



Vincent Street
CESSNOCK

7 December 2018

ORDINARY MEETING OF COUNCIL

WEDNESDAY, 12 DECEMBER 2018

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Robyn Larsen

Sent: Friday, 7 December 2018 10:04 AM
Subject: FW: Cessnock Correctional Centre - Community Consultative Committee

From:
Sent: Friday, 7 December 2018 8:30 AM
To: Bob Pynsent
Subject: Cessnock Correctional Centre - Community Consultative Committee

Good Morning Bob

As discussed yesterday morning, you have received a copy of Clayton Barr's letter of response to Council in regard to the access arrangements at Cessnock Correctional Centre.

The Community Consultative Committee met yesterday where Clayton's letter was tabled and discussed. While the representatives from Justice and Correctional Services were unable to comment and were limited in terms of responses to questions, all of the community representatives all agreed with the sentiments of Clayton's letter, the confirmation of his role in this matter and his questions of Council.

It should be noted that the Committee has not sighted a formal response regarding the use of Health land for an entry/exit to the facility as mentioned in point 3 of Clayton's next steps and so could not table anything on that front at the meeting. Representatives from Justice confirmed that a meeting has been held between themselves and representatives from Health. A further meeting at a more senior level is to be held in January 2019, involving Justice, Health and the Premiers Department.

The community representatives of the Consultative Committee have a number of suggestions and ideas in regard to the proposed access arrangements for entry and exit to the correctional centre complex, all of which involve the use of Health land to varying degrees and would like to have the opportunity to present these ideas and options to Council representatives for further discussion and review.

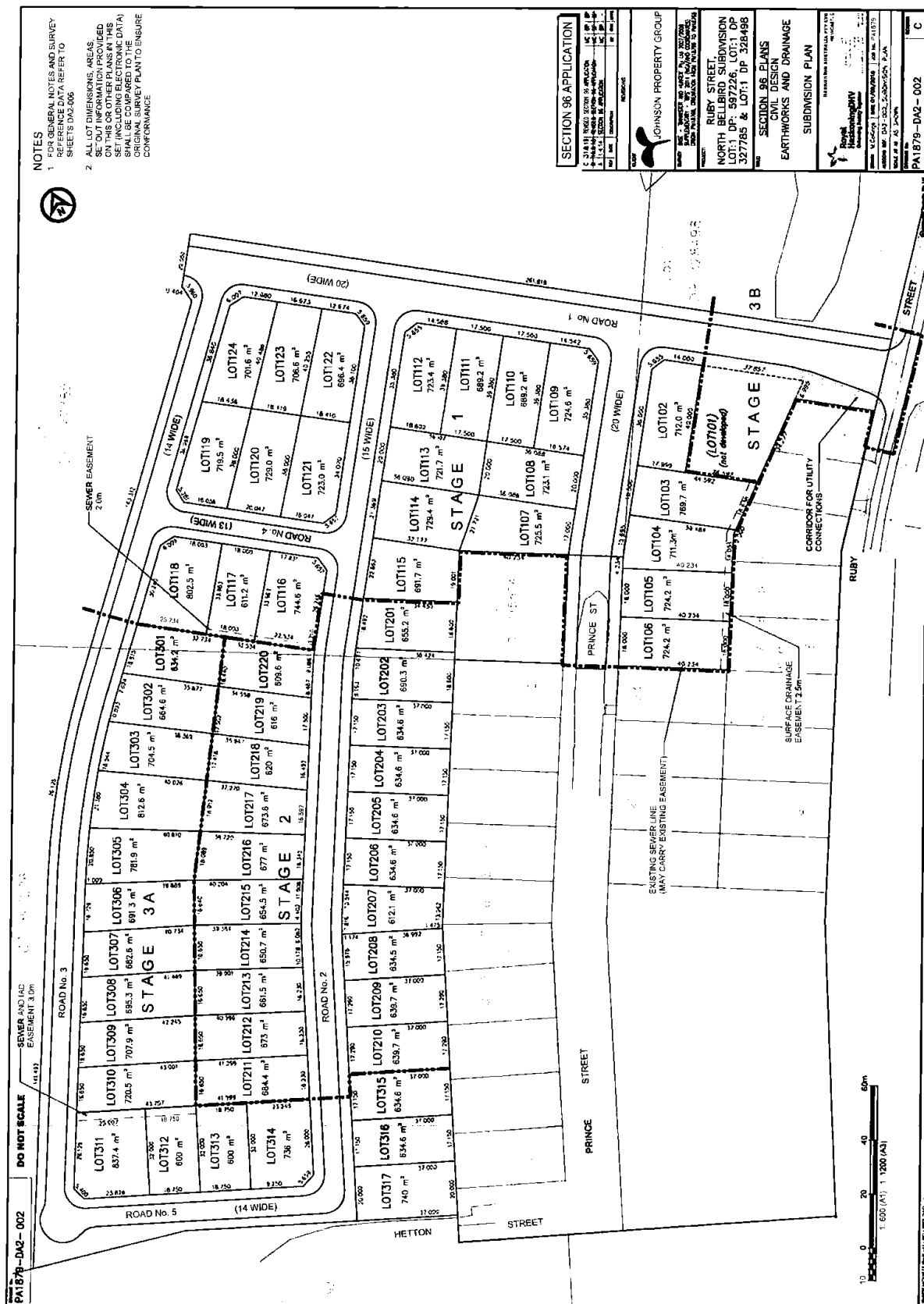
The community representatives understand that the final Council meeting for this year is scheduled for next Wednesday 12th December 2018 and have all agreed that they would greatly appreciate if this matter could be included on the agenda for that meeting.

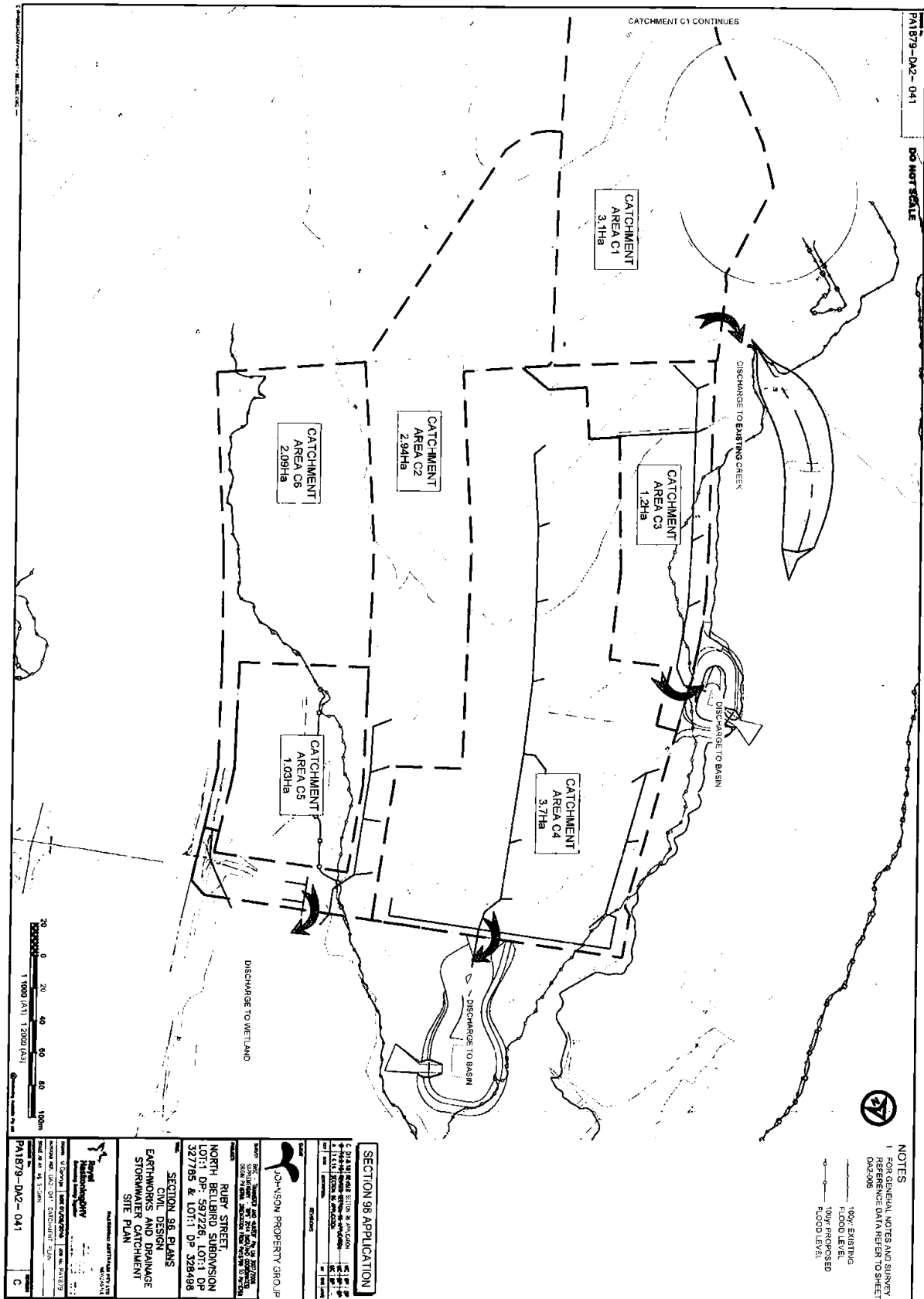
Please let me know if you have any questions or enquiries in the meantime.

Regards

Geoff

Geoff Walker
on behalf of the Community Representatives
Community Consultative Committee
Cessnock Correctional Centre







Ref: 18/104

1st August 2018

Johnson Property Group
C/- ADW Johnson
Unit 7, 335 Hillsborough Road
WARNERS BAY NSW 2282

Attention: - Ms. Marion Lourens

Dear Marion,

RE: Modification to Consent - Residential Subdivision – Lot 1 DP327785; Lot 1 DP328498; and Lot 1 DP597226, Ruby Street, Bellbird.

Reference is made to your engagement of Intersect Traffic to undertake a traffic impact assessment for the above project to support a Section 4.55 application to modify the existing consent (DA 8/2011/836/1) for 60 residential lots. Please find following traffic engineering advice to support this application.

ADDENDUM 1 – TRAFFIC IMPACT ASSESSMENT – 60 LOT RESIDENTIAL SUBDIVISION – RUBY STREET, BELLBIRD (DA 8/2011/836/1).

INTRODUCTION

Intersect Traffic have been engaged by Johnson Property Group to prepare a traffic impact assessment report for a proposed Section 4.55 application to Cessnock City Council seeking to modify the consent conditions for DA 8/2011/836/1 issued on 20/12/2013 for a 60 lot residential subdivision of 3 lots (Lot 1 DP 327785, Lot 1 DP 328498 and Lot 1 DP 597226) off Ruby Street, Bellbird.

The modification seeks the following changes to the consent;

- Amend the approved staging of the development to allow traffic from Stages 1 – 3A (60 lots) to access the site from Wollombi Road via Hetton Street and Prince Street due to the current bridge closure on Abbotsford Street. Note the approved subdivision plan is shown in **Attachment 1**.
- Amend Condition 32 requiring the upgrading works on Abbotsford Street to be undertaken as Stage 3B of Johnson Property Group's overall Bellbird North Development.
- Amend condition 60 of the report to reduce the applicable Section 94 contributions.

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This traffic assessment has been undertaken as an Addendum to the original traffic report for the development prepared by Better Transport Futures and concentrates on the traffic impacts of the changes to the development.

ROAD NETWORK

The road network affected by this modification includes Prince Street, Bellbird between Abbotsford Street and Hetton Street, Hetton Street, Bellbird between Prince Street and Wollombi Road and Wollombi Road between Hetton Street and Abbotsford Street. The existing give way controlled intersections on Wollombi Road at Hetton Street and Abbotsford Street will also be impacted by the proposed modification. This section of road network is highlighted on the location plan shown in **Figure 1** below.

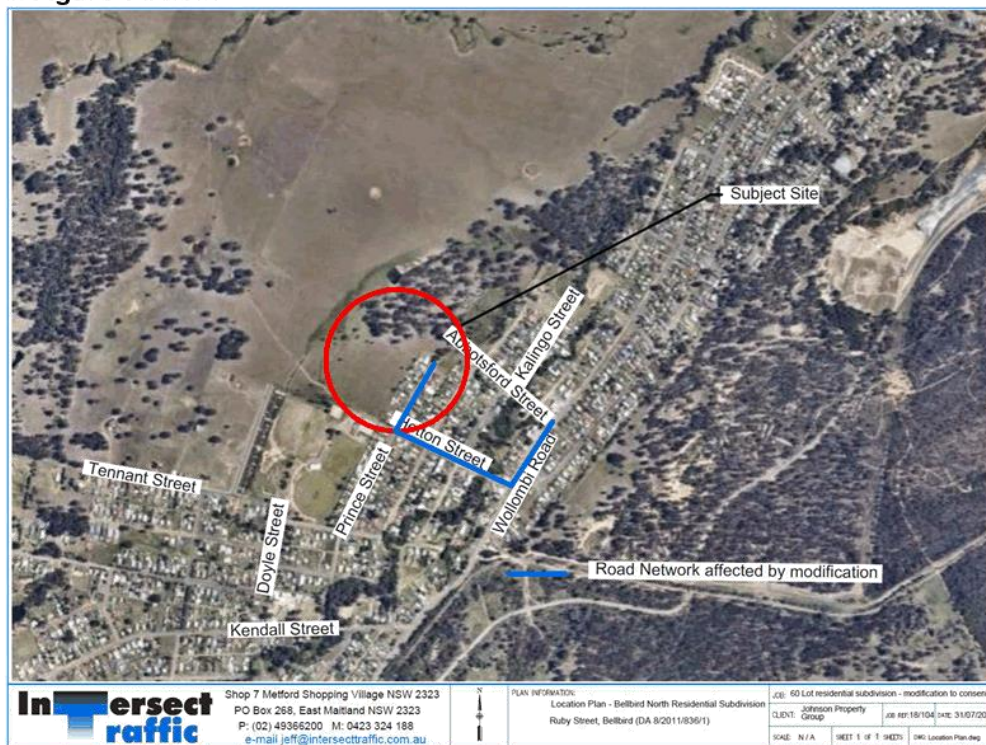


Figure 1 - Site Location

Wollombi Road

Wollombi Road is a classified regional road (MR181A) under the care and control of Cessnock Council. It functions as a local collector road servicing the local business and residential areas and is the main route to Cessnock to the northeast and rural villages to the south (Millfield, Wollombi and Laguna). Wollombi Road near the site is a two lane two way sealed urban road except where widening occurs at intersections. It has a sealed carriageway, generally 15 metres wide, with lane widths approximately 3.5 metres, parking lanes between 2.0 metres and 3 metres wide and marked on-road Cycleways 1.5 metres wide. It has kerb and gutter or concrete dish drains with longitudinal drainage on both sides of the road. A 60 km/h

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speed limit applies on this section of the road and at the time of inspection Wollombi Road was observed to be in good condition. **Photograph 1** shows Wollombi Road just south of its intersection with Hetton Street.



Photograph 1 – Wollombi Road at Hetton Street

Hetton Street

Hetton Street is a sealed local urban road connecting to residential areas to the west and Wollombi Road at its eastern end. Under a functional road hierarchy, it is a local road and therefore is under the care and control of Cessnock Council. Near the site Hetton Street has a carriageway of approximately 11 metres and it provides a single lane of travel in each direction. The carriageway is sealed full width where kerb and gutter exists and where there is no kerb and gutter it is sealed approximately 7 to 8 metres wide with 1.0 to 1.5 metre gravel shoulders on both sides of the street. A 50 km/h speed zoning exists in this section of the road and at the time of inspection was observed to be in fair condition. **Photograph 2** shows Hetton Street near Prince Street.

Prince Street

Prince Street is a sealed local urban road primarily used for access to residential areas along its length and adjoining areas and provides a single lane of travel in each direction. It runs from Sparke Street to its dead end approximately 220 metres north of Hetton Street. Under a functional road hierarchy, it is a local road and therefore is under the care and control of Cessnock Council. Along the section to be utilised by the development, between Hetton Street and the subdivision (current dead end), Prince Street has a carriageway of approximately 11 metres with grass verges. A 50 km/h speed zoning exists in this section of the road and at the time of inspection Prince Street was observed to be in good condition. **Photograph 3** shows Prince Street between Hetton Street and the site.

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Photograph 2 – Hetton Street near Prince Street



Photograph 3 – Prince Street near Hetton Street

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TRAFFIC VOLUMES

Intersect Traffic carried out manual intersection counts at the Wollombi Road / Hetton Street intersection on Friday 19th May 2017. The counts were carried out between 8:00 am to 9:00 am and 3:45pm to 4:45pm being representative of the likely AM and PM traffic peak periods for the proposed development based on previous counts undertaken by Intersect Traffic in the area. These counts determined that the current likely maximum AM and PM peak mid-block two-way traffic volumes on Wollombi Road and Hetton Street were 903 vtpm and 178 vtpm respectively. The tally sheets for these counts are provided in **Attachment 2**.

