions should be e-mailed to the Commission at [grants@olg.nsw.gov.au](mailto:grants@olg.nsw.gov.au) by **30 November 2018**.

I would ask that this letter please be tabled at the next Council meeting.

If you have any questions concerning these matters please contact me on (02) 4428 4131.

Yours sincerely



**Helen Pearce**  
**Executive Officer**

# APPENDIX A

Schedule of Payments 2018-19

Councils	2018-19		2017-18		2017-18		2018-19		2018-19		2018-19		2018-19		2018-19	
	Recommended General Purpose Entitlement	Recommended Local Roads Entitlement	Recommended Total Entitlement	General Purpose CPI/Pop Adjustment	Local Roads CPI/Pop Adjustment	Total CPI/Pop Adjustment	General Purpose Advance Payment	Local Roads Advance Payment	Total Advance Payment	General Purpose Payments	Local Roads Payments	Total Payments	General Purpose Payments	Local Roads Payments	Total Payments	
Albury (C)	4,972,242	1,359,656	6,371,938	1,474	(175)	1,299	2,534,513	696,569	3,231,082	2,439,203	702,952	3,142,155	2,439,203	702,952	3,142,155	
Armidale Regional	4,179,541	2,435,519	6,615,060	1,195	(305)	890	2,053,815	1,214,528	3,268,343	2,126,921	1,220,686	3,347,607	2,126,921	1,220,686	3,347,607	
Bairlna (S)	3,080,185	1,395,209	4,475,394	893	(173)	720	1,534,316	686,338	2,220,654	1,546,762	708,698	2,255,460	1,546,762	708,698	2,255,460	
Bairnsdale (S)	2,659,070	1,320,202	3,979,272	757	(166)	591	1,301,302	661,050	1,962,352	1,358,525	658,986	2,017,511	1,358,525	658,986	2,017,511	
Bathurst Regional	4,384,987	1,979,000	6,363,987	1,300	(248)	1,052	2,234,302	987,889	3,222,191	2,151,985	990,863	3,142,848	2,151,985	990,863	3,142,848	
Baysea	3,535,701	1,168,806	4,704,507	989	(144)	845	1,699,655	573,495	2,273,150	1,837,035	595,167	2,432,202	1,837,035	595,167	2,432,202	
Bega Valley (S)	5,094,243	1,936,878	7,031,121	1,490	(245)	1,245	2,561,466	973,821	3,535,287	2,534,267	962,812	3,497,079	2,534,267	962,812	3,497,079	
Bellingen (S)	2,776,199	942,498	3,718,697	786	(119)	667	1,351,923	474,856	1,826,779	1,425,062	467,523	1,892,585	1,425,062	467,523	1,892,585	
Berrigan (S)	3,308,743	1,390,904	4,699,647	942	(174)	768	1,619,631	690,731	2,310,362	1,690,054	699,959	2,390,053	1,690,054	699,959	2,390,053	
Blacktown (C)	13,503,800	3,390,098	16,893,898	4,007	(421)	3,586	6,887,597	1,673,822	8,561,419	6,620,210	1,715,855	8,336,065	6,620,210	1,715,855	8,336,065	
Bland (S)	4,568,631	2,932,030	7,500,661	1,323	(371)	952	2,275,024	1,475,033	3,750,057	2,294,930	1,456,626	3,751,556	2,294,930	1,456,626	3,751,556	
Blayney (S)	1,784,332	851,636	2,635,968	505	(106)	399	867,745	422,504	1,290,249	917,092	429,026	1,346,118	917,092	429,026	1,346,118	
Blue Mountains (C)	7,429,580	1,377,680	8,807,260	2,204	(175)	2,029	3,789,324	694,221	4,483,545	3,642,460	683,284	4,325,744	3,642,460	683,284	4,325,744	
Bogan (S)	2,615,411	1,444,792	4,060,203	740	(183)	557	1,271,855	725,612	1,997,467	1,344,296	718,997	2,063,293	1,344,296	718,997	2,063,293	
Bourke (S)	3,878,670	1,901,880	5,780,550	1,111	(239)	872	1,909,728	951,593	2,861,321	1,970,053	950,048	2,920,101	1,970,053	950,048	2,920,101	
Brewarrina (S)	2,606,401	1,300,607	3,907,008	736	(164)	572	1,264,817	652,224	1,917,041	1,342,320	648,219	1,990,539	1,342,320	648,219	1,990,539	
Broken Hill (C)	4,194,707	492,280	4,686,987	1,178	(64)	1,114	2,024,931	252,550	2,277,481	2,170,954	239,666	2,410,620	2,170,954	239,666	2,410,620	
Burwood	813,374	268,134	1,081,508	224	(33)	191	385,513	130,533	516,046	428,085	137,568	565,653	428,085	137,568	565,653	
Byron (S)	1,964,161	1,057,180	3,121,341	560	(145)	415	962,435	575,379	1,537,814	1,002,286	581,656	1,583,942	1,002,286	581,656	1,583,942	
Cabonne	2,838,846	2,050,662	4,889,508	804	(259)	545	1,382,755	1,028,363	2,411,118	1,456,895	1,022,040	2,478,935	1,456,895	1,022,040	2,478,935	
Camden	2,447,071	1,386,403	3,833,474	737	(166)	571	1,267,261	659,873	1,927,134	1,180,547	726,364	1,906,911	1,180,547	726,364	1,906,911	
Campbelltown (C)	8,279,001	1,753,562	10,032,563	2,494	(219)	2,275	4,287,436	868,955	5,156,391	3,994,059	884,388	4,878,447	3,994,059	884,388	4,878,447	
Canada Bay (C)	1,948,883	639,709	2,588,592	556	(80)	476	954,958	317,216	1,272,174	994,481	322,413	1,316,894	994,481	322,413	1,316,894	
Canterbury-Bankstown	8,276,591	2,661,787	10,938,378	2,493	(335)	2,158	4,286,190	1,331,359	5,617,549	3,992,894	1,330,093	5,322,987	3,992,894	1,330,093	5,322,987	
Carrahooh (S)	3,518,899	2,308,927	5,827,826	1,011	(290)	721	1,738,574	1,151,759	2,890,333	1,781,336	1,156,878	2,938,214	1,781,336	1,156,878	2,938,214	
Central Coast	21,286,511	4,393,529	25,680,040	6,314	(555)	5,759	10,857,104	2,207,224	13,064,328	10,435,721	2,185,750	12,621,471	10,435,721	2,185,750	12,621,471	
Central Darling (S)	3,828,577	1,587,910	5,416,487	1,096	(200)	896	1,884,729	796,350	2,681,079	1,944,944	791,360	2,736,304	1,944,944	791,360	2,736,304	
Cessnock (C)	5,006,721	1,688,686	6,695,407	1,632	(211)	1,421	2,805,422	837,960	3,643,382	2,702,931	850,515	3,553,446	2,702,931	850,515	3,553,446	
Clarence Valley	7,620,974	3,251,476	10,872,450	2,255	(413)	1,842	3,875,925	1,643,301	5,519,226	3,747,304	1,607,762	5,355,066	3,747,304	1,607,762	5,355,066	
Cobar (S)	3,999,159	1,720,090	5,719,249	1,154	(217)	937	1,983,554	862,799	2,846,353	2,016,759	857,074	2,873,833	2,016,759	857,074	2,873,833	
Coffs Harbour (C)	5,269,082	2,190,657	7,459,739	1,562	(272)	1,290	2,685,855	1,081,421	3,767,276	2,584,769	1,108,964	3,693,753	2,584,769	1,108,964	3,693,753	
Coolamon (S)	2,379,115	1,224,347	3,603,462	671	(154)	517	1,153,448	612,712	1,766,160	1,226,338	611,481	1,837,819	1,226,338	611,481	1,837,819	
Coonamble (S)	2,525,622	1,473,788	3,999,410	694	(186)	508	1,193,009	738,427	1,931,436	1,333,307	735,175	2,068,482	1,333,307	735,175	2,068,482	
Cootamundra-Gundagai Regional	3,592,451	1,562,128	5,154,579	1,023	(197)	826	1,758,646	782,832	2,541,478	1,834,828	779,099	2,613,927	1,834,828	779,099	2,613,927	
Cowra (S)	3,138,848	1,451,017	4,589,865	886	(182)	704	1,523,543	724,635	2,248,178	1,616,191	726,200	2,342,391	1,616,191	726,200	2,342,391	
Cumberland	6,441,390	1,647,873	8,089,263	1,771	(205)	1,566	3,044,541	817,052	3,861,593	3,398,620	830,526	4,229,146	3,398,620	830,526	4,229,146	
Dubbo Regional	8,004,818	3,402,258	11,407,076	2,369	(427)	1,942	4,072,189	1,697,199	5,769,388	3,934,998	1,704,632	5,639,630	3,934,998	1,704,632	5,639,630	
Dungog (S)	1,664,559	911,110	2,575,669	472	(115)	367	810,957	456,891	1,267,848	854,074	454,104	1,308,178	854,074	454,104	1,308,178	
Edward River	3,905,524	1,526,651	5,432,175	1,112	(192)	920	1,911,716	763,571	2,675,287	1,994,920	762,888	2,757,808	1,994,920	762,888	2,757,808	
Eurobodalla (S)	5,307,932	1,647,307	6,955,239	1,565	(207)	1,358	2,689,592	824,254	3,513,846	2,619,905	822,846	3,442,751	2,619,905	822,846	3,442,751	
Fairfield (C)	7,466,509	1,717,503	9,184,012	2,249	(217)	2,032	3,866,673	864,599	4,731,272	3,602,085	852,687	4,454,770	3,602,085	852,687	4,454,770	
Federation	4,547,963	2,213,543	6,761,506	1,320	(279)	1,041	2,269,459	1,108,908	3,378,467	2,279,784	1,104,356	3,384,140	2,279,784	1,104,356	3,384,140	
Forbes (S)	3,404,161	1,937,802	5,341,963	958	(244)	714	1,646,744	968,927	2,615,671	1,758,375	968,631	2,727,006	1,758,375	968,631	2,727,006	
Georges River	3,248,346	1,119,099	4,367,445	918	(139)	779	1,578,684	552,588	2,131,272	1,670,580	566,372	2,236,952	1,670,580	566,372	2,236,952	
Gilgandra (S)	2,451,130	1,392,358	3,843,488	683	(175)	508	1,173,846	697,377	1,871,223	1,277,967	694,806	1,972,773	1,277,967	694,806	1,972,773	

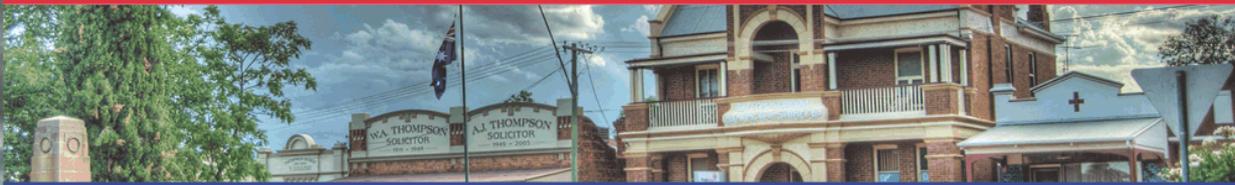
Councils	2018-19		2018-19		2017-18		2017-18		2018-19		2018-19		2018-19		2018-19	
	Recommended General Purpose Entitlement	Recommended Local Roads Entitlement	Recommended Total Entitlement	General Purpose CPI/Pop Adjustment	Local Roads CPI/Pop Adjustm <sup>nt</sup>	Total CPI/Pop Adjustment	General Purpose Advance Payment	Local Roads Advance Payment	Total Advance Payment	General Purpose Payments	Local Roads Payments	Total Payments				
Glen Innes Severn	2,736,080	1,382,824	4,118,904	771	(174)	597	1,324,988	690,694	2,015,682	1,411,863	691,956	2,103,819				
Goulburn Mulwaree	3,337,617	1,703,721	5,041,338	959	(215)	744	1,648,308	856,014	2,504,322	1,690,268	847,492	2,537,760				
Greater Hume (S)	3,196,176	2,051,326	5,247,502	903	(257)	646	1,552,147	1,022,984	2,575,131	1,644,932	1,028,085	2,673,017				
Griffith (C)	3,820,684	1,633,595	5,454,279	1,083	(205)	878	1,861,145	813,157	2,674,302	1,960,622	1,280,233	2,780,855				
Gunnedah (S)	2,902,222	1,596,472	4,498,694	821	(201)	620	1,410,468	800,694	2,211,162	1,492,575	795,577	2,288,152				
Gwydir (S)	2,667,645	1,873,857	4,541,502	740	(235)	505	1,272,085	935,245	2,207,330	1,396,300	938,377	2,334,677				
Hawkesbury (C)	2,721,662	1,723,923	4,445,585	819	(217)	602	1,408,694	864,485	2,273,179	1,313,767	859,221	2,173,008				
Hay (S)	2,048,843	806,282	2,855,125	554	(101)	453	952,414	403,292	1,355,706	1,096,983	402,889	1,499,872				
Hills (S)	3,473,844	1,893,676	5,367,520	1,012	(249)	763	1,740,398	991,113	2,731,511	1,734,458	902,314	2,636,772				
Hilltops	5,176,346	2,807,034	7,983,380	1,487	(354)	1,133	2,556,258	1,405,672	3,961,930	2,621,575	1,401,008	4,022,583				
Hornsby (S)	3,098,951	1,381,426	4,480,377	929	(188)	741	1,597,144	745,938	2,343,082	1,502,736	635,300	2,138,036				
Hunters Hill (M)	3,177,86	1,47,304	4,650,90	91	(19)	72	156,750	74,547	231,297	161,127	72,738	233,865				
Inner West	4,051,359	1,358,099	5,409,458	1,211	(170)	1,041	2,081,623	676,542	2,758,165	1,970,947	681,387	2,652,334				
Inverell (S)	3,859,533	2,052,892	5,912,425	1,093	(259)	834	1,878,782	1,029,229	2,908,011	1,981,844	1,023,404	3,005,248				
Juneee (S)	1,904,858	931,890	2,836,748	539	(116)	423	926,789	461,689	1,388,478	978,608	470,085	1,448,693				
Kempsey (S)	4,164,413	1,838,931	6,003,344	1,191	(232)	959	2,047,906	922,728	2,970,634	2,117,698	915,971	3,033,669				
Kiama (M)	1,158,728	512,508	1,671,236	331	(64)	267	568,854	254,688	823,542	590,205	254,688	847,961				
Ku-ring-gai	2,593,403	1,120,441	3,713,844	763	(142)	621	1,311,397	564,203	1,875,600	1,282,769	556,096	1,838,865				
Kyogle	2,725,922	1,623,319	4,349,241	763	(207)	556	1,312,418	823,625	2,136,043	1,414,267	799,487	2,213,754				
Lachlan (S)	5,679,797	3,373,747	9,053,544	1,646	(426)	1,220	2,828,894	1,691,944	4,520,838	2,852,549	1,681,377	4,533,926				
Lake Macquarie (C)	13,444,224	2,777,584	16,221,808	3,989	(349)	3,640	6,866,789	1,389,537	8,246,326	6,591,424	1,387,698	7,979,122				
Lane Cove (M)	805,276	285,597	1,090,873	227	(35)	192	390,698	140,990	531,688	414,805	144,572	559,377				
Leeton (S)	3,226,103	1,040,395	4,266,498	905	(132)	773	1,556,160	522,881	2,079,041	1,670,848	517,382	2,188,230				
Lismore (C)	4,351,431	1,946,685	6,298,116	1,289	(247)	1,042	2,215,034	982,126	3,197,160	2,137,686	964,312	3,101,998				
Lithgow (C)	3,436,329	1,262,950	4,699,279	981	(159)	822	1,686,585	630,936	2,317,501	1,750,745	631,855	2,382,600				
Liverpool (C)	6,557,616	2,267,721	8,825,337	1,976	(282)	1,694	3,395,979	1,119,705	4,515,684	3,163,613	1,147,734	4,311,347				
Liverpool Plains (S)	2,353,749	1,373,858	3,727,607	660	(173)	487	1,134,828	686,109	1,820,937	1,219,581	687,576	1,907,157				
Lockhart (S)	2,177,088	1,341,823	3,518,911	608	(169)	439	1,045,148	670,218	1,715,366	1,132,548	671,436	1,803,984				
Lord Howe Island (Bd)	216,713		216,713	63	-	63	108,445	-	108,445	108,331	-	108,331				
Maitland (C)	5,613,758	1,383,342	6,997,100	1,665	(171)	1,494	2,862,794	678,234	3,541,028	2,752,629	704,937	3,457,566				
Mid-Coast	12,432,277	5,377,147	17,809,424	3,674	(675)	2,999	6,315,991	2,683,164	8,999,155	6,119,960	2,693,308	8,813,268				
Mid-Western Regional	4,003,735	2,418,644	6,422,379	1,137	(303)	834	1,953,789	1,204,566	3,158,375	2,051,083	1,213,755	3,264,838				
Moree Plains (S)	4,840,627	2,876,649	7,717,276	1,356	(363)	993	2,331,797	1,442,930	3,774,727	2,510,186	1,433,356	3,943,542				
Mosman (M)	656,124	237,535	893,659	188	(30)	158	323,638	121,115	444,753	332,674	116,390	449,064				
Murray River	5,300,874	2,951,027	8,251,901	1,527	(371)	1,156	2,625,267	1,473,583	4,098,850	2,677,134	1,477,073	4,154,207				
Murrumbidgee (new)	2,762,283	1,597,742	4,360,025	776	(201)	575	1,333,784	800,332	2,134,116	1,429,275	797,209	2,226,484				
Muswellbrook (S)	2,556,714	915,986	3,472,700	729	(117)	612	1,252,729	466,231	1,718,960	1,304,714	449,638	1,754,352				
Nambucca (S)	2,721,816	2,218,673	3,940,489	776	(153)	623	1,333,627	608,184	1,941,811	1,388,965	610,336	1,999,301				
Narrabri (S)	4,835,185	2,338,196	7,173,381	1,383	(295)	1,088	1,172,501	1,172,501	3,550,389	2,458,680	1,165,400	3,624,080				
Narrandera (S)	3,166,461	1,580,848	4,747,309	896	(199)	697	1,539,394	790,622	2,330,016	1,627,963	790,027	2,417,990				
Narramine (S)	2,884,187	1,441,884	4,326,071	810	(182)	628	1,392,938	723,341	2,116,279	1,492,059	718,361	2,210,420				
Newcastle (C)	10,513,647	1,817,192	12,330,839	3,167	(232)	2,935	5,444,309	921,320	6,365,629	5,072,505	895,640	5,968,145				
North Sydney	1,517,383	482,816	2,000,199	452	(62)	390	776,348	245,336	1,021,684	741,487	237,418	978,905				
Northern Beaches	5,593,472	2,248,098	7,841,570	1,652	(285)	1,367	2,839,189	1,134,797	3,973,986	2,755,875	1,113,016	3,868,891				
Oberon	1,742,160	926,473	2,668,633	486	(118)	370	838,159	470,696	1,308,855	904,489	455,659	1,360,148				
Orange (C)	3,421,943	1,142,504	4,564,447	997	(145)	852	1,713,427	575,039	2,288,466	1,709,513	567,320	2,276,833				

Councils	2018-19		2017-18		2017-18		2018-19		2018-19		2018-19		2018-19	
	Recommended General Purpose Entitlement	Recommended Local Roads Entitlement	Recommended Total Entitlement	General Purpose CPI/Pop Adjustment	Local Roads CPI/Pop Adjustm	Total CPI/Pop Adjustment	General Purpose Advance Payment	Local Roads Advance Payment	Total Advance Payment	General Purpose Payments	Local Roads Payments	Total Payments		
Parkees (S)	4,137,990	2,120,149	6,258,139	1,179	(262)	917	2,026,435	1,042,340	3,068,775	2,112,734	1,077,547	3,190,281		
Parramatta (C) (new)	7,372,496	2,032,563	9,405,059	2,221	(255)	1,966	3,817,988	1,012,849	4,830,837	3,556,729	1,019,459	4,576,188		
Perrinth (C)	8,564,054	2,412,848	10,976,902	2,580	(304)	2,276	4,435,050	1,206,759	5,641,809	4,131,584	1,205,785	5,337,369		
Port Macquarie-Hastings	6,330,112	2,895,234	9,225,346	1,877	(358)	1,519	3,226,589	1,422,735	4,649,324	3,105,400	1,472,141	4,577,541		
Port Stephens	5,406,013	1,237,157	6,643,170	1,603	(155)	1,448	2,754,992	617,629	3,372,621	2,652,624	619,373	3,271,997		
Queanbeyan-Palerang Regional	3,630,584	2,421,458	6,052,042	1,074	(301)	773	1,846,248	1,197,161	3,043,409	1,785,410	1,223,996	3,009,406		
Randwick (C)	3,156,008	977,858	4,133,864	906	(122)	784	1,556,708	486,416	2,043,124	1,600,206	491,318	2,091,524		
Richmond Valley	3,441,175	1,588,539	5,029,714	983	(201)	782	1,689,036	797,183	2,486,219	1,753,122	791,155	2,544,277		
Ryde (C)	2,591,326	937,898	3,529,224	734	(117)	617	1,262,449	464,140	1,726,589	1,329,611	473,641	1,803,252		
Shellharbour (C)	4,276,549	898,866	5,175,415	1,269	(112)	1,157	2,180,958	445,138	2,626,096	2,096,860	453,616	2,550,476		
Shoalhaven (C)	8,895,243	3,394,878	12,290,121	2,639	(423)	2,216	4,536,008	1,681,459	6,217,467	4,361,874	1,712,996	6,074,870		
Silverton (VC)	33,579	-	33,579	10	-	10	16,803	-	16,803	16,786	-	16,786		
Singleton	2,399,215	1,293,355	3,692,570	686	(163)	523	1,178,651	649,222	1,827,873	1,221,250	643,970	1,865,220		
Snowy Monaro Regional	6,704,754	2,764,799	9,469,553	1,964	(348)	1,616	3,376,106	1,384,668	4,760,774	3,330,612	1,379,783	4,710,395		
Snowy Valleys	4,240,360	1,381,853	5,622,213	1,220	(175)	1,045	2,097,655	694,865	2,792,520	2,143,925	686,813	2,830,738		
Strathfield (M)	905,006	294,192	1,199,198	252	(36)	216	432,592	143,864	576,456	472,666	150,292	622,958		
Sutherland (S)	4,714,981	2,038,528	6,753,509	1,396	(258)	1,138	2,400,536	1,026,630	3,427,166	2,315,841	1,011,640	3,327,481		
Sydney (C)	4,842,556	1,371,929	6,214,485	1,296	(164)	1,132	2,227,544	652,796	2,880,340	2,616,308	718,969	3,335,277		
Tamworth Regional	6,228,359	4,204,339	10,432,698	1,840	(529)	1,311	3,162,527	2,105,137	5,267,664	3,067,672	2,098,673	5,166,345		
Temora (S)	2,236,501	1,309,171	3,545,672	622	(153)	469	1,068,618	608,310	1,676,928	1,168,505	700,708	1,869,213		
Tenterfield (S)	3,084,727	1,655,301	4,740,028	861	(209)	652	1,479,438	831,481	2,310,919	1,606,150	823,611	2,429,761		
Tibooburra (VC)	75,404	-	75,404	22	-	22	37,733	-	37,733	37,693	-	37,693		
Tweed (S)	7,749,935	2,876,081	10,626,016	2,297	(361)	1,936	3,948,266	1,434,613	5,382,879	3,803,966	1,441,107	5,245,073		
Upper Hunter (S)	3,007,862	1,950,272	4,958,134	849	(246)	603	1,459,022	977,453	2,436,475	1,549,689	972,573	2,522,262		
Upper Lachlan (S)	2,767,999	1,906,865	4,674,864	776	(240)	536	1,333,939	955,268	2,289,207	1,434,836	951,357	2,386,193		
Uralla (S)	1,587,296	944,847	2,532,143	445	(122)	323	764,970	485,888	1,250,858	822,771	458,837	1,281,608		
Wagga Wagga (C)	7,015,880	3,250,417	10,266,297	2,079	(409)	1,670	3,574,020	1,625,143	5,199,163	3,443,939	1,624,865	5,068,804		
Walcha	1,340,259	938,013	2,278,272	363	(117)	246	624,279	467,078	1,091,357	716,343	470,818	1,187,161		
Walgett (S)	4,351,161	1,958,484	6,309,645	1,233	(247)	986	2,118,850	984,039	3,102,889	2,233,544	974,198	3,207,742		
Warren (S)	1,769,705	1,038,603	2,808,308	477	(131)	346	820,019	520,698	1,340,717	950,163	517,774	1,467,937		
Warumbungle (S)	4,580,496	2,462,128	7,042,624	1,309	(310)	999	2,250,437	1,234,498	3,484,935	2,331,368	1,227,320	3,558,688		
Waverley	1,519,439	440,348	1,959,787	451	(56)	395	774,784	223,626	998,410	745,106	216,666	961,772		
Weddin (S)	1,674,770	1,007,024	2,681,794	457	(127)	330	786,319	504,038	1,290,357	888,908	502,859	1,391,767		
Wentworth (S)	4,155,293	2,025,993	6,181,286	1,205	(255)	950	2,071,174	1,013,215	3,084,389	2,085,324	1,012,523	3,097,847		
Willoughby (C)	1,652,288	595,189	2,247,477	478	(75)	403	821,959	297,599	1,119,558	830,807	297,515	1,128,322		
Wingecarribee (S)	3,183,112	1,876,735	5,059,847	940	(234)	706	1,615,874	932,110	2,547,984	1,568,178	944,391	2,512,569		
Wollondilly (S)	2,393,016	1,383,524	3,776,540	710	(174)	536	1,220,264	690,057	1,910,321	1,173,462	693,293	1,866,755		
Wollongong (C)	16,138,864	2,442,438	18,581,302	4,788	(308)	4,480	8,231,421	2,224,245	9,455,742	7,912,231	1,217,809	9,130,040		
Woolahra (M)	1,222,656	435,551	1,658,207	368	(56)	312	632,154	222,245	854,399	590,870	213,250	804,120		
Yass Valley	1,666,245	1,358,729	3,024,974	472	(171)	301	810,571	678,511	1,489,082	856,146	680,047	1,536,193		
	544,058,912	219,131,911	763,190,823	158,221	(27,549)	130,672	271,983,904	109,533,478	381,517,382	272,233,229	109,570,884	381,804,113		

# APPENDIX B

# Financial Assistance Grants 2018-19

## Fact Sheet



**Local Government Financial Assistance Grants are paid to local councils to help them deliver services to their communities. The funds are paid annually by the Australian Government. Councils are free to use these funds at their discretion and are accountable to their ratepayers. The allocation is paid in quarterly instalments.**

### Who decides how much each council will receive?

Grants commissions in each state are responsible for allocating their share of the funds. The NSW Local Government Grants Commission is responsible for making the grant allocation recommendation to the NSW Minister for Local Government.

grant (all in the Sydney metropolitan area) are largely being supported by other councils. While the Commission has continued to deliver improved grant outcomes to smaller rural communities, the Government is committed to making the process more transparent and equitable.

As a result, the Commission is reviewing the allocation model (further information on Page 2).

### Who is on the Grants Commission?

The members of the NSW Local Government Grants Commission are nominated for terms of up to five years.

<b>The Hon. Jenny Gardiner</b> Chairperson	Former member of the Legislative Council.
<b>Grant Gleeson</b> Deputy Chairperson	Director Legal, NSW Office of Local Government.
<b>Alan McCormack</b> Commissioner	Former General Manager, Parkes Shire Council.
<b>Graeme Fleming</b> Commissioner	Former General Manager, Cabonne Council.

### In 2018-19 NSW councils will receive:

- \$544 million in general purpose grants.
- \$219 million in the local roads component.

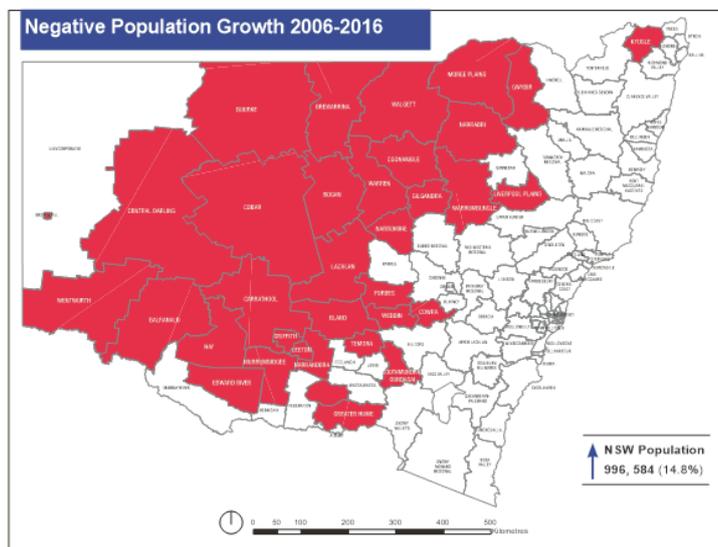
### In 2017-18 NSW councils received:

- \$525 million in general purpose grants.
- \$211 million in the local roads component.