Prince Street currently provides vehicular access to approximately 20 dwellings therefore is likely to have a peak hour traffic volume of 20 vtpm.

The traffic counts undertaken have also been used to assess the impact of the proposed modification of the operation of the give way controlled Wollombi Road / Hetton Street T-intersection shown below in **Photograph 4**.



Photograph 4 - Wollombi Road / Hetton Street intersection

ROAD NETWORK CAPACITY

Previous work by Intersect Traffic in the area has identified that as two lane two way urban roads the local road network has a technical two-way mid-block road capacity of 1,800 vtpm. However as local roads with mainly residential dwellings along their length Hetton Street and in particular Prince Street would have environmental capacities to maintain suitable residential amenity of 500 vtpm and 300 vtpm respectively noting Hetton Street as a local collector road.

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TRAFFIC GENERATION & TRIP DISTRIBUTION

The proposed modification to the approved subdivision would result in the initial 60 lots of Johnson Property Groups Bellbird North development utilising Prince Street to Hetton Street and Wollombi Road for access to the arterial road network. Traffic generation from these 60 lots would be as follows based on traffic generation rates contained within the NSW RMS' TDT 13/04 relating to low density residential development;

Daily Traffic Volumes = $60 \times 7.4 = 444$ vtpd;
AM weekday peak hour = $60 \times 0.85 = 51$ vtp; and
PM weekday peak hour = $60 \times 0.9 = 54$ vtp.

This traffic would be distributed onto the local road network as shown in **Figure 2** based on 90 % of traffic having an origin / destination to the north (Cessnock) and 10 % of traffic having an origin / destination to the south (Wollombi). AM peak hour trips are assumed to be 80 % outbound and 20 % inbound which is mirrored in the PM peak hour.



Figure 2 - Development Traffic Trip Distribution

CUMULATIVE IMPACTS

In assessing the traffic impacts of the proposed modification other known developments in the area need to be considered. In this respect the known developments are;

1. Tennant Street subdivision – approximately 80 lots.
2. Johnson Property Group development – Future stages.

Previous work on both these projects by Intersect Traffic indicates that both these proposals will have a similar impact in terms of development traffic onto Hetton Street therefore for the purpose of this assessment the following additional future traffic from other developments have been included in this assessment.

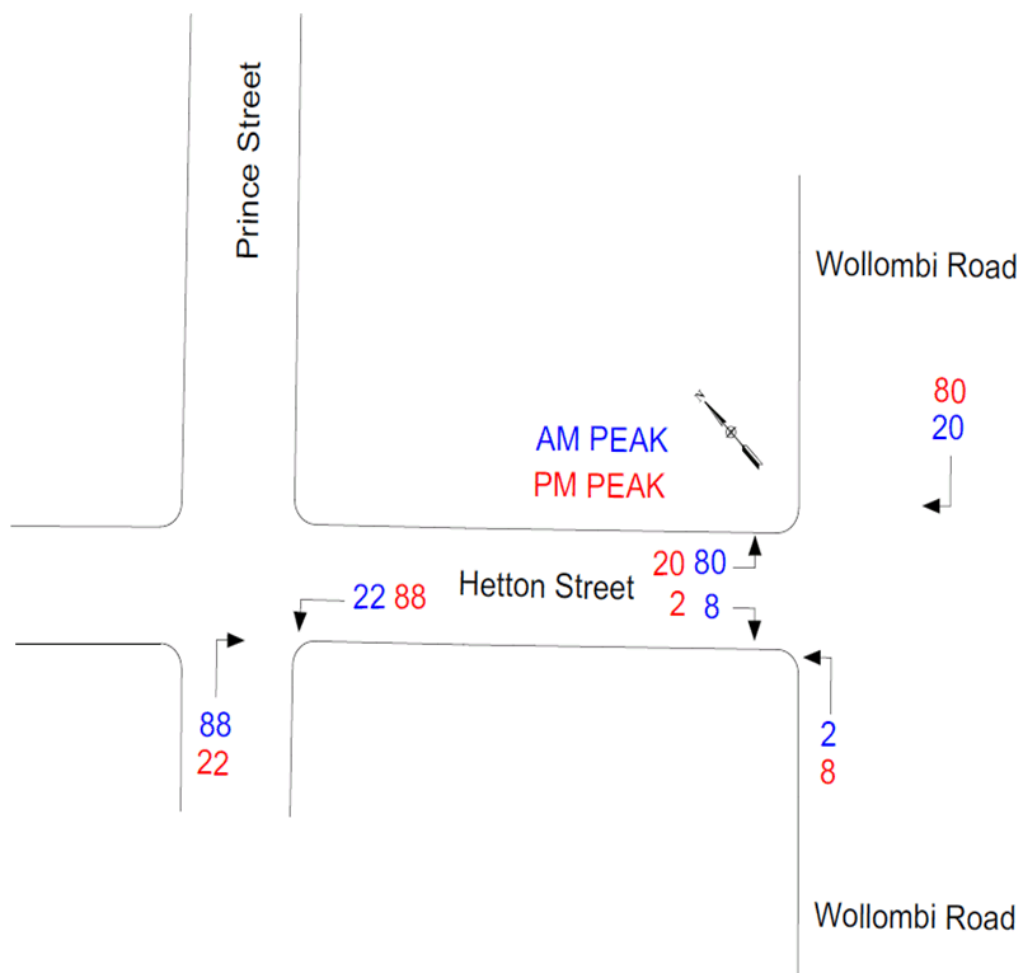


Figure 3 – Other Development Traffic Trip Distribution

TWO WAY MID-BLOCK ROAD NETWORK CAPACITY

It has been previously determined that the two way mid-block capacity of the local road network impact by this development is as follows;

- Wollombi Road – 1,800 vtpH;
- Hetton Street – 500 vtpH; and
- Prince Street – 300 vtpH.

The additional traffic likely to occur on the relevant legs of the road network as a result of the proposed modification as well as additional developments in the area (**Figures 2 and 3**) has been determined as approximately;

- Wollombi Road – 150 vtpH;
- Hetton Street – 164 vtpH; and
- Prince Street – 54 vtpH.

Assuming a 2 % per annum background traffic growth rate through to 2033 and adding the above development traffic the likely 2033 traffic volumes on the local road network will be approximately;

- Wollombi Road – 1,390 vtpH;
- Hetton Street – 410 vtpH; and
- Prince Street – 80 vtpH.

These values remain below the two way mid-block capacities of the road network therefore it is reasonable to conclude that the local road network has sufficient spare capacity to cater for proposed development in the area through 15 years to 2033. Therefore the proposed modification will not adversely impact on the two-way mid-block capacity of the local road network.

INTERSECTION CAPACITY

The two intersections impacted by the proposed modification are;

1. Hetton Street / Prince Street give way controlled intersection; and
2. Wollombi Road / Hetton Street give way controlled intersection.

Hetton Street / Prince Street

Traffic volumes through this intersection will be in the order of 400 vtpH on the major road and 80 vtpH on the minor road in 2033. These volumes are less than the thresholds contained in the following table sourced from. Austroads *Guide to Traffic Management – Part 6 – Intersections, Interchanges & Crossings (2010)* for which the Guide states a detailed analysis to demonstrate adequate capacity is available is unlikely to be necessary as the intersection will operate with uninterrupted flow conditions.

Major road type ¹	Major road flow (vph) ²	Minor road flow (vph) ³
Two-lane	400	250
	500	200
	650	100
Four-lane	1000	100
	1500	50
	2000	25

Source: - Austroads Guide to Traffic Management – Part 6 – Intersections, Interchanges & Crossings (2010)

It is therefore reasonable to conclude that as this intersection would continue to operate with uninterrupted flow conditions through to 2033 post development the proposed modification would not adversely impact on the operation of this intersection.

Wollombi Road / Hetton Street

To determine the impact of the proposed modification on this intersection it has been modelled using the SIDRA INTERSECTION software. . This software package predicts likely delays, queue lengths and thus levels of service that will occur at intersections. Assessment is then based on the level of service requirements of the RMS shown below;

Table 4.2
Level of service criteria for intersections

Level of Service	Average Delay per Vehicle (secs/veh)	Traffic Signals, Roundabout	Give Way & Stop Signs
A	< 14	Good operation	Good operation
B	15 to 28	Good with acceptable delays & spare capacity	Acceptable delays & spare capacity
C	29 to 42	Satisfactory	Satisfactory, but accident study required
D	43 to 56	Operating near capacity	Near capacity & accident study required
E	57 to 70	At capacity; at signals, incidents will cause excessive delays Roundabouts require other control mode	At capacity, requires other control mode

Source: - RTA's Guide to Traffic Generating Developments (2002)

In undertaking this modelling the following assumptions have been made;

- The development period of 15 years i.e. 2033 has been adopted.
- Background traffic growth of 2 % per annum has been adopted.
- Development traffic has been distributed as per **Figures 2 and 3**.
- AM and PM peak periods have been modelled.
- Intersect Traffic counts of 19th May 2017 have been used as the base data.

The summary results for the SIDRA INTERSECTION modelling for the 'all vehicles' case and worst level of service (LoS) are shown below in **Table 1** while the Sidra Movement Summary Tables are provided in **Attachment 3**.

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Table 1 – Sidra results Wollombi Road / Hetton Street T-intersection.

Modelled Peak	Degree of Saturation (v/c)	Average Delay (s)	Level of Service	95% back of queue length (cars)
2033 AM - Cumulative development	0.393	3.4	B	1.9
2033 PM - Cumulative development	0.567	3.7	B	5.4

The modelling shows that the Wollombi Road / Hetton Street intersection will continue to operate satisfactorily post development and with future development through to at least 2033 with degree of saturation, average delay and back of queue lengths remaining well within the acceptable limits set by NSW RMS.

Therefore it is reasonable to conclude that the proposed modification will not adversely impact on the operation of the Wollombi Road / Hetton Street give way controlled intersection.

SECTION 94 CONTRIBUTIONS

Intersect Traffic has previously prepared a review of the Bellbird North Section 94 Contributions Plan to support a legal challenge to the validity of the Plan by another developer in the area (Tennant Street subdivision). During the S34 conference undertaken as part of the legal challenge Cessnock Council agreed with the review, albeit with some amendment to trip distribution, in that the Bellbird North S94 Plan needed amendment and an agreement was reached with the developer for an alternate voluntary contribution for the development. Council also undertook to review and modify the Bellbird North Section 94 Plan in line with the findings of the review and subsequent discussion with Council's traffic expert. It is understood that this review and modification to the Bellbird North S94 Plan is currently being undertaken.

Until such time that the Plan has been reviewed, modified, exhibited and adopted by Council the payment of S94 contributions for the Bellbird North URA remains a grey area. It would seem only fair and reasonable that Council also undertake negotiations with the developer of this subdivision to negotiate a similar voluntary contribution to that previously agreed to for the Tennant Street subdivision. Therefore modification to Condition 60 of the DA consent (8/2001/863/1) should be supported and a fair and reasonable agreement negotiated with the developer similar to that previously negotiated with the Tennant Street subdivision developer.

Intersect Traffic's Bellbird North S94 Plan review (October 2014) has been provided to support the modification application.

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CONCLUSIONS

Having undertaken this assessment of the proposed modification to the approved 60 lot subdivision (8/2011/836/1) off Ruby Street, Bellbird it has been concluded that;

- ◆ The existing local Bellbird road network has sufficient spare capacity to cater for development traffic from the subdivision utilising Prince Street and Hetton Street to access the arterial road network via Wollombi Road.\
- ◆ The proposed modification to the subdivision consent will not adversely impact on the operation of the Hetton Street / Prince Street intersection and the Wollombi Road / Hetton Street intersection.
- ◆ As the local road network can cater for the development traffic utilising Prince Street and Hetton Street to access Wollombi Road the requirement to upgrade Abbotsford Street contained in Condition 32 of DA consent 8/2011/836/1 can be delayed until Stage 3B of the development.
- ◆ Based on a previous legal challenge to the Bellbird North Section 94 contributions plan and negotiations resulting from the challenge it would be fair and reasonable for Cessnock Council to similarly negotiate a suitable agreement for a voluntary contribution from the developer of this subdivision in lieu of a contribution in accordance with the adopted Bellbird North S94 Contributions Plan. This should be the case for all developments in the area until such time that a new Bellbird North S94 Contributions Plan is prepared, advertised and adopted by Council.

Should further information or clarification be required please do not hesitate to contact the undersigned on 4936 6200 or 0432 324 188.

Yours sincerely



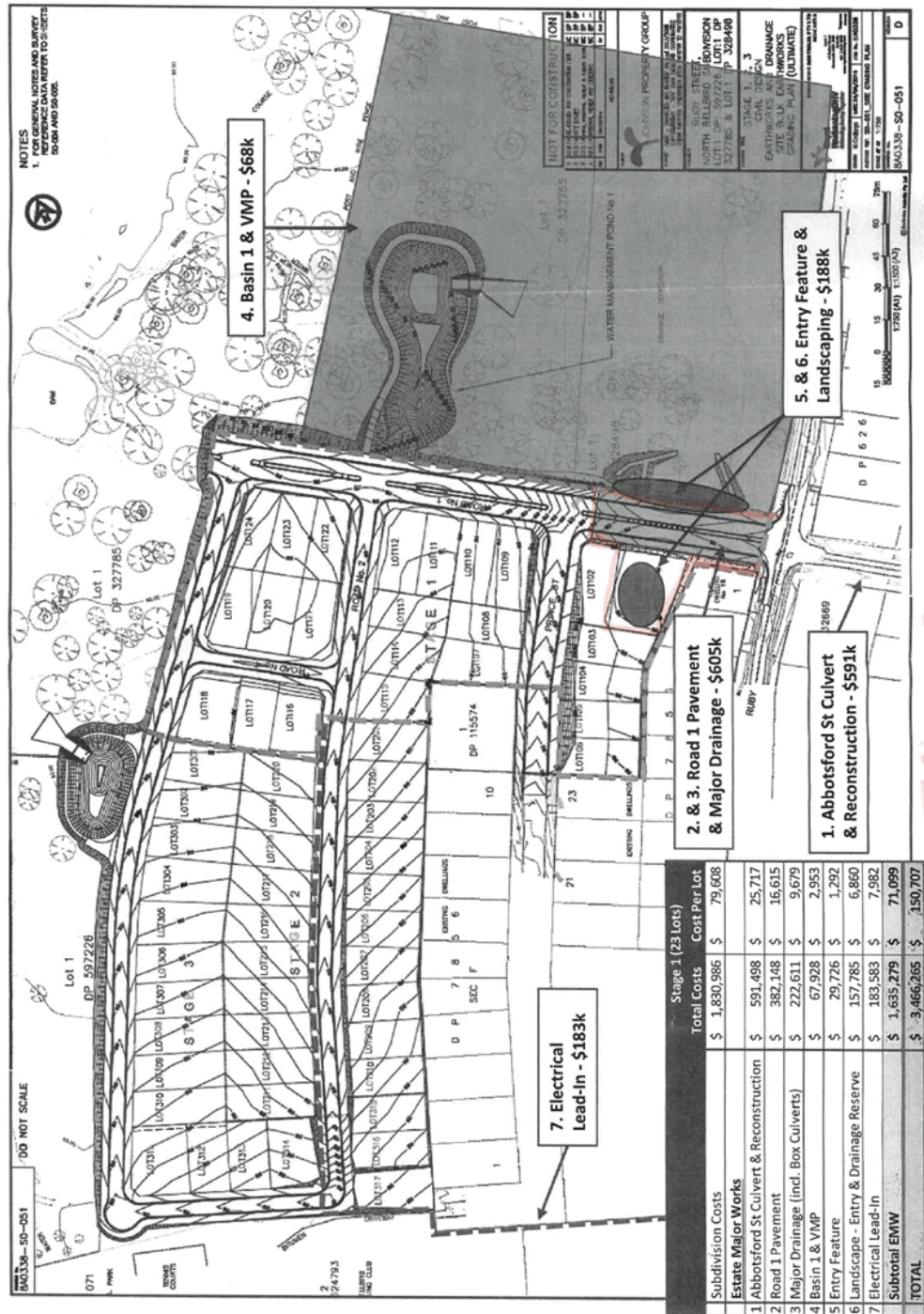
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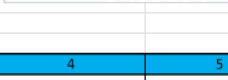
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Attachment 1 - Subdivision Plan



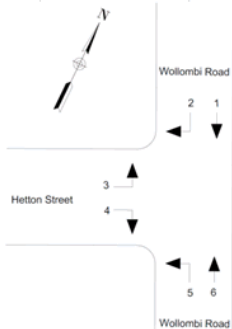
Intersect Traffic

Date	19-05-17
Day	Friday
Time	8:00am - 9:00am
Weather	Cloudy
Conducted by:	Pete



MOVEMENT	1	2	3	4	5	6
8:00 - 8:15	45	3	20	0	2	102
8:15 - 8:30	48	7	31	0	1	130
8:30 - 8:45	55	11	28	0	1	148
8:45 - 9:00	83	20	25	0	2	141
SUM	231	41	104	0	6	521
PEAK	231	41	104	0	6	521

Leg	PHT (vph)
Wollombi Road North	897
Wollombi Road South	758
Hetton Street	151



MOVEMENT	1	2	3	4	5	6
3:45 - 4:00	107	20	18	3	0	73
4:00 - 4:15	118	28	17	0	1	84
4:15 - 4:30	110	26	14	0	3	61
4:30 - 4:45	105	27	19	2	0	76
SUM	440	101	68	5	4	294
PEAK	440	101	68	5	4	294

Leg	PHT (vph)
Wollombi Road North	903
Wollombi Road South	743
Hetton Street	178

Attachment 3 – Sidra Movement Summary Tables

MOVEMENT SUMMARY

Site: AM 2033 + development

Bellbird Residential Subdivision modification (8/2011/863/1)
Giveaway / Yield (Two-Way)

Movement Performance - Vehicles											
Mov ID	OD Mov	Demand Total veh/h	Flows HV %	Deg. Satn v/c	Average Delay sec	Level of Service	95% Back of Queue Vehicles veh	Distance m	Prop. Queued	Effective Stop Rate per veh	Average Speed km/h
South: Wollombi Road south											
1	L2	12	5.0	0.390	5.6	LOS A	0.0	0.0	0.00	0.01	57.6
2	T1	724	5.0	0.390	0.1	LOS A	0.0	0.0	0.00	0.01	59.8
Approach		736	5.0	0.390	0.1	NA	0.0	0.0	0.00	0.01	59.8
North: Wollombi Road north											
8	T1	321	5.0	0.294	2.6	LOS A	1.7	12.2	0.43	0.17	55.9
9	R2	87	5.0	0.294	11.2	LOS A	1.7	12.2	0.43	0.17	50.5
Approach		408	5.0	0.294	4.4	NA	1.7	12.2	0.43	0.17	54.8
West: Hetton Street											
10	L2	267	5.0	0.393	10.4	LOS A	1.9	14.0	0.69	0.94	45.4
12	R2	14	5.0	0.046	14.6	LOS B	0.1	1.0	0.77	0.90	42.3
Approach		281	5.0	0.393	10.6	LOS A	1.9	14.0	0.69	0.94	45.2
All Vehicles		1425	5.0	0.393	3.4	NA	1.9	14.0	0.26	0.24	55.2

Level of Service (LOS) Method: Delay (RTA NSW).

Vehicle movement LOS values are based on average delay per movement

Minor Road Approach LOS values are based on average delay for all vehicle movements.

NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.

SIDRA Standard Delay Model is used. Control Delay includes Geometric Delay.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

MOVEMENT SUMMARY

▽ Site: PM 2033 + development

Bellbird Residential Subdivision Modification (8/2011/836/1).
Giveaway / Yield (Two-Way)

Movement Performance - Vehicles											
Mov ID	OD Mov	Demand Flows Total veh/h	HV %	Deg. Satn v/c	Average Delay sec	Level of Service	95% Back of Queue Vehicles veh	Queue Distance m	Prop. Queued	Effective Stop Rate per veh	Average Speed km/h
South: Wollombi Road south											
1	L2	18	5.0	0.226	5.6	LOS A	0.0	0.0	0.00	0.03	57.5
2	T1	408	5.0	0.226	0.0	LOS A	0.0	0.0	0.00	0.03	59.7
Approach		426	5.0	0.226	0.3	NA	0.0	0.0	0.00	0.03	59.6
North: Wollombi Road north											
8	T1	612	5.0	0.567	2.5	LOS A	5.4	39.6	0.51	0.26	55.7
9	R2	267	5.0	0.567	9.8	LOS A	5.4	39.6	0.51	0.26	50.2
Approach		879	5.0	0.567	4.7	NA	5.4	39.6	0.51	0.26	54.1
West: Hetton Street											
10	L2	126	5.0	0.119	6.3	LOS A	0.5	3.4	0.45	0.65	48.2
12	R2	11	5.0	0.049	19.2	LOS B	0.1	1.0	0.84	0.93	39.8
Approach		137	5.0	0.119	7.3	LOS A	0.5	3.4	0.48	0.67	47.4
All Vehicles		1442	5.0	0.567	3.7	NA	5.4	39.6	0.36	0.23	55.0

Level of Service (LOS) Method: Delay (RTA NSW).

Vehicle movement LOS values are based on average delay per movement

Minor Road Approach LOS values are based on average delay for all vehicle movements.

NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.

SIDRA Standard Delay Model is used. Control Delay includes Geometric Delay.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

Planning

Working Beyond Expectations



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Proposed Modification to Development Consent DA 8/2011/836/1

Subdivision of 3 Lots into 62 Lots

Property:

Lot 1 DP327785; Lot 1 DP328498; Lot 1 DP597226

Ruby Street, Bellbird

Applicant:

Johnson Property Group

Date:

August 2018

Project Management • Town Planning • Engineering • Surveying
Visualisation • Economic Analysis • Social Impact • Urban Planning

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Document Control Sheet

Issue No.	Amendment	Date	Prepared By	Checked By
A	Draft	15/18/18	MLOU	BS
B	Final	02/09/18	MLOU	BS

Limitations Statement

This report has been prepared in accordance with and for the purposes outlined in the scope of services agreed between ADW Johnson Pty Ltd and the Client. It has been prepared based on the information supplied by the Client, as well as investigation undertaken by ADW Johnson and the sub-consultants engaged by the Client for the project.

Unless otherwise specified in this report, information and advice received from external parties during the course of this project was not independently verified. However, any such information was, in our opinion, deemed to be current and relevant prior to its use. Whilst all reasonable skill, diligence and care have been taken to provide accurate information and appropriate recommendations, it is not warranted or guaranteed and no responsibility or liability for any information, opinion or commentary contained herein or for any consequences of its use will be accepted by ADW Johnson or by any person involved in the preparation of this assessment and report.

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The Client should be aware that this report does not guarantee the approval of any application by any Council, Government agency or any other regulatory authority.



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1.0 Introduction

ADW Johnson has been engaged by Johnson Property Group to prepare a planning report relating to the proposed modification of a development consent for land at Bellbird North. The application relates to development consent DA 8/2011/836/1, granted on 20/12/2013.

1.1 PURPOSE OF THE REPORT

This report has been prepared to support an application for a modification to development consent DA 8/2011/836/1 under Section 4.55(1A) of the *Environmental Planning and Assessment Act 1979* (EP&A Act) to support amendments to the approved development consent relating to a staged residential subdivision within the Bellbird North residential release area.

The modification seeks approval for the following:

- Realignment of subdivision layout;
- Amend the approved staging of the development to allow traffic from Stages 1 – 3A to be directed along Prince and Hetton Streets to Wollombi Road;
- Amendment to Condition 32 to require works to be carried out within Abbotsford Street as part of Stage 3B; and
- Amendment to Condition 60 seeking to reduce the applicable Section 94 contributions (now referenced as Section 7.11).

1.2 APPLICATION DETAILS

Modification Prepared By	
Name:	ADW Johnson Pty Ltd Unit 7, 335 Hillsborough Road WARNERS BAY NSW 2282
Contact:	Marion Lourens Senior Town Planner Ph: (02) 4978 5100 Fax: (02) 4978 5199 Email: marionl@adwjohnson.com.au Website: www.adwjohnson.com.au
Modification Application	
Applicant Name:	Johnson Property Group
Applicant Address:	Johnson Property Group PO Box A1308 Sydney South NSW 1235
Property Description:	Lot 1 DP327785; Lot 1DP328498; and Lot 1 DP597226 Ruby Street, Bellbird
Project Description:	Section 4.55(1A) Modification Application to Development Consent 8/2011/836/1



1.3 BACKGROUND

DA 8/2011/836/1 was approved by Cessnock City Council on 20/12/2013 for the subdivision of three (3) lots into sixty-two (62) lots in three stages.

The development consent is included in **Appendix A**.

Cessnock City Council have confirmed in writing that the above referenced development consent has commencement.



2.0 Site & Locality

2.1 SITE DETAILS

The subject site is described as Lot 1 DP327785, Lot 1DP328498 and Lot 1 DP597226 Ruby Street, Bellbird. The development area comprises approximately 6.3ha of land.

The site is owned by Bellbird Ridge PTY LTD. The Certificate of Title and Deposited Plan are attached at **Appendix E** and **Appendix F**, this report.

2.2 LOCALITY & CONTEXT

The subject site is located in within the residential land release area of Bellbird North and currently comprises vacant agricultural land.

The following plans show the location of the site within the context of Cessnock and Bellbird

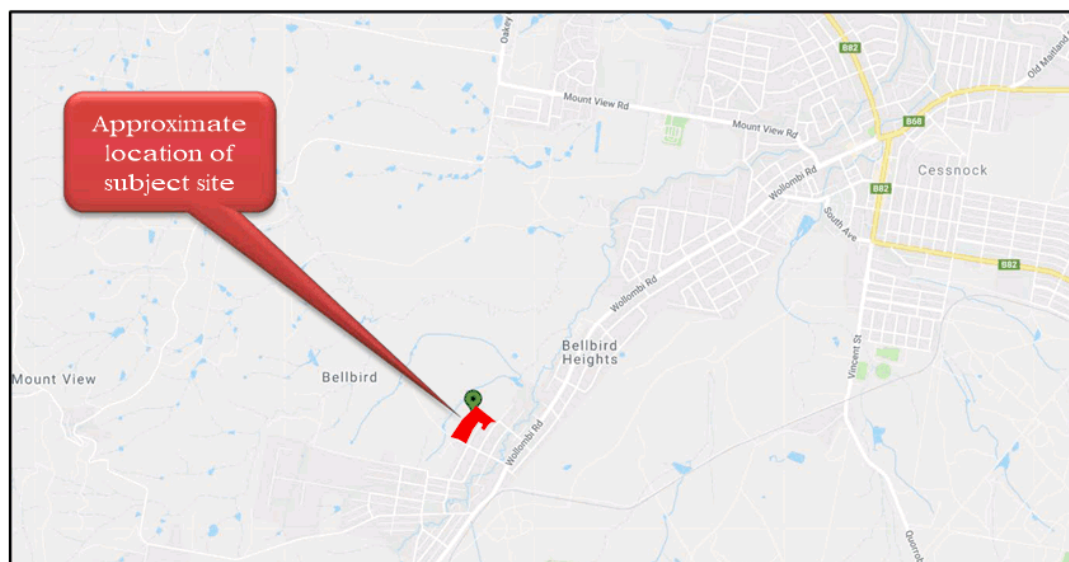


Figure 1. Locality Plan within the context of Cessnock and its surrounds.
(Source: Neramap)



Figure 2. Locality Plan within the context of Bellbird.



Figure 3. Aerial image of the subject site and adjoining land.
(Source: <https://maps.six.nsw.gov.au/>)



2.3 SURROUNDING LAND USE

Land to the north and west similarly contains agricultural (grazing) land. This land also sits within the Bellbird North Urban Release Area.

Carmichael Park is located to the south west and comprises community open space used for active recreation purposes and containing sporting fields, tennis courts and the Bellbird Bowling Club. Land to the southeast contains the existing residential suburb of Bellbird.



3.0 Proposed Modifications

The proposed modification seeks approval amendments to the existing development consent No. DA 8/2011/836/1, as detailed below.

- Minor amendment to lot layout;
- Amend the approved staging of the development to allow traffic from Stages 1 – 3A to be directed along Prince and Hetton Streets, to Wollombi Road;
- Amendment to Condition 32 to require works to be carried out within Abbotsford Street as part of Stage 3B; and
- Amendment to Condition 60 seeking to reduce the applicable Section 94 contributions (now referenced as Section 7.11).

Details relating to the above are provided in the following sections.

3.1 OUTLINE OF PROPOSED AMENDMENTS

3.1.1 Amendment to subdivision layout

A minor amendment to the subdivision layout is proposed, as shown in Figure 4. The amended layout provides for 60 residential lots and four (4) residue lots. A civil design, earthworks and drainage design package is included within Appendix B.

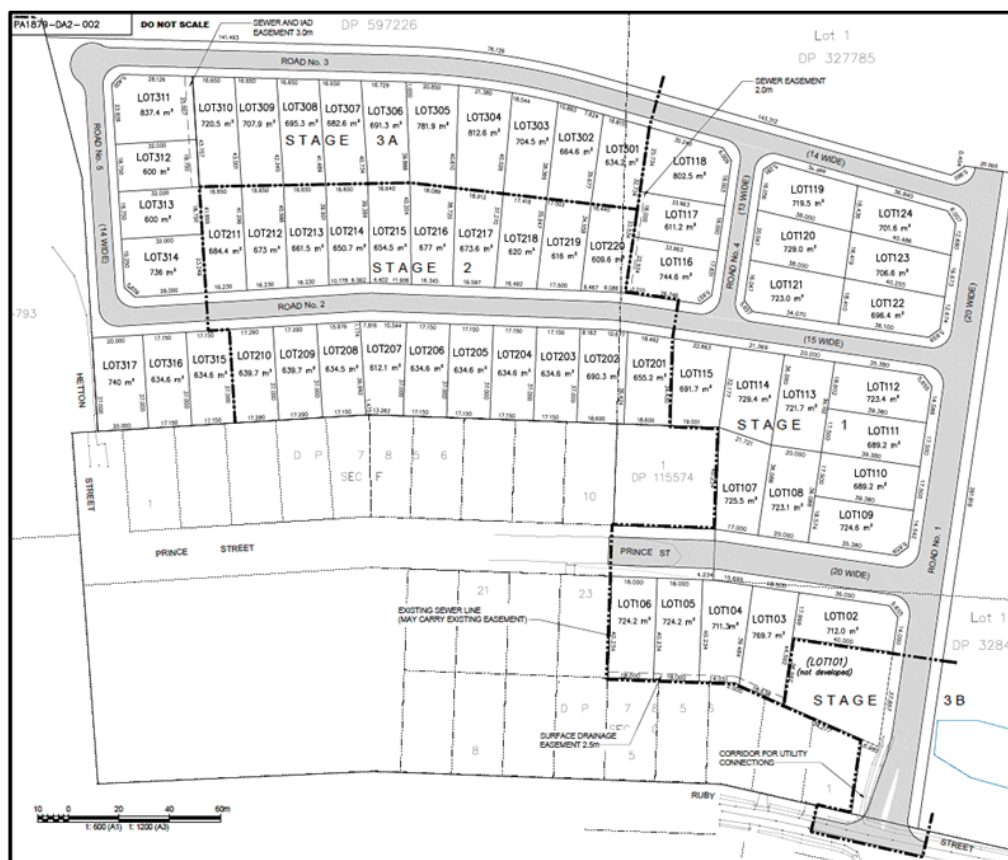


Figure 4. Proposed Subdivision Plan.

4.55 Modification – 60 Stage Residential Subdivision, Ruby Street, Bellbird

(Ref: N:\239233\239233P(4)\Planning\DA Prep\lodgement Documents\4.55 Modification_Planning Report_Ruby Street Bellbird.docx)



3.1.2 Revised Staging

It is proposed to amend the approved subdivision staging as follows;

- **Stage 1**
 - Lots 101 – 124 (23 residential lots and one residue)
 - New roads
 - Bulk earthworks
 - Stormwater management
 - Installation of services
- **Stage 2**
 - Lots 201 – 220 (20 residential lots)
 - New roads
 - Bulk earthworks
 - Installation of services
- **Stage 3A**
 - Lots 301 – 317 (17 residential lots)
 - New roads
 - Bulk earthworks
 - Installation of services
- **Stage 3B**
 - Lot 101
 - Connection to and upgrade of Abbotsford Street road alignment and bridge.

The revised staging plan allows Stages 1 – 3 to connect to the existing road network along Prince Street. A traffic assessment, included in Appendix C confirms that the existing road network is able to accommodate the increased traffic volumes likely to be generated.

It is proposed that upgrade works along Abbotsford Street, including a bridge upgrade be carried out as Stage 3B. These upgrade works would be required to facilitate connectivity to future stages of the Bellbird North release area.

3.2 PROPOSED AMENDMENTS TO DEVELOPMENT CONSENT

The proposed amendments to the development consent are detailed below.

3.2.1 Condition 22.

Condition 22 requires that the development shall be carried out strictly in accordance with the details set out on the application form and the approved plan. It is requested that this condition be amended to reflect the updated subdivision design package included in **Appendix B**.