This represents a 3.7 per cent increase due to indexation of state population shares.

### How is the grant money allocated?

Funds are allocated on the basis of the National Principles laid out in the Federal legislation - *Local Government (Financial Assistance) Act 1995*. The NSW Government policy is to allocate grants, as far as possible, to the councils with the greatest relative need. Councils with relative advantage (typically metropolitan councils) are generally increasing their populations whereas councils with relative disadvantage (typically rural and remote councils) are generally depopulating (as shown in the map on the right). Due to the per capita minimum grant allocation being mandated, the 19 councils on that



# Financial Assistance Grants 2018-19

## Fact Sheet



### Review of the allocation methodology

The Commission has been reviewing the grant methodology in line with NSW policy to direct the general purpose component of the grant to councils with greatest relative need. These are largely rural and remote and with small and declining populations.

In October 2013 the final report of the Local Government Review Panel recommended that the Commission review the allocation methodology for the expenditure allowance of the general purpose component to make it less process driven and more transparent.

The challenge confronting the Commission is how to achieve this outcome when 30 per cent of the funding must be allocated based on population.

### The aim of the review is to deliver a model that:

- Allocates a higher proportion of grant funding to councils with the greatest relative need.
- Is consistent with the National Principles.
- Is consistent with NSW policy of grant allocation.
- Is transparent and publishable.
- Is robust, statistically verifiable and auditable.
- Uses best practice financial and modelling principles.
- Is modern, simplified and more flexible.

### What does this mean for the 2018-19 grant allocations?

It's important to stress that the Commission is not implementing a new model.

The Commission has taken advice, tested the competing propositions and decided to implement refinements and improvements to the existing model.

The expenditure previously included is still being taken into account after being tested for significance.

Over time the model has become very complex, involving multiple factors. There are 20 expenditure categories and more than 47 disability factors spread across 128 councils.

The Commission is looking to consolidate the expenditure categories reported in special schedule 1 of council annual financial data returns.

### Grounds for the review

The Local Government Review Panel recommendation was supported by a number of other reviews and reports including:

#### • 2008 Assessing Local Government Revenue Raising Capacity, Productivity Commission Research Report:

*"A number of councils, particularly in capital city and urban developed areas, have the means to recover additional revenue from their communities sufficient to cover their expenditures without relying on grants. However, a significant number of councils, particularly in rural (87 per cent) and remote (95 per cent) areas would remain dependent on grants from other spheres of government to meet their current expenditure. Given the differences in the scope to raise additional revenue across different classes of councils, there is a case to review the provision of Australian Government general purpose grants to local governments."*

#### • 2010 Australia's Future Taxation System Report (Henry Review):

*"The current requirement that each council receives 30 per cent of its per capita share of untied financial assistance grants may prevent state grants commissions from redistributing to councils that require greater assistance."*

#### • 2013 The NSW Local Government Grants Commission submission to the Commonwealth Grants Commission 2013 Review:

*... "we have seen an increase in concerns being raised about:*

- the widening gap in revenue raising capacity for larger metropolitan councils versus smaller rural councils.
- increasing infrastructure needs.
- declining population."

#### • 2014 The NSW Local Government's Response to the Local Government Review Panel:

*"The Government supports targeting Financial Assistance Grants to communities with the greatest need. It will ask the NSW Grants Commission to continue to identify opportunities to achieve this over time, within the constraints imposed by the national funding principles. It will also ask the Commission to ensure transitional protection for those councils with lower levels of need, to minimise the impact of any redistribution."*

#### • 2017 Shifting the Dial: 5 year Productivity Commission Review:

*"The Commission's study into transitioning regional economies noted that where populations have declined in Local Government areas, related declines in revenue are hampering efforts to maintain infrastructure designed to service (and be funded) by larger populations."*

# Financial Assistance Grants 2018-19

## Fact Sheet



### General purpose grants

No council's general purpose component will be less than that allocated in 2017. This will allow for further testing of the model during the transition period. Population increases and decreases must be taken into account as required under the Federal Act. To compensate councils that have lost funding due to population decline, isolation and length of non-urban roads, the Commission will deliver these councils \$5 million of the \$19 million CPI increase (0.9 per cent of the total component). The remaining \$14 million was spread across all councils on the basis of relative need. The revenue allowance and pensioner allowance are not affected.

The graphs below illustrate:

1. The breakdown of the NSW population - metropolitan (5,131,456) and non-metropolitan (2,729,090) and;
2. The grant allocation breakdown - Metropolitan (\$202,588,554) and non-metropolitan (\$560,602,268).



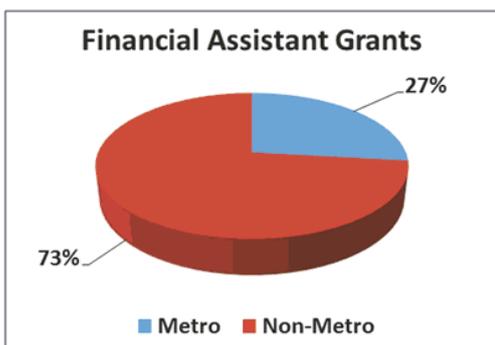
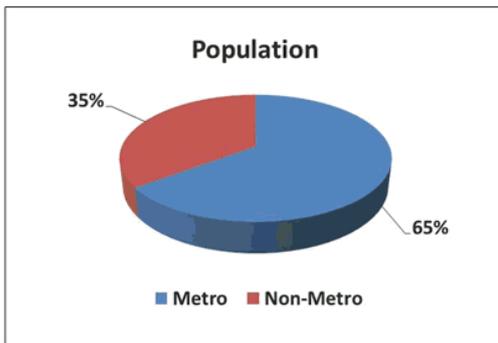
### Local roads component

This component of the grant is assessed on the basis of council area, population and proportions of local roads and bridges. It is calculated based on an historical Roads and Maritime Services formula. The local roads component will continue to be calculated according to that formula. The state allocation for the local roads component for 2018-19 is \$291 million. This is split between:

- Urban councils located in the areas of Sydney, Newcastle and Wollongong receiving 27.5 per cent; and
- Rural councils (or all councils outside Sydney, Newcastle and Wollongong) receiving 72.5 per cent.

#### Funds are then distributed based on the individual council's population, road length and bridge length:

- Urban councils - 95 per cent of the allocation is based on the length of local roads (60 per cent) and population (40 per cent), while 5 per cent is distributed on the basis of bridge length; and
- Rural councils - 93 per cent of the allocation is based on the length of local roads (80 per cent) and population (20 per cent), while 7 per cent is distributed on the basis of bridge length.



### Submissions

As always, special submissions from councils will be considered by the Commission. The purpose of a submission is to give council the opportunity to present information on the financial impact of inherent expenditure disabilities beyond its control that are not generally recognised in the current methodology. This allows the Commission to adequately consider all legitimate factors that affect council capacity to deliver services.

### Or contact the NSW Local Government Grants Commission

5 O'Keeffe Ave, Nowra NSW 2541  
 Locked Bag 3015, Nowra 2541  
 Telephone 4428 4131  
[grants@olg.nsw.gov.au](mailto:grants@olg.nsw.gov.au)

# APPENDIX C

## **APPENDIX C**

### LOCAL GOVERNMENT GRANTS COMMISSION GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2019-20 GRANTS

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#### **1. GENERAL**

All submissions **must** be consistent with the principles which have been adopted by the Commission. The principles are attached in **Table 1**.

Information in the submissions must relate to the year ended 30 June 2018, in order to be compatible with the Grants Commission's **Return of General Information** for that year.

Only recurrent costs should be included; capital costs are to be excluded.

Submissions should be based only on inherent disabilities and problems, which are outside Council's control. **Additional costs that result from deliberate policy decisions made by Council to provide a higher than average standard of service are not considered disabilities.**

Information provided on disabilities should be **brief** and the costing estimates of the disabilities should be as accurate as is practicable to determine.

It is expected that submissions will generally relate to expenditure disabilities.

It should be noted that water, sewerage and waste management services are not considered.

If you have further questions, then please contact:

Helen Pearce on (02) 4428 4131 or by email at [helen.pearce@olg.nsw.gov.au](mailto:helen.pearce@olg.nsw.gov.au)

Submissions should be e-mailed to the Commission at [grants@olg.nsw.gov.au](mailto:grants@olg.nsw.gov.au) as soon as possible, but no later than **30 November 2018**.

## **APPENDIX C**

### LOCAL GOVERNMENT GRANTS COMMISSION GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2019-20 GRANTS

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#### **(b) Required Format**

**Table 2** shows the **REQUIRED FORMAT** for submissions on expenditure disabilities. Submissions should be **brief** and include:

- (1) the function affected;
- (2) a **brief** description of the disability;
- (3) a **brief** account of the action taken, or which would need to be taken, to deal with that disability;
- (4) the **estimated additional cost** impact of that action.

Where a disability factor affects costs across a number of council functions, separate details should be used showing the cost impact in each function area.

#### **(c) Outcome**

Where the Commission recognises an additional disability raised in a submission, an adjustment will be made for that function.

Where an additional disability is recognised which has an impact on a number of councils, the methodology will be adjusted and all councils will be affected according to the extent of the relevant disability.

### **3. REVENUE DISABILITIES**

While the approved principles generally bind the Commission's operation in this area, councils may wish to comment on the methodology if it is considered that these unfairly disadvantage them.

It should be noted that non-rateable properties are taken into consideration in the Commission's calculation automatically. The loss of revenue from non-rateable properties does not need to be specified in the submission. However, additional net costs associated with services to non-rateable properties may be raised as an expenditure disability.

**APPENDIX C****LOCAL GOVERNMENT GRANTS COMMISSION  
GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2019-20 GRANTS**

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**TABLE 1****APPROVED PRINCIPLES**

1. General purpose grants to local governing bodies will be allocated as far as practicable on a full equalisation basis as defined in the *Local Government (Financial Assistance) Act 1995*; that is a basis which attempts to compensate local governing bodies for differences in expenditure required in the performance of their functions and in their capacity to raise revenue.
2. The assessment of revenue and expenditure allowances of local governing bodies will, as far as is practicable, be independent of the policy or practices of those bodies in raising revenue and the provision of services.
3. Revenue raising capacity will primarily be determined on the basis of property values; positive and negative allowances relative to average standards may be calculated.
4. Revenue allowances may be discounted to achieve equilibrium with expenditure allowances.
5. Generally for each expenditure function an allowance will be determined using recurrent cost; both positive and negative allowances relative to average standards may be calculated.
6. Expenditure allowances will be discounted to take account of specific purpose grants.
7. Additional costs associated with non-resident use of services and facilities will be recognised in determining expenditure allowances.

**APPENDIX C**

LOCAL GOVERNMENT GRANTS COMMISSION  
GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2019-20 GRANTS

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**TABLE 2**

**REQUIRED FORMAT FOR SUBMISSIONS ON  
EXPENDITURE DISABILITIES**

**EXAMPLE:**

**Function:**

Administration and Governance

**Disability:**

**Description and Response:**

**Cost Impact:**

The **additional** cost is estimated as:-

450 applications x 3 hours/application x \$45/hour = **\$60,750**

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE89/2015	Ordinary Council 18/11/2015	Brown, Keren Curtis, Gareth	Planning and Environment	Planning Proposal - Hydro Kurri Kurri	1/04/2019	
<b>MOTION</b> 1479 <b>RESOLVED</b>	<b>Moved:</b> Councillor Wrightson	<b>Seconded:</b> Councillor Doherty				
1.	That Council forward a Planning Proposal to rezone certain land at Loxford for employment, residential, rural and environmental purposes to the Department of Planning and Environment under s.56 (1) of the Environmental Planning and Assessment Act 1979 seeking a 'Gateway' determination.					
2.	That Council request the use of delegations in respect of the Minister for Planning plan making functions under section 59 of the EPA Act 1979 for the Planning Proposal.					
3.	That Council endorse the application of the biodiversity certification process to the area the subject of the Planning Proposal.					
4.	That Council investigate the likely scope of developer contributions required to support the Planning Proposal.					
5.	That Council investigate a structure plan linking all the Urban Release Areas and associated contributions planning requirements within the developing Maitland - Kurri Kurri growth corridor.					
6.	That a Development Control Plan be prepared to address, amongst other matters, design, conservation and management measures.					
7.	That a separate report be presented to Council detailing the final content of the Planning Proposal including all supporting draft Plans and/or Agreements prior to public exhibition.					
8.	That Council consult and exhibit the Planning Proposal structure plan, development control plan and related contribution plan, in accordance with the Gateway determination.					
9.	That Council exhibit the biodiversity certification application and documentation in accordance with the biodiversity certification process and wherever possible seek to align the process with the planning proposal timeframe.					
10.	That Council investigate the feasibility of including additional allotments into the Planning Proposal and supporting studies.					
<p>3/02/2016 2:14:00 PM - Bo Moshage Resolution 1, 2 &amp; 3 completed. Resolution 4 to 10 under investigation</p> <p>3/02/2016 2:15:00 PM - Bo Moshage Gateway Determination requested 27/11/15</p> <p>9/04/2016 9:03:00 AM - Bo Moshage Gateway received by Council 23/3/16 and currently being reviewed with meeting with MCC and DoP&amp;E to follow to give effect to Resolutions 4 to 10</p> <p>7/05/2016 4:19:00 PM - Bo Moshage Following the Gateway Determination Council has met with the DoPE and MCC to discuss the Gateway Conditions. Both CCC and MCC have met with the RMS to discuss traffic implications. Meetings with the OEH to discuss flooding and biodiversity considerations are anticipated to occur within the next week</p> <p>6/07/2016 2:45:00 PM - Bo Moshage On Going meets with the DoPE, MCC and Proponent to discuss the Gateway Conditions.</p> <p>1/08/2016 11:47:00 AM - Bo Moshage In consultation with MCC and the Proponent, Council has finalised a draft project plan outlining the critical steps and pathways in undertaking the Planning Proposal in relation to Resolution 4 to 10.</p> <p>27/11/2016 9:23:00 AM - Bo Moshage Council is working in consultation with MCC and the Proponent to prepared and finalise the supporting documents outlining in the Planning Proposal critical steps and pathways as they relate to Resolution 4 to 10</p> <p>21/01/2017 9:29:00 AM - Bo Moshage Council is working in consultation with MCC and the Proponent to prepared and finalise the supporting documents outlining in the Planning Proposal critical steps and pathways as they relate to Resolution 4 to 10</p> <p>22/03/2017 4:14:00 PM - Bo Moshage Resolution 1, 2 &amp; 3 completed.</p>						

Resolution 4 to 10 under investigation  
 6/02/2018 9:29:51 AM - Sandra Richardson  
 Action reassigned to Johnson, Martin by: Richardson, Sandra for the reason: Reallocation to manager.  
 9/03/2018 6:22:20 AM - Sandra Richardson  
 Action reassigned to Brown, Keren by: Richardson, Sandra for the reason:  
 9/03/2018 9:38:38 AM - Keren Brown  
 Discussions with Maitland City Council are continuing in relation to Actions 4-10.  
 6/06/2018 11:38:27 AM - Keren Brown  
 Revised Target Date changed by: Brown, Keren From: 31 May 2018 To: 01 Apr 2019  
 Reason: Discussions are continuing with Maitland City Council. Gateway conditions need to be satisfied and the proposal publicly exhibited.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE99/2015	Ordinary Council 9/12/2015	Rush, Iain	Planning and Environment	18/2015/1: Joint Planning Proposal - Cessnock and Singleton Councils - Vineyards District	10/12/2018	
<b>MOTION</b> 1511 <b>RESOLVED</b>	<b>Moved:</b>	Curtis, Gareth Councillor Smith	<b>Seconded:</b>	Councillor Parsons		
1.	That Cessnock City Council prepare a Planning Proposal in conjunction with Singleton Council to standardise, as far as possible, the objectives and Land Use Table of the RU4 Primary Production Small Lots Zone.					
2.	That Cessnock City Council, in conjunction with Singleton Council, request a Gateway determination in respect of the Planning Proposal from the Department of Planning and Environment pursuant to the <i>Environmental Planning and Assessment Act 1979</i> .					
3.	That Cessnock City Council, in conjunction with Singleton Council, undertake consultation with public authorities and the community as determined by the Department of Planning and Environment Gateway determination.					
4.	That a further report be presented to Council following the public exhibition of the Planning Proposal, to consider any submissions received.					
5.	That Council request authorisation to exercise the functions of the Minister for Planning under section 59 of the <i>Environmental Planning and Assessment Act 1979</i> to make the Local Environmental Plan.					
<p>26/01/2016 8:56:00 AM -                  Action reassigned to Iain Rush by: Robyn Larsen                  31/01/2016 11:30:00 AM - Iain Rush                  Request for Gateway determination forwarded to DPE on 15 December 2016.                  2/03/2016 12:14:00 PM - Iain Rush                  Council awaiting Gateway determination.                  19/03/2016 2:09:00 PM - Iain Rush                  Gateway Determination issued on 3 March 2016. Consultation commenced with vineyards 'peak bodies' on 14 March 2016.                  9/07/2016 10:25:00 AM - Wonona Fuzzard                  Pre exhibition consultation is currently occurring with peak bodies and Singleton Council.                  1/08/2016 11:14:00 AM - Iain Rush                  It has been determined that the Joint Planning Proposal is interrelated with the Vineyards District Study component of the City Wide Planning Strategy and its findings. A meeting occurred with several vineyards peak bodies on 29 July 2016 to discuss proposed amendments to land uses in the RU4 Zone in Cessnock and Singleton and in light of the broader preliminary findings of the Vineyards District Study.                  6/02/2017 9:23:00 AM - Iain Rush                  The Proposal will be informed by the findings of the Vineyards District Study. To allow this to occur, the Department of Planning and Environment has formally extended the timeframe to complete the Planning Proposal to 10 December 2017.                  1/10/2017 11:03:00 AM - Iain Rush</p>						

Background studies completed for City Planning Strategy Project. The background studies will help inform the Joint Planning Proposal.  
 Meeting held with Singleton Council in September 2017 to discuss the outcome of the background studies and discuss implications on specific land uses. Meeting to be scheduled with the Department of Planning and Environment to discuss way forward with Singleton Council.  
 20/12/2017 12:07:44 PM - *Iain Rush*  
 Gateway timeframe extended to 10 December 2018 by the Department of Planning and Environment. Councillor briefing scheduled with councillor in the new year.  
 7/02/2018 7:58:18 AM - *Iain Rush*  
 Councillor briefing scheduled with councillors on 14 February 2018.  
 27/02/2018 2:56:26 PM - *Iain Rush*  
 Preparing to concurrently exhibit Planning Proposal with Singleton Council.  
 8/03/2018 4:02:13 PM - *Iain Rush*  
 Revised Target Date changed by: Rush, Iain From: 1 Mar 2018 To: 10 Dec 2018  
 Reason: Date revised to reflect amended Gateway determination.  
 27/06/2018 2:26:34 PM - *Iain Rush*  
 Exhibition of Planning Proposal commenced on 21 June 2018 and will cease on 20 July 2018.  
 6/07/2018 12:31:58 PM - *Iain Rush*  
 The Joint 'Vineyards District' Planning Proposal is currently on exhibition until 20 July 2018.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE31/2017	Ordinary Council 21/06/2017	Brinkworth, Susanne	Planning and Environment	Minutes of the Strategic Property and Community Facilities Committee held 7 June 2017	19/10/2018	
<a href="#">267</a> <b>MOTION</b> 267 <b>RESOLVED</b>	<b>Moved:</b>	Maginnity, Robert Councillor Burke	<b>Seconded:</b>	Councillor Fitzgibbon		
1.	<b>That the Minutes of the Strategic Property and Community Facilities Committee of 7 June 2017 be adopted as a resolution of the Ordinary Council.</b>					
2.	<b>That Council adopt the Terms of Reference for the Strategic Property &amp; Community Facilities Committee.</b>					
3.	<b>That Council endorse the Chair determined by the Strategic Property &amp; Community Facilities Committee.</b>					
4.	<b>That Council note the balance of the Property Investment Fund as at 31 March 2017.</b>					
5.	<b>That Council notes the background report on the Strategic Property Review.</b>					
6.	<b>That Council receive and note the information on the progress of the Strategic Property Review.</b>					
7.	<b>That Council transfer the following properties to the Property Investment Fund and commence the process to reclassify them from community land to operational land:</b>					
a.	<b>Lot 3, DP4927, William St Cessnock (Parcel ID 4115)</b>					
b.	<b>Lot 61, DP263594, Evatt St Pelaw Main (Parcel ID 12393)</b>					
c.	<b>Lot 9, DP259718, Tulloch St East Branxton (Parcel ID 11697)</b>					
d.	<b>Lot 9, DP758576, Cessnock St Kitchener (Parcel ID 14118)</b>					
e.	<b>Lot 10, DP758576, Cessnock St Kitchener (Parcel ID 14117)</b>					
f.	<b>Lot 11, DP758576, Aberdare St Kitchener (Parcel ID 13942)</b>					
g.	<b>Lot 12, DP758576, Aberdare St Kitchener (Parcel ID 13945)</b>					
8.	<b>That Council transfer the following properties to the Property Investment Fund, commence the process to reclassify them from community land to operational land and investigate the potential to rezone to residential zone R3:</b>					
a.	<b>Lot 18 Sec 46, DP758002, Cessnock St Aberdare (Parcel ID 897)</b>					

- b. Lot 17 Sec 46, DP758002, Cessnock St Aberdare (Parcel ID 899)
  - c. Lot 16 Sec 46, DP758002, Cessnock St Aberdare (Parcel ID 900)
  - d. Lot 15 Sec 46, DP758002, Cessnock St Aberdare (Parcel ID 901)
  - e. Lot 14 Sec 46, DP758002, Cessnock St Aberdare (Parcel ID 903)
  - f. Lot 13 Sec 46, DP758002, Cessnock St Aberdare (Parcel ID 904)
  - g. Lot 12 Sec 46, DP758002, Cessnock St Aberdare (Parcel ID 905)
  - h. Lot 11 Sec 46, DP758002, Cessnock St Aberdare (Parcel ID 908)
9. That Council transfer Lot 7, DP5015, Stephen St Cessnock (Parcel ID 2225) to the Property Investment Fund and commence the process to reclassify the site from Community Land to Operational Land and rezone in line with surrounding properties.
10. That Council lodge a Plan of Subdivision for Lot 7, DP1140055 Maitland Street Kurri Kurri (Parcel ID 507711) to separate the land containing the netball courts from the land containing part of the Kurri Kurri Early Childhood Centre.
11. That Council transfer the new lot containing the netball courts to the Property Investment Fund and commence the process to reclassify the site from Community Land to Operational Land and investigate rezoning in line with the outcomes of the Kurri Kurri District Masterplan.
12. That Council transfer the following properties to the Property Investment Fund, obtain valuations and authorise the General Manager to negotiate the sale of the property for no less than 95 percent of the valuation obtained:
- a. Lot 502, DP755215, 2 Quorrobolong Rd Cessnock (Parcel ID 23218)
  - b. Lot 507, DP755215, 10 Quorrobolong Rd Cessnock (Parcel ID 23221)
  - c. Lot 508, DP755215, 12 Quorrobolong Rd Cessnock (Parcel ID 23222)
13. That Council authorise the sale, by private treaty following advertising through local real estate agents, of the following properties:
- a. Lot 502, DP755215, 2 Quorrobolong Rd Cessnock (Parcel ID 23218)
  - b. Lot 507, DP755215, 10 Quorrobolong Rd Cessnock (Parcel ID 23221)
  - c. Lot 508, DP755215, 12 Quorrobolong Rd Cessnock (Parcel ID 23222)
14. That Council authorise the Common Seal of Cessnock City Council be affixed to the Transfer of Land between Cessnock City Council and the purchaser/s of the following properties:
- a. Lot 502, DP755215, 2 Quorrobolong Rd Cessnock (Parcel ID 23218)
  - b. Lot 507, DP755215, 10 Quorrobolong Rd Cessnock (Parcel ID 23221)
  - c. Lot 508, DP755215, 12 Quorrobolong Rd Cessnock (Parcel ID 23222)
15. That Council authorise the Mayor and the General Manager to execute the Transfer of Land between Cessnock City Council and the purchasers of the following properties:
- a. Lot 502, DP755215, 2 Quorrobolong Rd Cessnock (Parcel ID 23218)
  - b. Lot 507, DP755215, 10 Quorrobolong Rd Cessnock (Parcel ID 23221)
  - c. Lot 508, DP755215, 12 Quorrobolong Rd Cessnock (Parcel ID 23222)

31/07/2017 10:53:00 AM -

Action reassigned to Martin Johnson by: Sandra Richardson

5/09/2017 4:23:00 PM - Martin Johnson

Resolution 1-6 completed. Resolutions 7-15 currently being actioned

6/09/2017 12:28:00 PM - Hannah McCauley

Hi Sue,  
As discussed with Martin Johnson on 8th September 2017 can you please review and action Resolutions 12 - 15.  
If you have any questions please see Martin.  
Thanks,  
Hannah  
*6/09/2017 12:29:00 PM -*  
Action reassigned to Susanne Brinkworth by: Hannah McCauley  
*9/10/2017 12:48:00 PM - Robyn Keegan*  
Resolutions 12 - 15 - EOI to be drafted for the sale of three properties, Lot 502, 507 & 508 DP 755215.  
*5/07/2018 12:12:50 PM - Robyn Keegan*  
Revised Target Date changed by: Keegan, Robyn From: 30 Jun 2018 To: 30 Sep 2018  
Reason: Lot 502 Request for Agency Agreement sent. Lot 507 & 508, DP 755215 returned to Strategic Property for further action.  
*26/07/2018 2:03:46 PM - Susanne Brinkworth*  
Revised Target Date changed by: Brinkworth, Susanne From: 30 Sep 2018 To: 30 Sep 2018  
Reason: Lot 502 Request for Agency Agreement sent. Lot 507 & 508, DP 755215 returned to Strategic Property for further action.  
*5/09/2018 11:45:31 AM - Joanne Walpole*  
Lot 502 - Agent engaged, valuation obtained and property sold \$225,000. Exchanged contracts on 31/8/18. Settlement 42 days.  
*5/09/2018 11:51:56 AM - Joanne Walpole*  
Revised Target Date changed by: Walpole, Joanne From: 30 Sep 2018 To: 19 Oct 2018  
Reason: Property sold and exchange of contracts occurred on 31 August 2018. Settlement 42 days from exchange.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI35/2017	Ordinary Council 21/06/2017	Hughes, Bruce	Works and Infrastructure	Hydro Aluminium Kurri Kurri Pty Ltd Proposed Road Closures	7/11/2018	
<a href="#">278</a> <b>MOTION</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Burke	<b>Seconded:</b>	Councillor Sander		
278 <b>RESOLVED</b>						
1.	That Council resolve to make an application to NSW Department of Industry - Lands to close those parts of Bishops Bridge Road, McGarva Avenue, Horton Road and Dickson Road (hereafter referred to as Proposed Closed Roads) as indicated in the Property Location Plan in accordance with the provisions of the Roads Act 1993.					
2.	That Council comply with the provisions of Section 35 of the Roads Act 1993 and the Memorandum of Understanding entered into with the Department of Lands, now the NSW Department of Industry - Lands, with respect to notifications and advertising in the local newspaper.					
3.	That provided no unresolved submissions are received following notifications and advertising, Council proceed under the provisions of Section 37 of the Roads Act 1993 to advise NSW Department of Industry - Lands to place a notice in the Government Gazette to close the Proposed Closed Roads.					
4.	That Council authorise the Common Seal of Cessnock City Council to be affixed to the Plan of Road Closure if required.					
5.	That Council authorise the Mayor and the General Manager to execute the Plan of Road Closure for the Proposed Closed Roads if required.					
6.	That following successful Gazettal of the closed roads and the land vesting in Council, Council grant to the General Manager delegated authority to negotiate the sale (based on an independent valuation) by private treaty with the adjoining landowner.					
<p>8/08/2017 2:43:00 PM - Bruce Hughes                      Council has completed the first step in advertising the proposal and waiting 28 days for any submissions. The searches necessary to make application to Crown Lands have also been completed. Next step is to make application to Crown Lands for the proposed closure.</p> <p>10/10/2017 9:42:00 AM - Bruce Hughes                      Item 1 - Council has made an application to NSW Department of Industry - Lands to close the subject roads.                      Item 2 - Council has advertised the proposed road closures in the local newspaper and notified the necessary agencies. The Department requested Council notify two additional agencies.                      item 3 - Council is presently waiting the required minimum 28 days for any submissions from these agencies before proceeding.                      Item 4 - Awaiting the notification, advertising and allowing for submissions to be completed prior to this action.                      Item 5 - Awaiting the notification, advertising and allowing for submissions to be completed prior to this action.                      Item 6 - Awaiting the notification, advertising and allowing for submissions to be completed prior to this action.</p> <p>6/11/2017 2:17:00 PM - Rachael O'Hara                      Item 1 - Council has made an application to NSW Department of Industry - Lands to close the subject roads.                      Item 2 - Council has advertised the proposed road closures in the local newspaper and notified the necessary agencies.                      item 3 - Awaiting NSW Department of Industry - Lands to assess the application prior to completing this action.                      Item 4 - Awaiting NSW Department of Industry - Lands to assess the application prior to completing this action.                      Item 5 - Awaiting NSW Department of Industry - Lands to assess the application prior to completing this action.                      Item 6 - Awaiting NSW Department of Industry - Lands to assess the application prior to completing this action.</p> <p>12/02/2018 11:28:08 AM - Bruce Hughes                      Previous notes still current</p> <p>4/04/2018 2:17:43 PM - Bruce Hughes                      Previous notes still current</p> <p>12/07/2018 1:40:05 PM - Katrina Kerr                      Item 1 - Completed.                      Item 2 - Completed.                      Item 3 - Awaiting NSW Dept of Industry.                      Item 4 - Awaiting NSW Dept of Industry.</p>						