3.2.2 Condition 32.

It is requested that Condition 32 be amended to require the upgrade of the Abbotsford Street road alignment and bridge upgrade as part of Stage 3B.

Intersect Traffic have prepared a traffic assessment as an addendum to the original traffic report for the development prepared by Better Transport Futures and concentrates on the



traffic impacts of the changes to the development.

The assessment is included as **Appendix C** and demonstrates that the existing local Bellbird road network has sufficient spare capacity to cater for development traffic from the subdivision utilising Prince Street and Hetton Street to access the arterial road network, comprising Wollombi Road.

As the local road network can cater for the development traffic utilising Prince Street and Hetton Street to access Wollombi Road the requirement to upgrade Abbotsford Street contained in Condition 32 of DA consent 8/2011/836/1 can be deferred until Stage 3B of the development.

3.2.3 Condition 60.

This application seeks to modify the development consent with respect to requirements for s94 developer contributions as required by Condition 60.

It is submitted that the payment of the developer contributions identified in the adopted Bellbird North Section 94 Contribution Plan is unreasonable and unjustified with respect to the levying of contributions, based on nexus and apportionment.

It is further requested that council agree that the upgrade works required to Abbotsford Street be carried out as Material Public Benefit Works, and offset against the payable Section 94 contributions.

This matter is addressed further in **Section 5.0** of this report.



4.0 Consideration of Impacts

4.1 FLOODING AND STORMWATER

Flooding impacts and stormwater management have been addressed as part of the revised Civil Design, Earthworks and Drainage Package included in **Appendix B**.

As part of Stage 1 works, it is proposed that stormwater management be provided on the residue land within Lot 1 DP328498, to the east of Road No. 1.

As part of Stage 3 works, it is proposed that stormwater management be provided on the residue land within Lot 1 DP597226 and Lot 1 DP327785, to the north of Road No. 3.

4.2 TRAFFIC

A Traffic Impact Assessment addendum report has been prepared by Intersect Traffic to consider the impact of the proposed modifications on the local road and traffic network.

The proposed revisions will require that traffic generated within Stages 1 – 3A will traverse along Prince Street and Hetton Street in order to connect to Wollombi Road. The road network affected by the proposed modification is identified in **Figure 5**.

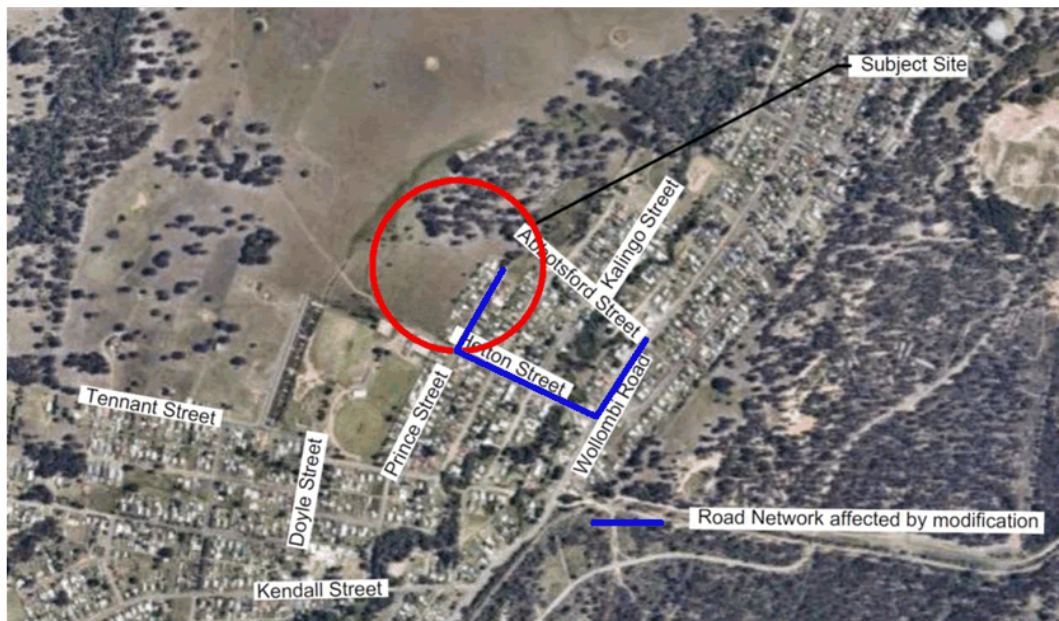


Figure 5. Road Network affected by proposed Modification.

The assessment determined that:

- The existing local Bellbird road network has sufficient spare capacity to cater for development traffic from the subdivision utilising Prince Street and Hetton Street to access the arterial road network via Wollombi Road; and
- The proposed modification to the subdivision consent will not adversely impact on the operation of the Hetton Street / Prince Street intersection and the Wollombi Road / Hetton Street intersection.



Modelling prepared as part of the assessment shows that both the Prince Street / Hetton Street and Wollombi Road / Hetton Street intersections will continue to operate satisfactorily post development and with future development through to at least 2033. With regard to the Wollombi Road / Hetton Street intersection, the degree of saturation, average delay and back of queue lengths would remain well within the acceptable limits set by NSW RMS.

4.3 VEGETATED RIPARIAN ZONE

This application will require referral to the NSW Office of Water.

The revised Civil Design, Earthworks and Drainage Package included in **Appendix B** identifies both the 40m setback to waterfront land and a 20m vegetated riparian zone.

A controlled activity approval has already been attained for the proposed works.

4.4 BUSHFIRE THREAT

This application will require notification to the NSW Rural Fire Service.

There are not considered to be any matters identified in the revised proposal that will increase risk of bushfire threat to the proposed lots.

4.5 SERVICING

All lots will be serviced in accordance with the Site Utilities Plan included as part of the Civil Design, Earthworks and Drainage Package provided in **Appendix C**.

Allowance is provided for service connections to be installed to the south of the proposed development, along the Abbotsford Street road alignment.



5.0 Developer Contributions

5.1 BELLBIRD SECTION 94 CONTRIBUTION PLAN

The charging of developer contributions is regulated under Section 7.121 of the EP&A Act (previously referred to as Section 94).

At the date of consent the required contribution was \$1,098,561.60 or \$18,619.68 per lot. Indexed to March 2018, this rate was calculated at \$20,138.49 per lot.

We have, at the request of Johnson Property Group reviewed the current Bellbird North Section 94 Contribution Plan and have identified a number of issues of concern with respect its applicability to this approved 60 lot residential subdivision.

In general terms, these concerns relate to:

- The specific inclusion of some items in the plan;
- The apportionment factor applied to some items having regard for existing population and the location of the proposed development;
- Works seek to remedy an existing problem – no nexus; and
- Works are no longer required.

The two key principles underlying reasonableness with respect to the levying of contributions are nexus and apportionment. It is our view that sections of the Plan fail this test in some areas.

Council will be aware of a similar request in relation to a subdivision at 6 Tennant Street Bellbird for Dawson Properties (Ventures) Pty Ltd. We are of the understanding that a number of deficiencies in the Bellbird North Section 94 Contributions Plan 2009 were identified resulting in an agreement being reached under s34(3) of the *Land and Environment Court Act 1970* that resulted in a reduction in the s94 contributions payable for the Dawson development.

Further, it is considered reasonable that council apply the same contribution rate as that applied to the Dawson development, on the basis that they both sit within the Bellbird North contribution catchment and are located within close proximity to each other, with comparable traffic impacts and demand for community infrastructure and open space.

The following submission is made in respect to the current Contributions Plan.

Land Acquisition / Dedication

Table 1 of the Plan identifies land acquisition and dedication costs.

- District Sports Ground

The district sports ground facility will serve more than the Bellbird North contributions catchment and an Apportionment Factor (AF) of 100% is inappropriate. Section 4.4 of the Plan identifies the role of a District Sportsground as follows:

"A District Sportsground will provide for district level sport and cater for a population of between 5,000 and 15,000 people. It will incorporate four (4) full



size sporting fields, amenities, building, lighting, carparking and other requirements as outlined in the above plan."

Section 4.5 of the Bellbird North Section 94 Contributions Plan apportions the Bellbird North Catchment with an estimated population of 10,150 people and equivalent to 25% of the Cessnock District Catchment, with an estimated population of 41,250 in 2025.

Based on the ability of a district sports ground to cater for a population of up to 15,000 people, it would be more reasonable to apportion the District Sports Ground at 65%, rather than the apportionment of 100% identified in the Plan. This would reduce the Total Value apportioned to Bellbird North in Table 1 from \$2,850,000 to \$1,852,500. It is further submitted that the provision of a district sportsground such as that identified over caters for the estimated population within the Bellbird North growth area.

- District Park

The table allocates \$356,250 toward land acquisition for the purpose of a district park.

- Neighbourhood Centre

The table allocates \$118,750 toward land acquisition for the purpose of a neighbourhood centre. The proposed neighbourhood centre will serve a larger population than the Bellbird North Catchment Area and should be apportioned accordingly. We propose that an apportionment factor of 65% (at a maximum) is reasonable, based on the assumptions provided above for a district sports ground.

Based on the above, we propose that the total value apportioned to Bellbird North for the neighbourhood centre in Table 1 be reduced from \$118,750 to \$77,188.

- Child Care Centre

The table allocates \$190,000 toward land acquisition for the purpose of a childcare centre. Child care facilities are commonly provided by the private sector and should be deleted from the plan. If Council chooses to be involved in the delivery, such facilities should be funded from alternative funding sources and should operation on a commercial basis.

Based on the above, we propose that the total value apportioned to Bellbird North for a childcare centre in Table 1 be reduced from \$190,000 to \$0.

Open Space / Recreational / Sporting Facilities

Table 2 of the Plan identifies open space / recreational / sporting facilities costs.

- District Sports Ground

As discussed above, the district sports ground facility will serve more than the Bellbird North contributions catchment and an apportionment factor of 65% is considered more reasonable.

Based on the above, this would reduce the total value apportioned to Bellbird North in Table 2 from \$4,754,000 to \$3,090,100. Alternatively, the number of fields required



could be reduced to reflect the lesser population.

- **Passive Open Space**

\$3,428,000 for embellishment of riparian corridors that will be dedicated as part of subdivision works is excessive and unreasonable with specific concerns identified as follows:

- Perimeter roads can accommodate pedestrian and cycle facilities.
- There are no pedestrian boardwalks or bridges required.
- Lighting should not be required.

Based on the above, it is submitted that an Apportionment Factor of 20% for Embellishment is reasonable. This would reduce the total value apportioned to Bellbird North in Table 2 for Embellishment from \$2,300,000 to \$460,000.

- **Skate Park – Carmichael Park**

The table allocates \$211,000 toward the construction of a Skate Park at Carmichael Park. Carmichael Park is located on the periphery of the release area and any facilities would be of benefit to the whole of the Cessnock district catchment.

Based on the above, an apportionment factor of 25% is considered reasonable. This would reduce the total value apportioned to Bellbird North in Table 2 for a Skate Park from \$211,000 to \$52,750.

- **Tennis Courts – Carmichael Park**

The table allocates \$241,000 toward the construction of Tennis Courts at Carmichael Park. Carmichael Park is located on the periphery of the release area and any facilities would be of benefit to the whole of the Cessnock district catchment.

Based on the above, an apportionment factor of 25% is considered reasonable. This would reduce the total value apportioned to Bellbird North in Table 2 Tennis Courts from \$241,000 to \$60,250.

- **Indoor Sporting Facilities**

The upgrading of indoor sporting facilities should be apportioned over the whole LGA and not limited to the Cessnock District Catchment.

Profile ID identified that in 2016 there were 22,734 dwellings in the Cessnock City area. 3,500 estimated new dwellings within the Bellbird North urban release area equates to 15% of the overall dwelling yield across the Cessnock City area and this is considered a more reasonable apportionment rate to apply to this component.

- **Upgraded Aquatic Facilities**

Upgraded aquatic facilities should be apportioned over the whole of the LGA and not limited to the Cessnock District Catchment.

As identified above for indoor sporting facilities, it is submitted that a 15% apportionment rate is considered more reasonable.



Community Facilities

Table 3 of the plan identifies the costs of providing community facilities.

- **Neighborhood Centre**

The table allocates \$1,518,750 toward the total cost of a neighbourhood centre. The proposed neighbourhood centre will serve a larger population than the Bellbird North Catchment Area and should be apportioned accordingly. We propose that an apportionment factor of 65% (at a maximum) is reasonable, based on the assumptions provided above for a district sports ground.

Based on the above, we propose that the total cost apportioned to Bellbird North for the neighbourhood centre in Table 3 be reduced from \$1,518,750 to \$987,188.

- **Childcare Centre**

As identified above, child care facilities are commonly provided by the private sector and should be deleted from the plan.

Based on the above, we propose that the total cost apportioned to Bellbird North for a childcare centre be reduced from \$5,040,000 to \$0.

- **Library**

Upgraded library facilities should be apportioned over the whole of the LGA and not limited to the Cessnock District Catchment.

As identified above for indoor sporting facilities, it is submitted that a 15% apportionment rate is considered more reasonable. Based on the above, we propose that the total cost apportioned to Bellbird North for the library be reduced from \$3,200,000 to \$1,920,000.

- **Cultural Centre**

It is understood that the Cultural Centre is fully constructed and clarification is sought from Council on whether the funding for the centre was provided from sources other than developer contributions. If this is the case, then it is submitted that the total cost apportioned to Bellbird North be reduced from \$2,025,000 down to \$0.

If the cultural centre was funded from developer contributions, it is considered reasonable that the establishment of this facility should be apportioned over the whole of the LGA and not limited to the Cessnock District Catchment.

As identified above for indoor sporting facilities, it is submitted that a 15% apportionment rate is considered more reasonable. Based on the above, we propose that the total cost apportioned to Bellbird North for the cultural centre be reduced from \$2,025,000 to \$1,215,000.



Road and Traffic Works

Table 4 of the Plan identifies Road and Traffic Works costs.

While acknowledging the Bellbird North Urban Release Area will generate significant traffic volumes, we have a view that it is unreasonable that the section 94 contributions fund road and intersection improvements to the level identified in the plan. Road works contributions form a significant part of the s94 contributions plan (54%).

It is considered significant works should be removed from the plan for the following reasons:

- Works seek to remedy an existing problem – no nexus;
- Not required following traffic review.

We do not accept that intersection improvements at almost every intersection along Wollombi Road are justified and the majority could be deleted and traffic utilise other roads and traffic facilities could be provided at nominal intersections for use during peak times.

A traffic review of the Bellbird Section 94 Contribution Plan was prepared by Intersect Traffic applicable to the Dawson development and is included in **Appendix D**. The traffic assessment identified the following:

As per the current Schedule (Table 4 of the Section 94 Contribution Plan) the contribution for roads and traffic facilities has been determined as \$21,537,200. Based on a total yield for the urban release area of 3,500 lots, this results in a contribution rate of \$6,154.00 per lot.

The report recommended a reduction in contributions for roads and traffic facilities to \$13,332,743. Based on a total yield for the urban release area of 3,500 lots, this results in a contribution rate of \$3,810 per lot.

It is requested that applicable rate be revised based on the above referenced report.

5.2 MATERIAL PUBLIC BENEFIT WORKS

Clause 2.2.3 of the Bellbird North Section 94 Contribution Plan makes provision for Material Public Benefit Works which specifies that:

“may include the provision of work that is not scheduled within a contributions plan. Council may accept the provision of a material public benefit that is not nominated in the works schedule, if it can be justified why it is of equivalent or greater benefit to the community compared to what has been identified under the Plan.”

There is opportunity within the existing plan for Council to accept the Abbotsford Street bridge and road restoration works as Material Public Benefit Works and as an offset to the applicable Section 94 Contributions (in advance of a replacement Section 94 Plan).

These works are on a major road leading into the urban release area and therefore benefit the whole of the release area, estimated at 3,500 lots, which is far in excess of the 60 lots currently burdened by the requirement to undertake these works. It is also noted



that the bridge is currently closed due to it being in an unsafe state of repair. Consequently, it is clear that upgrade works are required to accommodate existing development in the Bellbird area and would not solely be triggered by development within the urban release area.

Council is requested that confirm that it accepts that this work would be a Material Public Benefit that can be used as an offset the applicants Section 94 obligations.

An estimated cost of works along Abbotsford Street are ascribed a value of \$650,000 as at the date of this document.



6.0 Conclusion

The proposal seeks approval under section 4.55(1A) on the *Environmental Planning and Assessment Act 1979* to modify development consent DA 8/2011/836/1.

The application seeks to modify conditions in the consent and gain support for amendments to the site plan, staging plan and supporting documentation, summarised as follows:

- Realignment of subdivision layout;
- Amend the approved staging of the development to allow traffic from Stages 1 – 3A to be directed along Prince and Hetton Streets to Wollombi Road;
- Amendment to Condition 32 to require works to be carried out within Abbotsford Street as part of Stage 3B; and
- Amendment to Condition 60 seeking to reduce the applicable Section 94 contributions (now referenced as Section 7.11).

The proposed modification will result in a minimal environmental impact is considered to be substantially the same development as that supported in the original approval, in that it will:

- Involve only minor alterations to the overall development footprint;
- Remain consistent with the existing development consent with regard to housing yield;
- Allow for the provision of affordable new housing within an identified residential growth area;
- Provide a fair and reasonable contribution toward the provision of high quality community open space and facilities that will contribute to a sense of place and provide positive outcomes for the establishing new community; and
- Provide a fair and reasonable contribution toward the upgrade of roads and intersections in the local community.

The proposed amendments are considered positive and will provide for improved design outcomes across the site and it is recommended that the application to modify the development consent be supported.



Appendix A

DEVELOPMENT CONSENT DA 8/2011/836/1



Appendix B

CIVIL DESIGN, EARTHWORKS AND DRAINAGE



Appendix C

ADDENDUM TO TRAFFIC IMPACT ASSESSMENT



Appendix D

BELLBIRD NORTH SECTION 94 PLAN TRAFFIC REVIEW



Appendix E

CERTIFICATE OF TITLE



Appendix F

DEPOSITED PLANS

Planning Collaborative
CONSULTANT TOWN PLANNING SERVICES
ABN 72 925 381 484

**Modification of Development Consent
Deletion of Conditions
Section 4.55(2) EPA Act
DA 8/2017/718/1**

65 Baileys Lane, Abermain

August 2018

a division of Planning Collaborative Pty Limited ACN 105258928

Suite 2/13 Manion Avenue, Rose Bay, Sydney NSW 2029
Telephone 0407 222 455 ■ Email michael.ball@bigpond.com

1. THE APPLICATION

The proposal is for the modification of development consent DA 8/2017/718/1 granted on 7th May 2018 by Council for a 24 lot subdivision and ancillary works. The development consent contained certain conditions regarding works sought to be carried out by the Applicant. This application is for the deletion of certain of these conditions on the basis that they have not been validly imposed, are neither fair nor reasonable, have insufficient nexus with the development and/or are unlawful – as set out in the advices of Apex Law attached hereto. All other aspects of the approved development are to remain unchanged and, as required by the Act, the modified development would be substantially the same as that approved.

2. CONDITIONS AND MODIFICATION SOUGHT

The Conditions listed below are sought to be deleted. The reasons for this are as set out and are based on the advices of Apex Law attached.

Condition 6: delete \$24,652.55 for Local Drainage Abermain, and \$4,241.89 for Studies (Flood Study) Abermain South as not valid.

Condition 8: delete as neither fair nor reasonable, and insufficient nexus.

Condition 11: as above.

Condition 18: as above.

Condition 12: unlawful in the face of the deletion of Condition 11.

Condition 19: unlawful in the face of the deletion of Condition 18.

3 IMPACT OF THE DEVELOPMENT (s. 4.15(1) EPA Act)

Pursuant to s.4.15(1), the modifications sought are not contrary to any environmental planning instrument, any proposed instrument, any development control plan, a s.7.4 planning agreement, or any relevant Regulation.

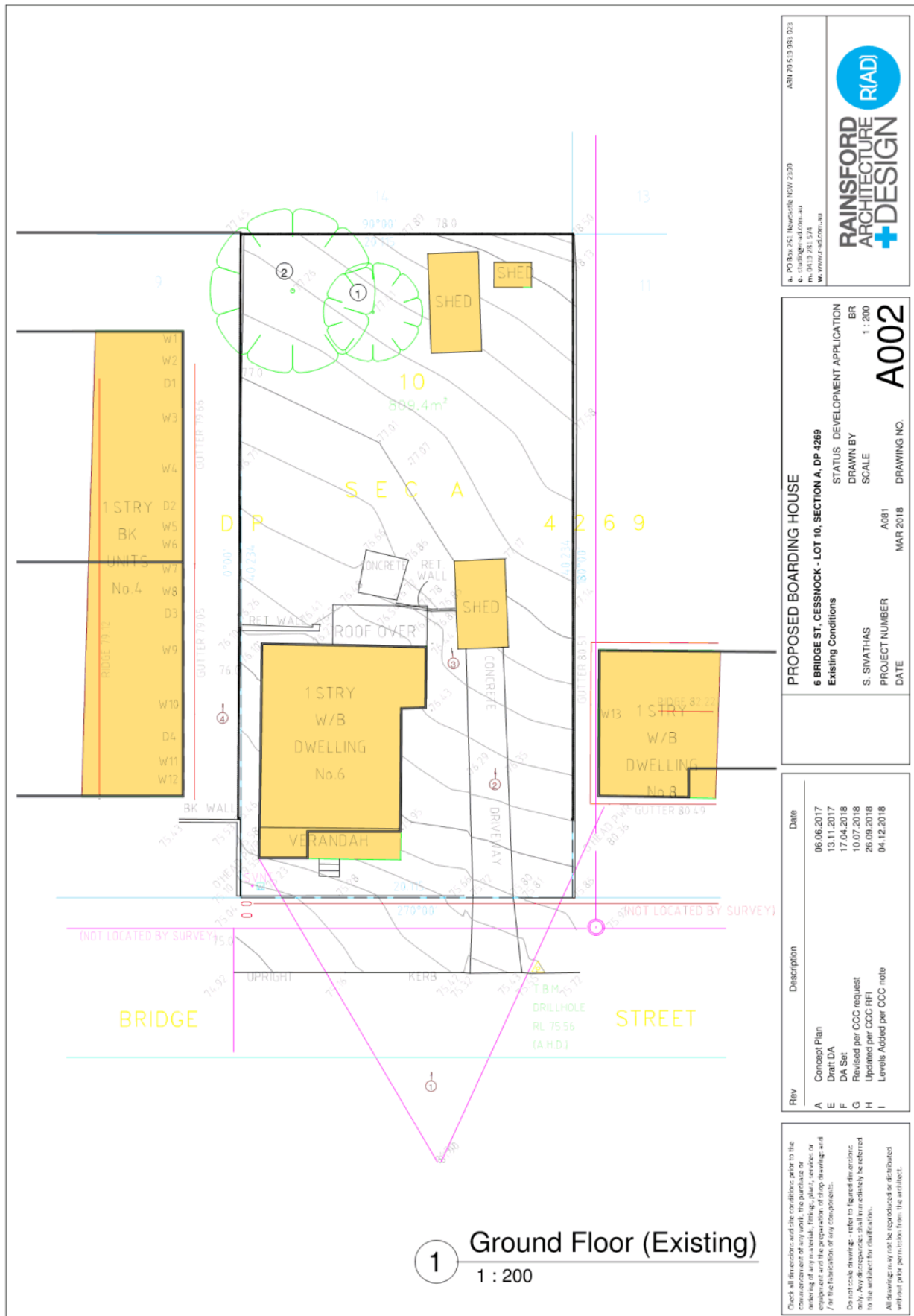
The likely impacts of the approved development as comprehensively assessed in the Statement of Environmental Effects by Pulver Cooper & Blackley (November 2017) lodged with the development application will remain unchanged by the modifications sought – including environmental impacts on the natural and built environments and the social and economic impacts in the locality. The site will remain suitable for the approved development. The public interest will not be affected by the modifications. The existing size, scale, form, appearance and impacts of the approved development will remain unchanged and are acceptable.

4. SUBSTANTIALLY THE SAME DEVELOPMENT

The modification will not change the nature or the overall form of the approved subdivision. The development will be substantially the same in terms of s.4.55(2)(a) of the EPA Act.

Statement
65 Baileys Lane, Abermain

S.4.55(2) Modification
August 2018



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**RAINSFORD
ARCHITECTURE
+ DESIGN**

PROPOSED BOARDING HOUSE
6 BRIDGE ST, CESSNOCK - LOT 10, SECTION A, DP 4269
Existing Conditions

STATUS: DEVELOPMENT APPLICATION
DRAWN BY: S. SIVATHAS
SCALE: 1:200
PROJECT NUMBER: A081
DATE: MAR 2018
DRAWING NO.: **A002**

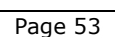
Rev	Description	Date
A	Concept Plan	06.06.2017
E	Draft DA	13.11.2017
F	DA Set	17.04.2018
G	Revised per CCC request	10.07.2018
H	Updated per CCC RH	26.09.2018
I	Levels Added per CCC note	04.12.2018

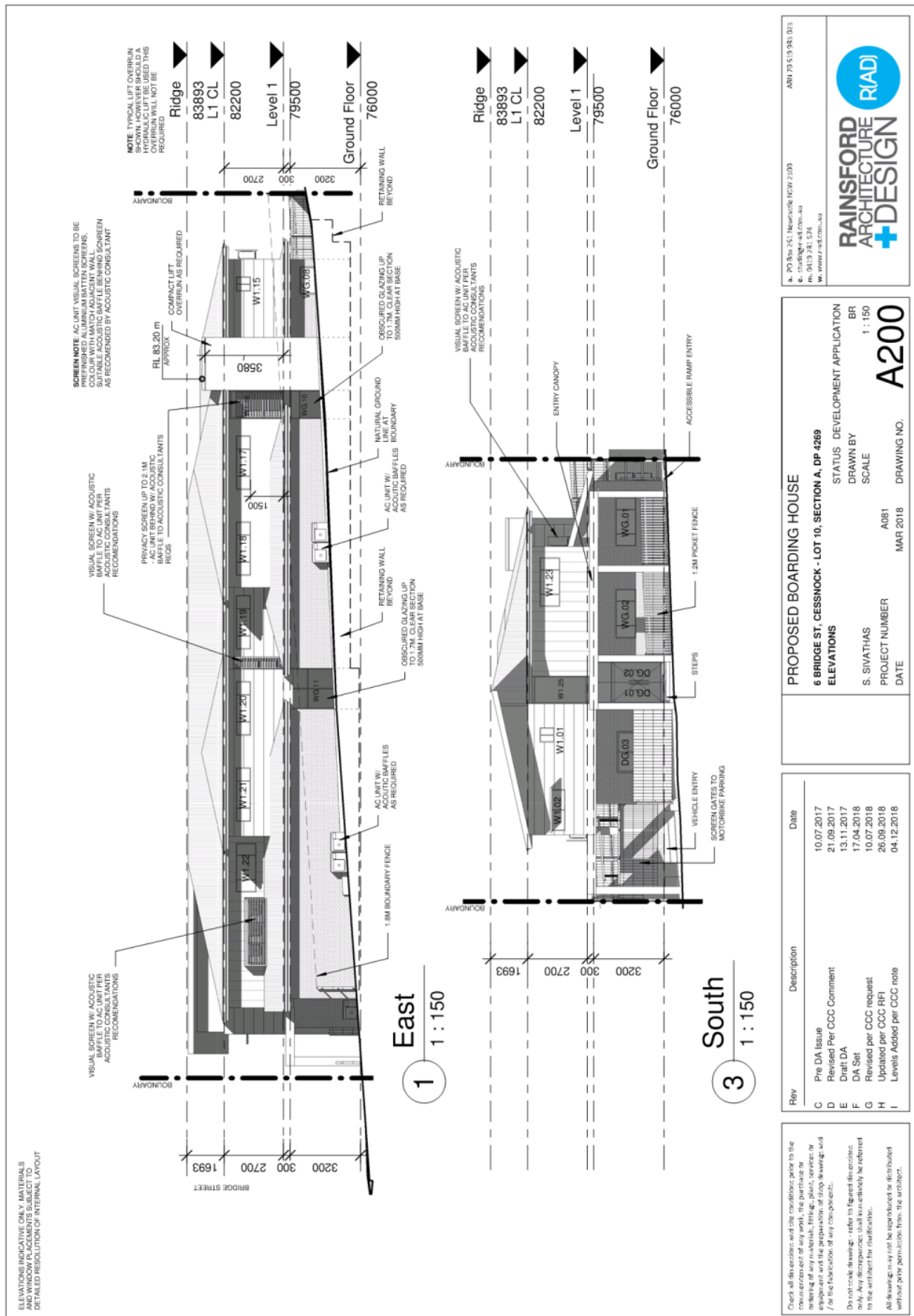
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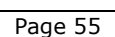
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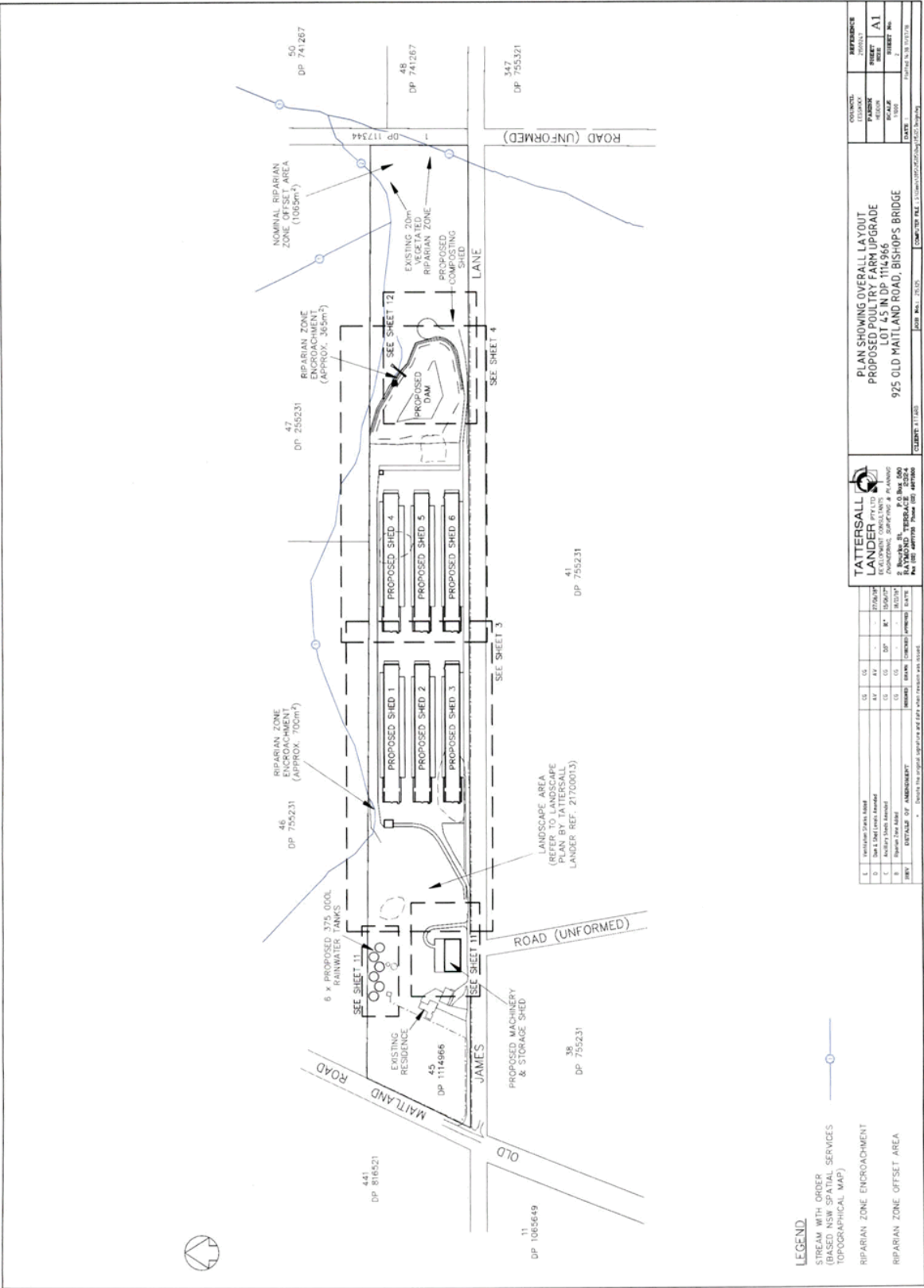