Item 5 - Awaiting NSW Dept of Industry.  
 Item 6 - Awaiting NSW Dept of Industry.  
 8/08/2018 3:01:49 PM - Bruce Hughes  
 Item 3 - Waiting on further information from the Applicant due to a change in legislation.  
 Item 4 - Awaiting the resolution of submissions to be completed prior to this action.  
 Item 5 - Awaiting the resolution of submissions to be completed prior to this action.  
 12/09/2018 10:02:37 AM - Bruce Hughes  
 Revised Target Date changed by: Hughes, Bruce From: 21 Sep 2018 To: 07 Nov 2018  
 Reason: Waiting on further information from the Applicant who have advised of a likely delay

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI52/2017	Ordinary Council 19/07/2017	Johnson, Martin	Works and Infrastructure	Weston Bears Park	30/09/2018	
<a href="#">315</a> <b>MOTION</b>	<b>Moved:</b>	Curtis, Gareth Councillor Sander	<b>Seconded:</b>	Councillor Dagg		
315 <b>RESOLVED</b>						
1.	<b>That Council note the information contained within the report.</b>					
2.	<b>That Council allocates \$35,000 in the 17/18 Operational Budget to undertake a Feasibility Study by a suitably qualified consultant to better understand the potential risks and returns of disposing and/or redeveloping Varty Park.</b>					
3.	<b>That the Strategic Property and Community Facilities Committee receives a further report considering the outcomes of the Varty Park Feasibility Study.</b>					
<p>8/08/2017 2:38:00 PM - Paul Burton                      RFQ to be issued to engage consultant to prepare feasibility study.                      24/11/2017 11:32:35 AM - Kristy Meyers                      Referred to Strategic Property to undertake the Feasibility Study.                      15/02/2018 12:47:16 PM - Martin Johnson                      Detailed feasibility investigations commenced following appointment of Strategic Property staff                      15/02/2018 12:48:46 PM - Martin Johnson                      Revised Target Date changed by: Johnson, Martin From: 13 Dec 2017 To: 31 Mar 2018                      9/03/2018 1:37:46 PM - Sandra Richardson                      Advised by Project Manager - Strategic Property Review that:                      Part 1 complete                      Part 2 Council's finance section has been advised of the required budget, and funding is being allocated accordingly.                      Part 3 Initial investigations into the property title history have been completed and an update report is being prepared for the April 2018 Committee meeting.                      5/07/2018 12:09:16 PM - Martin Johnson                      feasibility report in preparation</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI59/2017	Ordinary Council 6/09/2017	Donnelly, Patricia	Works and Infrastructure	Council Facilities Energy Efficiency Project	30/09/2018	
<a href="#">234</a> <b>MOTION</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Lyons	<b>Seconded:</b>	Councillor Burke		
234 <b>RESOLVED</b>						
1.	<b>That Council utilises \$200,000 from the Revolving Energy Fund to undertake the lighting efficiency projects listed in Table 1 of the report and these works be undertaken in the 2017/18 Financial Year;</b>					
2.	<b>That Council calls an Expression of Interest (EOI) for suitably qualified Energy Performance Contractors to provide proposals for the undertaking of the larger, more complex projects that are listed in Enclosure 1.</b>					
3.	<b>That a further report be brought back to Council following the EOI process.</b>					
<p>6/09/2017 2:35:00 PM - Patricia Donnelly Meeting to discuss formation of a PCG for recommendation 1 held on 18/9/17. Not all required staff attended. Meeting with Director to discuss process to move forward arranged for 17/10/17.</p> <p>31/10/2017 9:40:00 AM - Patricia Donnelly Meeting held with Maintenance Coordinator and contactors Hartcher Hall to scope out projects and provide estimates for installations. Next planning session to be held in 3 weeks.</p> <p>1/02/2018 1:43:52 PM - Patricia Donnelly Administration Building lighting retrofit undertaken. Investigations for other sites commencing.</p> <p>10/04/2018 2:28:17 PM - Patricia Donnelly February and March electricity accounts for Administration Building show reduction in consumption of 26% and 39% respectively from same time months in 2017. Total actual net project cost \$36,800 (~\$30,000 less than that estimated) with payback of 3 yrs currently forecast.</p> <p>4/05/2018 10:05:39 AM - Patricia Donnelly Supplier for Works Depot refit awarded and works to commence from 7 March 2018</p> <p>10/07/2018 3:26:21 PM - Patricia Donnelly Works depot competed and quotes for other 4 buildings being taken</p> <p>12/07/2018 8:59:59 AM - Robyn Keegan Revised Target Date changed by: Keegan, Robyn From: 30 Jun 2018 To: 30 Sep 2018 Reason: Tricia Donnelly advised that they are waiting on info for Hartchers to come back and still have 4 sites to go.</p> <p>23/08/2018 11:55:24 AM - Patricia Donnelly Cessnock Library works to commence 24/8/18 and quotes for Tourist Information Centre being gathered.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
CC69/2017	Ordinary Council 4/10/2017	Kerr, Katrina	Corporate and Community	Easement for Drainage of Water within 10 and 12 Cooper Street, Heddon Greta	30/11/2018	
<a href="#">277</a> <b>MOTION</b> 277 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Dagg	<b>Seconded:</b>	Councillor Stapleford		
1.	<b>That Council acquires an easement for the drainage of water being 7m wide and variable on the south eastern boundary of Lot 15 Section 20 DP 3816 and the northern boundary of Lot 16 Section 20 DP 3816 being 10 and 12 Cooper Street, Heddon Greta.</b>					
2.	<b>That Council authorise the General Manager to negotiate the terms of the easement and prepare the necessary documents for registration at Land and Property Information (LPI) NSW.</b>					
3.	<b>That Council authorise the Common Seal of Cessnock City Council to be affixed to the documents relating to the granting of the easement over Lots 15 and 16 Section 20 DP 3816.</b>					
4.	<b>That Council authorise the Mayor and/or General Manager to execute the documents relating to the granting of the easement over Lots 15 and 16 Section 20 DP 3816.</b>					
<p>4/11/2017 11:32:00 AM - Robyn Keegan  Updated by Sue Brinkworth - Surveyor engaged to prepare plan of easement.  1/02/2018 11:26:59 AM - Susanne Brinkworth  Revised Target Date changed by: Brinkworth, Susanne From: 31 Dec 2017 To: 28 Feb 2018  Reason: Ongoing negotiations with proponent  12/03/2018 10:48:16 AM - Susanne Brinkworth  Revised Target Date changed by: Brinkworth, Susanne From: 28 Feb 2018 To: 30 Apr 2018  Reason: Easement with Martin - negotiations complete awaiting registration of transfer granting easement  7/05/2018 2:43:00 PM - Robyn Keegan  Revised Target Date changed by: Keegan, Robyn From: 30 Apr 2018 To: 28 May 2018  Reason: Easement with Martin - negotiations complete awaiting registration of transfer granting easement  24/05/2018 9:08:31 AM - Susanne Brinkworth  Revised Target Date changed by: Brinkworth, Susanne From: 28 May 2018 To: 30 Jun 2018  Reason: Easement with Martin - negotiations complete awaiting registration of transfer granting easement. Easement for Martin complete. The 2nd owner - negotiations continuing.  5/07/2018 12:14:15 PM - Robyn Keegan  Revised Target Date changed by: Keegan, Robyn From: 30 Jun 2018 To: 30 Jun 2018  Reason: Easement with Martin - negotiations complete awaiting registration of transfer granting easement. Easement for Martin complete. The 2nd owner - negotiations continuing.  5/07/2018 12:14:28 PM - Robyn Keegan  Revised Target Date changed by: Keegan, Robyn From: 30 Jun 2018 To: 30 Sep 2018  Reason: Easement with Martin - negotiations complete awaiting registration of transfer granting easement. Easement for Martin complete. The 2nd owner - negotiations continuing.  5/09/2018 11:54:32 AM - Joanne Walpole  Revised Target Date changed by: Walpole, Joanne From: 30 Sep 2018 To: 30 Nov 2018  Reason: Easement for Martin complete. The 2nd owner - negotiations continuing. The matter referred to Infrastructure Manager for review.  5/09/2018 11:55:54 AM - Joanne Walpole  Action reassigned to Kerr, Katrina by: Walpole, Joanne for the reason: Easement for Cooper Street within Master's property. Matter referred back to Infrastructure Manager for review.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
CC90/2017	Ordinary Council 13/12/2017	Drage, Natalie	Corporate and Community	Minutes of the Cultural Facilities Committee Meeting of Cessnock City Council held on Wednesday 18 October 2017	2/11/2018	
<b>MOTION</b> 363 <b>RESOLVED</b>	<b>Moved:</b>	Maginnity, Robert Councillor Burke	<b>Seconded:</b>	Councillor Dagg		
1.	<b>That the minutes of the meeting of the Cultural Facilities Committee held on 18 October 2017 be adopted as a resolution of the Ordinary Council.</b>					
2.	<b>That the General Manager negotiate a 12 month lease plus 12 month extension arrangement with Samaritans and the outcome of those negotiations be reported back to the Cultural Facilities Committee.</b>					
<p>8/01/2018 1:47:52 PM - Natalie Drage Minutes noted. A rental valuation for the areas occupied by the Samaritans Information Neighbourhood Centre (within the Cessnock Performing Arts Centre) is being sourced. The Co-ordinator at the Samaritans Information Neighbourhood Centre has been advised of the Council resolution.</p> <p>30/01/2018 10:19:16 AM - Natalie Drage A Market Rent Review has been undertaken by a registered Valuer and occurred week ending 19 January 2018. The market rent appraisal will form the basis of the rental negotiations.</p> <p>8/03/2018 4:59:46 PM - Natalie Drage A rental amount has been put forward for staff review, as per the outcome of the rental appraisal. A draft lease/licence agreement has been prepared and provided to the Community and Cultural Engagement Manager for review March 2018.</p> <p>19/03/2018 3:55:01 PM - Natalie Drage Correspondence has been sent to Samaritans Foundation regarding their current rental payment, outgoings and outcome of the market appraisal. A meeting has been requested with Samaritans and Council staff to discuss the preparation of a new lease.</p> <p>4/04/2018 10:58:55 AM - Robyn Keegan Revised Target Date changed by: Keegan, Robyn From: 2 Apr 2018 To: 31 May 2018 Reason: A meeting is scheduled to be held on 9 April 2018 between Samaritans and Council Staff.</p> <p>10/04/2018 11:36:20 AM - Natalie Drage Meeting held with Council staff and representatives of the Samaritans. Items discussed included outcome of market appraisal, draft lease agreement and areas subject to the lease, and process for applying for rental subsidy. The Samaritans indicated they will be applying for a rental subsidy. Next meeting is planned for May 2018.</p> <p>23/05/2018 5:28:00 PM - Natalie Drage A follow-up meeting was held with representatives from the Samaritans on 22 May 2018 to progress lease arrangements for use of areas within CPAC.</p> <p>12/06/2018 4:38:01 PM - Joanne Walpole Revised Target Date changed by: Walpole, Joanne From: 31 May 2018 To: 01 Sep 2018 Reason: A meeting is scheduled to be held on 9 April 2018 between Samaritans and Council Staff.</p> <p>5/07/2018 12:16:12 PM - Robyn Keegan Meeting was held on the 9 April with a proposal later forwarded by Samaritans. The proposal is being considered by staff.</p> <p>24/07/2018 3:12:29 PM - Natalie Drage A rental agreement has been prepared and sign off is to be progressed with both parties.</p> <p>6/08/2018 10:00:49 AM - Natalie Drage The rental agreement was sent to Samaritans 24 July 2018 with sign off being sought.</p> <p>17/08/2018 4:44:11 PM - Natalie Drage Lease agreement has been signed by the Samaritans Foundation and was received 16 August 2018.</p> <p>29/08/2018 2:47:07 PM - Natalie Drage Memo distributed to Council 17 August 2018 advising the outcome of lease negotiations with Samaritans for use of areas within the Cessnock Performing Arts Centre.</p> <p>7/09/2018 11:13:00 AM - Natalie Drage Agreement executed by all parties for the term of one year plus one year option.</p> <p>7/09/2018 11:14:19 AM - Natalie Drage Revised Target Date changed by: Drage, Natalie From: 1 Sep 2018 To: 02 Nov 2018 Reason: Matter to be reported to Cultural Facilities Committee.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
CC6/2018	Ordinary Council 7/03/2018	Drage, Natalie	Deferred Business	Richmond Main Colliery - Remediation Plan	31/10/2018	
<a href="#">433</a> <b>MOTION</b> 433 <b>RESOLVED</b>	<b>Moved:</b>	Maginnity, Robert Councillor Fitzgibbon	<b>Seconded:</b>	Councillor Gray		
1.	<b>That Council allocate funding of \$50,500 from the Miscellaneous and Property Reserve, for the preparation of a Remediation Action Plan, development application and continuation of temporary fencing at Richmond Main Colliery.</b>					
2.	<b>That a further report be prepared for Council detailing the estimated costs of implementing the Remediation Action Plan once they are known.</b>					
3.	<b>That any future Richmond Main Colliery reports include the cumulative total of expenditure since the September 2017 fire.</b>					
4.	<b>That the General Manager prepare a report in consultation with the site users, including an inventory of equipment, and removal of non essential items from the historic site, with the view to improving visual site amenity, safety and security.</b>					
<p><i>13/03/2018 10:40:03 AM - Katrina Patch</i> Request for Quote Documentation being prepared in order to engage consultancy to prepare the RAP.</p> <p><i>13/03/2018 10:43:07 AM - Katrina Patch</i> Revised Target Date changed by: Patch, Katrina From: 4 Apr 2018 To: 04 Aug 2018 Reason: Engagement of vendor and preparation of RAP estimated to take 5 months.</p> <p><i>4/04/2018 12:09:09 PM - Katrina Patch</i> The Request For Quote for the preparation of the Remediation Action Plan closes on Tuesday 10 April.</p> <p><i>7/05/2018 2:48:02 PM - Robyn Keegan</i> GHD was the successful quote and has been engaged. Inception meeting occurred 2 May 2018, and the project has commenced.</p> <p><i>8/05/2018 11:07:44 AM - Robert Maginnity</i> Action reassigned to Drage, Natalie by: Maginnity, Robert for the reason:</p> <p><i>23/05/2018 5:25:06 PM - Natalie Drage</i> A request for quote has been distributed for the appointment of an external site auditor and is a requirement in accordance with the Contaminated Land Management Guidelines (NSW EPA) and closes 28 May 2018.</p> <p><i>5/07/2018 12:17:46 PM - Robyn Keegan</i> Revised Target Date changed by: Keegan, Robyn From: 4 Aug 2018 To: 31 Oct 2018 Reason: Engagement of vendor and preparation of RAP estimated to take 5 months.</p> <p><i>5/07/2018 12:17:51 PM - Robyn Keegan</i> External site Auditor has been appointed with a site visit to occur with the Auditor during mid July.</p> <p><i>24/07/2018 3:10:15 PM - Natalie Drage</i> The report to Council tabled 4 July 2018, included the cumulative total of expenditure since the September 2017 fire.</p> <p>Resolution 4 - the report to Council on the 4 July 2018 provided an update on the outcome of discussions to date with the Society regarding preparation of an inventory. The Society have been encouraged to commence the removal of non-museum items from the second floor of the museum building. This item will be incorporated into the Site Management Action Plan.</p> <p><i>6/08/2018 9:38:09 AM - Natalie Drage</i> Site visit to Richmond Main occurred with the external auditor and consultant preparing the RAP on 1 August 2018. Consultation to occur with the Preservation Society to assist with understanding current and potential future land uses within Precinct C. This consultation process will be an agenda item for the next meeting with Council staff and the Society Board.</p> <p><i>29/08/2018 2:43:17 PM - Natalie Drage</i> Consultant preparing the Remediation Action Plan met with Council staff and the Board of the Richmond Main Preservation Society on 22 August 2018. The consultation session considered Precinct C, its future uses and identification of priority locations.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
W18/2018	Ordinary Council 7/03/2018	Harris, Kate	Works and Infrastructure	Options for Cessnock Pool	1/11/2018	
<a href="#">441</a> <b>MOTION</b> 441 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Gray	<b>Seconded:</b>	Councillor Sander		
1.	That Council notes the Report and endorses Option C (relocate to Turner Park) as the long term strategic direction for Cessnock Pool.					
2.	That Council undertakes further work to determine the scope, design and cost of Option C (relocate to Turner Park), incorporating indoor and outdoor water and play features, with an estimated capital cost of up to \$20M to be partly funded through development contributions.					
3.	That Council endorses Option B (upgrade at current location) as an interim strategic direction for Cessnock Pool.					
4.	That Council undertakes further work to develop the scope, design and cost of upgrades identified in Option B (upgrade at current location).					
5.	That Council receives a further report on how Options B (upgrade at current location) and C (relocate to Turner Park) will be staged and funded with consideration to the outcomes and recommendations of the Review of Plant at the existing Cessnock Pool.					
<p>19/03/2018 3:19:35 PM - Rebecca Bailey                      Work on upgrade to current location has commenced. Work on scope design, and cost for relocation to Turner Park is presently unfunded. Report to Council on these matters scheduled for late 2018.                      14/06/2018 9:52:30 AM - Kristy Meyers                      Ongoing.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI21/2018	Ordinary Council 21/03/2018	Lindsay, Michelle	Works and Infrastructure	Waste Services Review - Additional Staff and Plant Requirements	31/10/2018	
<a href="#">464</a> <b>MOTION</b> 464 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Dagg	<b>Seconded:</b>	Councillor Burke		
1.	<b>That Council endorse the appointment of eight additional Waste Service Operators in order to adequately manage the expanding waste service operations.</b>					
2.	<b>That Council endorses the purchase of plant items in order to provide efficient operation of the waste service. The plant to be purchased include:</b>					
	<input type="checkbox"/>	<b>Compactor</b>				
	<input type="checkbox"/>	<b>Excavator</b>				
	<input type="checkbox"/>	<b>Tracked loader</b>				
	<input type="checkbox"/>	<b>Water cart</b>				
	<input type="checkbox"/>	<b>Hooklift truck</b>				
3.	<b>That the new staff be funded from the landfill operational budget.</b>					
4.	<b>That the plant purchases be funded from the Waste Reserve.</b>					
<p>12/04/2018 9:37:13 AM - Michelle Lindsay                      Revised Target Date changed by: Lindsay, Michelle From: 18 Apr 2018 To: 31 Jul 2018                      Reason: The action includes recruitment of staff and multiple tenders for procurement of plant which will take approximately three months to complete.</p> <p>12/04/2018 9:37:23 AM - Michelle Lindsay                      Waste Service Operator position description and recruitment advertisement have been reviewed to allow for commencement of recruitment.</p> <p>7/05/2018 3:43:22 PM - Michelle Lindsay                      Recruitment of Waste Service Operators has commenced with positions being advertised on Thursday 10 May to close 24 May. Interviews anticipated to take place in early June.</p> <p>26/06/2018 9:39:38 AM - Michelle Lindsay                      Interviews for recruitment of the Waste Service Operators were undertaken on 25 June. Preferred applicants have been selected and pre-employment checks are being carried out. Investigations of appropriate plant items have been undertaken and specifications for procurement are in development.</p> <p>3/08/2018 12:40:22 PM - Michelle Lindsay                      Revised Target Date changed by: Lindsay, Michelle From: 31 Jul 2018 To: 31 Oct 2018                      Reason: The action includes recruitment of staff and multiple tenders for procurement of plant.</p> <p>3/08/2018 12:40:30 PM - Michelle Lindsay                      Six Waste Service Operators (WSOs) have been appointed and are due to commence in August. Remaining WSOs to be recruited to align with purchase of additional items of plant. Procurement of plant items has been scheduled.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE19/2018	Ordinary Council 4/04/2018	Shillington, Ian	Planning and Environment	Planning proposal to reclassify various properties at Aberdare, Cessnock, East Branxton and Kitchener.	1/05/2019	
<b>MOTION</b> 471 <b>RESOLVED</b>	<b>Moved:</b>	Curtis, Gareth Councillor Suvaal	<b>Seconded:</b>	Councillor Stapleford		
<ol style="list-style-type: none"> <li>That Council request a Gateway determination for the Planning Proposal – Reclassification and rezoning of properties at Aberdare, Cessnock, East Branxton and Kitchener, from the Department of Planning and Environment pursuant to the <i>Environmental Planning and Assessment Act 1979</i>.</li> <li>That Council undertake consultation with public authorities and the community as determined by the Department of Planning and Environment Gateway determination.</li> <li>That Council receive a report on the outcomes of the community consultation on the Planning Proposal.</li> </ol> <p>6/06/2018 1:50:12 PM - Ian Shillington                      1. Planning proposal submitted to the Department of Planning and Environment on 6 April 2018 requesting a gateway to allow public exhibition of the proposal to commence.                      2 &amp; 3. To be completed when gateway request is issued.                      6/06/2018 2:02:15 PM - Ian Shillington                      Revised Target Date changed by: Shillington, Ian From: 2 May 2018 To: 01 May 2019                      Reason: Still awaiting gateway determination and public consultation.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE20/2018	Ordinary Council 4/04/2018	Rush, Iain	Planning and Environment	Planning Proposal - Kurri Kurri District Strategy Consequential LEP Amendments	28/12/2018	
<a href="#">472</a> <b>MOTION</b> 472 <b>RESOLVED</b>	<b>Moved:</b>	Curtis, Gareth Councillor Suvaal	<b>Seconded:</b>	Councillor Dagg		
<ol style="list-style-type: none"> <li>That Council request a Gateway determination for the Planning Proposal - Kurri Kurri District Strategy Consequential LEP Amendments from the Department of Planning and Environment pursuant to the <i>Environmental Planning and Assessment Act 1979</i>.</li> <li>That Council request authorisation under Section 3.31 of the <i>Environmental Planning and Assessment Act 1979</i> to act as the local plan-making authority to make the Local Environmental Plan.</li> <li>That Council undertake consultation with public authorities and the community as determined by the Department of Planning and Environment Gateway determination.</li> <li>That Council receive a report back on the Planning Proposal if unresolved written objections are received during consultation with the Community; otherwise forward the Planning Proposal to the Department of Planning and Environment requesting that the Plan be made.</li> </ol> <p>10/04/2018 4:18:54 PM - Iain Rush                      Planning Proposal forwarded to Department of Planning and Environment for Gateway determination on 13 April 2018. Awaiting Gateway determination.                      6/06/2018 2:43:01 PM - Iain Rush                      Revised Target Date changed by: Rush, Iain From: 2 Jul 2018 To: 02 Sep 2018                      Reason: With the Department of Planning and Environment for Gateway determination.                      6/07/2018 12:34:28 PM - Iain Rush                      Awaiting Gateway determination.                      10/09/2018 11:39:46 AM - Iain Rush                      Revised Target Date changed by: Rush, Iain From: 2 Sep 2018 To: 28 Dec 2018                      Reason: Gateway determination received on 9 July 2018. Matter will need to be reported back to Council to obtain endorsement to apply new clause to set out minimum lot size for battle axe allotments.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI23/2018	Ordinary Council 4/04/2018	Crosdale, Emma	Works and Infrastructure	Naming of Jeffery Park, Kearsley after Mr George Jeffery	17/10/2018	
<a href="#">475</a> <b>MOTION</b> 475 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Stapleford	<b>Seconded:</b>	Councillor Suvaal		
<ol style="list-style-type: none"> <li>1. That Council formally names Jeffery Park at Kearsley “Sergeant George Jeffery Memorial Park” subject to gazettal by the Geographical Names Board of NSW.</li> <li>2. In the event that the name is considered to be unsuitable by the Geographical Names Board of NSW that the next preferred name be George Jeffery Park.</li> <li>3. That if approval is received from the Geographical Names Board of NSW, Council install appropriate signage in line with the adopted Cessnock LGA Signage Strategy.</li> <li>4. That the family of the late Mr George Jeffery be notified the outcome of the application.</li> </ol> <p>30/04/2018 12:11:57 PM - Emma Crosdale The Commemorative Naming application, Council report and supporting documentation sent to Geographical Names Board on 23 April 2018 for consideration.</p> <p>14/06/2018 11:52:48 AM - Kristy Meyers 1. Application submitted to Geographical Names Board. 2. Noted. 3. GNB have endorsed George Jeffery Park as the preferred name. GNB preparing Public exhibition of George Jeffery Park name for 28 days. Signage to be installed at conclusion of exhibition period. 4. Awaiting completion of exhibition period.</p> <p>19/06/2018 9:12:00 AM - Emma Crosdale The proposal exhibition period is 27 June 2018 until 27 July 2018. Submissions can be lodged with the Geographical Names Board.</p> <p>5/07/2018 10:53:35 AM - Nicole Benson Revised Target Date changed by: Benson, Nicole From: 31 Jul 2018 To: 31 Aug 2018 Reason: Awaiting feedback from GNB exhibition.</p> <p>5/09/2018 3:50:46 PM - Vickie Stovell Council officers are currently sourcing quotations for the supply and installation of a sign in line with the Signage Strategy</p> <p>5/09/2018 3:51:29 PM - Vickie Stovell Revised Target Date changed by: Stovell, Vickie From: 31 Aug 2018 To: 17 Oct 2018 Reason: Council officers are currently sourcing quotations for the supply and installation of a sign in line with the Signage Strategy</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI25/2018	Ordinary Council 4/04/2018	Bent, Geoffrey	Works and Infrastructure	AirVenture Proposed Air Show	3/10/2018	
<a href="#">477</a> <b>MOTION</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Suvaal	<b>Seconded:</b>	Councillor Burke		
477 <b>RESOLVED</b>						
1.	That Council supports the proposed AirVenture Australia event and allocate \$75,000 to the event, noting \$37,000 relates to ongoing support and \$38,000 is a once off cost for infrastructure associated with the camping site;					
2.	That the General Manager negotiates suitable arrangements with respect to event promotion and liaison.					
3.	That the General Manager discuss with the Management Team of AirVenture the promotion of the Hunter Valley Visitor Information Centre as the nominated booking agency for accommodation for the event.					
4.	That Council, through the Strategic Property and Community Facilities Committee, investigate a plan to allow some of the works required to be permanent.					
5.	That Council request audited accounts of the event be presented to Council within three months of the event being held.					
6.	That the General Manager request from the event organisers a full financial plan of the event to be held in September and that this information be subject of a report to the Council.					
7.	That a report after the September event be prepared for Council's consideration relating to the long term sustainability of the event.					
<p>12/06/2018 9:07:45 AM - Kristy Meyers</p> <p>Item 1 - Noted</p> <p>Item 2 - Meetings and negotiations ongoing</p> <p>Item 3 - Negotiations ongoing</p> <p>Item 4 - Investigations ongoing</p> <p>Item 5 - Noted</p> <p>Item 6 - AirVenture advised financial plan to be provided by the end of June 2018</p> <p>Item 7 - Noted</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
BN9/2018	Ordinary Council 2/05/2018	Drage, Natalie	Business With Notice	Strategic Planning for Cessnock Library	30/06/2019	
<a href="#">466</a> <b>MOTION</b> 466 <b>RESOLVED</b>	<b>Moved:</b>	Maginnity, Robert Councillor Gray	<b>Seconded:</b>	Councillor Lyons		
<p><b>That Council prepare a business case for an expanded Cessnock Library Branch, including investigating its location within a cultural hub and be in accordance with Council's adopted 2031 Community Infrastructure Strategic Plan and Cessnock City Library Strategic Plan 2014-2024.</b></p> <p>23/05/2018 5:23:24 PM - Natalie Drage Resolution of Council Noted. A methodology for the Business Case is in the process of being developed. 12/06/2018 4:40:20 PM - Joanne Walpole Revised Target Date changed by: Walpole, Joanne From: 30 May 2018 To: 30 Jun 2019 24/07/2018 3:01:24 PM - Natalie Drage A meeting has been scheduled for August 2018 with Council staff to assist in preparing the methodology and project scope. 29/08/2018 2:39:04 PM - Natalie Drage Consultation has commenced with Council staff to discuss possible library sites as indicated in Council planning documents. Site opportunities and constraints have been identified for a number of sites and are being further investigated.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI34/2018	Ordinary Council 16/05/2018	Kerr, Katrina	Works and Infrastructure	Minutes of the Floodplain Management Committee held 5 April 2018	30/09/2018	
<a href="#">485</a> <b>MOTION</b> 485 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Suvaal	<b>Seconded:</b>	Councillor Burke		
<p><b>That the Minutes of the Floodplain Management Committee Meeting held 5 April 2018 be adopted as a resolution of the Ordinary Council, which includes the following:</b></p> <ol style="list-style-type: none"> <li>1. <b>Listed Matter FLOCLM1/2018:</b>  <input type="checkbox"/> <b>That Council note the adjustments to the Floodplain Management Program within the <u>Delivery Program 2017-21</u>, as reported to Council in report WI11/2018.</b> </li> <li>2. <b>Listed Matter FLOCLM2/2018:</b>  <input type="checkbox"/> <b>That Council note the status of the voluntary house raising scheme in Cessnock, Weston and Abermain.</b> </li> <li>3. <b>Listed Matter FLOCLM3/2018:</b>  <input type="checkbox"/> <b>That Council adopt changes to the Cessnock City (Black Creek) Flood Model between Greta Street and Aberdare Road, Aberdare.</b>  <input type="checkbox"/> <b>That Section 149 Certificates be modified for affected properties between Greta Street and Aberdare Road, Aberdare.</b>  <input type="checkbox"/> <b>That amendments to the Cessnock City (Black Creek) Flood Model in Aberdare, downstream of Aberdare Road, be deferred pending a 2016 ARR compliant modelling and updated the flood study.</b>  <input type="checkbox"/> <b>That the findings of the updated flood model be reported back to the Floodplain Management Committee for reconsideration.</b> </li> <li>4. <b>Listed Matter FLOCLM4/2018:</b>  <input type="checkbox"/> <b>That Council note the status of the design of the South Cessnock Bund Wall Scheme.</b> </li> </ol>						

- 5. **Listed Matter FLOCLM5/2018:**  
 **That Council note the status of the Greta Flood Study.**
  
- 6. **Listed Matter FLOCLM6/2018:**  
 **That Council note the status of the Wallis, Fishery & Swamp Creek Flood Study.**
  
- 7. **Listed Matter FLOCLM7/2018:**  
 **That Council note the status of the Cessnock, and Abermain & Weston Flood Warning Systems.**
  
- 8. **Listed Matter FLOCLM8/2018:**  
 **That Council note the status of the Wollombi Flood Warning System.**

*13/06/2018 2:48:05 PM - Katrina Kerr*

Item 1: Noted.