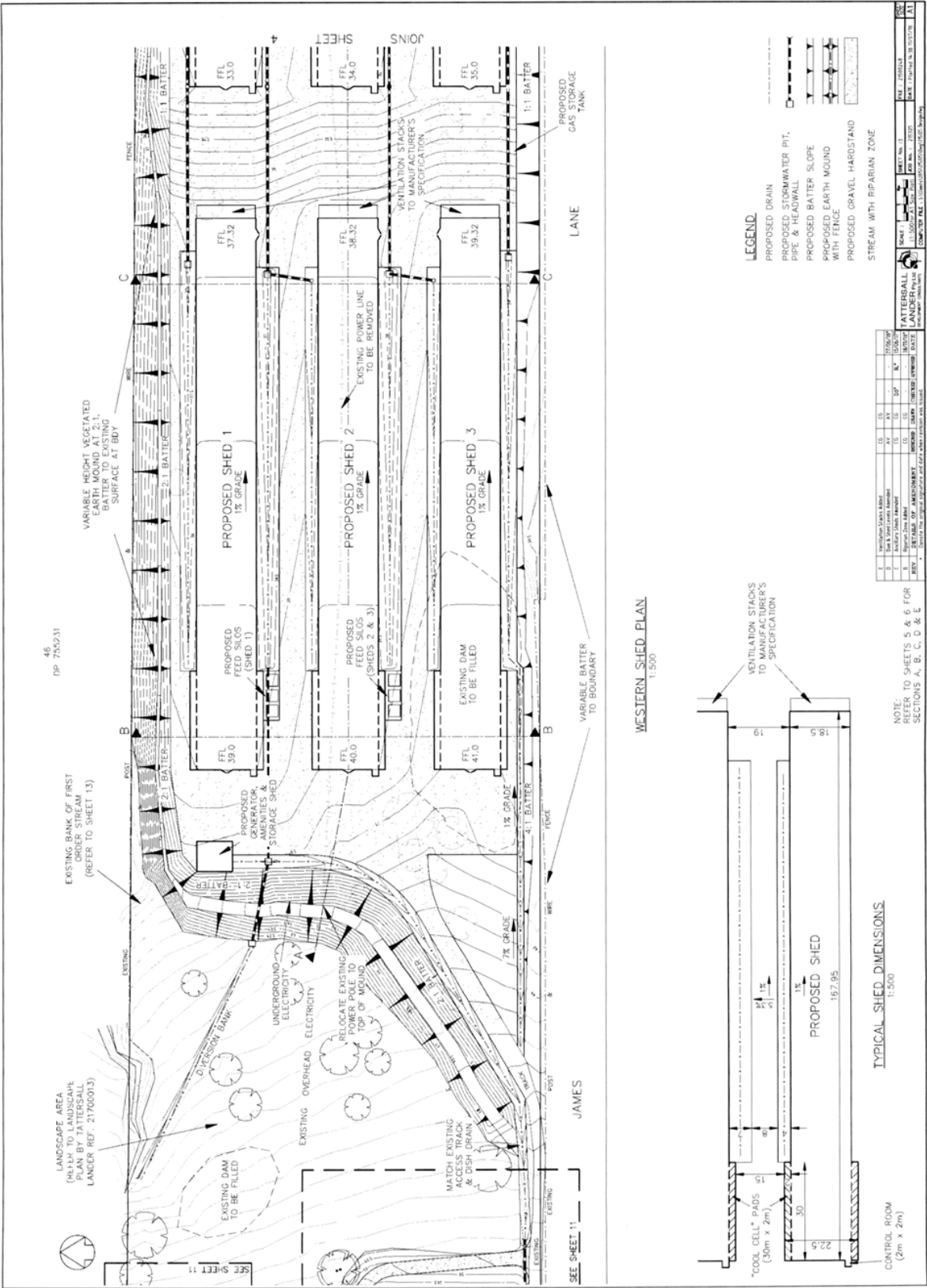
landscape master plan | L01
BRIDGE STREET BOARDING HOUSE

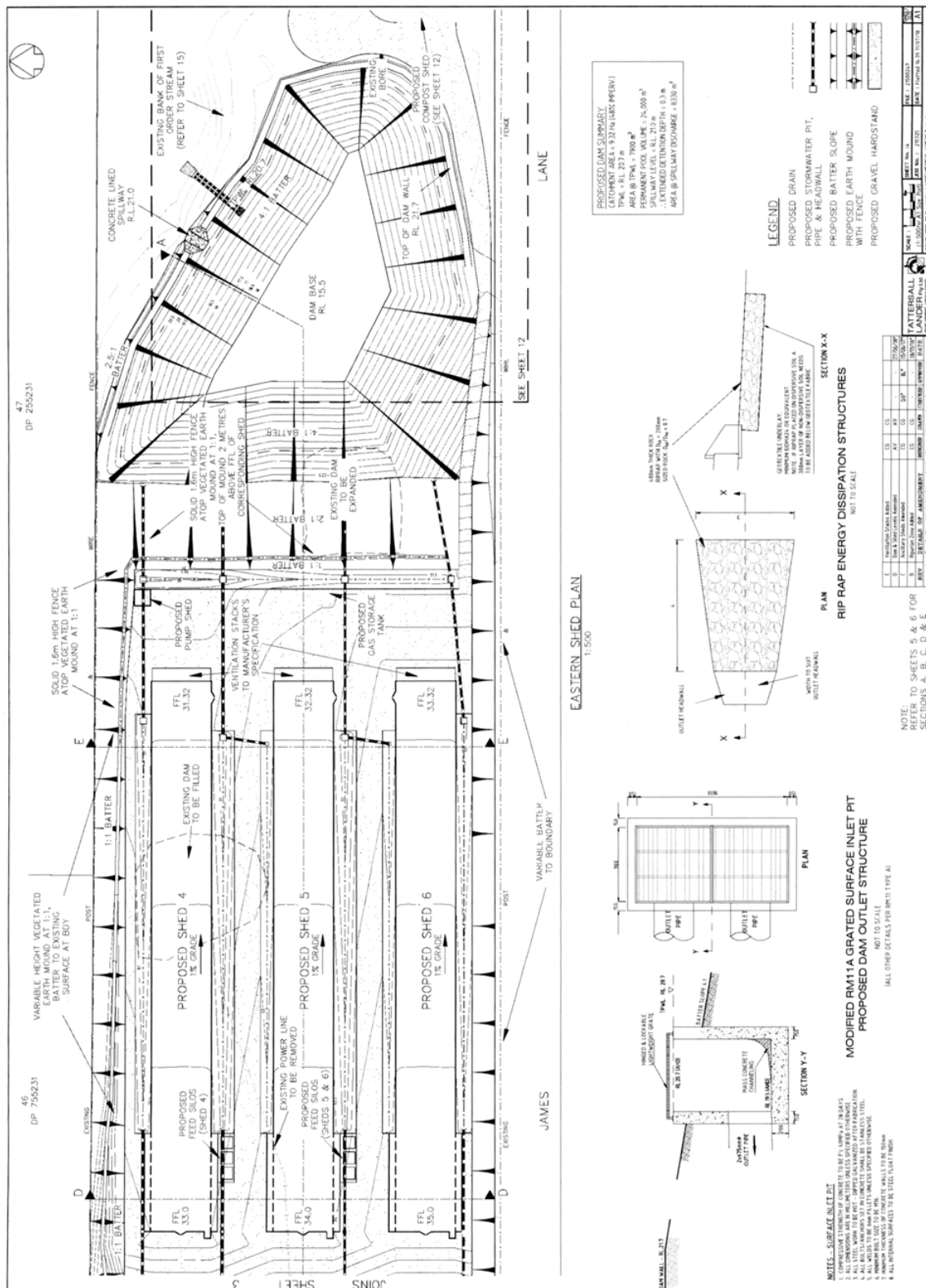


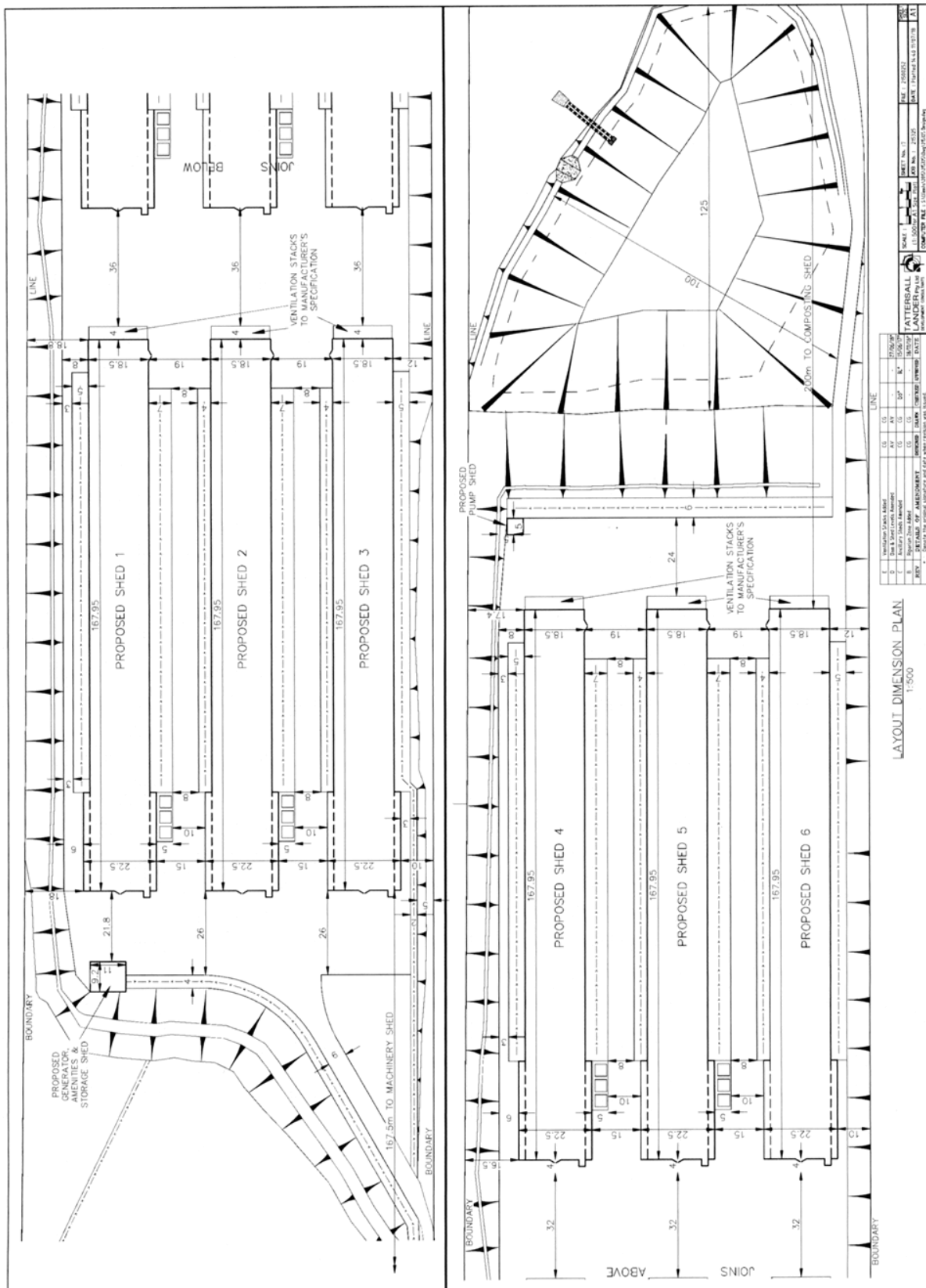
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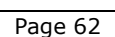