Item 2: Noted.

Item 3: Preparing changes to S 148 certificates.

Undertaking 2016 ARR compliant modelling and preparing a report back to the Committee.

*12/07/2018 11:35:34 AM - Katrina Kerr*

Item 3.1 – Noted.

Item 3.2 – Updating Section 149 Certificates.

Item 3.3 – Undertaking 2016 ARR compliant modelling.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE29/2018	Ordinary Council 16/05/2018	Fitzpatrick-Barr, Justin	Planning and Environment	Development Application No. 8/2017/282/1 proposing construction of a roundabout to facilitate access to St Philip's Christian College  Wine Country Drive, Nulkaba	10/10/2018	
<b>MOTION</b> 475 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Suvaal	<b>Seconded:</b>	Councillor Burke		
1.	<b>That Council determine Development Application No. 8/2017/282/1 proposing the construction of a roundabout to facilitate access to St Philip's Christian College at Wine Country Drive (Lot 1 DP 744377) Nulkaba, pursuant to Section 80 of the Environmental Planning and Assessment Act 1979, by refusing to grant consent for the reasons detailed in this report.</b>					
2.	<b>That Council supports the concept of a roundabout entrance to St Philips Christian College off Wine Country Drive, Nulkaba for school and community access to the site, subject to an approved design by, and satisfactory arrangements with, the Roads and Maritime Services.</b>					
3.	<b>That the General Manager request the Parliamentary Secretary for the Hunter and Central Coast to coordinate an urgent meeting between Cessnock City Council, the Roads and Maritime Services, State Member for Cessnock and St Philips Christian College to address the traffic and safety concerns at Wine Country Drive and Lomas Lane, Nulkaba.</b>					
4.	<b>That the General Manager continue to work with the Roads and Maritime Services and St Philips Christian College with a view to encourage the submission of a Development Application, as a matter of urgency, by St Philips Christian College, to ensure the necessary upgrade works can be carried out to address serious traffic and safety concerns at Wine Country Drive and Lomas Lane, Nulkaba. The development application must be supported by the necessary documentation and arrangements with the Roads and Maritime Services and be designed in accordance with the requirements of Cessnock City Council and the Roads and Maritime Services.</b>					
5.	<b>That the General Manager investigate any immediate measures that could improve pedestrian and vehicular safety adjacent to the College in Wine Country Drive and Lomas Lane, Nulkaba.</b>					
<p>5/06/2018 3:45:09 PM - Robyn Larsen Item 1 - Determination Issued 5/06/2018 3:46:12 PM - Robyn Larsen Item 2 - Noted 6/07/2018 11:13:52 AM - Robyn Larsen Item 3 - Acting General Manager spoken to Mr Stephen Wills at the Department of Premier and Cabinet who advised that he would liaise with St Philips and the RMS to seek a meeting to try and resolve the matter. 6/07/2018 11:53:39 AM - Joanne Walpole Item 4 - This issue is being dealt with. The Department of Premier and Cabinet are attempting to bring all parties together. 6/07/2018 2:45:00 PM - Joanne Walpole Item 5 - Prepared Concept Option for signalised roundabout. Prepared Concept Option for use of internal road network Attended meeting between RMS and CCC 23/05/18. Arranged drone to film intersection performance 03/08/18. 7/09/2018 4:03:16 PM - Kristy Meyers Item 3 - Mr Stephen Wills chaired a meeting on 6 August 2018. Attendees included GM, DW&amp;I, Infrastructure Manager, Development Services Manager and RMS. A teleconference was held with RMS and St Philips School on 4 September 2018.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
BN14/2018	Ordinary Council 6/06/2018	Johnson, Martin	Business With Notice	Installation of Footpaths and Pram Ramps in Association with Development	1/08/2019	
<a href="#">516</a> <b>MOTION</b> 516 <b>RESOLVED</b>	<b>Moved:</b>	Curtis, Gareth Councillor Fitzgibbon	<b>Seconded:</b>	Councillor Burke		
<p><b>That Council undertakes a review of the Cessnock (2010) Development Control Plan (DCP) and associated <i>Engineering Guidelines for Development</i>, and consider including in the revised DCP a requirement to install footpath and pram ramps in all situations where kerb and guttering is required as part of a development.</b></p> <p><i>10/07/2018 11:52:55 AM - Yvonne Blake</i> Revised Target Date changed by: Blake, Yvonne From: 4 Jul 2018 To: 01 Aug 2018 Reason: Matter progressing</p> <p><i>6/08/2018 11:20:39 AM - Gareth Curtis</i> Action reassigned to Johnson, Martin by: Curtis, Gareth for the reason: Martin -for your action please. Not sure why this was not allocated earlier. thanks Gareth</p> <p><i>11/09/2018 11:40:51 AM - Robyn Keegan</i> Revised Target Date changed by: Keegan, Robyn From: 1 Aug 2018 To: 01 Aug 2019 Reason: Review of DCP has been added to the Strategic Planning Work Program and Engineering Guidelines are being reviewed by Works &amp; Infrastructure.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
GMU14/2018	Ordinary Council 20/06/2018	Stevens, Rhiannon	General Manager's Unit	Minutes of the Town Coordinators Review Committee of Cessnock City Council held on 21 March 2018	26/09/2018	
<a href="#">530</a> <b>MOTION</b> 530 <b>RESOLVED</b>	<b>Moved:</b>	Glen, Stephen Councillor Dagg	<b>Seconded:</b>	Councillor Sander		
<p><b>1. That the Minutes of the Town Coordinators Review Committee held on 23 May 2018 be adopted as a resolution of the Ordinary Council.</b></p> <p><b>2. That Council maintain the current funding arrangements for Town Coordinators, pending further negotiations with Branxton/Greta business chamber, with a review of reportable criteria/KPI's to be determined by the Town Coordinators Review Committee.</b></p> <p><i>6/07/2018 11:31:59 AM - Jane Holdsworth</i> Revised Target Date changed by: Holdsworth, Jane From: 18 Jul 2018 To: 01 Aug 2018 Reason: Currently preparing draft KPI's</p> <p><i>5/09/2018 12:11:42 PM - Melanie Parker</i> Action reassigned to Stevens, Rhiannon by: Parker, Melanie for the reason:</p> <p><i>6/09/2018 12:00:17 PM - Rhiannon Stevens</i> Revised Target Date changed by: Stevens, Rhiannon From: 1 Aug 2018 To: 26 Sep 2018 Reason: Town Coordinators Review Committee Meeting to discuss KPIs was deferred to 12 September 2018.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI43/2018	Ordinary Council 20/06/2018	Nikolaidis, Maria	Works and Infrastructure	Nature Strip Parking	3/10/2018	
<a href="#">537</a> <b>MOTION</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Fitzgibbon	<b>Seconded:</b>	Councillor Burke		
537 <b>RESOLVED</b>						
1.	That Council note the outcome of the investigation into retrofitting nature strips to facilitate partial off-road parking.					
2.	That Council note the estimated costs for residents to install concrete rolled kerb.					
3.	That Council consider alternatives to retrofitting nature strips to facilitate partial off-road parking, including carriageways of 9m and over, in its new Engineering Requirements for Development.					
12/07/2018 11:21:32 AM - Katrina Kerr Item 1 – Noted. Item 2 – Noted. Item 3 – Preparing revised Engineering Requirements for Development.						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
BN19/2018	Ordinary Council 20/06/2018	Benson, Nicole	Business With Notice	Street Tree Strategy	31/03/2019	
<a href="#">542</a> <b>MOTION</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Fitzgibbon	<b>Seconded:</b>	Councillor Sander		
542 <b>MOTION</b>						
That the Street Tree Strategy is completed by the end of March 2019 to align with the development of the 2019/20 Operational Plan.						
4/07/2018 11:40:51 AM - Nicole Benson Works are scheduled to be completed in accordance with the nominated timeframe.						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
CO19/2018	Ordinary Council 20/06/2018	Livens, Kurt	Correspondence	Abandoned Vehicles	30/11/2018	
<a href="#">543</a>		Curtis, Gareth				
<b>MOTION</b>	<b>Moved:</b>	Councillor Sander	<b>Seconded:</b>	Councillor Dagg		
543						
<b>RESOLVED:</b>						
1.	<b>That the General Manager bring a report back to Council to further consider the advice from LGNSW regarding the removal of abandoned vehicles where they present a bushfire and safety risk to the community.</b>					
2.	<b>That the report consider the previous advice and statutory requirements.</b>					
<p>10/07/2018 11:54:11 AM - Yvonne Blake                      Revised Target Date changed by: Blake, Yvonne From: 18 Jul 2018 To: 01 Aug 2018                      Reason: Matter progressing                      6/08/2018 11:17:10 AM - Gareth Curtis                      teleconference with staff and OLG Director of Legal on 1 August 2019. Report being prepared for Council by HBM.                      6/08/2018 11:19:42 AM - Gareth Curtis                      Action reassigned to Livens, Kurt by: Curtis, Gareth for the reason: Please prepare report to Council as discussed.                      11/09/2018 11:36:03 AM - Robyn Keegan                      Revised Target Date changed by: Keegan, Robyn From: 1 Aug 2018 To: 30 Nov 2018                      Reason: Waiting on information/stats from Rural Fire Service.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI48/2018	Ordinary Council 4/07/2018	Kerr, Katrina	Works and Infrastructure	South Cessnock Mine Subsidence Update	5/09/2018	
<a href="#">557</a>		Fitzpatrick-Barr, Justin				
<b>MOTION</b>	<b>Moved:</b>	Councillor Gray	<b>Seconded:</b>	Councillor Suvaal		
557						
<b>RESOLVED</b>						
1.	<b>That Council writes to the Hon. Victor Dominello MP, Minister for Finance, Services and Property seeking intervention and support for a mine subsidence compensation claim for flood mitigation works in South Cessnock.</b>					
2.	<b>That as part of Council's mine subsidence compensation claim, Council seeks funding to construct a retention basin on the eastern side of South Cessnock to mitigate flooding in the South Cessnock area.</b>					
<p>12/07/2018 11:41:56 AM - Katrina Kerr                      Item 1 – Preparing letter.                      Item 2 – Updating claim for mine subsidence compensation.                      20/07/2018 2:08:32 PM - Robyn Keegan                      Letter emailed to Hon. Victor Dominello MP 18/7/18</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
BN20/2018	Ordinary Council 4/07/2018	Maher, Janine	Business With Notice	24 hour Operation	3/10/2018	
<a href="#">559</a> <b>MOTION</b> 559 <b>RESOLVED</b>	<b>Moved:</b>	Curtis, Gareth Councillor Stapleford	<b>Seconded:</b>	Councillor Burke		
<p><b>That the General Manager provide a report back to Council within three months outlining how development applications which propose 24 hour operations, would be reported to Council for determination.</b></p> <p>3/08/2018 2:25:32 PM - Janine Maher Revised Target Date changed by: Maher, Janine From: 1 Aug 2018 To: 03 Oct 2018 Reason: Report to be prepared within 3 months. 6/08/2018 11:21:52 AM - Gareth Curtis Action reassigned to Maher, Janine by: Curtis, Gareth for the reason: Please prepare report as required by resolution, thanks</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
CC47/2018	Ordinary Council 4/07/2018	Drage, Natalie	Corporate and Community	Richmond Main Colliery - Outcome of Site Assessments and Future Lease and Licence Arrangements	31/01/2019	
<a href="#">567</a> <b>MOTION</b> 567 <b>RESOLVED</b>	<b>Moved:</b>	Maginnity, Robert Councillor Gray	<b>Seconded:</b>	Councillor Lyons		
<ol style="list-style-type: none"> <li>1. <b>That Council cease all operations within Precinct B of the Richmond Main Colliery site and take steps to terminate the arrangements currently in place in accordance with Option 1.</b></li> <li>2. <b>That Council endorse the Conservation Management Plan, prepared by City Plan Services (2018).</b></li> <li>3. <b>That Council note the Structural Assessment of Council Buildings, Building Assessment Report, prepared by Jacobs Group (Australia) Pty Limited (2018).</b></li> <li>4. <b>That the assessments and plans undertaken to date for the Richmond Main Colliery be used to develop a Site Management Action Plan that will include strategies that seek to encourage community activities at the site and opportunities for funding grants.</b></li> <li>5. <b>Following consultation with stakeholders the General Manager provide an updated progress report, coming back to Council within the next 2 months</b></li> <li>6. <b>That the Conservation Management Plan and the Structural Assessment Reports be made available to all Stakeholders</b></li> </ol> <p>16/07/2018 2:14:05 PM - Natalie Drage Resolution 6 - The Richmond Main Preservation Society (the Society) has been provided with both an electronic copy and hard copy of the Conservation Management Plan and Structural Assessment Report. Provided to Society Director, Graham Smith on 6 July 2018. 16/07/2018 2:17:43 PM - Natalie Drage Resolution 2 and 3 noted. At the next scheduled meeting with the Society Board and Council Staff, Resolution 4 to be discussed. 24/07/2018 2:58:28 PM - Natalie Drage Resolution 1 - All user groups with arrangements in place have been provided with correspondence regarding termination dates for the ceasing of operations within Precinct B. 24/07/2018 3:00:00 PM - Natalie Drage Resolution 4 - A meeting has been scheduled with the Richmond Main Preservation Society for August 2018 to discuss a Site Management Action Plan. 29/08/2018 2:50:24 PM - Natalie Drage Resolution 5 - A progress report will be tabled at the meeting of Council 5 September 2018.</p>						

5/09/2018 1:27:26 PM - Natalie Drage  
 Resolution 4 - Council staff met with representatives from the Society Board on 22 August 2018 and discussions included the Remediation Action Plan, use of the site and development of site management action plan.  
 5/09/2018 1:30:34 PM - Natalie Drage  
 Revised Target Date changed by: Drage, Natalie From: 1 Aug 2018 To: 31 Jan 2019  
 Reason: Site Management Action Plan in the process of being developed.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI55/2018	Ordinary Council 18/07/2018	Hughes, Bruce	Works and Infrastructure	Status of Dalwood Street, Greta	3/10/2018	
<b>MOTION</b> 571 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Suvaal	<b>Seconded:</b>	Councillor Lyons		
1.	<b>That Council note the outcome of investigations and advice regarding the private ownership of Dalwood Street, Greta;</b>					
2.	<b>That Council not pursue dedication of the land as public road;</b>					
3.	<b>That Council notify those property owners on Dalwood Street, Greta who enquired of the outcome of the investigations and advice.</b>					
8/08/2018 3:22:03 PM - Bruce Hughes Item 1 - Noted. Item 2 - Dedication not pursued. Item 3 - Sent letters as per DOC2018/049712 & DOC2018/049646.						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
GMU15/2018	Ordinary Council 18/07/2018	Allan, Darrylen	General Manager's Unit	Family and Domestic Violence Leave Protocol	26/09/2018	
<u>574</u> <b>MOTION</b> 574 <b>RESOLVED</b>	<b>Moved:</b>	Glen, Stephen Councillor Suvaal	<b>Seconded:</b>	Councillor Dagg		
1.	<b>That Council endorse a Family and Domestic Violence Policy position that includes up to 10 days per annum of paid Family and Domestic Violence Leave for permanent and casual employees</b>					
2.	<b>That Council endorse the adoption of a Family and Domestic Violence Protocol for staff at Cessnock City Council which reflects the above Policy position.</b>					
3.	<b>That the General Manager incorporate into the Protocol and Procedures that leave applying to casuals be restricted to regular and systematic casuals who are unable to work their rostered hours due to the effects of family and domestic violence.</b>					
4.	<b>That Council note the past, current and planned initiatives and protocols in relation to staff welfare as provided in Council's Workforce Plan and associated staff welfare protocols.</b>					
5.	<b>That Council note the General Manager is to develop the Procedures relating to the Family and Domestic Violence Protocol.</b>					
6.	<b>That Council note the consultative process to be undertaken in regards to the Family and Domestic Violence Protocol and associated Procedures and these documents will be brought back to Council within 3 months for the Council's information.</b>					
8/08/2018 1:29:31 PM - Darrylen Allan Revised Target Date changed by: Allan, Darrylen From: 15 Aug 2018 To: 26 Sep 2018 Reason: 3 months to undertake the actions contained in the resolution. This date is approx 3 weeks out from 3 month deadline. 8/08/2018 1:29:35 PM - Darrylen Allan						

Various actions associated with this resolution are in progress and/or will commence shortly. Further report to Council no later than 17 October 2018.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI52/2018	Ordinary Council 18/07/2018	Eveleigh, Nathan	Works and Infrastructure	Request for Sponsorship - Branxton Greta Business Chamber	10/11/2018	
<b>MOTION</b> 581	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Stapleford	<b>Seconded:</b>	Councillor Dunn		
<b>RESOLVED</b>						
1.	<b>That Council provides sponsorship to Branxton Greta Business Chamber for the community morning tea and official luncheon to be attended by His Excellency General The Honourable David Hurley AC DSC (retired), Governor of New South Wales and his wife Mrs Linda Hurley to the value of \$3,389.</b>					
2.	<b>That the Branxton Greta Business Chamber provide an acquittal of the sponsorship within 60 days of the event.</b>					
3.	<b>That Council fund the costs associated for the His Excellency General The Honourable David Hurley AC DSC (retired), Governor of New South Wales and his wife Mrs Linda Hurley and aide-de-camp to attend the luncheon</b>					
7/08/2018 11:55:54 AM - Nathan Eveleigh Item 1 - Invoice authorised for payment on 7/8/2018 Item 2 - Acquittal due 60 days post event to be held on 10 September 2018. Item 3 - Invoiced authorised for payment on 7/8/2018 7/08/2018 11:59:22 AM - Nathan Eveleigh Revised Target Date changed by: Eveleigh, Nathan From: 15 Aug 2018 To: 10 Nov 2018 Reason: Acquittal for funding of the event due within 60 days of event to be held 10 September 2018.						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI53/2018	Ordinary Council 18/07/2018	Deo, Santosh	Works and Infrastructure	Council Owned Carparks in Cessnock CBD	17/10/2018	
<a href="#">582</a> <b>MOTION</b> 582 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Suvaal	<b>Seconded:</b>	Councillor Stapleford		
1.	<b>That Council note the Council owned car parks in the Cessnock CBD, the work required to upgrade to a suitable standard, and options for funding;</b>					
2.	<b>That Council hold a briefing session on the priority for expenditure of currently available funds for car park renewal.</b>					
3.	<b>That following the briefing session a report come back to Council to endorse the priority funding.</b>					
<p>8/08/2018 3:18:09 PM - Santosh Deo                      Item 1. Noted.                      Item 2. Briefing scheduled on 8/08/2018.                      Item 3. Report will be presented to the Council as per the briefing summary.                      12/09/2018 11:27:35 AM - Santosh Deo                      Revised Target Date changed by: Deo, Santosh From: 15 Aug 2018 To: 17 Oct 2018                      12/09/2018 11:30:31 AM - Santosh Deo                      Item 1. Noted.                      Item 2. Completed Council briefing on 08/08/2018.                      Item 3. Drafting report to Council.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI54/2018	Ordinary Council 18/07/2018	Kerr, Katrina	Works and Infrastructure	Intersection of Hart Road, Government Road and Gingers Lane, Loxford	17/10/2018	
<a href="#">583</a> <b>MOTION</b> 583 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Suvaal	<b>Seconded:</b>	Councillor Gray		
1.	<b>That Council note the actions taken in response to MOU7/2018 and meetings with Roads and Maritime Services</b>					
2.	<b>That Council note the recent outcomes of ongoing liaison with Roads and Maritime Services</b>					
3.	<b>That Council note the outcome of the actions taken in response to MOU11/2018 and discussions with Rover Coaches in regard to the informal bus stop</b>					
4.	<b>That the General Manager urgently investigate the intersection and its various approaches and prepare a report outlining interim low cost solutions to be assessed by the traffic committee at its August meeting including measures such as speed reductions, speed humps, warning lights, speed notification signs and other traffic calming measures for immediate implementation.</b>					

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI59/2018	Ordinary Council 1/08/2018	Benson, Nicole	Works and Infrastructure	Garbage Bins at Slacks Park, Wollombi	31/10/2018	
<a href="#">597</a> <b>MOTION</b> 597 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Burke	<b>Seconded:</b>	Councillor Stapleford		
<p><b>That Council install two bin cabinets at the front of Slacks Park, Wollombi.</b></p> <p>5/09/2018 3:49:11 PM - Vickie Stovell Bins have been ordered and will be installed as soon as they arrive. 5/09/2018 3:50:14 PM - Vickie Stovell Revised Target Date changed by: Stovell, Vickie From: 29 Aug 2018 To: 31 Oct 2018</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI60/2018	Ordinary Council 1/08/2018	Harris, Kate	Works and Infrastructure	BMX & Skate Facilities Within the Cessnock Local Government Area	21/11/2018	
<a href="#">598</a> <b>MOTION</b> 598 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Burke	<b>Seconded:</b>	Councillor Lyons		
<ol style="list-style-type: none"> <li>1. <b>That Council note the progress of the implementation of the Cessnock Skate and BMX Facilities Needs Assessment 2020.</b></li> <li>2. <b>That Council complete a detailed review of the Cessnock Skate and BMX Facilities Needs Assessment 2020.</b></li> <li>3. <b>That following the review, a further report be prepared for Council's consideration outlining key findings and recommendations.</b></li> <li>4. <b>That following the completion of the Skate and BMX Facilities Needs Assessment, a review is undertaken of the Carmichael Park Masterplan, incorporating findings from the revised assessment as well as Council's adopted Recreation and Open Space Strategic Plan and other relevant documents and reported to Council.</b></li> </ol> <p>8/08/2018 2:02:37 PM - Kate Harris Item 1: Noted Item 2: Review to commence early September 2018 Item 3: Further report expected at the 21 November Council meeting Item 4: To commence at the completion of item 2. 8/08/2018 2:11:23 PM - Kate Harris Revised Target Date changed by: Harris, Kate From: 29 Aug 2018 To: 21 Nov 2018 Reason: The review of the BMX and Skate Facilities Needs Assessment needs to occur prior to reporting back to Council</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
CC56/2018	Ordinary Council 15/08/2018	Eftimova, Esmā	Corporate and Community	Draft Copyright Policy	3/10/2018	
<b>MOTION</b> 610 <b>RESOLVED</b>	<b>Moved:</b>	Maginnity, Robert Councillor Gray	<b>Seconded:</b>	Councillor Sander		
<p><b>That the report be deferred for a Councillor Briefing.</b></p> <p><i>10/09/2018 9:39:59 AM - Esmā Eftimova</i>                      Revised Target Date changed by: Eftimova, Esmā From: 12 Sep 2018 To: 03 Oct 2018                      Reason: Briefing will be provided to Councillors on 19/09/2018 as requested following which a report will be brought to Council to adopt the copyright policy.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI63/2018	Ordinary Council 15/08/2018	Hughes, Bruce	Works and Infrastructure	Road Naming Anomalies - Paxton, Quorrobolong and Abernethy	7/11/2018	
<a href="#">613</a> <b>MOTION</b> 613 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Fitzgibbon	<b>Seconded:</b>	Councillor Doherty		
<p>1. <b>That Council provide notifications and advertise the proposed renaming of:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Middle Road, Paxton, between Anderson Avenue and Millfield Road, to Main Road;</b></li> <li><input type="checkbox"/> <b>Barraba Road, Quorrobolong to Barraba Lane;</b></li> <li><input type="checkbox"/> <b>Abernethy Road, Abernethy to Abernethy Street.</b></li> </ul> <p>2. <b>That the General Manager consider any submissions received in response to the notifications and advertising, and report any objections or controversial issues raised;</b></p> <p>3. <b>That under delegation, the General Manager proceed with the proposed renaming, provided no submissions are received to the contrary.</b></p> <p><i>12/09/2018 9:57:39 AM - Bruce Hughes</i>                      Revised Target Date changed by: Hughes, Bruce From: 12 Sep 2018 To: 07 Nov 2018                      Reason: Draft advertising prepared, allow one month for submissions.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI64/2018	Ordinary Council 15/08/2018	Hughes, Bruce	Works and Infrastructure	Proposed Road Closure - off Broke Road, Pokolbin	3/10/2018	
<a href="#">614</a> <b>MOTION</b> 614 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Fitzgibbon	<b>Seconded:</b>	Councillor Doherty		
1.	That Council consent to the closure of a section of unconstructed public road off Broke Road, Pokolbin, as indicated on the Property Location Plan.					
2.	That Council writes to the Hon. Melinda Pavey MP, Minister for Roads, Maritime and Freight requesting to transfer the road to the Crown in accordance with the provisions of the <i>Roads Act 1993</i> .					
12/09/2018 9:49:45 AM - Bruce Hughes Revised Target Date changed by: Hughes, Bruce From: 12 Sep 2018 To: 03 Oct 2018 Reason: Draft letter prepared						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI65/2018	Ordinary Council 15/08/2018	Jeffery, Warren	Works and Infrastructure	Minutes of Local Traffic Committee held 16 July 2018	12/09/2018	
<a href="#">620</a> <b>MOTION</b> 620 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Gray	<b>Seconded:</b>	Councillor Stapleford		
That the Minutes of the Local Traffic Committee of 16 July 2018 be adopted as a resolution of the Ordinary Council being:						
1.	TC28/2018 - That a satisfactory Traffic Management Plan (TMP) and Traffic Control Plan (TCP) for the Great North Walk Ultra's on Congewai Road, Congewai be provided by the applicant, specifically detailing measures to ensure the safe conduct of the event, with explicit detail regarding safety at intersections and side roads;					
2.	TC29/2018 - That parking restrictions and line marking be installed on Keene Street, Cessnock in accordance with Keene Street Cessnock _ Line Marking Diagram that was provided at the meeting;					
3.	TC30/2018 - That a pedestrian refuge and line marking be installed on Cumberland Street, Cessnock in accordance with Cumberland Street Cessnock _ Pedestrian Refuge Diagram that was provided at the meeting; and					
4.	TC31/2018 - That a Local Area Traffic Management Scheme be installed on Fourth Street, Weston in accordance with Fourth Street Weston _ LATM Diagram that was provided at the meeting.					