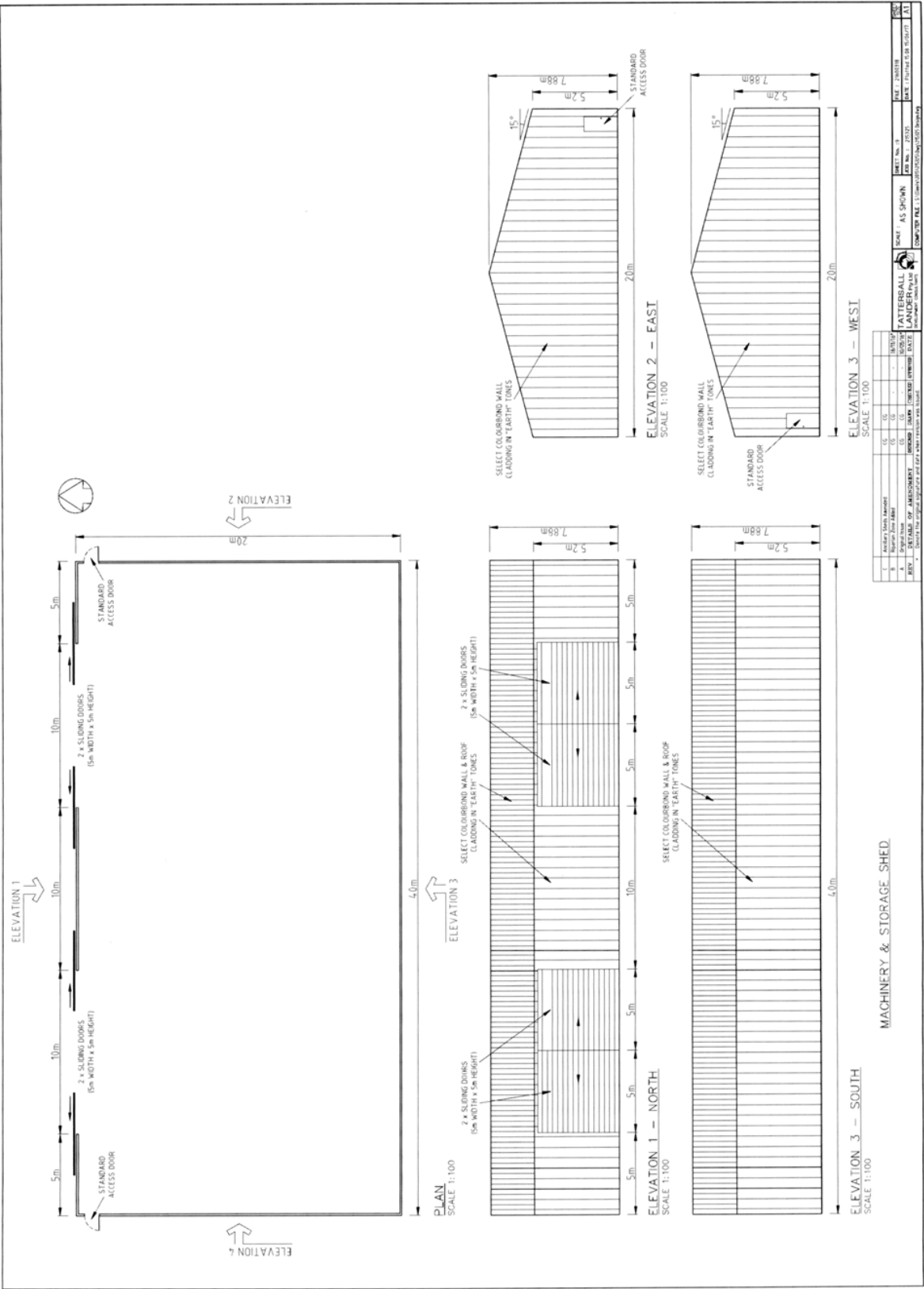


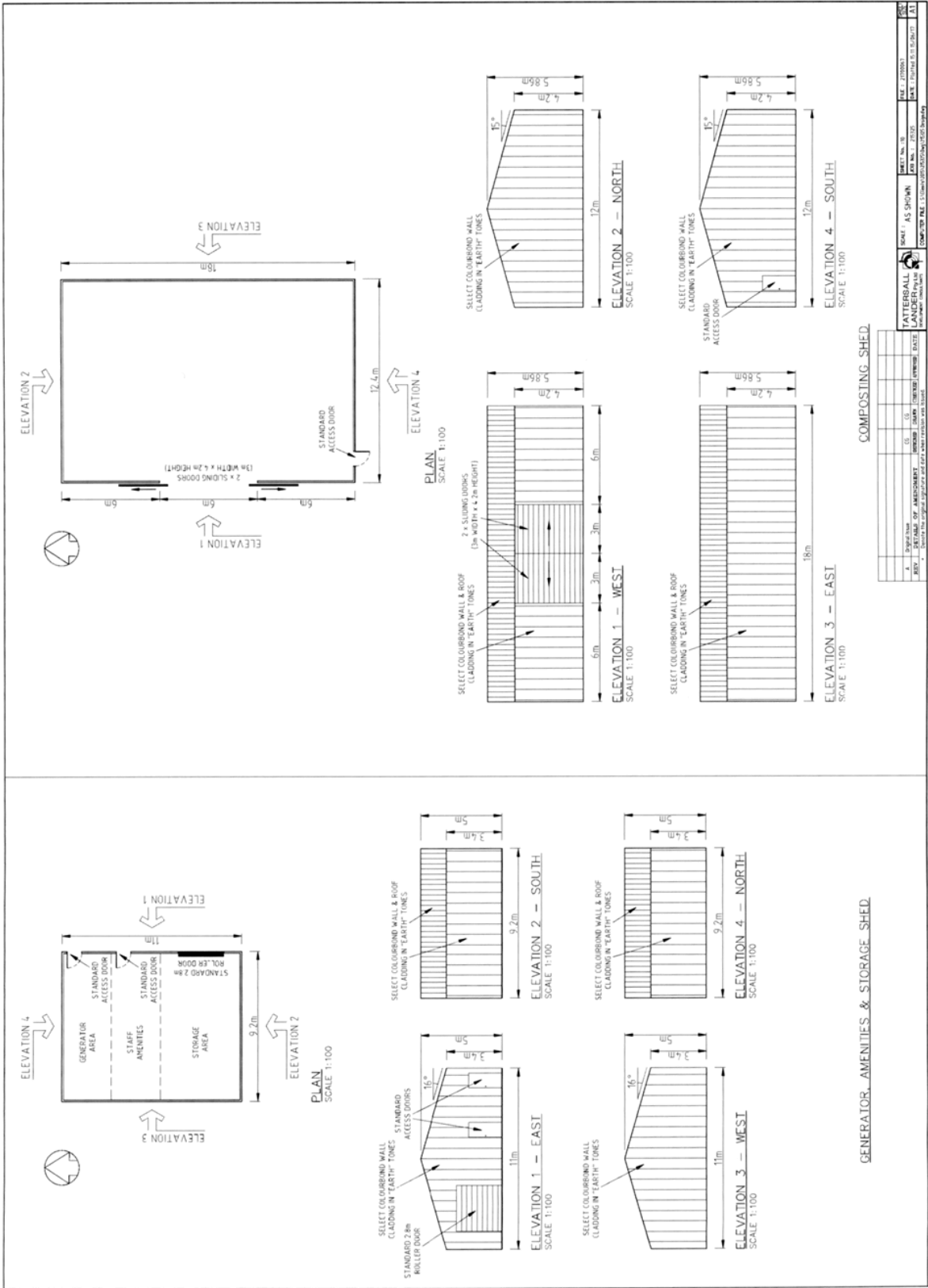


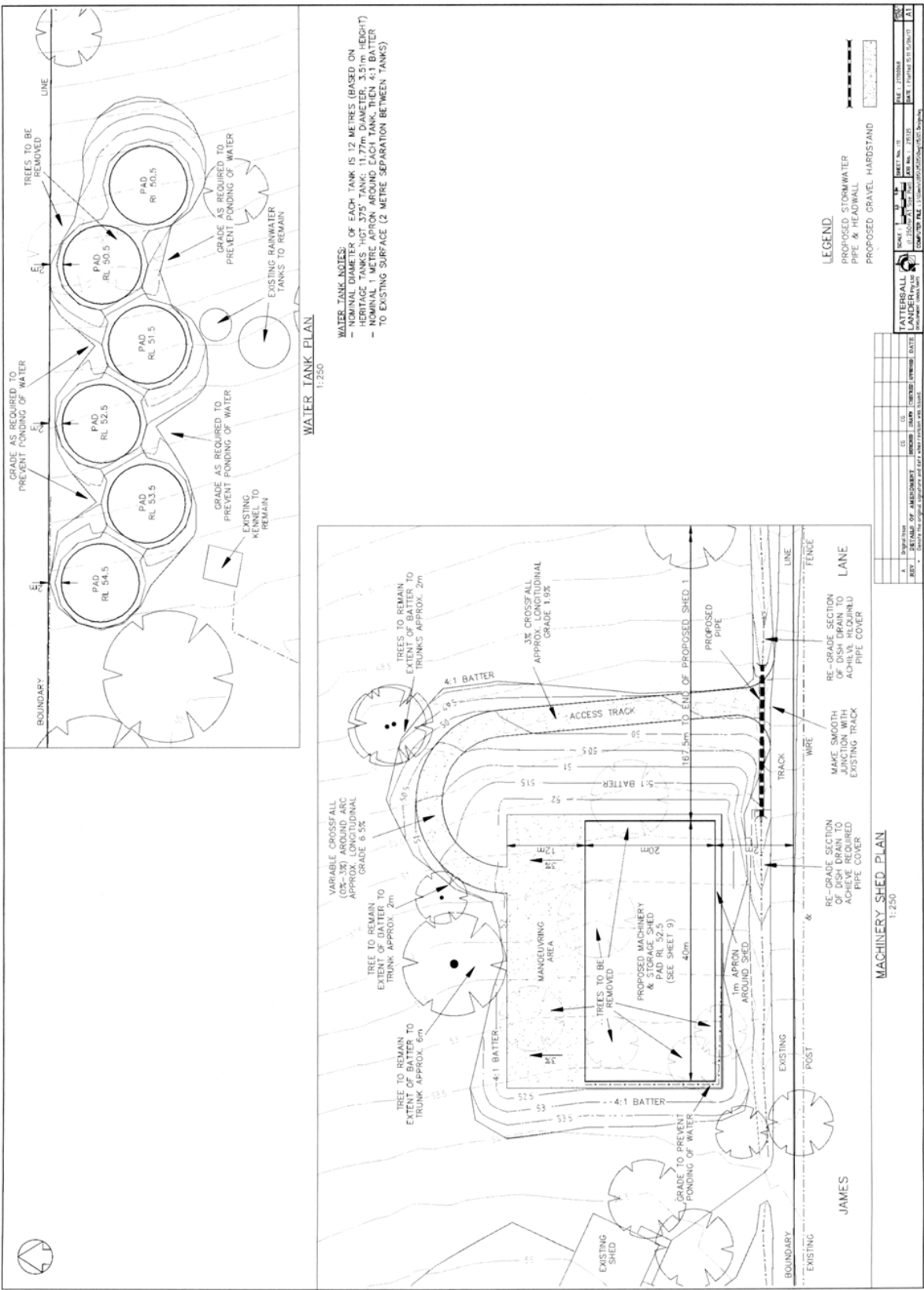














PLANNING PROPOSAL

Amendment to the *Cessnock Local Environmental Plan 2011*

Stonebridge Drive CESSNOCK Rezoning of Part LOTS: 1000 and 1009 DP: 1234890

Version 1

26 November 2018

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Planning Proposal – 18/2018/1/1 – Stonebridge Drive, Cessnock

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Part 1: Objectives and Outcomes

The objective of the Planning Proposal is to amend the Cessnock Local Environmental Plan 2011 (CLEP 2011) to achieve the following outcomes:

- Rezone part of Lots 1000 and 1009 DP 1234890 from Zone RE2 Private Recreation to Zone R2 Low Density Residential
- Amend Lot Size Map to apply a minimum lot size of 450m² on the subject site
- Amend CLEP 2011 Schedule 1 Additional permitted uses to allow, with development consent, multi dwelling housing on that area of Lots 1000 and 1009 DP 1234890 which is to be rezoned by this planning proposal.

This planning proposal does not request to remove or intend to conflict with the existing additional permitted use schedule of this site of 'hotel or motel accommodation'.

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Part 2: Explanation of Provisions

To achieve the intended outcomes, this planning proposal seeks to amend planning controls in CLEP 2011 as follows:

- a) Rezone the identified area of land to R2 Low Density Residential by amending Land Zoning Map – Sheet LZN_006CA in accordance with the proposed Land Zoning Map as demonstrated in **Figure 1** below
- b) Amend Lot Size map Sheet LSZ_006CA in accordance with the proposed Lot Size Map as shown below in **Figure 2**
- c) Include an additional permitted use under Schedule 1 of the CLEP 2011 for the provision of multi dwelling housing in the identified area of Lots 1000 and 1009 DP1234890 as shown in **Figure 3** below.

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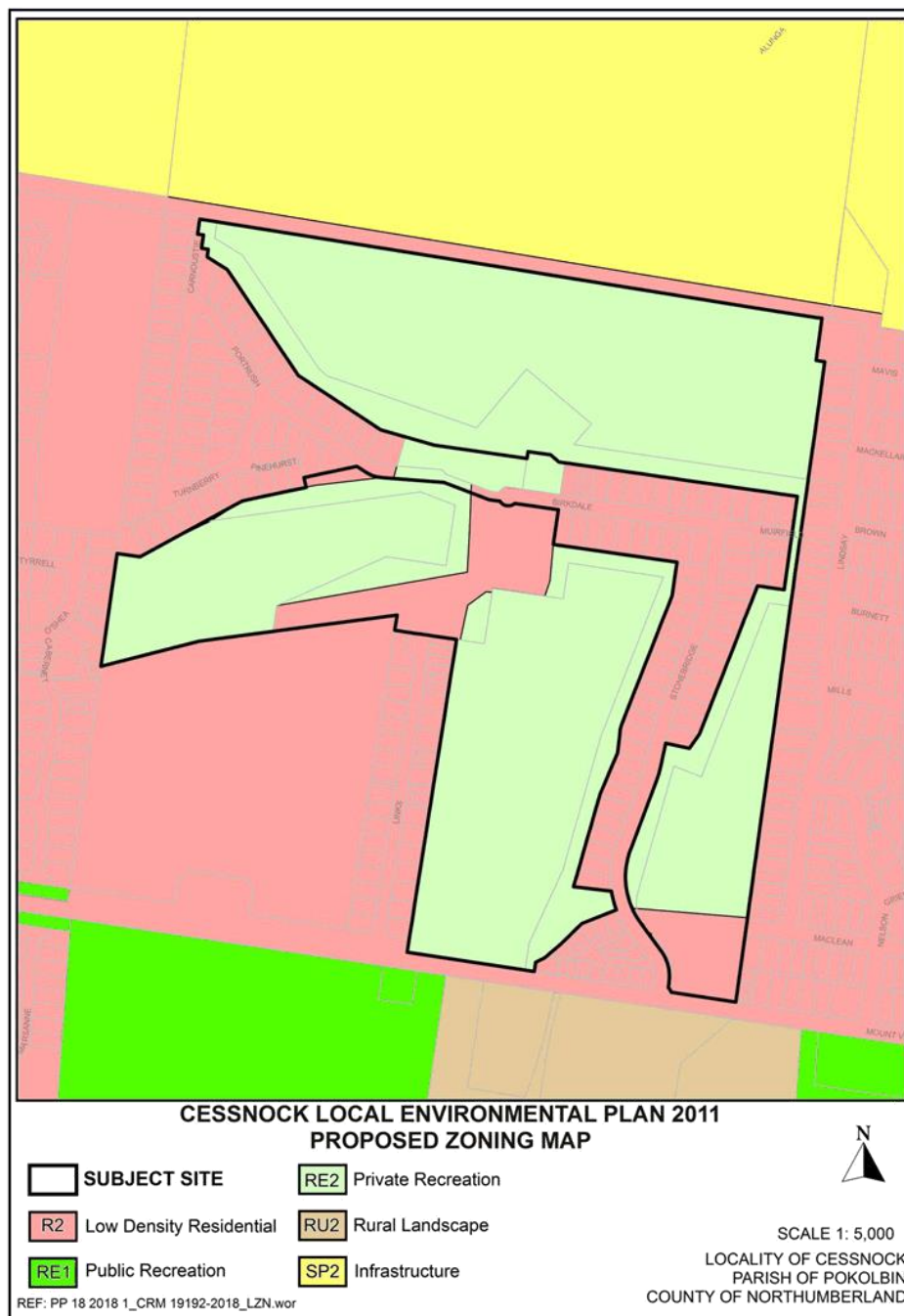


Figure 1. Proposed Zoning Map

**CESSNOCK LOCAL ENVIRONMENTAL PLAN 2011
PROPOSED LOT SIZE MAP**

LEGEND:

- SUBJECT SITE**
- T1 Clause 4.1
- G** 450m²
- AB** 40ha

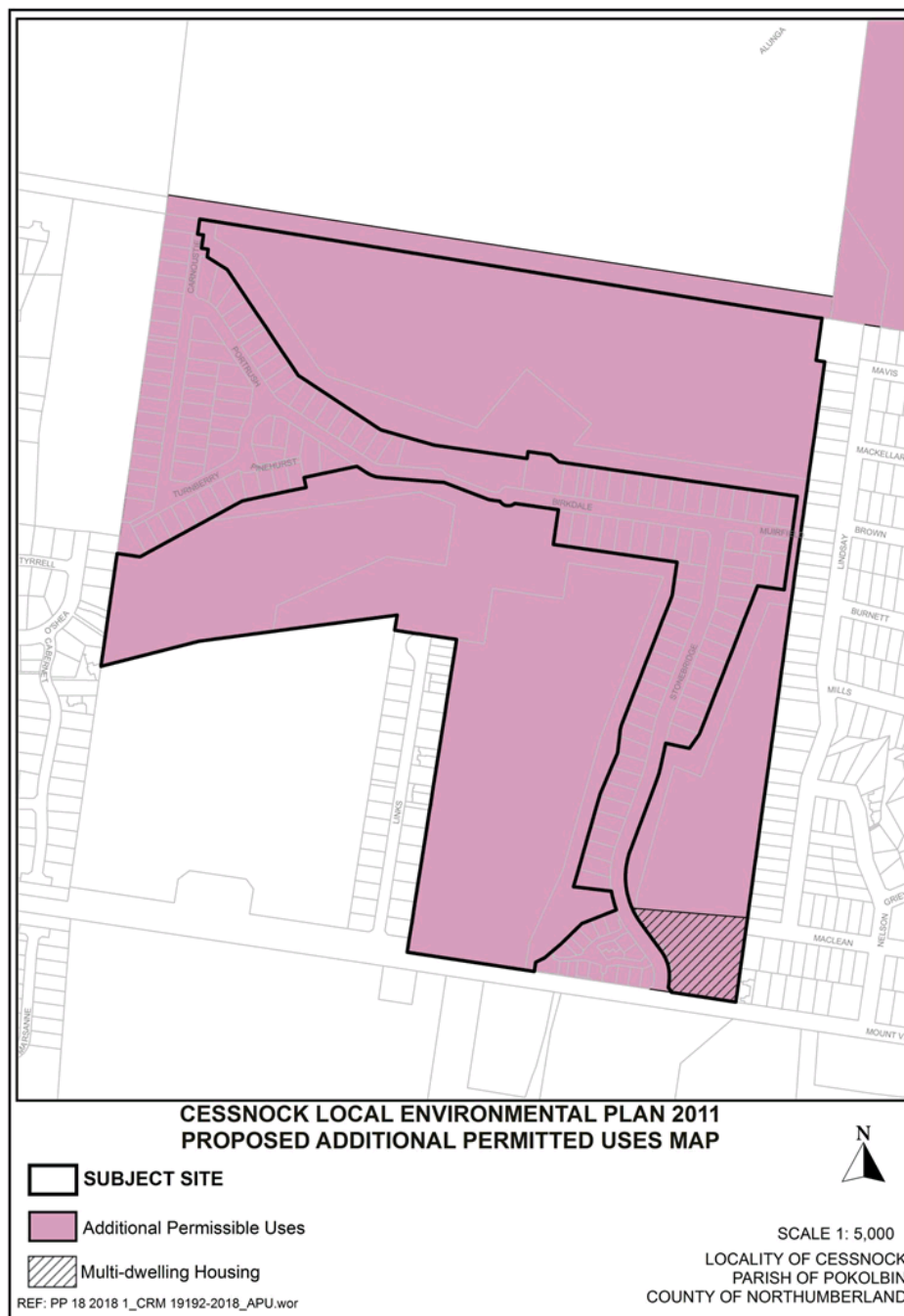
SCALE: 1:5,000

**LOCALITY OF CESSNOCK
PARISH OF POKOLBIN
COUNTY OF NORTHUMBERLAND**

REF: PP 18 2018 1_CRM 19192-2018_LSZ.wor

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**Figure 3. Proposed Additional Permitted Use application Map
Current Planning Provisions**

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CLEP 2011 contains the zoning and principal development standards for the site. The site is currently zoned RE2 Private Recreation with an Additional Permitted Use of hotel or motel accommodation permitted with development consent.

The objectives of the RE2 Zone are to enable land to be used for private open space or recreational purposes, to provide a range of recreational settings and activities and compatible land uses and to protect and enhance the natural environment for recreational purposes.

The objectives of the R2 Zone are to provide for the housing needs of the community within a low density residential environment and to enable other land uses that provide facilities or services to meet the day to day needs of residents.

The site does not currently contain a minimum lot size control.

An additional permitted use of 'hotel or motel accommodation' currently applies to the site as a result of the use of the site being a golf course.

The site and surrounding land is identified as Strategic Agricultural Land under State Planning Policy (Mining, Petroleum Production and Extractive Industries) 2007 as Critical Industry Cluster Land (Viticulture).

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Part 3: Justification

In accordance with the Department of Planning and Environment's *Guide to Preparing Planning Proposals*, this section provides a response to the following issues:

- Section A: Need for Proposal;
- Section B: Relationship to Strategic Planning Framework;
- Section C: Environmental, Social and Economic Impact; and
- Section D: State and Commonwealth Interests

Section A: Need for Proposal

1 Resulting from a Strategic Study or Report

The planning proposal is not the result of a strategic study or report.

The proposal is considered to have merit as the surrounding land uses are predominately residential with an Additional Permitted Use of 'multi dwelling housing', which has been developed, to the west of the subject site. The proposal is in accordance with the Hunter Regional Plan and the Greater Newcastle Metropolitan Plan which aim to provide more residential land and opportunities for varying densities of residential development. The site also has an existing additional permitted use of hotel or motel accommodation, a land use which is consistent with this proposal.