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI66/2018	Ordinary Council 15/08/2018	Eveleigh, Nathan	Works and Infrastructure	Request for Sponsorship - Kearsley Community Dawn Service Committee Inc.	12/10/2018	
<a href="#">616</a> <b>MOTION</b> 616 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Fitzgibbon	<b>Seconded:</b>	Councillor Doherty		
1.	That Council provides sponsorship to Kearsley Community Dawn Service Committee Inc. for the community morning tea to be attended by His Excellency General The Honourable David Hurley AC DSC (retired), Governor of New South Wales and his wife Mrs Linda Hurley to the value of \$700;					
2.	That Council loan the Kearsley Community Dawn Service Committee Inc. indoor flagpoles to display the NSW and Australian Flag;					
3.	That the Kearsley Community Dawn Service Committee Inc. provide an acquittal of the sponsorship within 60 days of the event.					

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
BN25/2018	Ordinary Council 15/08/2018	Stevens, Rhiannon	Business With Notice	Great North Walk	12/09/2018	
<a href="#">621</a> <b>MOTION</b> 621 <b>RESOLVED</b>	<b>Moved:</b>	Glen, Stephen Councillor Dunn	<b>Seconded:</b>	Councillor Stapleford		
That the General Manager provide a report back to council detailing:						
a)	The current status of the Great North Walk in the Strategic Plan and any other associated plans and strategies.					
b)	A comprehensive list of the types of grants that have previously been and are able to be sought for funding to promote and improve the walk.					
c)	Ways in which Cessnock City Council can leverage off the Great North Walk to increase tourism to the area.					
d)	A comprehensive list of organisations both government and voluntary that hold a stake in the future of the Great North Walk.					
e)	A guide as to what bordering councils are doing to promote and leverage off the Great North Walk, how we differ and what we can adopt as strategy.					
f)	A comprehensive list of any policies that council have that affect external organisations and the way they carry out their using of the Great North Walk.					
g)	A recommendation to council on how the Great North Walk is to be treated in future plans as to further Council's ability to access grants, further market the walk, and liaise with external stakeholders.					
5/09/2018 12:12:22 PM - Melanie Parker Action reassigned to Stevens, Rhiannon by: Parker, Melanie for the reason:						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE47/2018	Ordinary Council 5/09/2018	Porter, Kerry	Planning and Environment	Development Application 8/2017/160/1 proposing construction of a multi-dwelling development 288 - 290 Maitland Road, Cessnock	3/10/2018	
<a href="#">625</a> <b>MOTION</b> 625 <b>RESOLVED</b>	<b>Moved:</b>	Curtis, Gareth Councillor Burke	<b>Seconded:</b>	Councillor Lyons		
1.	<b>That:</b>					
(i)	Development Application No. 8/2017/160/1 proposing the construction of a multi-dwelling development at 288 – 290 Maitland Road Cessnock, be refused pursuant to Section 4.16 of the Environmental Planning and Assessment Act 1979, subject to the reasons for refusal contained in this report.					
(ii)	The reasons for the decision (having regard to any statutory requirements applying to the decision), are as follows:					
	<input type="checkbox"/> The proposal fails to satisfy the overall objectives of Clause 7.3(1) and the provisions contained in Clause 7.3(3) of the Cessnock Local Environmental Plan (CLEP) 2011 in that the development is likely to increase the risk to life and property due to the flooding hazard of the land.					
	<input type="checkbox"/> The proposal fails to satisfy the provisions contained in Chapters C.6, C.9 and D.2 of the Cessnock Development Control Plan (DCP) 2010.					
	<input type="checkbox"/> The proposal is likely to result in adverse impacts on the natural and built environment through alteration of floodwater behaviour.					
	<input type="checkbox"/> The site is considered unsuitable for the development as it will intensify residential development within the floodplain, and the bulk and scale of the proposal is not consistent nor compatible with the locality.					
	<input type="checkbox"/> The proposed development is not in the public interest.					
(iii)	In considering community views, the following is relevant:					
	<input type="checkbox"/> The flood affectation of the site and the impact of the development on flood patterns in the locality.					
	<input type="checkbox"/> Amenity impacts of the development on adjoining land.					
	<input type="checkbox"/> Non-compliance of the development with the Cessnock Council DCP 2010 with regard to urban design.					
(iv)	The details contained above be publicly notified pursuant to Section 2.22 and Clause 20(2) of Schedule 1 of the Environmental Planning and Assessment Act 1979					
2.	That Council notify in writing the persons who made a submission with regard to the proposed development, of Council's decision.					

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE49/2018	Ordinary Council 5/09/2018	Forbes, Richard	Planning and Environment	Development Application No. 8/2017/548/1 - Alterations and additions to an existing dwelling to establish an 84 place centre-based child care facility 1764 Wine Country Drive, North Rothbury	3/10/2018	
<a href="#">626</a> <b>MOTION</b> 626 <b>RESOLVED</b>	<b>Moved:</b>	Curtis, Gareth Councillor Dagg	<b>Seconded:</b>	Councillor Burke		
1.	That:					
(i)	That Council determine Development Application No. 8/2017/548/1 proposing alterations and additions to an existing dwelling to establish an 84 place centre-based child care facility at 1764 Wine Country Drive (Lot 10 DP 1090815) North Rothbury, by the granting of deferred commencement development consent pursuant to Sections 4.16 and 4.17 of the Environmental Planning and Assessment Act 1979, subject to the conditions contained in this report.					
(ii)	The reasons for the decision (having regard to any statutory requirements applying to the decision), are as follows:					
	<input type="checkbox"/> The proposal is a permitted landuse in the RU2 Rural Landscape zone under Cessnock Local Environmental Plan 2011.					
	<input type="checkbox"/> The variations proposed to Chapter C.1 (Car Parking) of Cessnock Development Control Plan 2010, are supported on the basis of evidence provided by the applicant demonstrating that on-site car parking can be provided in satisfaction of the performance objectives, and that strict compliance with the numerical requirements is unreasonable and unnecessary.					
	<input type="checkbox"/> The proposal incorporates adequate measures to ensure the development does not result in any adverse impacts on the natural and built environments or the social and economic locality.					
	<input type="checkbox"/> Satisfactory measures are proposed with respect to the nature and capacity of infrastructure to cater for the proposed development with specific regard given to required upgrades of Morgan Street and the Wine Country Drive/Morgan Street intersection.					
	<input type="checkbox"/> The proposal is consistent with the existing and emerging streetscape and character of the locality. The site is considered suitable for the proposed development as it is located within an established residential locality adjoining a business zone. Therefore, the construction of additional child care facilities is consistent with the desired future character of the area.					
(iii)	In considering community views, the following is relevant:					
	<input type="checkbox"/> The proposal is consistent with the existing and desired future amenity and character of the surrounding area, as the land surrounding the proposed child care facility is primarily used for urban purposes.					
	<input type="checkbox"/> A suitable area for the placement of waste receptacles has been proposed on site.					
	<input type="checkbox"/> An acoustic report and supporting documentation was submitted to Council in support of the development application. Such report was prepared specific to the Guideline for Child Care Centre Acoustic Assessment 2013, and considered satisfactory by Council.					
	<input type="checkbox"/> With respect to wastewater, a Section 68 Application (15/2017/101) has been issued by Council supporting a commercial pump-out system for the management of wastewater					

<p>on site.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Details confirming the disposal of stormwater from the site have been submitted to Council, and are considered to be in accordance with Council's 'Engineering Requirements for Development'.</li> <li><input type="checkbox"/> Relevant conditions of consent with respect to the upgrade of Morgan Street to cater for increased traffic movements, have been imposed on the notice of determination.</li> <li><input type="checkbox"/> Relevant conditions of consent with respect to the Wine Country Drive/Morgan Street intersection, have been imposed on the notice of determination, and the final design of the intersection will be approved by the RMS.</li> </ul> <p>(iv) The details contained above be publicly notified pursuant to Section 2.22 and Clause 20(2) of Schedule 1 of the Environmental Planning and Assessment Act 1979.</p> <p>2. That Council notify in writing the persons who made a submission with regard to the proposed development, of Council's decision.</p>
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Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
GMU18/2018	Ordinary Council 5/09/2018	Kerr, Katrina	General Manager's Unit	Armistice Centenary Grants Program	17/10/2018	
<a href="#">631</a> <b>MOTION</b> 631 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Burke	<b>Seconded:</b>	Councillor Sander		
1.	That Council allocate \$16,888 to the Armistice banner and banner pole project provided from the Restricted Assets (Miscellaneous and Property) Reserve (old loan fund savings).					
2.	That Council accept the grant of \$19,046 under the Armistice Centenary Grants Program by 7 September 2018.					
3.	That Council install four banner poles in Weston, four banner poles in Greta and one banner pole in Wollombi subject to relevant approvals required.					
4.	That Council will continue to seek external funding opportunities to increase the number of poles in the other towns and villages in the Cessnock LGA.					
5.	That Exact locations for the banner poles are emailed to ward Councillors for feedback.					
6.	That Council takes future banner design and civic aesthetics to the Cultural Facilities Committee for their input.					
<p>10/09/2018 1:52:56 PM - Annaleize Hambling                      The Commonwealth Grant Agreement is now executed. Funds will be made available to Council shortly. Investigations are underway by Works and Infrastructure into the exact locations of the poles. This will be sent to ward Councillors for feedback. The Media and Communication Unit will ensure all new banner designs are provided to the Cultural Facilities Committee for their input.</p> <p>10/09/2018 1:57:32 PM - Annaleize Hambling                      Revised Target Date changed by: Hambling, Annaleize From: 7 Sep 2018 To: 28 Sep 2018</p> <p>10/09/2018 2:01:14 PM - Melanie Parker                      Action reassigned to Fitzpatrick-Barr, Justin by: Parker, Melanie for the reason:</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE46/2018	Ordinary Council 5/09/2018	Luscombe, Dan	Planning and Environment	Disposal of Surplus Council land	3/10/2018	
<b>MOTION</b> 632 <b>RESOLVED</b>	<b>Moved:</b>	Curtis, Gareth Councillor Doherty	<b>Seconded:</b>	Councillor Burke		
1.	That Council authorise the General Manager to obtain open market valuations and then negotiate the sale to the open market the following surplus Council properties, for no less than 90% of the valuation obtained, being;					
a.	Lot 7, Section F DP1846 ID11454 (27 Middle Street, East Branxton)					
b.	Lot 7, Section C DP193027 ID16557 (5 Frederick Street, North Rothbury)					
c.	Lot 4, Section 3 DP758382 ID16094 (29 Helena Street, Ellalong)					
d.	Lot 2, Section 44 DP32655 ID9684 (163 Cessnock Road, Weston)					
2.	That Council authorise the General Manager to engage a suitable real estate agent or agents to undertake to dispose of the surplus Council properties, being;					
a.	Lot 7, Section F DP1846 ID11454 (27 Middle Street, East Branxton)					
b.	Lot 7, Section C DP193027 ID16557 (5 Frederick Street, North Rothbury)					
c.	Lot 4, Section 3 DP758382 ID16094 (29 Helena Street, Ellalong)					
d.	Lot 2, Section 44 DP32655 ID9684 (163 Cessnock Road, Weston)					
3.	That Council authorise the common seal of Cessnock City Council be affixed to the Transfer of Land between Cessnock City Council and the purchaser of the following surplus Council properties, being;					
a.	Lot 7, Section F DP1846 ID11454 (27 Middle Street, East Branxton)					
b.	Lot 7, Section C DP193027 ID16557 (5 Frederick Street, North Rothbury)					
c.	Lot 4, Section 3 DP758382 ID16094 (29 Helena Street, Ellalong)					
d.	Lot 2, Section 44 DP32655 ID9684 (163 Cessnock Road, Weston)					
4.	That Council authorise the Mayor and the General Manager to execute the Transfer between Cessnock City Council and the purchaser of the following surplus Council properties, being;					
a.	Lot 7, Section F DP1846 ID11454 (27 Middle Street, East Branxton)					
b.	Lot 7, Section C DP193027 ID16557 (5 Frederick Street, North Rothbury)					
c.	Lot 4, Section 3 DP758382 ID16094 (29 Helena Street, Ellalong)					
d.	Lot 2, Section 44 DP32655 ID9684 (163 Cessnock Road, Weston)					
5.	That Council allocate the proceeds of sale in accordance with the adopted Property Investment Fund Policy					
11/09/2018 11:12:05 AM - Dan Luscombe Matter commenced, seeking valuations in preparation for properties to be sold.						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE48/2018	Ordinary Council 5/09/2018	Layt, Darren	Planning and Environment	Development Application 8/2018/388/1 - Single Storey Dwelling with Attached Secondary Dwelling and Attached Garages 41 Olivia Place, North Rothbury	3/10/2018	
<a href="#">633</a> <b>MOTION</b> 633 <b>RESOLVED</b>	<b>Moved:</b>	Curtis, Gareth Councillor Burke	<b>Seconded:</b>	Councillor Dagg		
1.	<b>That:</b>					
(i)	Development Application No. 8/2018/388/1 proposing a single storey dwelling, attached secondary dwelling and attached garages at 41 Olivia Place, North Rothbury be approved pursuant to Sections 4.16 and 4.17 of the Environmental Planning and Assessment Act 1979 subject to the conditions contained in this report					
(ii)	The reasons for the decision (having regard to any statutory requirements applying to the decision), are as follows:					
	a) The proposal is a permitted land use in the RU5 zone under Cessnock Local Environmental Plan 2011;					
	b) The proposal is consistent with the objectives of the RU5 zone under Cessnock Local Environmental Plan 2011;					
	c) The proposal is consistent with the relevant provisions contained within applicable State Environmental Planning Policies;					
	d) The proposal is generally compliant with the provisions of Cessnock Development Control Plan 2010 (as applicable), and any variations are considered minor in nature;					
	e) The proposal incorporates adequate measures to ensure the development does not result in any adverse impacts on the natural and built environments;					
	f) The proposal incorporates adequate measures to ensure the development does not result in any adverse impacts on the social and economic locality;					
	g) The site is considered suitable for the proposed development as it is located within an established residential locality, and the construction of housing is consistent with the desired future character of the area; and					
	h) The proposed development is considered to maintain the public interest.					
(iii)	The details contained above be publicly notified pursuant to Section 2.22 and Clause 20(2) of Schedule 1 of the Environmental Planning and Assessment Act 1979					

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
CC61/2018	Ordinary Council 5/09/2018	Drage, Natalie	Corporate and Community	Richmond Main Colliery - Progress Report	3/10/2018	
<a href="#">636</a> <b>MOTION</b> 636 <b>RESOLVED</b>	<b>Moved:</b>	Maginnity, Robert Councillor Gray	<b>Seconded:</b>	Councillor Burke		
1.	That Council note the progress of actions for Richmond Main Colliery and that a further report be presented to Council in February 2019.					
2.	That further progress reports be presented to Council in November 2018 and February 2019.					

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI69/2018	Ordinary Council 5/09/2018	Jeffery, Warren	Works and Infrastructure	Wollombi Road, Cedar Creek Road Safety Improvements East of Stonehurst Winery	7/11/2018	
<a href="#">638</a> <b>MOTION</b> 638 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Burke	<b>Seconded:</b>	Councillor Lyons		
1.	That Council note the outcome of investigation and the design options considered.					
2.	That Council endorse Concept B for interim works and that Concept B may be funded from Council's existing operational budget for the year 2018-19, under the current Delivery Program 2017-21.					
3.	That Council continue to monitor external funding opportunities to support implementation of Concept A.					
12/09/2018 4:10:56 PM - Kristy Meyers						
Item 1. Noted						
Item 2. Noted and site visits to be scheduled to determined type and location of proposed warning signage for interim works. Funding being determined.						
Item 3. Noted						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI70/2018	Ordinary Council 5/09/2018	Jeffery, Warren	Works and Infrastructure	Minutes of Local Traffic Committee held 20 August 2018	3/10/2018	
<a href="#">639</a> <b>MOTION</b> 639 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Burke	<b>Seconded:</b>	Councillor Gray		
That the Minutes of the Local Traffic Committee of 20 August 2018 be adopted as a resolution of the Ordinary Council being:						
1.	TC32/2018 – That the matter be deferred to the next available Traffic Committee meeting, pending review of Section 94 plans for the area;					
2.	TC33/2018 – That Council authorise the temporary regulation of traffic on Oakey Creek Road, McDonalds Road and De Beyers Road for the proposed End2End Festival event in accordance with the End2End Festival Parking and TCP;					
3.	TC34/2018 – That Council authorise the temporary regulation of traffic on Paynes Crossing Road, Wollombi for the Wollombi Public Holiday Markets events in accordance with the Wollombi Public Holiday Markets TCP;					
4.	TC35/2018 – That Council:					
	<input type="checkbox"/> Authorise temporary roundabout controls at the intersection of Hart Road, Gingers Lane, Government Road, and Sawyers Gully Road, Loxford, within the existing road footprint by the installation of a semi-mountable annulus and associated signage and line marking;					
	<input type="checkbox"/> Continue liaison with RMS to advance the installation of a properly constructed permanent roundabout at the intersection; and					
	<input type="checkbox"/> Note:					
	<input type="checkbox"/> the treatments previously presented to, and rejected by Local Traffic Committee;					
	<input type="checkbox"/> the treatments already installed;					
	<input type="checkbox"/> the restrictions imposed by legislation, guidelines and Australian Standards, regarding certain proposed treatments, and					
	<input type="checkbox"/> the recent reduction in crash reports at the intersection as a result of the cessation of nearby road work activities on Frame Drive and its return to free flowing conditions.					
5.	TC36/2018 – That Council authorise the temporary regulation of traffic on Congewai Road, Congewai for the Great North Walk Ultras event in accordance with the Great North Walk Ultras TCP;					

- 6. TC37/2018 – That Council authorise installation of channelised right turn, short {CHR(S)} and auxiliary left turn, short {AUL(S)} intersection line marking at the entrance to 2198 Broke Road, Pokolbin in accordance with the Proposed Access Plan;
- 7. TC38/2018 – That Council authorise temporary regulation of traffic on Broke Road, Grady Road, and De Beyers Road, Pokolbin for AirVenture Australia 2018 in accordance with the AirVenture Australia 2018 TCPS;
- 8. TC39/2018 – That Council note that:
  - For the Wollombi Music Festival event scheduled to take place on Wollombi Road, Sweetmans Creek on Friday 21 and Saturday 22 September 2018, no application for the temporary regulation of traffic under the *Roads Act 1993* has been received;
  - Should the organisers proceed with the proposal, the conduct of the event would be unauthorised;
  - Council officers took all reasonable steps in liaising with the proponents of the event to facilitate the *Roads Act* application and approval process.

12/09/2018 4:09:28 PM - Kristy Meyers  
 Items being prioritised.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
BN26/2018	Ordinary Council 5/09/2018	Eveleigh, Nathan	Business With Notice	Pool Season Pass Fees - Amendment to Fees & Charges	3/10/2018	
<a href="#">640</a> <b>MOTION</b> 640 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Dagg	<b>Secoded:</b>	Councillor Burke		
That Council review all pool fees and charges at the end of the 2018-19 pool season, including a potential fee reduction for Pensioners and Seniors.						
<b>CARRIED UNANIMOUSLY</b>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
BN7/2017	Ordinary Council 15/02/2017	Jeffery, Warren	Business With Notice	Road Safety Improvements - East of Stonehurst Winery Wollombi Road Cedar Creek	5/09/2018	7/09/2018
<a href="#">120</a> <b>MOTION</b> 120 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Stapleford	<b>Seconded:</b>	Councillor Dunn		
1.	<b>That Council undertakes an investigation and detailed design to improve road safety at the subject location to have the project shovel ready.</b>					
2.	<b>That the project be listed for consideration in the draft four year Delivery Program 2017-2021.</b>					
3.	<b>That a report be provided to Council in 2017/18 on the funding options available to undertake the project.</b>					
<p>7/03/2017 10:20:00 AM - Kristy Meyers                      Item 1 - Being investigated                      Item 2 - Project included in draft 17-21 Delivery Program                      Item 3 - To be reported back to Council in 17/18 as per resolution.</p> <p>12/06/2017 9:12:00 AM - Katrina Kerr                      Item 1 - Investigation and detailed design are scheduled for 2017-18.                      Item 2 - Although unfunded, the project has been included in the Traffic Facilities Program of the Draft Delivery Program 2017-2021.                      Item 3 - Opportunities for funding are being considered and a report will be prepared to outline the available options.</p> <p>16/08/2017 11:49:00 AM - Rachael O'Hara                      Draft report is being prepared for Council meeting. Location crash data being reviewed.</p> <p>7/11/2017 10:21:00 AM - Rachael O'Hara                      Item 1 - Investigations continuing.                      Item 2 - Although unfunded, the project has been included in the Traffic Facilities Program of the Draft Delivery Program 2017-2021.                      Item 3 - Drafting a report to Council.</p> <p>31/01/2018 4:50:12 PM - Rachael O'Hara                      Item 1 - Investigations continuing.                      Item 2 - Although unfunded, the project has been included in the Traffic Facilities Program of the Draft Delivery Program 2017-2021. Undertaking design and cost estimates.                      Item 3 - Drafting a report to Council.</p> <p>9/04/2018 11:13:11 AM - Karen Burgess                      Item 1 - Investigations continuing.                      Item 2 - Although unfunded, the project has been included in the Traffic Facilities Program of the Draft Delivery Program 2017-2021. Undertaking design and cost estimates.                      Item 3 - Drafting a report to Council.</p> <p>12/04/2018 7:50:16 AM - Karen Burgess                      Item 1 - Investigations continuing.                      Item 2 - Investigation and design included in Delivery Program 2017-21.                      Item 3 - Drafting Report to Council.</p> <p>14/06/2018 9:05:39 AM - Kristy Meyers                      Item 1 - Survey complete, detailed design to commence.                      Item 2 - Investigation and design included in Delivery Program 2017-21.                      Item 3 - Drafting Report to Council.</p> <p>12/07/2018 2:07:12 PM - Katrina Kerr                      Item 1 - Completed investigation and design options.                      Item 2 - Completed.                      Item 3 - Preparing report.</p> <p>7/09/2018 10:25:03 AM - Kelly Bates                      Item 3 - Report prepared and listed at Council Meeting 5/9/2018</p>						

7/09/2018 10:26:18 AM - Warren Jeffery  
 Action completed by: Bates, Kelly  
 All Items complete as per notes

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
W112/2018	Ordinary Council 21/02/2018	Jeffery, Warren	Works and Infrastructure	Mobility Parking Adjacent to Kurri Kurri Centrelink	5/09/2018	7/09/2018
<a href="#">425</a> <b>MOTION</b> 425 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Lyons	<b>Seconded:</b>	Councillor Burke		
1.	<b>That Council note the outcome of investigations into provision of Mobility Parking Scheme spaces on Barton Street, Kurri Kurri, adjacent to Centrelink;</b>					
2.	<b>That the General Manager prioritise inclusion of Mobility Parking Scheme spaces on Barton Street, Kurri Kurri in a future Capital Works Program;</b>					
3.	<b>That Council write to the Australian Government Department of Human Services seeking a financial contribution to the cost of installing Mobility Parking Scheme spaces on Barton Street, Kurri Kurri for Centrelink customers.</b>					
4.	<b>That Council write to the Federal Member for Paterson, Meryl Swanson for her support and advocacy outlining the issues at the Kurri Kurri Centrelink and the cost implications when moving government premises.</b>					
5.	<b>That Council submit a motion to the next LGNSW State Conference that:-</b>					
	<b>There be greater Cooperation between Local Government, State Government and Federal Government to occur for the provision of mobility parking.</b>					
27/02/2018 7:57:57 AM - Karen Burgess						
Item 1 - Noted						
Item 2 - Inclusion of Mobility Parking Scheme spaces on Barton Street, Kurri Kurri prioritised onto future Capital Works Program						
Item 3 - Drafting letter to Australian Government						
Item 4 - Drafting letter to the Member for Paterson						
Item 5 - Drafting a motion to the LGNSW State Conference						
9/04/2018 11:17:31 AM - Karen Burgess						
Item 1 - Noted						
Item 2 - Added as an agenda item at The Local Traffic Committee.						
Item 3 - Drafting a letter.						
Item 4 - Drafting a letter.						
Item 5 - Drafting a motion.						
12/07/2018 9:33:34 AM - Robyn Keegan						
Item 2 – Listed as future agenda item Local Traffic Committee subject to availability of funding.						
Item 3 – Letter drafted.						
Item 4 – Letter drafted.						
Item 5 – Drafted motion.						
12/07/2018 2:24:59 PM - Robyn Keegan						
Item 2 – Listed as future agenda item Local Traffic Committee subject to availability of funding.						
Item 3 – Letter posted to Australian Government Department of Human Services, The Hon. Michael Kennan MP 16/7/18.						
Item 4 – Letter posted & emailed to Meryl Swanson - Federal Member for Paterson 16/7/18.						
Item 5 – Drafted motion.						

3/08/2018 10:38:11 AM - Kristy Meyers  
 Revised Target Date changed by: Meyers, Kristy From: 16 Jul 2018 To: 05 Sep 2018  
 Reason: Item 5 - Motion drafted to be submitted to LG NSW by 26 August 2018.  
 7/09/2018 11:10:16 AM - Warren Jeffery  
 Item 2 - Listed on Traffic Facilities Spreadsheet for inclusion on future Capital Works Programme - DOC2014/024022.  
  
 Item 2 - Listed as an agenda item for the Local Traffic Committee Meeting of 19 November 2018  
 7/09/2018 12:56:37 PM - Warren Jeffery  
 Action completed by: Meyers, Kristy  
 Complete.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
BN5/2018	Ordinary Council 4/04/2018	Maier, Janine	Business With Notice	Unlawful Conversion of Shed	5/09/2018	6/09/2018
<a href="#">480</a> <b>MOTION</b> 480 <b>RESOLVED</b>	<b>Moved:</b>	Curtis, Gareth Councillor Olsen	<b>Seconded:</b>	Councillor Burke		
<p><b>That the General Manager ensure the matter of the unlawful conversion of a shed at 10 Glennie Street, Ellalong into a dwelling is followed up in accordance with the adopted Compliance and Enforcement Policy.</b></p> <p>10/05/2018 7:46:56 AM - Robyn Larsen                      Action reassigned to Davis, Colin by: Larsen, Robyn for the reason:                      10/05/2018 8:12:19 AM - Robyn Larsen                      Action reassigned to Curtis, Gareth by: Larsen, Robyn for the reason:                      18/05/2018 10:16:14 AM - Gareth Curtis                      Action reassigned to Forbes, Richard by: Curtis, Gareth for the reason: Richard, I am aware development compliance has been actioning this matter. Can you please update the notes accordingly on action. thanks                      1/06/2018 2:55:57 PM - Robyn Larsen                      Action reassigned to McCarthy, Janine by: Larsen, Robyn for the reason:                      12/06/2018 10:09:45 AM - Janine Maier                      Meeting held between relevant staff to discuss issue. Matter to be progressed accordingly.                      12/06/2018 10:10:59 AM - Janine Maier                      Revised Target Date changed by: McCarthy, Janine From: 2 May 2018 To: 29 Jun 2018                      Reason: Matter being progressed.                      10/07/2018 11:49:19 AM - Yvonne Blake                      Revised Target Date changed by: Blake, Yvonne From: 29 Jun 2018 To: 01 Aug 2018                      Reason: Matter being progressed.                      3/08/2018 2:23:24 PM - Janine Maier                      Revised Target Date changed by: Maier, Janine From: 1 Aug 2018 To: 19 Sep 2018                      Reason: Awaiting legal advice.                      3/08/2018 2:23:28 PM - Janine Maier                      Awaiting legal advice from Council's solicitors.                      5/09/2018 2:39:28 PM - Janine Maier                      Revised Target Date changed by: Maier, Janine From: 19 Sep 2018 To: 05 Sep 2018                      Reason: Included on the agenda for consideration by Council at their meeting of 5 September 2018.                      6/09/2018 2:19:34 PM - Janine Maier                      Action completed by: Maier, Janine                      In summary, at their meeting of 5 September 2018, Council resolved to discontinue the investigation and take no further enforcement action unless new evidence is tendered from an identifiable source.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI37/2018	Ordinary Council 6/06/2018	Alexander, Michael	Works and Infrastructure	Draft Policy Financial Assistance for the Disposal of Waste (Charitable and Not for Profit Organisations)	5/09/2018	30/08/2018
<a href="#">510</a>		Fitzpatrick-Barr, Justin				
<b>MOTION</b>	<b>Moved:</b>	Councillor Burke	<b>Seconded:</b>	Councillor Fitzgibbon		
510						
<b>RESOLVED</b>						
1.	<b>That Council place the draft Policy Financial Assistance for the Disposal of Waste (charitable and not for profit organisations) on public exhibition for a period of 28 days, and if there are no significant public submissions received, that the policy be automatically adopted at the end of the exhibition period and that the proposed fees be included in Council's Fees and Charges for 2018/19</b>					
2.	<b>That Council works with charities in the Cessnock LGA to implement strategies to minimise the amount of waste they need to dispose of, and implement a community education campaign that educates the public about what items are suitable, and not suitable, for donating to charity</b>					
<p>5/07/2018 11:11:44 AM - Michael Alexander                      Policy advertised for 28 days (closing 11 July 2018). Any submissions to be reviewed and considered.                      5/07/2018 11:18:04 AM - Michael Alexander                      Review after close of advertising seeking submissions                      3/08/2018 3:56:32 PM - Kristy Meyers                      Review after close of advertising seeking submissions                      30/08/2018 9:35:00 AM - Michael Alexander                      Advertising closed 11/7/18 - No submissions received.                      Correspondence sent to all stakeholders advising of Policy and changes                      30/08/2018 9:37:46 AM - Michael Alexander                      Action completed by: Alexander, Michael                      Advertising closed 11/7/18 - No submissions received. Correspondence to all stakeholders forwarded.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE39/2018	Ordinary Council 4/07/2018	Luscombe, Dan	Planning and Environment	Minutes of the Strategic Property & Community Facilities Committee Meeting held on 13 June 2018.	1/08/2018	11/09/2018
<a href="#">553</a> <b>MOTION</b> 553 <b>RESOLVED</b>	<b>Moved:</b>	Curtis, Gareth Councillor Gray	<b>Seconded:</b>	Councillor Burke		
1.	That the Minutes of the Strategic Property and Community Facilities Committee Meeting held on the 13 June 2018 be adopted as a resolution of the Ordinary Council.					
2.	That Council transfer the following properties to the Property Investment Fund and commence the process to reclassify them from Community to Operational land:					
a.	Lot 8, DP 255269 ID 10757 (10 Redgrove Court, East Branxton);					
b.	Lot 20, Section D DP1846 ID11580 (45 Yates Street, East Branxton)					
	That further information be brought back to the Committee regarding the four lots at Water Street, Greta.					
3.	That Council transfer the following properties to the Property Investment Fund, commence the process to reclassify them from Community to Operational land and investigate the potential to rezone to residential zone R2:					
a.	Lot 7, DP1177000 ID 509409 (9 Abermain Street, Pelaw Main), and that this property be offered to the NSW Department of Education in the first instance; and					
b.	Lot 9, DP253077 ID 5090 (1A Lee-Ann Crescent, Cessnock)					
4.	That Council transfer the following properties to the Property Investment Fund, commence the process to reclassify them from Community to Operational land and investigate the potential to rezone to residential zone R3:					
a.	Lot 1, DP382568 ID 9855 (10 Embelton Avenue, Weston)					
5.	That Council transfer the following properties to the Property Investment Fund, and commence the process to dispose of the Operational land:					
a.	Lot 14, DP15069 ID 23858 (Dover Street, Cessnock)					
b.	Lot 15, DP15069 ID 23905 (Dover Street, Cessnock)\					
c.	Lot 16, DP15069 ID 23906 (Dover Street, Cessnock)					
d.	Lot 95, DP15069 ID 23879 (Dover Street, Cessnock)					
e.	Lot 7 Section F DP1846 ID11454 (27 Middle Street, East Branxton)					
f.	Lot 7, Section C DP193027 ID16557 (5 Frederick Street, North Rothbury)					
g.	Lot 4 Section 3 DP758382 ID16094 (29 Helena Street, Ellalong)					
6.	That Council transfer the following properties to the Property Investment Fund, approve the General Manager to undertake the necessary survey work and commence the process to dispose of the Operational land:					
a.	Lot 2, Section 44 DP32655 ID 9684 (163 Cessnock Road, Weston)					
7.	That the General Manager review the property investment policy and guidelines where necessary and report back through the committee.					
8.	That the General Manager make arrangements for a detailed assessment of Varty Park, including looking at development options.					
5/07/2018 1:54:59 PM - Martin Johnson Action reassigned to Luscombe, Dan by: Johnson, Martin for the reason:						

11/09/2018 10:52:51 AM - Dan Luscombe

1. A request has been placed to Catherine Bradley to action the transfer of the listed properties to the Property Investment Fund.
2. Further report on Water Street Greta land outstanding at this time
3. Council adopted 5 Sept 2018 to dispose of the four Dover Street properties, Middle Street, Frederick Street, and Helena Street properties. Awaiting ratification of minutes 19 Sept and will then proceed.
4. Policies reviewed and to Council for consideration to be endorsed for public exhibition.
5. Varty Park feasibility study continuing. Further report to be presented to Committee.

11/09/2018 11:15:45 AM - Dan Luscombe

Action completed by: Luscombe, Dan

Actions dealt with in subsequent reports

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE40/2018	Ordinary Council 4/07/2018	O'Connor, Joe	Planning and Environment	Minutes of the Confidential Strategic Property & Community Facilities Committee Meeting held on 13 June 2018.	1/08/2018	11/09/2018
<a href="#">566</a> <b>MOTION</b> 566 <b>RESOLVED</b>	<b>Moved:</b>	Curtis, Gareth Councillor Gray	<b>Seconded:</b>	Councillor Dagg		
1.	That the Minutes of the Confidential Strategic Property and Community Facilities Committee Meeting held on the 13 June 2018 be adopted as a resolution of the Ordinary Council.					
2.	That the General Manager make an offer on 2-4 Allandale Road, Cessnock as per the valuation supplied by Council Strategic Property Staff.					
3.	That Council seek Expressions of Interest for the sale and or development of the property known as Hebburn Estate.					
4.	That \$15,000 be allocated for advertising and marketing costs associated with the Expressions of Interest for the sale and or development of the property known as Hebburn Estate to be sourced from the Strategic Planning Budget.					
5.	That to facilitate the sale and or development of the Hebburn Estate site the General Manager make arrangements to review "Licence-Occupation of Hebburn Estate Policy H15.1", with the review to include the addition that licences will not be reassigned; that licensees without an approved OSSM be terminated; that Council recommends the termination of licences in line with default on Rates; and that the residents be notified of the changes to the Policy once it has been endorsed by Council.					
6.	That a further report be provided to the Committee detailing the outcomes of the Expressions of Interest for the sale and or development of Hebburn Estate.					
5/07/2018 1:54:17 PM - Martin Johnson Action reassigned to O'Connor, Joe by: Johnson, Martin for the reason: 11/09/2018 11:17:08 AM - Joe O'Connor Hebburn Estate - a further report has been provided to the SPC detailing a revised policy and subsequent report to Council seeking approval for public exhibition. 11/09/2018 11:18:19 AM - Joe O'Connor Action completed by: O'Connor, Joe Completed						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
CC51/2018	Ordinary Council 18/07/2018	Glauser, Andrew	Corporate and Community	Investment Policy	15/08/2018	5/09/2018
<a href="#">579</a> <b>MOTION</b> 579 <b>RESOLVED</b>	<b>Moved:</b>	Maginnity, Robert Councillor Suvaal	<b>Seconded:</b>	Councillor Burke		
<p>That Council adopt the revised Investment Policy.</p> <p>5/09/2018 1:15:57 PM - Andrew Glauser Action completed by: Walpole, Joanne Policy Adopted 19/07/18</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
BN22/2018	Ordinary Council 18/07/2018	Alexander, Michael	Business With Notice	Recycling	5/09/2018	30/08/2018
<a href="#">584</a> <b>MOTION</b> 584 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Dagg	<b>Seconded:</b>	Councillor Gray		
<ol style="list-style-type: none"> <li>1. That Council notes China's recent refusal to accept recyclable waste from Australia and other countries as part of its China National Sword Policy.</li> <li>2. That Council notes the policy paralysis as local government tries to grapple with the resultant build-up of recyclable waste that it continues to collect from its residents.</li> <li>3. That Council notes there was \$737 million collected by the NSW State Government in the last financial year, as a result of the waste levy collected from local government.</li> <li>4. That Council notes only 18% of the \$737 million was returned to local government in that time for research, development and investment in waste recycling practices.</li> <li>5. That Council request the return of a greater share of the waste levy back to local government to enable the sector greater assistance in dealing with the current recycling crisis.</li> <li>6. That Council support the Hunter Joint Organisation Sub Committee (Circular Economy Working Party) in creating a Circular Economy through the establishment of a recycling facility in the Hunter, and nominate the Kurri Kurri Precinct as a potential location.</li> <li>7. That Council write to the NSW Premier, The Hon. Gladys Berejiklian MP; Parliamentary Secretary for Planning, the Central Coast and the Hunter, Scot MacDonald MLC; Minister for the Environment, Minister for Local Government, and Minister for Heritage, The Hon. Gabrielle Upton MP; and State Member for Cessnock, Mr Clayton Barr MP seeking their support for Council's position and the future of waste recycling in this State.</li> <li>8. That this motion be submitted for consideration and debate at the next LGNSW Conference.</li> </ol> <p>7/08/2018 10:43:16 AM - Kristy Meyers Item 1 to 4 - Noted Item 5 - Request has been included in draft letters as per Item 7</p>						

Item 6 - Council officers are participating in the Working Party  
 Item 7 - Letters sent 28/8/18  
 Item 8 - Motion registered online with LGNSW 20/8/18  
 30/08/2018 9:43:56 AM - Michael Alexander  
 Action completed by: Meyers, Kristy  
 Complete as per notes.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
	Ordinary Council 18/07/2018	Stevens, Rhiannon		Matter of Urgency - Inquiry into How the Mining Sector Can Support Businesses in Regional Economies	15/08/2018	6/09/2018
<a href="#">587</a> <b>RESOLVED</b>		Glen, Stephen				
1.	<b>That General Manager allocate appropriate resources for the preparation of a submission to the Federal Government’s Inquiry into How the Mining Sector Can Support Businesses in Regional Economies, noting submissions close Friday 10 August 2018.</b>					
2.	<b>That the draft submission come back for endorsement at Council's meeting on 1 August 2018.</b>					
<p>5/09/2018 12:11:59 PM - Melanie Parker                      Action reassigned to Stevens, Rhiannon by: Parker, Melanie for the reason:                      6/09/2018 10:55:19 AM - Rhiannon Stevens                      A submission was developed by the Economic Development Unit in response to the Standing Committee on Industry, Innovation Science and Resources' inquiry into "How the mining sector can support businesses in regional economies". The draft submission was reported to the ordinary meeting of 1 August 2018, the endorsed changes were made and the final submission was lodged online 9 August 2018.                      6/09/2018 11:03:54 AM - Rhiannon Stevens                      Action completed by: Stevens, Rhiannon                      An acknowledgement of the receipt of the enquiry submission has been received.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE42/2018	Ordinary Council 1/08/2018	Porter, Kerry	Planning and Environment	DA 8/2017/160/1 proposing construction of a multi-dwelling development 288 - 290 Maitland Road, Cessnock	5/09/2018	6/09/2018
<a href="#">590</a> <b>MOTION</b> 590 <b>RESOLVED</b>	<b>Moved:</b>	Curtis, Gareth Councillor Burke	<b>Seconded:</b>	Councillor Gray		
<p><b>That the report be deferred to the first meeting in September to allow the proponent's Engineer and Council staff to negotiate further.</b></p> <p>6/08/2018 9:51:24 AM - Robyn Larsen Meeting arranged with the applicant on Monday 6.8.18 at 2pm to further negotiate issues relating to flooding and design of the development. Kerry Porter 5/09/2018 2:39:49 PM - Janine Maher Revised Target Date changed by: Maher, Janine From: 29 Aug 2018 To: 05 Sep 2018 Reason: Included on the agenda for consideration by Council at their meeting of 5 September 2018. 6/09/2018 2:17:53 PM - Kerry Porter Action completed by: Maher, Janine Determined at Council's meeting of 5 September 2018.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
MM7/2018	Ordinary Council 1/08/2018	Maginnity, Robert	Mayoral Minutes	Public Library Funding	29/08/2018	12/09/2018
<a href="#">591</a> <b>MOTION</b> 591 <b>RESOLVED</b>	<b>Moved:</b>	Maginnity, Robert Councillor Pynsent				
<ol style="list-style-type: none"> <li>1. That Council endorse the NSW Public Libraries Association and Local Government NSW library funding advocacy initiative, <i>Renew Our Libraries</i>.</li> <li>2. That Council make representation to the Member for Cessnock, Clayton Barr MP, in relation to the need for additional funding from the NSW State Government for the provision of public library services.</li> <li>3. That Council write to the Hon. Don Harwin, MLC, Minister for the Arts and the Hon. Walt Secord, MLC, Shadow Minister for the Arts, calling for bi-partisan support for the provision of a significant increase in state funding for NSW public libraries, supported by a sustainable future funding model.</li> <li>4. That Council take a leading role in activating the <i>Renew Our Libraries</i> campaign locally.</li> <li>5. That Council endorse the distribution of the NSW Public Libraries Association and Local Government NSW library funding advocacy initiative information in Council libraries, as well as involvement in any actions arising from the initiative.</li> <li>6. That Council formally advise the NSW Public Libraries Association and Local Government NSW that Council has endorsed the library funding advocacy initiative.</li> <li>7. That Council request the Hunter Joint Organisation to advocate in support of the NSW Public Libraries Association and Local Government NSW library funding advocacy initiative, <i>Renew Our Libraries</i> campaign, on a regional basis.</li> </ol> <p>6/09/2018 4:33:48 PM - Robyn Keegan Action reassigned to Maginnity, Robert by: Keegan, Robyn for the reason: Actions from Resolution of Council - 1 August 2018. 12/09/2018 10:00:53 AM - Robert Maginnity</p>						

Action completed by: Walpole, Joanne  
 Letters sent to Clayton Barr MP, Hon.Don Harwin, MLC, Minister for the Arts, Hon.Walt Secord, MLC, Shadow Minister for the Arts, NSW Public Libraries Association, Local Government NSW and the Hunter Joint Organisation on 12 September 2018.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
MM8/2018	Ordinary Council 1/08/2018	Glen, Stephen	Mayoral Minutes	Anglican Diocese of Newcastle - Property Rationalisation	29/08/2018	6/09/2018
<a href="#">592</a> <b>MOTION</b> 592 <b>RESOLVED</b>	<b>Moved:</b>	Glen, Stephen Councillor Pynsent				
1.	<b>That Council writes to The Right Reverend Dr Peter Stuart, Bishop of Newcastle, outlining the concern that the rationalisation of churches in the Cessnock Local Government Area may have in regards to the provision of vital community services, the potential loss of accessibility to historic cemeteries and buildings and the loss of key community hubs that the church provides.</b>					
2.	<b>That the Mayor and General Manager meet with Bishop Peter to discuss the ramifications to the Local Government Area of the Anglican Church rationalisation.</b>					
6/09/2018 2:11:09 PM - Stephen Glen Action completed by: Keegan, Robyn Meeting was held with Bishop Peter, GM - Stephen Glen and Director P&E - Gareth Curtis on 13 August 2018 at Diocesan Office in King Street, Newcastle.						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
GMU16/2018	Ordinary Council 1/08/2018	Stevens, Rhiannon	General Manager's Unit	Draft Submission to the Federal Government Inquiry into How the Mining Sector Can Support Businesses in Regional Economies	29/08/2018	6/09/2018
<a href="#">593</a> <b>MOTION</b> 593 <b>RESOLVED</b>	<b>Moved:</b>	Glen, Stephen Councillor Dagg	<b>Seconded:</b>	Councillor Burke		
<b>That Council endorse the draft submission to the Federal Government Inquiry into How the Mining Sector Can Support Businesses in Regional Economies, with additional wording to strengthen the section relating to Discrepancy between the contribution of Mining in the Hunter Region &amp; NSW to Resources for Regions Funding Levels.</b>						
5/09/2018 12:12:10 PM - Melanie Parker Action reassigned to Stevens, Rhiannon by: Parker, Melanie for the reason: 6/09/2018 12:01:45 PM - Rhiannon Stevens The endorsed changes were made and the final submission was lodged online 9 August 2018. An acknowledgement of the receipt of the enquiry submission has been received. 6/09/2018 12:02:28 PM - Rhiannon Stevens Action completed by: Stevens, Rhiannon Completed						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
CC53/2018	Ordinary Council 1/08/2018	Maginnity, Robert	Corporate and Community	Local Government NSW Annual Conference 2018	29/08/2018	5/09/2018
<a href="#">594</a> <b>MOTION</b> 594 <b>RESOLVED</b>	<b>Moved:</b>	Maginnity, Robert Councillor Burke	<b>Seconded:</b>	Councillor Gray		
<ol style="list-style-type: none"> <li>That Council determines attendees to the Local Government NSW Annual Conference 2018 as Councillors Pynsent, Dunn, Lyons, Suvaal, Dagg and Gray.</li> <li>That Council determines voting delegates to the Local Government NSW Annual Conference 2018 as Councillors Pynsent, Suvaal, Dagg and Gray.</li> <li>That the motion adopted by Council on 21 February 2018 regarding Mobility Parking being “<i>There be greater cooperation between Local Government, State Government and Federal Government to occur for the provision of mobility parking</i>” be submitted to Local Government NSW Board for consideration of inclusion as an agenda item for the 2018 Annual Conference.</li> <li>That the motion adopted by Council on 18 July 2018 regarding Recycling and Waste Levy Implications be submitted to Local Government NSW Board for consideration of inclusion as an agenda item for the 2018 Annual Conference.</li> </ol> <p>5/09/2018 1:16:41 PM - Robert Maginnity Action completed by: Walpole, Joanne Delegates registered. Motions submitted 15/08/18.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
CC54/2018	Ordinary Council 1/08/2018	Glauser, Andrew	Corporate and Community	Addition to 2018-19 Loan Borrowing Program	29/08/2018	5/09/2018
<a href="#">595</a> <b>MOTION</b> 595 <b>RESOLVED</b>	<b>Moved:</b>	Maginnity, Robert Councillor Burke	<b>Seconded:</b>	Councillor Dagg		
<ol style="list-style-type: none"> <li>That Council endorse the amendment of the 2017-2020 Delivery Program and 2018-19 Operational Plan to include the additional grant funding (\$3,500,000), proposed loan borrowing (\$1,765,000) and associated increase in expenditure for RNSW1506 Cessnock CBD Revitalisation and RNSW1508 Cessnock CBD Regional Recreation Precinct Upgrade.</li> <li>That Council endorse the inclusion of an additional loan facility in the maximum amount of \$1,765,000 for a maximum period of ten (10) years with a fixed interest rate for the period of the loan as part of Council’s Loan Borrowing Program, repayable by instalments of principal and interest.</li> <li>That Council authorise the General Manager to determine the timing and negotiate with various financial institutions to obtain the best available loan facilities in accordance with Policy F12.2 Loan Borrowing and to execute the documents relating to the Loan Agreement.</li> </ol> <p>5/09/2018 1:17:26 PM - Andrew Glauser Action completed by: Walpole, Joanne Amendment endorsed 1/08/18.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI58/2018	Ordinary Council 1/08/2018	Ziemba, Matt	Works and Infrastructure	New Fees and Charges for Outdoor Aquatic Facilities	17/10/2018	12/09/2018
<a href="#">596</a> <b>MOTION</b> 596 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Burke	<b>Seconded:</b>	Councillor Fitzgibbon		
<p>That Council place the draft Learn to Swim and Aqua Fitness fees and charges on public exhibition for 28 days and if no significant submissions are received, Council adopt the fees and charges and incorporate them into the 2018/19 Fees and Charges.</p> <p>12/09/2018 2:30:33 PM - Matt Ziemba Action completed by: Stovell, Vickie there were no submissions therefore the recommendation was for council to adopt the fees and charges.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
CC55/2018	Ordinary Council 15/08/2018	Chadwick, Teressa	Corporate and Community	Draft Councillor Training and Development Policy	12/09/2018	25/08/2018
<a href="#">609</a> <b>MOTION</b> 609 <b>RESOLVED</b>	<b>Moved:</b>	Maginnity, Robert Councillor Gray	<b>Seconded:</b>	Councillor Stapleford		
<ol style="list-style-type: none"> <li>1. That Council adopt the draft Councillor Training and Development Policy.</li> <li>2. That Council adopt the draft Councillor Training and Development Plan 2018/19.</li> </ol> <p>25/08/2018 5:52:15 PM - Teressa Chadwick Policy entered into Policy Register and published on Council Website. Training is currently being arranged in consultation with EA to the GM and LGNSW for the learning activities identified in the adopted Training and Development Plans for 2018/19. 25/08/2018 5:56:30 PM - Teressa Chadwick Action completed by: Chadwick, Teressa Policy published on Council's website and entered into the policy register and TRIM. Training sessions being arranged as per adopted Development and Training Plans for 2018/19</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI67/2018	Ordinary Council 15/08/2018	Fitzpatrick-Barr, Justin	Works and Infrastructure	Request for Sponsorship & Fee Waiving - Australian Postie Bike Grand Prix	12/09/2018	7/09/2018
<a href="#">617</a> <b>MOTION</b> 617 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Gray	<b>Seconded:</b>	Councillor Lyons		
<p>1. That Council supports the Australian Postie Bike Grand Prix on the weekend of 17 and 18 November 2018 by providing the following in-kind support:</p> <ul style="list-style-type: none"> <li>a) Waive all Council application fees in conjunction with the 2018 event;</li> <li>b) Erection and removal of the relevant variable message boards and road closure/detour signage as required by Council and NSW Roads and Maritime Services, under the approved Traffic Management Plan and Traffic Control Plan; and</li> <li>c) Provide additional general waste bins throughout the main spectator and PIT areas of the circuit and remove the collected waste at the conclusion of the event.</li> </ul> <p>7/09/2018 10:54:03 AM - Kristy Meyers Noted and response sent to CMCC. 7/09/2018 10:54:26 AM - Justin Fitzpatrick-Barr Action completed by: Meyers, Kristy Noted.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI68/2018	Ordinary Council 15/08/2018	Fitzpatrick-Barr, Justin	Works and Infrastructure	Request for Sponsorship - Richmond Vale Rail Museum - Cranky Handle Rally	12/09/2018	27/08/2018
<a href="#">618</a> <b>MOTION</b> 618 <b>RESOLVED</b>	<b>Moved:</b>	Fitzpatrick-Barr, Justin Councillor Fitzgibbon	<b>Seconded:</b>	Councillor Doherty		
<p>That Council provides in-kind support to the Richmond Vale Rail Museum by supplying road base material to allow for maintenance works to be carried out on an earth ramp to assist in the movement of vintage farm machinery.</p> <p>27/08/2018 10:03:18 AM - Kristy Meyers Works &amp; Operations arranged the delivery of material. 27/08/2018 10:03:51 AM - Justin Fitzpatrick-Barr Action completed by: Meyers, Kristy Material arranged and delivered.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
Q77/2018	Ordinary Council 15/08/2018	Alexander, Michael		Green Frog Systems - Solar Lighting	12/09/2018	29/08/2018
Fitzpatrick-Barr, Justin Councillor Fitzgibbon asked if Councillors could have a briefing on the Green Frog Systems - Solar Lighting..						
29/08/2018 9:19:20 AM - Michael Alexander Action completed by: Larsen, Robyn Answer provided to 5 September 2018 meeting						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
Q78/2018	Ordinary Council 15/08/2018	Curtis, Gareth		Easy to do Business Initiative	12/09/2018	29/08/2018
Curtis, Gareth Councillor Fitzgibbon asked for an update on the Easy To Do Business Initiative.						
29/08/2018 9:19:26 AM - Gareth Curtis Action completed by: Larsen, Robyn Answer provided to 5 September 2018 meeting						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
Q79/2018	Ordinary Council 15/08/2018	Alexander, Michael		Waste Transfer Station	12/09/2018	29/08/2018
Fitzpatrick-Barr, Justin Councillor Doherty asked if a time in motion study or methodology was carried out before the final design/build of the Transfer Station.						
29/08/2018 9:19:32 AM - Michael Alexander Action completed by: Larsen, Robyn Answer provided to 5 September 2018 meeting						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
Q80/2018	Ordinary Council 15/08/2018	Allan, Darrylen		Staff Engagement Survey	12/09/2018	29/08/2018
Glen, Stephen Councillor Gray asked when the last staff engagement survey was carried out and when will the next one be conducted.						
20/08/2018 10:50:53 AM - Robyn Keegan Action reassigned to Allan, Darrylen by: Keegan, Robyn for the reason: Councillor response required. 29/08/2018 9:19:45 AM - Darrylen Allan Action completed by: Larsen, Robyn Answer provided to 5 September 2018 meeting						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
Q81/2018	Ordinary Council 15/08/2018	Kerr, Katrina Fitzpatrick-Barr, Justin		Information Bay – Route 33	12/09/2018	29/08/2018
Councillor Dunn asked if there were plans for an Information Bay, similar to the other ones that have been rolled out, on Route 33 around Wollombi in the future.						
29/08/2018 9:19:39 AM - Katrina Kerr Action completed by: Larsen, Robyn Answer provided to 5 September 2018 meeting						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE50/2018	Ordinary Council 5/09/2018	Harbrow, Megan Curtis, Gareth	Planning and Environment	Development Compliance Investigation regarding the alleged unauthorised use of a shed as a dwelling at 10 Glennie Street, Ellalong	3/10/2018	7/09/2018
<a href="#">630</a> <b>MOTION</b> 630 <b>RESOLVED</b>	<b>Moved:</b>	Councillor Burke	<b>Seconded:</b>	Councillor Gray		
<ol style="list-style-type: none"> <li>That Council note the action taken by Council's Development Compliance Officer to-date, in accordance with Council's adopted Compliance and Enforcement Policy.</li> <li>That based on the evidence obtained/submitted to-date and Council's advice, Council discontinue the investigation and take no further enforcement action in relation to the alleged unauthorised use of the shed as a dwelling, unless new evidence is tendered from an identifiable source.</li> </ol>						
7/09/2018 3:34:25 PM - Megan Harbrow Action completed by: Harbrow, Megan Investigation discontinued in accordance with Council's resolution of 5/9/18						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
CC59/2018	Ordinary Council 5/09/2018	Ladmore, Donna Maginnity, Robert	Corporate and Community	June 2018 Quarterly Review of 2017-21 Delivery Program	3/10/2018	7/09/2018
<a href="#">634</a> <b>MOTION</b> 634 <b>RESOLVED</b>	<b>Moved:</b>	Councillor Burke	<b>Seconded:</b>	Councillor Dagg		
<ol style="list-style-type: none"> <li>That Council note the progress in implementing the 2017-21 Delivery Program as at 30 June 2018: <ul style="list-style-type: none"> <li><input type="checkbox"/> 91% of deliverables are either complete or on-track for completion as programmed</li> <li><input type="checkbox"/> 77% of measures are either on-track or ahead of target</li> <li><input type="checkbox"/> 94% of capital works programs are either complete or on-track to be completed as programmed.</li> </ul> </li> <li>That Council continue to monitor the incomplete deliverables in future Delivery Program reviews.</li> </ol>						
7/09/2018 10:48:45 AM - Donna Ladmore Incomplete deliverables carried forward to 2018/19. They will continue to be reported as part of the IP&R cycle. 7/09/2018 10:56:22 AM - Donna Ladmore						

Action completed by: Ladmore, Donna  
 Complete - incomplete deliverables carried forward to 2018/19

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
CC62/2018	Ordinary Council 5/09/2018	Grosbernd, Paul	Corporate and Community	Financial Statements for the Year Ended 30 June 2018 - Refer For Audit and Council Certification	12/09/2018	7/09/2018
<a href="#">637</a> <b>MOTION</b> 637 <b>RESOLVED</b>	<b>Moved:</b>	Maginnity, Robert Councillor Burke	<b>Seconded:</b>	Councillor Dagg		
1.	<b>That the financial statements are formally referred for external audit.</b>					
2.	<b>That in accordance with Section 413(2)(c) of the Local Government Act, 1993 the General Purpose Financial Report has been prepared in accordance with:</b>					
	<input type="checkbox"/> <b>The Local Government Act 1993 and the Regulations made thereunder.</b> <input type="checkbox"/> <b>The Australian Accounting Standards and professional pronouncements.</b> <input type="checkbox"/> <b>The Local Government Code of Accounting Practice and Financial Reporting.</b> <b>To the best of our knowledge and belief, these reports:</b> <input type="checkbox"/> <b>Present fairly the Council's operating result and financial position for the year, and</b> <input type="checkbox"/> <b>Accord with Council's accounting and other records.</b> <b>We are not aware of any matter that would render the reports false or misleading in any way.</b>					
3.	<b>That in accordance with the Local Government Code of Accounting Practice and Financial Reporting the Special Purpose Financial Reports have been prepared in accordance with:</b>					
	<input type="checkbox"/> <b>The Local Government Code of Accounting Practice and Financial Reporting.</b> <input type="checkbox"/> <b>NSW Government Policy Statement "Application of National Competition Policy to Local Government".</b> <input type="checkbox"/> <b>Department of Local Government Guidelines "Pricing &amp; Costing for Council Businesses: A Guide to Competitive Neutrality".</b>  <b>To the best of our knowledge and belief, these reports:</b> <input type="checkbox"/> <b>Present fairly the operating result and financial position for each of Council's declared Business Activities for the year, and</b> <input type="checkbox"/> <b>Accord with Council's accounting and other records.</b>  <b>We are not aware of any matter that would render the reports false or misleading in any way.</b>					
4.	<b>That Council authorise the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer to sign the Statements by Council on its Opinion of the 2017-18 Financial Statements.</b>					
<p>7/09/2018 10:58:24 AM - Paul Grosbernd                      Noted. Signed "Statement by Councillors and Management" now received and will be included in final version of Annual Financial Statements.                      7/09/2018 11:00:47 AM - Paul Grosbernd                      Action completed by: Grosbernd, Paul                      See notes.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
Q82/2018	Ordinary Council 5/09/2018	Eveleigh, Nathan Fitzpatrick-Barr, Justin		Ambulance Hall – Kurri Kurri	3/10/2018	12/09/2018
Councillor Sander asked when the Ambulance Hall at Kurri will be complete.						
12/09/2018 9:13:22 AM - Nathan Eveleigh Action completed by: Larsen, Robyn Answer provided to Council meeting 19 September 2018						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
Q83/2018	Ordinary Council 5/09/2018	Eveleigh, Nathan Fitzpatrick-Barr, Justin		Wollombi Park Bins	31/10/2018	12/09/2018
Councillor Stapleford asked when the bins at Wollombi Park will be installed.						
10/09/2018 1:39:51 PM - Vickie Stovell Revised Target Date changed by: Stovell, Vickie From: 3 Oct 2018 To: 31 Oct 2018 Reason: The bins have been ordered with an expected delivery date of 8 weeks. They will be installed as soon as they arrive. 12/09/2018 9:13:29 AM - Nathan Eveleigh Action completed by: Larsen, Robyn Answer provided to Council meeting 19 September 2018						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
Q84/2018	Ordinary Council 5/09/2018	Kerr, Katrina Fitzpatrick-Barr, Justin		Safety Pedestrian Refuge – Aldi/Jacaranda Grove	3/10/2018	12/09/2018
Councillor Lyons asked that the Safety Pedestrian Refuse between Aldi and Jacaranda Grove be investigated for safety reasons.						
12/09/2018 9:13:36 AM - Katrina Kerr Action completed by: Larsen, Robyn Answer provided to Council meeting 19 September 2018						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
Q85/2018	Ordinary Council 5/09/2018	Drage, Natalie Maginnity, Robert		Marthaville – Congregating of Groups	3/10/2018	10/09/2018
Councillor Lyons advised that groups are congregating at Marthaville of a night and would like to know what Council can do and whether there has been any damage.						
10/09/2018 8:41:53 AM - Natalie Drage Action completed by: Drage, Natalie Answer to question complete and included in the Business Paper for meeting 19 September 2018.						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
Q86/2018	Ordinary Council 5/09/2018	Kerr, Katrina Fitzpatrick-Barr, Justin		Traffic Conditions – Christian College	3/10/2018	12/09/2018
<p>Councillor Fitzgibbon asked for a progress report on the traffic solution for the St Phillips Christian College.</p> <p><i>12/09/2018 9:13:43 AM - Katrina Kerr</i>                      Action completed by: Larsen, Robyn                      Answer provided to Council meeting 19 September 2018</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
Q87/2018	Ordinary Council 5/09/2018	Glen, Stephen Glen, Stephen		Alliance Meeting Minutes	3/10/2018	7/09/2018
<p>Councillor Doherty asked if Councillors could receive copies of the Alliance Tourism Meeting Minutes.</p> <p><i>7/09/2018 4:34:06 PM - Stephen Glen</i>                      Action completed by: Keegan, Robyn                      Answer To Question responded to in Ordinary Council Meeting 19 September 2018.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
Q88/2018	Ordinary Council 5/09/2018	Eveleigh, Nathan Fitzpatrick-Barr, Justin		Howe Park Fire	3/10/2018	12/09/2018
<p>Councillor Olsen asked if the change rooms at Howe Park will be rebuilt in time for the next rugby league season.</p> <p><i>12/09/2018 9:13:48 AM - Nathan Eveleigh</i>                      Action completed by: Larsen, Robyn                      Answer provided to Council meeting 19 September 2018</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
Q89/2018	Ordinary Council 5/09/2018	Eveleigh, Nathan Fitzpatrick-Barr, Justin		Bimbadeen Lookout Upgrade	3/10/2018	12/09/2018
<p>Councillor Olsen asked for an update on the upgrade of the Bimbadeen Lookout area.</p> <p><i>12/09/2018 9:13:53 AM - Nathan Eveleigh</i>                      Action completed by: Larsen, Robyn                      Answer provided to Council meeting 19 September 2018</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
Q90/2018	Ordinary Council 5/09/2018	Curtis, Gareth		Senior Environmental Planner	3/10/2018	12/09/2018
<p>Councillor Gray ask for the timeline for the recruitment of the Senior Environmental Planner.</p> <p>12/09/2018 9:13:57 AM - Gareth Curtis                      Action completed by: Larsen, Robyn                      Answer provided to Council meeting 19 September 2018</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
Q91/2018	Ordinary Council 5/09/2018	Eveleigh, Nathan		Community Centre – Kurri Kurri	3/10/2018	12/09/2018
<p>Councillor Gray asked for a progress report on the Community Centre Kurri works.</p> <p>12/09/2018 9:14:04 AM - Nathan Eveleigh                      Action completed by: Larsen, Robyn                      Answer provided to Council meeting 19 September 2018</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
Q92/2018	Ordinary Council 5/09/2018	Glen, Stephen		Alliance Meetings	3/10/2018	7/09/2018
<p>Councillor Dagg asked if Councillors could be notified when Alliance meetings are being held.</p> <p>7/09/2018 4:38:48 PM - Stephen Glen                      Action completed by: Keegan, Robyn                      Answer To Question responded to in Ordinary Council Meeting 19 September 2018.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
Q93/2018	Ordinary Council 5/09/2018	Kerr, Katrina		Abbotsford Street Bridge	3/10/2018	12/09/2018
<p>Councillor Dunn asked for an update on the Abbotsford Street Bridge.</p> <p>12/09/2018 9:14:10 AM - Katrina Kerr                      Action completed by: Larsen, Robyn                      Answer provided to Council meeting 19 September 2018</p>						

<b>Type</b>	<b>Meeting</b>	<b>Officer/Director</b>	<b>Section</b>	<b>Subject</b>	<b>Est. Compl.</b>	<b>Completed</b>
Q94/2018	Ordinary Council 5/09/2018	Eveleigh, Nathan Fitzpatrick-Barr, Justin		Howe Park - Fire Damage	3/10/2018	12/09/2018
<p>Councillor Sander asked if consideration has been given to the arrangements for the cricket season at Howe Park after the fire damage.</p> <p><i>12/09/2018 9:14:17 AM - Nathan Eveleigh</i>                      Action completed by: Larsen, Robyn                      Answer provided to Council meeting 19 September 2018</p>						



Interim Kerb and Gutter requirements:

At its ordinary meeting of 1 October 2014, Council resolved:

1. *That Council adopts the following interim requirements for the conditioning of kerb and gutter on development applications:*
  - *For dual occupancy, granny flats and 2 lot residential subdivisions, a condition of consent requiring the construction of kerb and gutter, will only apply in circumstances where kerb and gutter exists immediately adjacent the subject site;*
  - *For residential subdivision of 3 lots or more, and multi-dwelling development and any other form of residential development (with the exception of single dwellings), a condition of consent requiring the construction of kerb and gutter, will apply in all circumstances; and*
  - *For all commercial and industrial development, a condition of consent requiring the construction of kerb and gutter, will apply in all circumstances.*
2. *That a further report on the Draft LGA Kerb and Gutter Strategy document be provided to Council, including funding options available under S94A of the EP & A Act 1979 and other funding options within Council's forward budgets.*

Amendments to interim Kerb and Gutter requirements should include:

In areas where swale drains are functioning as part of an overall drainage system, a more suitable solution is the use of an edge beam to formalise the road edge, preventing moisture from causing damage to the road pavement, and allowing the swale drain to continue to operate.

**Enclosure 1 - Summary Response of Key Issues Raised**

The key issues raised by the community are outlined below, together with a summary of how each of the matters have been addressed in the Draft Strategy.

Issue	Key Issues Raised	Council's Response
Environmental	<p>Clearing of a greenfield site and effect on wild life, local flora and residents due to construction and noise of bypass.</p> <p>Animals straying on to road and causing major accidents.</p> <p>Road widening will ruin the village</p>	<p>This Draft Strategy is subject to relevant legislation and environmental impact assessment and planning approval requirements in accordance with the EP&amp;A Act.</p>
Financial	<p>Cost estimates are crude - specifically a lack of appropriate detail in both the implications and costings of proposed options</p> <p>Why spend money on new roads when you can't maintain existing roads</p>	<p>The Draft Strategy acknowledges that the preliminary cost estimates have been based on a desktop review. Costs have been developed as strategic estimates using rates defined by <i>IPART</i>. Funding would come from development contributions, grants &amp; Council.</p> <p>Council's Works and Operations Unit maintain existing roads as per the Maintenance Schedule.</p>
Road Safety and Congestion	<p>Existing traffic safety and congestion issues need to be rectified</p> <p>Bypass for First Street Weston is needed</p> <p>Traffic is a major safety concern on O'Connors Road and an increase in lanes will add more issues.</p>	<p>The Draft Strategy has identified poor levels of service on key routes. In order to improve traffic performance, network improvements will need to be made. The improvements will need to be staged.</p>
Consultation	<p>Not happy with method or scope of exhibition</p> <p>Lack of consultation undertaken in the strategy's development</p>	<p>Consultation was carried out in accordance with the <i>Local Government Act 1993</i>. In addition, the documents were available in newspapers, news media websites and promoted through a webpage on Council's website and social media.</p>
Parking	<p>Increase parking in CBD's</p>	<p>Moving forward further general and targeted stakeholder consultation will be carried out for further clarification.</p>
Public Transport	<p>Increase mobility parking</p> <p>Lack of services and social behavior is a big deterrent</p> <p>Bring back the train.</p> <p>Need car pool at Heddon Greta</p>	<p>The Draft Strategy has identified that the amount of existing car parking in Commercial Centre's is generous.</p> <p>An outcome of the Draft Strategy is to work with State Government to review the public transport network and bus operators to integrate and expand new bus routes into existing routes.</p> <p>TfNSW to investigate the South Maitland Railway line.</p> <p>Commuter parking locations have been identified along HEX.</p>
Pedestrian and Cycleway Amenities	<p>Lack of paved footpaths for walking and cycling in ALL the LGA</p> <p>Amend the Strategy to reflect Branxton-Greta Memorial Cycleway as high priority.</p>	<p>The Draft Strategy acknowledges different travel modes. Cycling and walking come under the Active Transport Plan, ie the PAMP and Cycling Strategy. An outcome of the Draft Strategy is to implement the high priorities.</p>

New Roads	Are not needed in Weston or Nulkaba but happy to have them elsewhere. Suggestion: Straightening of Old Maitland Road and commence construction of the Hunter Expressway and Old Maitland Road	The trigger for new roads is the nexus between proposed new development and existing traffic volumes. If a development does not proceed than a new road is not warranted. The location of the proposed new roads are indicative only. The Draft Strategy has been amended to spell this out.
Future Planning	Good to see Council looking ahead and planning for the future Maitland Local Government Area support the Draft Strategy	Many Respondents were happy that Council was looking ahead and planning for the future.  The Draft Strategy is designed to be flexible, responding to change and uncertainty. Further investigation of all Actions in the Draft Strategy is proposed to be undertaken within the next five years to ensure any major impacts in growth patterns or use are considered and to update the implementation plan as required.
Estimated Growth Rate	The high estimated growth rate of 2.4% used in the traffic modelling	The individual circumstances of growth anticipated in the City of Cessnock is projected to increase to 2.4%, from the current rate of 1.8% growth scenario proposed in Council's adopted <i>City Wide Settlement Strategy</i> and the recently released <i>Hunter Regional Plan</i> , which projects 1.3% growth.  The Draft Strategy seeks to accommodate this anticipated growth to ensure that the community is provided with an appropriate level of infrastructure.



# Outcomes of Public Consultation on the Draft Cessnock LGA Traffic and Transport Strategy



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ENCLOSURE

## Executive Summary

Cessnock City Council's objective for the public consultation was to seek community input about their perception on traffic, parking, public transport and active transport matters. The communities, concerns were used in developing the Cessnock Local Government Area (LGA) Traffic and Transport Strategy (Draft Strategy).

Council has undertaken two rounds of consultation in preparing the document. The public consultation was designed to engage all residents and the wider community, in the process and the development of the final Strategy.

Round one consultation was undertaken during October 2015 and enabled respondents to provide initial input to help shape the draft documents. Multiple comments were received during the initial consultation process, including comments from residents and key stakeholders.

Round two consultation was undertaken between 10 June and 24 July of 2017 and enabled Council to obtain feedback on the Draft Strategy. This document presents the outcomes from the round two consultation. During the exhibition period a high level of engagement of audiences was achieved as shown in Table 4.

The main issue raised was a desire for more direct consultation and concern at the planned Weston Bypass. The construction of new roads were not supported due to perceived direct impact on properties, road safety and cost and a desire to see existing roads maintained over construction of additional roads.

There was a high level of support to improve current network deficiencies and better traffic and transport planning for the future.

Unfortunately the LGA has suffered from ad-hoc development in the past due to the absence of a specific vision and strategic framework, resulting in network and capacity issues we are facing today.

Where appropriate, feedback, ideas and suggestions have been incorporated into the document.

## SECTION 1 – INTRODUCTION

### Background and Preparation of Strategy

In March 2014, Council began preparing a Traffic and Transport Strategy for the Cessnock LGA.

Preliminary consultation with the local community and stakeholder groups occurred between July and October of 2015. The aim of the preliminary consultation was to obtain a better understanding of the community's specific traffic concerns for the future and Council's need for such a study is obvious with the major developments proposed for the city, the current traffic demand and the increasing number of tourists moving through the LGA.

Comments received during the preparation of the Draft Strategy was to investigate a range of issues including travel demand studies to determine existing travel movements for private, commercial and freight traffic, and modelling of the existing road network and capacity based on current and projected road use to identify the improvements required to meet future demands. Also look at road improvements to the existing networks and the need for developing new road corridors.

The issues raised by Council officers and the community were considered in developing the Draft Strategy.

During the preparation of the Strategy multiple media releases have informed the community of the project as well as dates for the community drop-in sessions. An email was set up for input and feedback.

While investigating options and preparation of the Strategy, three community drop in sessions were held as shown in Table 1 below.

**Table 1 – Strategy Preparation Drop-In Sessions**

Location	Date	Time
Cessnock Performing Arts Centre	Tuesday 27 October 2015	3pm till 7pm
Branxton Community Centre	Wednesday 28 October 2015	12pm till 4pm
Kurri Kurri Community Centre	Thursday 29 October 2015	3pm till 7pm

A survey seeking input from the community regarding traffic, transport and mobility related issues was also made available online, at Council's Administration Building (Customer Services Section), Cessnock Library and Kurri Kurri Library.

Nine surveys were completed. Key elements of the feedback were incorporated into the Draft Strategy. A summary of the concerns raised are outlined in Table 2 below.

**Table 2 – Issues raised during preparation**

Issue	Detail	Council Response
Road Safety & Congestion	Why aren't the roads maintained?  No kerb and gutter in streets.	Council carries out routine maintenance as part of Council's Roads Maintenance Schedule Council does not have a kerb and gutter program. If kerb and gutter is required, it will be installed in conjunction with drainage.

	<p>Traffic issues into CBD, the intersections don't work</p> <p>Would like to bypass Cessnock CBD</p> <p>When will Frame Drive bridge re-open?</p>	<p>The Cessnock CBD Masterplan outlines opportunities including public domain improvements in CBD area.</p> <p>The assessment of road capacity and existing level of service will be developed to model key intersections and roads to determine future traffic demands.</p> <p>Council is seeking funding from the Federal Government for the replacement of Frame Drive Bridge and road construction</p>
Parking	<p>Lack of parking in CBD</p> <p>Lack of disabled parking</p>	<p>There is sufficient off-street parking capacity around the CBD's. Council will need to review heavily utilised and underutilised parking by reviewing time restrictions</p>
Public Transport	<p>Lack of services to other suburbs and weekends</p>	<p>With new developments in the LGA there may be opportunities to work with State Government and bus operators to integrate new bus routes into existing routes.</p>
Pedestrian and Cycleway Amenity	<p>Lack of paved footpaths for walking and cycling</p>	<p>Council is in the process of preparing a Pedestrian Access and Mobility Plan (PAMP) and a Cycling Strategy.</p> <p>The key aspect to these documents is the long term strategy for developing pedestrian and cycleway routes and facilities in the LGA which will improve access, pedestrian amenity and circulation to the Commercial Centres.</p>

## SECTION 2 – EXHIBITION AND ENGAGEMENT

The public exhibition ran for six weeks between 10 June and 24 July 2017. The exhibition was advertised in newspapers, news media websites and promoted through a webpage on Council's website and social media.

A hard copy of the Draft Strategy was also placed at the following locations:

- Council's Administration Building (Customer Services Section);
- Cessnock Public Library;
- Kurri Kurri Library;
- Hunter Valley Visitor Information Centre at Pokolbin; and
- Branxton Real Estate.

Two community drop-in sessions were held as shown in Table 3 below:

**Table 3 - Community Drop-In Sessions**

Location	Date	Time
Cessnock Library	Tuesday 20 June 2017	9am till 12pm
Kurri Kurri Library	Wednesday 21 June 2017	2pm till 6pm

During the exhibition period a high level of engagement of audiences was achieved as shown in Table 4 below.

**Table 4 – Engagement**

Method of Engagement	People Reached
5 Facebook posts	20,186
1 digital advertisement on Cessnock Advertiser	7,670
Council's exhibition webpage	3,319
1 Online survey monkey	21
2 Community drop-in sessions	12
Direct phone calls	6
<b>TOTAL no engaged</b>	<b>31,214</b>

### Submissions

Generally, the online survey responses, written submissions and feedback from drop-in sessions represent two different voices in the community, which is not unusual. Feedback from the drop in sessions typically focuses on specific issues which relate to vested interest. The respondents from the drop in sessions provided the same comments to the survey as well as the written submissions.

Overall the submissions provide mixed support to the Draft Strategy.

The purpose of the Cessnock LGA Traffic and Transport Strategy was to identify current network deficiencies, improve and future proof the LGA's transport network and provide a corridor plan that improves access to housing and jobs and associated services.

42 submissions were received as summarised in Table 7 below.

**Table 5 – Summary of Submissions**

Method	Received
Online survey monkey	21
Written submissions from the general public	19
Written submissions from Government Agencies	2
<b>TOTAL submissions received</b>	<b>42</b>

A summary of the key issues raised in the 42 survey and written submissions received from members of the public is outlined in Table 6 below.

**Table 6 – Summary of Key Issues Raised**

Issue	Key Issues Raised
Environmental	Clearing of a greenfield site and effect on wild life, local flora and residents due to construction and noise of bypass. Animals straying on to road and causing major accidents. Road widening will ruin the village
Financial	Cost estimates are crude - specifically a lack of appropriate detail in both the implications and costings of proposed options Why spend money on new roads when you can't maintain existing roads
Road Safety and Congestion	Existing traffic safety and congestion issues need to be rectified Bypass for First Street Weston is needed Traffic is a major safety concern on O'Connors Road and an increase in lanes will add more issues.
Consultation	Not happy with method or scope of exhibition Lack of consultation undertaken in the strategy's development
Parking	Increase parking in CBD's Increase mobility parking
Public Transport	Lack of services and social behaviour is a big deterrent Bring back the train. Need car pool at Heddon Greta
Pedestrian and Cycleway Amenity	Lack of paved footpaths for walking and cycling in ALL the LGA Amend the Strategy to reflect Branxton-Greta Memorial Cycleway as high priority.
New Roads	Are not needed in Weston or Nulkaba but happy to have them elsewhere. Suggestion: Straightening of Old Maitland Road and commence construction of the Hunter Expressway and Old Maitland Road
Future Planning	Good to see Council looking ahead and planning for the future Maitland Local Government Area support the Draft Strategy
Estimated Growth Rate	The high estimated growth rate of 2.4% used in the traffic modelling

A total of twenty one (21) online surveys were completed. This part provides a summary of the survey outcomes and a response from Council. Council promoted the online survey widely, primarily through social media.

### [Online survey monkey](#)

A detailed summary of the questions and comments raised from the online survey, with Council's response is provided in Table 7 below.

**Table 7 - Response to Survey**

Question	Detail	Response
What elements of the study recommendations do you like and why?	Improve traffic flows in growing population	The Draft Strategy has identified poor levels of service on key routes. In order to improve traffic performance and to address these deficiencies network improvements will need to be made.
	The idea of reducing traffic congestion in the future Cessnock	These improvements will to be staged.
	Upgrading arterial roads	Council will continue to work with State Government in order of upgrading arterial roads in the LGA.

Question	Detail	Response
	<p>Branxton to Greta walkway/cycleway. The local community would embrace this project to promote a healthy lifestyle and also would attract outer communities to visit the area</p>	<p>The Branxton-Greta cycleway has been identified in the Cycling Strategy but not as a high priority. The proposed "Branxton-Greta Memorial Cycleway" was supported by Council on 3 May 2017, when it resolved:</p> <ol style="list-style-type: none"> <li>1. That Council include in its Delivery Plan 2017-2021 and Operational Plan 2017-18, the Branxton-Greta Memorial Cycleway project (grant funding dependent).</li> </ol>
	<p>Old Maitland Rd upgrade for better access to the expressway from Cessnock. This will ease traffic in Weston. The sealing will have a positive health and environmental aspect.</p> <p>The on and off ramps on Old Maitland Road for the Hunter Expressway</p>	<p>The upgrade of Old Maitland Road has been identified in the Draft Strategy.</p> <p>It has been brought to Councils attention that RMS and the developer for Hydro Aluminium at Loxford have had discussions to convert the half interchange to a full interchange with HEX (eastbound off-ramp and westbound on-ramp).</p> <p>If a full interchange at Loxford is constructed no further planning is required for On / off ramps on Old Maitland Road and HEX.</p>
	<p>The Northern Bypass through the heart of Nulkaba Village past the Public School</p> <p>The zoning and path of the new roads going through and near residential properties</p>	<p>The location of the Northern outer CBD Bypass is shown as indicative. Going forward a preliminary feasibility study will be required to determine if there is merit in undertaking further planning and assessment at that location.</p> <p>The Northern outer CBD Bypass will support growth in Nulkaba and Bellbird</p> <p>It is important to note the trigger for new roads is the nexus between proposed new development and existing traffic volumes. If a development does not proceed or the proposed number of lots are changed then the need for a bypass and / or road upgrades may not be required so soon. It's important that the corridors are identified for future planning.</p>
<p>What elements of the study recommendations do you not like and why</p>	<p>Lack of public transport links proposed. I would like to see a direct connection to Sydney like a F3 bus from Cessnock and Kurri Kurri</p>	<p>With new developments in the LGA there may be opportunities to work with State Government and bus operators to integrate new bus routes into existing routes.</p>
	<p>Weston bypass - unnecessary short term fix and going to go along side or through property.</p>	<p>The Draft Strategy has been amended to spell out that the location of the new roads are shown as indicative. By introducing a connection between Gingers Lane and Old Maitland Road to create a bypass route for traffic travelling from the Loxford interchange to Cessnock. This new link will intersect with Old Maitland Road.</p>

Question	Detail	Response
		<p>Going forward a preliminary feasibility study will be required to look at:                      Traffic assessment including current and predicted traffic volumes if a bypass is built;                      Preliminary environmental constraints mapping to assist in identifying potential corridors;                      Strategic design of potential route corridors;                      and Economic analysis and cost estimation of identified potential options.</p> <p>The results of the preliminary feasibility study will determine if there is merit in undertaking further planning and assessment</p>
<p>What are your suggestions to improve the recommendations</p>	<p>Use the existing rail corridor for transport use again for growing population. It will have less impact and acquisition or residential land.</p>	<p>Council has asked TfNSW to investigate into the South Maitland Railway line and should be given priority consideration for use as public transport rail services.</p> <p>There is substantial urban residential growth along Main Road / Cessnock Road corridor including Gillieston Heights, Cliftleigh and Hydro, as well as the existing residential development at Kurri Kurri, Weston and Abermain and Cessnock. It would be beneficial for investigations to also consider supporting bus services to rail services connections.</p>
	<p>I would like to have the Branxton Greta Memorial Cycleway included in planning for this strategy.                      The walkway/cycleway could be the Cessnock version of the Walka Water Works trail.</p>	<p>Even though the Draft Strategy does identify different modes of transport, the correct place to identify the Branxton-Greta Memorial is the Cycleway Strategy.                      The Branxton-Greta cycleway has been identified in the Cycling Strategy but not as a high priority.</p>
	<p>Improve traffic flow, East-west through Maitland Road to Bellbird or by-pass the township</p>	<p>The Draft Strategy has identified upgrades along Wollombi Road and Maitland Road. The upgrades will ease traffic flows in and around the CBD. A Northern Outer By-pass will go around Bellbird.</p>
	<p>Include the Great North Road and George Downs Drive in your planning activities.                      Include tree removal from roadside and widening work and edge maintenance.</p>	<p>Council officers will continue routine maintenance and investigate the request for tree removal along Great North Road and George Downs Road.                      The request for road widening has been recorded for use in future annual reviews.</p>
	<p>More cycle ways and cycle friendly roads</p>	<p>Council's Cycling Strategy has an implementation plan which is the long term strategy for developing cycling routes and facilities in the LGA.</p>

Question	Detail	Response
	Roundabout on Hart Road	<p>The intersection of Hart Road and Government Road has been identified in the Draft Strategy.</p> <p>Future plans for the route from Loxford Interchange and the intersection of Hart Road is currently under review with the redevelopment of the Hydro Aluminium site.</p>
	Kerb and guttering. Streets that don't have this look unfinished.	<p>Various Strategies support for infrastructure and public domain upgrades. However, these upgrades are typically expensive and progressively carried out over longer timeframes. The timing and nature of Council led renewal projects are guided by separate strategies.</p> <p>Council does not have a kerb and gutter program. Kerb and gutter will only be installed in conjunction with drainage, if required.</p>
	Upgrades to Sawyers Gully Road and Old Maitland Road (straightening and sealing of 21 bends) infrastructure is already in place and has minimal disruption to local families	The Draft Strategy has identified the upgrade of Old Maitland Road. Sawyers Gully Road has not been identified, as the route was not chosen as the shortest connection to Cessnock.
	Weston bypass - While I understand the short term improvement to traffic flow the reality is people will still use Frame Drive. Perhaps a better suggestion is traffic lights at the hart road intersection to improve the black spot with turning lanes and a roundabout at Gingers Lane and Frame Drive intersection. With the long term benefits of using Old Maitland road as the direct link to Cessnock.	<p>The location of the Weston Bypass is shown as indicative. A feasibility study will need to be carried prior to any further commitment or consultation.</p> <p>The Draft Strategy has identified a new link connection between Gingers Lane and Old Maitland Road to create a bypass route for traffic travelling from the Loxford Interchange to Cessnock.</p> <p>The intersection improvements at Hart Road, Government Road, Orange Street and Cessnock Road have been identified in the Draft Strategy.</p>
	Instead of putting a bypass in upgrade the existing roads	<p>Existing roads are prioritised and reviewed annually, to allow for ranking of existing projects and consideration of new projects based on changed circumstances, public demand, and funding grants that may be received. Details of requests are recorded for use in future annual reviews, which may be listed for inclusion on a future Delivery Program, subject to priority ranking and availability of funds.</p> <p>Council's Works and Operations Unit will continue to maintain existing roads as per the Maintenance Schedule.</p>

Question	Detail	Response
		<p>It is important to note the trigger for new roads is the nexus between proposed new development and existing traffic volumes.</p> <p>It is important to note the trigger for new roads is the nexus between proposed new development and existing traffic volumes. If a development does not proceed or the proposed number of lots are changed then the need for a bypass and / or road upgrades may not be required so soon. It's important that the corridors are identified for future planning.</p>
Do you have any other comments?	Intersection of Heddon St and Main Rd Heddon Greta, needs a roundabout or traffic lights	The Draft Strategy has identified the intersection at Heddon Street and Main Road Heddon Greta to be upgraded.
	A Cessnock bypass will draw people and consumers away from an already struggling CBD. House pricing will also be affected on the houses round the outskirts of the CBD.	<p>Detailed planning has occurred in relation to the growth corridor to the north of the Hunter Expressway, including at both the rezoning and subdivision stages.</p> <p>Separate planning for the growth corridor will also occur as a component of the Hunter Metro Strategy that is currently being carried out by the Department of Planning and Environment.</p> <p>Separate planning is also underway in relation to the former Hydro Aluminium land at Kurri Kurri.</p> <p>These localities will gain little from any additional planning at this stage, but will be considered in the forthcoming City Planning Strategy Project.</p>
	Money would be better spent on upgrading existing roads, dilating hospitals at Kurri and Cessnock. Improve public transport through the LGA.	<p>Public Hospitals are funded by the Commonwealth.</p> <p>Council's Works and Operations Unit will continue to maintain existing roads as per the Maintenance Schedule</p> <p>With new developments in the LGA there may be opportunities to work with State Government and bus operators to integrate new bus routes into existing routes.</p>
	A main ring road somewhere from Duffy Drive through a roundabout on Maitland Road through to Wine Country Drive to divert vineyard traffic away from the city centre and kick-start HEZ industrial area	<p>As part of the 30-year Strategy, it is proposed to implement an outer CBD bypass. The bypass is expected to reduce substantial traffic through the city centre.</p> <p>There is an undetermined Aboriginal Land Claim for a proposed acquisition of Crown land at Pelaw Main.</p>
	Do a bypass somewhere else or not at all.	A total of 15 options were considered during the development of a preferred road network plan.

Question	Detail	Response
		<p>As part of the assessment, information on future developments was collated. A number of major developments have been planned within the LGA including the residential and commercial developments in the northern side of the LGA especially areas within the HEX corridor.</p> <p>Other factors included industrial growth, tourism growth, traffic generation, traffic distribution, external growth and known deficiencies within the network.</p>
	<p>Beautification of Branxton and Greta Main Streets.</p>	<p>The Branxton Subregional Land Use Strategy is accompanied by a Masterplan for the Branxton Town Centre, offering a vision for future development supported by the Branxton community.</p> <p>The Masterplan will be used to inform future development controls and public domain infrastructure upgrades to the Branxton Town Centre.</p>
	<p>I think something this important that affects neighbouring properties to the project should have received some notification before this was sent for public viewing. We don't get the paper dropped here and not everyone is linked to your Facebook page.</p>	<p>Copies of the Draft Strategy were available for viewing at the following:                      Council's Administration Building (Customer Services Section);                      Cessnock Library;                      Kurri Kurri Library;                      Hunter Valley Visitor Information Centre; and                      Branxton Real Estate.</p> <p>In addition, the documents were available in newspapers, news media websites and promoted through a webpage on Council's website and social media</p> <p>Consultation was carried out in accordance with the <i>Local Government Act 1993</i>.</p> <p>Moving forward further general and targeted stakeholder consultation will be carried out for further clarification.</p>

**Written Submissions**

A detailed summary of the comments raised during the consultation period and Council's response to the written submissions is provided in Table 8 below.

**Table 8 - Response to Written Submissions**

Key Summary	Issue Raised	Response
Environmental	Greatly concerned on the effect on the wild life, local flora and residents due to construction and noise of bypass and animals straying on to road and causing major accidents	<p>This Strategy is subject to relevant legislation and the environmental impact assessment and planning approval requirements of Part 5 of the EP&amp;A Act. In accordance with Section 111 of the EP&amp;A Act, Council, as the proponent and determining authority, must examine and take into account to the fullest extent possible all matters affecting or likely to affect the environment by reason of the proposed activity.</p> <p>Going forward a preliminary Feasibility study will be required to look at:</p> <ul style="list-style-type: none"> <li>Traffic assessment including current and predicted traffic volumes if a bypass is built;</li> <li>Preliminary environmental constraints mapping to assist in identifying potential corridors;</li> <li>Strategic design of potential route corridors; and</li> <li>Economic analysis and cost estimation of identified potential options.</li> </ul> <p>The results of the preliminary feasibility study will determine if there is merit in undertaking further planning and assessment.</p>
	<p>The cost and environmental impact of this project far outweighs the benefits</p> <p>Clearing for greenfield development is destructive to the existing local community both human and wildlife.</p>	<p>The Draft Strategy acknowledges the factors that make the LGA attractive to new residents, including accessibility, affordability, lot size, and the rural aspect. The Draft Strategy highlights that these factors should not be disregarded or discouraged.</p> <p>The Draft Strategy has taken into account:</p> <ul style="list-style-type: none"> <li>New urban release areas;</li> <li>Infill housing;</li> <li>Industrial growth;</li> <li>Tourism growth;</li> <li>Existing traffic congestion; and</li> <li>Committed works – Section 94</li> </ul>
	Road Widening will ruin the village	Landscaping solutions is an integral part of the road design will be an important consideration of the urban design and visual impact assessment which is a key input into the environmental impact assessment.

Key Summary	Issue Raised	Response
Financial	<p>Cost estimates are crude - specifically a lack of appropriate detail in both the implications and costings of proposed options.</p> <p>Why spend money on new roads when you can't maintain existing roads</p>	<p>Preliminary cost estimates have been based on a desktop review of features shown on MapInfo and Dial Before You Dig. Further detailed site investigation, yet to be carried out, would include full survey environmental impact assessment and depth of underground services.</p> <p>Project costs have been developed as strategic estimates using rates defined by the <i>Independent Pricing and Regulatory Tribunal of New South Wales (IPART)</i>. Local Infrastructure Benchmarking Cost. It is available on the <a href="http://www.ipart.nsw.gov.au">www.ipart.nsw.gov.au</a></p> <p>A majority of the projects outlined in the Draft Strategy are currently unfunded. These major road infrastructure projects will require investment from all levels of government to ensure that they are undertaken. Potential funding options include:                      State &amp; Federal Grants;                      Development Contributions (Section 94 and / or Voluntary Planning Agreements);                      Road Reclassifications, and                      Council's annual Capital Works Programs</p> <p>The Implementation Plan has been developed to assist Council in understanding the priority of works identified in the Draft Strategy and planning for the resources required to deliver these priorities. The Draft Strategy will be used as a reference when drafting development contribution plans to equitably levy new development to fund the construction of the proposed roads and upgrades. It will also be utilised as a reference when applying to State and Federal for funding through various grant programs.</p> <p>The priority and associated delivery times are indicative and have been developed to give Council guidance on where resources should be directed in the short, medium and long term.</p>
Road Safety and Congestion	Existing traffic safety and congestion issues need to be rectified	<p>The Draft Strategy has identified poor levels of service on key routes. In order to improve traffic performance and to address these deficiencies network improvements will need to be made.</p> <p>The improvements will need to be staged and major road infrastructure projects will require investment from all levels of government and development contributions.</p> <p>The Draft Strategy does not attempt to resolve all the traffic and transport issues in</p>

Key Summary	Issue Raised	Response
		the Cessnock LGA, instead it provides a strategic framework to determine the priority needs and issues to assist in long term planning for traffic and transport.
	Lang Street to HEX 4 lanes Need signals at intersection of Mitchell/Lang Kurri Widening of Northcote Street Kurri need lights at Heddon and Main Road Heddon Greta no left in left out and lights at Heddon not Greta Street Kurri congestion on Main Road Heddon Greta with new residential development	The Strategy has identified the following upgrades: Lang Street will be upgraded to provide additional traffic lanes, Intersection upgrade of Mitchell Avenue and Lang Street; Options for the intersection of Heddon and Main Road has been investigated; Cessnock Commercial Precinct Project and Kurri Kurri Masterplan has further detail regarding the city centre; and New residential development upgrades have been identified as part of the development approval process and / or Section 94 contribution.
	That the upgrade of the intersection of Hart Road/ Sawyers Gully Road/ Government Road /Gingers Lane be made a priority. Cessnock Road/Orange Street needs lights	The Draft Strategy acknowledges the risk to traffic safety at the intersection of Hart Road and Government Road. An additional action has been included in the refined The Draft Strategy states that Council to continue lobbying State Government to upgrade the intersection of Hart Road and Government Road, along with the intersection of Orange Street and Cessnock Road. These roads form part of the Weston District bypass route. The replacement of Frame Drive Bridge in 2017 has had the effect of reinstating a bypass of the Weston Commercial Centre and this has relieved some of the traffic delays experienced along Cessnock Road. The bypass will be progressively improved over time, further relieving traffic and congestion experienced through Weston
	That traffic calming devices and reduced speed limit of 60km (outside of the 50km area) be installed on Frame Drive and Gingers Lane.	Traffic calming treatments such as speed humps, is not support for the following reasons: These devised are not installed outside of Local Area Traffic Management (LATM) schemes, They are not installed in residential areas because of the noise nuisance created when vehicles track over them, and They are known to increase the instances of nuisance driver behaviour.

Key Summary	Issue Raised	Response
		<p>Roads &amp; Maritime Services (RMS) is the only agency authorised to set and administer the speed zones on all roads in NSW, whether state, regional and local;                      RMS is required to assess and authorise speed zone changes in accordance with the NSW Speed Zoning Guidelines;</p> <p>RMS has created avenues to receive direct comment and feedback. Residents are encouraged to provide this direct to RMS</p>
	<p>That a by-pass of First Street Weston onto Cessnock Road be designed to alleviate traffic congestion in Weston commercial centre</p>	<p>The Draft Strategy outlines various options to improve traffic flow through Weston, Kurri Kurri and Cessnock.</p>
	<p>Traffic is a major safety concern on O'Connors Road and an increase in lanes will add more issues.</p> <p>The crime rate in the area will also likely rise due to the intensification of commuter traffic</p>	<p>A total of 15 options were considered during the development of a preferred road network plan.</p> <p>As part of the assessment, information on future developments was collated. A number of major developments have been planned within the LGA including the residential and commercial developments in the northern side of the LGA especially areas within the HEX corridor.</p> <p>Other factors included industrial growth, tourism growth, traffic generation, traffic distribution, external growth and known deficiencies within the network.</p> <p>The Strategy is designed to be flexible, responding to change and uncertainty. The timeframes are indicative, based on preliminary evidence, of when potentially these initiatives may be needed to be implemented or committed.</p> <p>Going forward a preliminary Feasibility study will be required to look at:                      Traffic assessment including current and predicted traffic volumes if a bypass is built ;                      Preliminary environmental constraints mapping to assist in identifying potential corridors;                      Strategic design of potential route corridors; and                      Economic analysis and cost estimation of identified potential options.</p> <p>The results of the preliminary feasibility study will determine if there is merit in undertaking further planning and assessment.</p> <p>Reports can be made to NSW Police Force by ringing 000 for dangerous incidents occurring</p>

Key Summary	Issue Raised	Response
		at the time, or the in the case of non-emergencies; contact: NSW Police Assistance Line: 131 444, or Cessnock Police Station: 4991 0199, or Maitland Police Station: 4934 0200.
Consultation	<p>Not happy with method or scope of exhibition – Not enough exposure</p> <p>Lack of consultation undertaken in the strategy's development</p>	<p>Copies of the Draft Strategy were available for viewing at the following: Council's Administration Building (Customer Services Section); Cessnock Library; Kurri Kurri Library; Hunter Valley Visitor Information Centre; and Branxton Real Estate.</p> <p>In addition, the documents were available in newspapers, news media websites and promoted through a webpage on Council's website and social media</p> <p>Consultation was carried out in accordance with the <i>Local Government Act 1993</i>.</p> <p>Moving forward further general and targeted stakeholder consultation will be carried out for further clarification.</p>
Parking	<p>Need review of all day parking on Lang and Barton Street in favour of shoppers.</p> <p>Increased parking required, purchase of extra land from the Branxton Golf Club, to expand the parking opposite the Branxton Pub Car Park.</p> <p>Increase parking in CBD's</p> <p>Increase mobility parking.</p>	<p>The Cessnock CBD Masterplan outlines opportunities for a multi-level carpark and improved pedestrian mobility to the Commercial Centre</p> <p>The amount of existing car parking in Branxton, Kurri Kurri and Weston Commercial Centre's is generous.</p> <p>As identified in the Branxton Town Centre Masterplan there is ample on-street parking available along Maitland Street and Cessnock Road.</p>

Key Summary	Issue Raised	Response
Public Transport	<p>Lack of services. No Newcastle bus on Sundays</p> <p>Social behaviour at bus stops is a big deterrent</p> <p>Bring back the train</p> <p>Maitland Local Government Area (MGLA) support investigations into South Maitland Railway line to be used for public transport.</p> <p>MGLA support investigations into supporting bus services to rail services.</p> <p>Need car pool at Heddon Greta</p>	<p>An outcome of the Draft Strategy is to work with State Government to review the public transport network and bus operators to integrate and expand new bus routes into existing routes.</p> <p>Unruly or unsocial behaviour at bus stops in the LGA should be reported to the police and Bus Company. The location, design and construction of a bus stopping point or bus shelter is considered when installed.</p> <p>Council officers from Maitland and Cessnock Council have asked TfNSW to investigate the South Maitland Railway line and it should be given priority consideration for use as public transport rail services. There is substantial urban residential growth along Main Road / Cessnock Road corridor including Gillieston Heights, Cliftleigh and Hydro, as well as the existing residential development at Kurri Kurri, Weston and Abermain and Cessnock. It would be beneficial for investigations to also consider supporting bus services to rail services connections.</p> <p>The corridor between the New England Highway and Hunter Expressway has developed into a significant growth corridor and with new developments in the LGA there may be opportunities to work with State Government and bus operators to review its services and integrate new bus routes into existing routes.</p> <p>The Draft Strategy points out the benefits to providing a holistic long term approach to carpooling facilities across the LGA, and take advantage of HEX as a major regional transport corridor.</p> <p>Commuter parking locations, identified along HEX include; Main Road, Heddon Greta; John Renshaw Drive, Buchanan; and New England Highway, Branxton</p>

Key Summary	Issue Raised	Response
	<p>Relocation of the School busses using the 100year old Rotunda as a bus shelter.</p>	<p>Council has completed works on Dalwood Road East Branxton, servicing the adjacent bus interchange. Completion of the works includes road safety, drainage, car park improvements and installation of 5 new bus shelters</p>
<p>Pedestrian and Cycleway Amenity</p>	<p>Amend the Strategy to reflect Branxton-Greta Memorial Cycleway as high priority.</p>	<p>The Draft Strategy acknowledges different travel modes. Cycling and walking come under the active transport plan, which are the PAMP and Cycling Strategy. The Branxton-Greta cycleway has been identified in the Cycling Strategy but not as a high priority. The proposed "Branxton-Greta Memorial Cycleway" was supported by Council on 3 May 2017, when it resolved:</p> <ol style="list-style-type: none"> <li>1. That Council include in its Delivery Plan 2017-2021 and Operational Plan 2017-18, the Branxton-Greta Memorial Cycleway project (grant funding dependent).</li> </ol>
	<p>Lack of paved footpaths for walking and cycling in ALL the LGA.</p> <p>Lack of pedestrian access to the Branxton Railway station from Huntlee and generally Branxton as a whole.</p> <p>Dangerous and poor grade pedestrian access to Miller Park from Branxton.</p> <p>Connection of Footpath from Radford Park.</p>	<p>The Draft Strategy acknowledges different travel modes. Cycling and walking come under the Active Transport Plan, which is the Pedestrian Access and Mobility Plan (PAMP) and Cycling Strategy. An outcome of the Draft Strategy is to implement the high priorities from the PAMP and Cycling Strategy.</p> <p>A key aspect the PAMP is the long term strategy for developing pedestrian routes and facilities in the LGA which will improve access, pedestrian amenity and circulation to the Commercial Centres to improve access and encourage walking for short trips.</p> <p>In recognition of Council's limited resources, the PAMP also prioritises provision of paths</p>

Key Summary	Issue Raised	Response
		<p>in areas not currently served by a formal sealed path over places where paths exists, even though the condition of an existing path may not be ideal</p> <p>Council's Cycling Strategy has an implementation plan which is the long term strategy for developing cycling routes and facilities in the LGA</p>
<p>New Roads</p>	<p>Dangerous underpass from Elderslie Road to Branxton and Miller Park.</p> <p>Maintaining the Sawyers Gully Road and Old Maitland Road instead building the Weston Bypass</p>	<p>Council will inspect the Branxton underpass at Elderslie Road Branxton for any trip hazards.</p> <p>In relation to the stockpile area - Council officers have investigated alternate locations for stockpiling road material in the Branxton area, however to date no suitable/cost effective locations have been identified. Officers will continue to utilise the existing stockpile site until an alternate option is created. Officers have advised that the future relocation of the stockpile would be best considered in conjunction with the construction of a formal footpath in the subject location, noting that a proposed upgrade of the subject stockpile area is identified as a project in the draft Miller Park Master Plan</p> <p>The Draft Strategy is designed to be flexible, responding to change and uncertainty. The timeframes are indicative, based on preliminary evidence, of when potentially these initiatives may be needed to be implemented or committed. Further investigation of all Actions in the Draft Strategy will be undertaken within the next 5 to 10 years to ensure any major impacts in growth patterns or use are considered.</p> <p>The Draft Strategy has acknowledged that substantial residential development has already occurred in the nearby urban release areas, and more will occur in the future. The role and impact of the growth area to the north of the Hunter Expressway has been identified the Draft Strategy.</p> <p>A total of 15 options were considered during the development of a preferred road network plan.</p> <p>Detailed planning has occurred in relation to the growth corridor to the north of the Hunter Expressway, including at both the rezoning and subdivision stages. Separate planning for the growth corridor will also occur as a</p>

Key Summary	Issue Raised	Response
		<p>component of the Hunter Metro Strategy that is currently being carried out by the Department of Planning and Environment. Separate planning is also underway in relation to the former Hydro Aluminium land at Kurri Kurri.</p> <p>The Draft Strategy has identified that a significant portion of the Hydro Aluminium land will be conserved for environmental and rural purposes, with the balance released for residential, commercial and industrial development.</p>
Future Planning	<p>Good to see Council looking ahead and planning for the future</p> <p>MGLA expresses an interest to provide a road corridor to link Lovedale and Old North Roads.</p> <p>Wollombi and Old Maitland Roads upgraded to Regional road status</p>	<p>The Draft Strategy will help inform the preparation of the Greater Newcastle Metropolitan Plan, the Hunter Expressway Strategy and the City Planning Strategy. The document will also be reviewed on a regular basis.</p> <p>The Draft Strategy advocates for infrastructure upgrades. However, these upgrades are typically expensive and progressively carried out over longer timeframes. The timing and nature of Council led renewal projects are guided by separate strategies, including the draft Kerb and Gutter Strategy, Draft Kurri Kurri District Strategy, Branxton Masterplan and the Cessnock Commercial Precinct Project.</p> <p>The role and impact of the growth area to the north of the Hunter Expressway has been acknowledged in the Draft Strategy and further acknowledged in the Draft Kurri Kurri District Strategy.</p> <p>The trigger for new roads is the nexus between proposed new development and existing traffic volumes. If the developments do not proceed than a new road is not required, as demand will not be as high but the corridors need to be identified.</p> <p>Wollombi Road is currently a Regional Road. Old Maitland Road may be reclassified if warrants are meet.</p>
Estimated Growth Rate	The high estimated growth rate of 2.4% used in the traffic modelling	<p>RMS's comments were considered in detail and in response it is considered that as the demand for transport is dependent on population, age structure and rates of participation in employment, education and community the provision and timely delivery of appropriate infrastructure is a significant challenge for Council.</p> <p>Utilising Council's Community Profile, population growth in Cessnock for 2011 –</p>

Key Summary	Issue Raised	Response
		<p>2016 show an average increase in population of 1.7%, far short of the 3.2% growth anticipated by the Department of Planning through the Lower Hunter Regional Strategy and more in line with the projected population growth of 1.2% to 1.8% growth scenarios proposed in Council's City Wide Settlement Strategy and the recently released Hunter Regional Plan, which projects 1.3% growth.</p> <p>This growth pattern is expected to continue in the short term (2021). However, as land supply reduces in surrounding local government areas, and the influence of major infrastructure projects such as HEX, and Huntlee New Town at Branxton, take up from existing and proposed urban release areas, particularly within the Kurri Kurri growth corridor and affordable housing initiatives take effect, demand for land within the Cessnock LGA is projected to increase to 2.4%, as identified in the Draft Strategy.</p> <p>The Strategy seeks to accommodate this anticipated growth to ensure that the community is provided with an appropriate level.</p>

ENCLOSURE 2

## Cessnock City Council Roadside Tributes Policy

<b>Policy Owner:</b>	Infrastructure Manager
<b>Relevant Legislation:</b>	<i>Roads Act 1993 – Sections: 71, 107, 145 Roads Regulation 2008 - Clause: 11</i>
<b>Related Policy:</b>	Installation and Maintenance of Roadside Tributes
<b>Policy Adoption/Amended Date:</b>	
<b>Policy Reviewed/History:</b>	

<b>Policy Review Date:</b>	<b>Policy Number:</b>	<b>Document Number:</b>
August 2019		DOC2014/038588

### 1. Objective:

The objective of this policy is to:

- Implement standards for the installation, maintenance and removal of roadside tributes, including essential public consultation mechanisms with bereaved parties.
- Provide guidelines to Council staff when dealing with roadside tributes.

### 2. Policy Scope

This policy provides guidance for individual families, the community, and operational staff in advising on the installation or removal of roadside tributes such as flowers, or small crosses, or religious symbols of similar size.

This policy statement applies to all roads under Council's care and control as well as roads maintained by Council under agreement of Transport for NSW, Roads and Maritime Services (RMS).

It does not apply to State controlled roads such as the Hunter Expressway, New England Highway, Wine Country Drive, Leggetts Drive, Lake Road, Maitland Road, John Renshaw Drive, and Cessnock Road, where consultation with RMS is advised.

### 3. Policy Statement

#### Advice:

The placement of roadside flowers / tributes is a matter for individual families and is recognised as an important part of the grieving process for people dealing with the loss of life of a person involved in a road trauma. Council respects their wishes and will provide sympathetic advice for those seeking it.

Council is the roads authority for local roads within the Cessnock City Council Local Government area, however Roads and Maritime Services should be contacted for advice regarding tributes on: Hunter Expressway, New England Highway, Wine

Country Drive, Leggetts Drive, Lake Road, Maitland Road, John Renshaw Drive, and Cessnock Road.

For information regarding the erection of roadside memorials on the RMS roads please refer to the RMS website at: [www.rms.nsw.gov.au](http://www.rms.nsw.gov.au)

This Council policy has been prepared to assist members of the community to plan and prepare roadside tributes to ensure they do not present a safety risk for other road users or those visiting a tribute site.

Advice should be given that, although there is no limit to the time a tribute can remain, Council will remove any tribute that appears to have been neglected.

### **Installation:**

Anything more substantial than flowers or small, lightweight wooden crosses or religious symbols of similar size to a floral tribute should not be placed in the road reserve. Families should be advised that anything larger could in and of itself become a road safety hazard and also contravene statutory road safety requirements. In the interests of the wider community and in particular neighbouring residents, Council advice should be sought in regard to a proposed tribute location prior to its installation.

Accordingly, before installing a roadside tribute, community members are invited to contact Council to discuss and plan the proposed location with Council's Traffic & Transport Team by telephone on (02) 4993 4244.

- a) The tribute must:
  - Not create a distraction. For example, not be placed on a sharp bend, not be illuminated or contain fluorescent materials;
  - Be made of frangible material;
  - Have dimensions of no more than:
    - ❖ 50cm high
    - ❖ 40cm wide
    - ❖ 40cm deep in the ground.
- b) Roadside areas which are especially busy are generally not the most appropriate location to place a tribute. There are safer places where a tribute can be placed and consideration should be given to alternatives.
- c) If the Tribute location is close to the roadside, consider whether:
  - It is well clear of the passing traffic, with room for a vehicle to safely pull over to create, maintain, or visit the tribute;
  - Vehicles can safely exit and re-enter the roadway after creating, maintaining or visiting the tribute; and
  - You should contact Council prior to placement.
- d) Consideration must also be given to nearby residents when choosing a tribute location. Issues can include (but are not limited to):
  - Access to the property;
  - Visual impact; and

- The wishes of these property occupiers who may have been first at the incident scene or immediate aftermath and may be dealing with trauma issues as a result.

**Removal:**

In the event that there are concerns raised regarding a tribute, it can be removed. These concerns may arise from Council staff, other road authorities, or may be as a result of representations from the public.

Authority for Council to remove articles placed on a public road is provided by the *Roads Act 1993*. The process for removal is generally as follows:

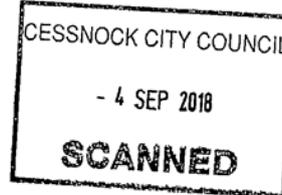
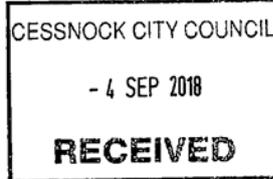
- a) Concerns are considered and a recommendation for removal is prepared for approval by the Infrastructure Manager, so long as either of the following criteria are met:
  - The size, material or location of the tribute has the potential to cause an adverse road safety impact; or
  - Deterioration of the tribute indicates that it may no longer be maintained and may soon pose a hazard or problem for roadside drainage.
- b) If possible, the approved recommendation for removal is discussed with the family or other persons responsible for placing the tribute.
- c) Agreement is reached regarding the action to be taken and whether it should be done by Council or the family.
- d) If it is agreed that Council undertake the removal, the final recommendation is submitted for approval.
- e) In undertaking removal, Council staff and/or contractors will show respect for the feelings of the bereaved and every effort will be made to return any materials removed to the family in an appropriate manner, time, and place.
- f) During roadworks and maintenance, Council staff may need to move a roadside tribute. In such cases, Council staff will:
  - Endeavour to identify tributes that may be affected by the work;
  - Contact the family, if known, and work with them to safely store the tribute until work is complete. Some families may opt to relocate the tribute permanently at that time;
  - Consider the family's views on how best to re-create or relocate the tribute; and
  - If a tribute's owner cannot be located, Council staff will store the tribute off site for an appropriate length of time.



**Kevin Anderson MP**  
Parliamentary Secretary for Regional Roads, Maritime and Transport  
Member for Tamworth

Our Ref 00582339  
Your Ref: MOU7/2018, DOC2018/041038

Mr Stephen Glen  
General Manager  
Cessnock City Council  
PO Box 152  
CESSNOCK NSW 2325



Dear Mr Glen, *Stephen*

Thank you for your correspondence to the Minister for Roads, Maritime and Freight about funding support for upgrade works to the intersection of Gingers Lane, Sawyers Gully, and Hart and Government roads, Weston. The Minister has asked me to respond on her behalf.

I understand Roads and Maritime Services has been working with Cessnock City Council to find a solution to improve safety at this intersection. As you may be aware, Roads and Maritime forwarded an intersection upgrade proposal to Council in June 2018, and met with Council on 6 July 2018 to discuss it. At this meeting, Council requested further clarification about the proposed upgrade.

Roads and Maritime will provide further information regarding the strategic proposal and funding arrangements at the next meeting with Council, due to be held before the end of August.

I hope this has been of assistance.

Yours sincerely,

**Kevin Anderson MP**  
Parliamentary Secretary

*29.8.2018*