2 Planning Proposal as best way to achieve the objectives

The proposal is for the rezoning of the subject site to allow a residential land use and an additional permitted land use for multi dwelling housing. Current planning controls prohibit standard residential use on the site area including multi dwelling housing.

It has been determined that this proposal is the best means of achieving the objectives proposed. It will ensure consistency with the surrounding land zones and clarify in Schedule 1 of the CLEP 2011 the provision of multi dwelling housing for the subject site.

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Section B: Relationship to Strategic Planning Framework

3 Consistency with Objectives and Actions within Regional Strategies

Hunter Regional Plan 2036

The Hunter Regional Plan (HRP) was released in 2016 by the NSW Department of Planning and Environment. It is the strategic plan and vision document for guiding growth in the Hunter to 2036.

The HRP contains directions to create compact settlements and promote housing diversity. The planning proposal will facilitate these objectives by providing residential land in an urban area with existing services.

In addition, the Greater Newcastle area is anticipated to accommodate an extra 600,000 people to 2036. The HRP forecasts that the Cessnock LGA will experience a population increase of 13,150, which will require an additional 6,350 new dwellings. The planning proposal will support this target in the HRP by presenting an opportunity to add to the residential housing stock in the LGA.

Newcastle Greater Metropolitan Plan

The Greater Newcastle Metropolitan Plan aims to create one of Australia's most dynamic and vibrant metropolitan cities. The Plan provides the strategies and actions to deliver on the visions, create great places across Greater Newcastle and align infrastructure and services in catalyst areas.

The Plan identifies the following outcomes to underpin the vision for Greater Newcastle:

- 1 Create a workforce skilled and ready for the new economy
- 2 Enhance environment, amenity and resilience for quality of life
- 3 Deliver housing close to jobs and services
- 4 Improve connections to jobs, services and recreation

Like the goals and objectives of the HRP, the Newcastle Greater Metropolitan Plan provides broad outcomes that will guide the future development of the Greater Newcastle. Also similarly to the HRP, the Newcastle Greater Metropolitan Plan provides projections and nominates housing types in specified LGA's.

It is identified that the Cessnock LGA will require a minimum of 1300 infill dwellings by 2036 to meet the targets set by the Plan.

It is considered that this planning proposal is consistent with the Plan by supporting the residential housing stock predicted for the Cessnock LGA. This will support additional residential development opportunities within the region to assist in meeting the needs of the local community and Newcastle Metropolitan area. It will also provide an opportunity for infill development with access to existing services and infrastructure.

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4 Consistency with Council's Community Strategic Plan or other Local Strategic Plan

Community Strategic Plan - Our People, Our Place, Our Future

The community strategic plan identifies the community's main priorities and aspirations for the future and to identify strategies for achieving these goals.

Cessnock 2027 has five themes which are the desired outcomes identified during the community engagement process and include the following:

- A connected, safe and creative community: developing safe and connected neighbourhoods that support healthy and fulfilling lifestyles for people of all ages.
- A sustainable and prosperous economy: achieving long term economic security through a mix of diverse business and employment options.
- A sustainable and healthy environment: promoting a sustainable balance between development and preserving our natural environment.
- Accessible infrastructure, services and facilities: increasing the range and accessibility of the services we need along with investment in improved infrastructure.
- Civic leadership and effective governance ensuring that we have strong leadership and good governance and that we foster community participation in decision-making.

This planning proposal seeks to make amendments to the CLEP 2011, which are not inconsistent with Council's strategic planning policies.

City Wide Settlement Strategy (2010)

The Cessnock City Wide Settlement Strategy 2010 (CWSS) sets out strategic directions and actions arising from the Lower Hunter Regional Strategy 2006 (LHRS). An important action from the CWSS relates to containing the urban footprint within the Cessnock LGA consistent within the LHRS and HRP.

There is considered to be no inconsistency between Council's City Wide Settlement Strategy and the planning proposal as this proposal could be considered infill development.

5 Consistency with State Environmental Planning Policies

An assessment of relevant SEPPs against the planning proposal is provided in the table below.

Table 1: Relevant State Environmental Planning Policies

SEPP	Relevance	Consistency and Implications
SEPP 1 - Development Standards	The SEPP makes development standards more flexible. It allows councils to approve a development proposal that does not comply with a set standard where this can be shown to be unreasonable or unnecessary.	Not applicable
SEPP 21 - Caravan Parks	The SEPP provides for development for caravan parks.	Consistent. Nothing in this planning proposal

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SEPP	Relevance	Consistency and Implications
		impacts upon the operation of this SEPP.
SEPP 30 - Intensive Agriculture	The SEPP provides considerations for consent for intensive agriculture.	Consistent. Nothing in this planning proposal impacts upon the operation of this SEPP.
SEPP 33 - Hazardous & Offensive Development	The SEPP provides considerations for consent for hazardous & offensive development.	Not applicable
SEPP 36 - Manufactured Homes Estates	The SEPP makes provision to encourage manufactured homes estates through permitting this use where caravan parks are permitted and allowing subdivision.	Not applicable
SEPP 44 - Koala Habitat Protection	This SEPP applies to land across NSW that is greater than 1 hectare and is not a National Park or Forestry Reserve. The SEPP encourages the conservation and management of natural vegetation areas that provide habitat for koalas to ensure permanent free-living populations will be maintained over their present range.	Consistent. This planning proposal does not contain provisions that contradict or would hinder application of this SEPP.
SEPP 50 - Canal Estate Development	The SEPP bans new canal estates from the date of gazettal, to ensure coastal and aquatic environments are not affected by these developments.	Not applicable
SEPP 55 - Remediation of Land	This SEPP applies to land across NSW and states that land must not be developed if it is unsuitable for a proposed use because of contamination	Consistent. This planning proposal does not contain provisions that contradict or would hinder application of this SEPP.
SEPP 62 - Sustainable Aquaculture	The SEPP relates to development for aquaculture and to development arising from the rezoning of land and is of relevance for site specific rezoning proposals.	Not applicable
SEPP 64 - Advertising and Signage	The SEPP aims to ensure that outdoor advertising is compatible with the desired amenity and visual character of an area, provides effective communication in suitable locations and is of high quality design and finish.	Consistent. This planning proposal does not contain provisions that contradict or would hinder the application of this SEPP.
SEPP 65 - Design Quality of Residential Development	The SEPP relates to residential flat development across the state through the application of a series of design principles.	Consistent. This planning proposal does not contain provisions that contradict or would hinder application of this

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SEPP	Relevance	Consistency and Implications
	Provides for the establishment of Design Review Panels to provide independent expert advice to councils on the merit of residential flat development.	SEPP.
SEPP 70 – Affordable Rental Housing (Revised Schemes)	The SEPP provides for an increase in the supply and diversity of affordable rental and social housing in NSW.	Consistent. This planning proposal does not contain provisions that contradict or would hinder application of this SEPP.
SEPP Affordable Rental Housing 2009	The aims of this Policy are as follows: (a) to provide a consistent planning regime for the provision of affordable rental housing, (b) to facilitate the effective delivery of new affordable rental housing by providing incentives by way of expanded zoning permissibility, floor space ratio bonuses and non-discretionary development standards, (c) to facilitate the retention and mitigate the loss of existing affordable rental housing, (d) to employ a balanced approach between obligations for retaining and mitigating the loss of existing affordable rental housing, and incentives for the development of new affordable rental housing, (e) to facilitate an expanded role for not-for-profit-providers of affordable rental housing, (f) to support local business centres by providing affordable rental housing for workers close to places of work, (g) to facilitate the development of housing for the homeless and other disadvantaged people who may require support services, including group homes and supportive accommodation.	Consistent. This planning proposal does not contain provisions that contradict or would hinder application of this SEPP.
SEPP Building Sustainability Index: BASIX 2004	The SEPP provides for the implementation of BASIX throughout the State.	Not applicable
SEPP Coastal management 2018	The SEPP provides for the implementation of management	Not applicable.

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SEPP	Relevance	Consistency and Implications
	objectives in the coastal zone.	
SEPP Exempt and Complying Development Codes 2008	The SEPP provides exempt and complying development codes that have State-wide application, identifying, in the General Exempt Development Code, types of development that are of minimal environmental impact that may be carried out without the need for development consent; and, in the General Housing Code, types of complying development that may be carried out in accordance with a complying development certificate.	Consistent. This planning proposal does not contain provisions that contradict or would hinder application of this SEPP.
SEPP Housing for Seniors or People with a Disability 2004	The SEPP aims to encourage provision of housing for seniors, including residential care facilities. The SEPP provides development standards.	Consistent. This planning proposal does not contain provisions that contradict or would hinder the application of this SEPP.
SEPP Infrastructure 2007	The SEPP provides a consistent approach for infrastructure and the provision of services across NSW, and to support greater efficiency in the location of infrastructure and service facilities.	Consistent. This planning proposal does not contain provisions that contradict or would hinder application of this SEPP.
SEPP Mining, Petroleum Production and Extractive Industries 2007	The SEPP aims to provide proper management of mineral, petroleum and extractive material resources and ESD.	Consistent. The site is identified as strategic agricultural (viticulture). However, given its current land use and surrounding built environment, it is not anticipated that this will impact on the current use and proposed rezoning. This planning proposal does not contain provisions that contradict or would hinder the application of this SEPP.
SEPP Miscellaneous Consent Provisions 2007	The aims of this Policy are as follows: (a) to provide that the erection of temporary structures is permissible with consent across the State, (b) to ensure that suitable provision is made for ensuring the safety of persons using temporary structures, (c) to encourage the protection of the environment at the location, and in the vicinity, of temporary structures by specifying relevant matters for consideration,	Consistent. This planning proposal does not contain provisions that would contradict or would hinder application of this SEPP.

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SEPP	Relevance	Consistency and Implications
	(d) to provide that development comprising the subdivision of land, the erection of a building or the demolition of a building, to the extent to which it does not already require development consent under another environmental planning instrument, cannot be carried out except with development consent.	
SEPP Rural Lands 2008	The SEPP aims to facilitate economic use and development of rural lands, reduce land use conflicts and provides development principles.	Not applicable
SEPP State and Regional Development 2011	The SEPP aims to identify development and infrastructure that is State significant and confer functions on the Joint Regional Planning Panels (JRPPs) to determine development applications.	Consistent. This planning proposal does not contain provisions that contradict or would hinder application of this SEPP.

6 Consistency with Section 9.1 Ministerial Directions for Local Plan Making

An assessment of relevant Section 9.1 Directions against the planning proposal is provided in the table below.

Table 2: Relevant Section 9.1 Ministerial Directions

Ministerial Direction	Objective of Direction	Consistency and Implication
1. Employment and Resources		
1.1. Business and Industrial Zones	The objectives of this direction are to: (a) encourage employment growth in suitable locations, (b) protect employment land in business and industrial zones, and (c) support the viability of identified strategic centres.	Consistent. The planning proposal does not seek to reduce the amount of employment land available in the Cessnock LGA.
1.2. Rural Zones	The objective of this direction is to protect the agricultural production value of rural land.	Consistent. Nothing in this planning proposal impacts upon the operation of this direction.
1.3. Mining, Petroleum Production and Extractive Industries	The objective of this direction is to ensure that the future extraction of State or regionally significant reserves coal, other minerals, petroleum and extractive materials are not compromised by inappropriate development.	.The site is identified as strategic agricultural land (viticulture). However, given its current urban land use and surrounding built environment, it is not anticipated that the proposal will have a significant impact.

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Ministerial Direction	Objective of Direction	Consistency and Implication
		<p>The site and surrounding area is not utilised as a vineyard or in close proximity to wine processing land uses.</p> <p>It is therefore considered that this proposal is justifiably inconsistent with the direction for coal, other minerals, petroleum and extractive minerals (viticulture).</p>
1.5. Rural Lands	<p>The objectives of this direction are to:</p> <p>(a) protect the agricultural production value of rural land,</p> <p>(b) facilitate the orderly and economic development of rural lands for rural and related purposes.</p>	Not applicable
2. The objective of this direction is to discourage unnecessarily restrictive site specific planning controls. Environment and Heritage		
2.1 Environmental Protection Zones	The objective of this direction is to protect and conserve environmentally sensitive areas.	<p>Consistent</p> <p>The objective of this direction is to protect and conserve environmentally sensitive areas. The site is mapped as containing EEC however aerial photographs and a site inspection indicate that there is very little vegetation onsite with no understorey.</p>
2.2 Coastal Protection	The objective of this direction is to protect and manage coastal areas of NSW.	The site is not in the coastal zone.
2.3 Heritage Conservation	The objective of this direction is to conserve items, areas, objects and places of environmental heritage significance and indigenous heritage significance.	<p>The subject site is not identified as containing any items, areas, objects or places of environmental heritage significance or indigenous significance.</p> <p>A search of the AHIMS database was undertaken. No Aboriginal heritage was identified as being recorded in the locality. It is considered that the proposal is consistent with this direction.</p>
2.4 Recreation Vehicle Areas	The objective of this direction is to protect sensitive land or land with significant conservation values from adverse impacts from recreation vehicles.	Not applicable.
3. Housing, Infrastructure and Urban Development		
3.1 Residential Zones	<p>The objectives of this direction are:</p> <p>(a) to encourage a variety and choice of housing types to provide for existing and</p>	<p>Consistent.</p> <p>The proposal seeks to provide additional support to the housing market by offering additional land with higher intensity development</p>

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Ministerial Direction	Objective of Direction	Consistency and Implication
	<p>future housing needs,</p> <p>(b) to make efficient use of existing infrastructure and services and ensure that new housing has appropriate access to infrastructure and services, and</p> <p>(c) to minimise the impact of residential development on the environment and resource lands.</p>	provisions allowing for housing variety.
3.2 Caravan Parks and Manufactured Home Estates	<p>The objectives of this direction are:</p> <p>(a) to provide for a variety of housing types, and</p> <p>(b) to provide opportunities for caravan parks and manufactured home estates.</p>	Not applicable.
3.3 Home Occupations	The objective of this direction is to encourage the carrying out of low-impact small businesses in dwelling houses.	<p>Consistent.</p> <p>This proposal does not impact on the operation of this direction.</p>
3.4 Integrating Land Use and Transport	<p>The objective of this direction is to ensure that urban structures, building forms, land use locations, development designs, subdivision and street layouts achieve the following planning objectives:</p> <p>(a) improving access to housing, jobs and services by walking, cycling and public transport, and</p> <p>(b) increasing the choice of available transport and reducing dependence on cars, and</p> <p>(c) reducing travel demand including the number of trips generated by development and the distances travelled, especially by car, and</p> <p>(d) supporting the efficient and viable operation of public transport services, and</p> <p>(e) providing for the efficient movement of freight.</p>	<p>Consistent.</p> <p>This proposal is considered consistent with the objectives of the direction by providing infill development in close proximity to existing services.</p>
3.5 Development Near Licensed Aerodromes	<p>The objectives of this direction are:</p> <p>(a) to ensure the effective and safe operation of aerodromes, and</p> <p>(b) to ensure that their operation is not</p>	<p>Consistent.</p> <p>This proposal is not considered to have an impact upon the operation of this direction.</p>

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Ministerial Direction	Objective of Direction	Consistency and Implication
	compromised by development that constitutes an obstruction, hazard or potential hazard to aircraft flying in the vicinity, and (c) to ensure development for residential purposes or human occupation, if situated on land within the Australian Noise Exposure Forecast (ANEF) contours of between 20 and 25, incorporates appropriate mitigation measures so that the development is not adversely affected by aircraft noise.	
3.6 Shooting Ranges	The objectives are: (a) to maintain appropriate levels of public safety and amenity when rezoning land adjacent to an existing shooting range, (b) to reduce land use conflict arising between existing shooting ranges and rezoning of adjacent land, (c) to identify issues that must be addressed when giving consideration to rezoning land adjacent to an existing shooting range.	Not applicable.
4. Hazard and Risk		
4.1 Acid Sulfate Soils	The objective of this direction is to avoid significant adverse environmental impacts from the use of land that has a probability of containing acid sulfate soils.	Not applicable
4.2 Mine Subsidence and Unstable Land	The objective of this direction is to prevent damage to life, property and the environment on land identified as unstable or potentially subject to mine subsidence.	Not applicable.
4.3 Flood Prone Land	The objectives of this direction are: (a) to ensure that development of flood prone land is consistent with the NSW Government's Flood Prone Land Policy and the principles of the Floodplain Development Manual 2005, and	Inconsistent. The site is identified as flood prone based on Council's flood mapping. Development proposed following this rezoning would be subject to flooding controls in Cessnock City Council's Development Control Plan Part C9 "Development on Flood Prone Land". The site has a Hazard Category of H1, H2 and H3

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Ministerial Direction	Objective of Direction	Consistency and Implication
	(b) to ensure that the provisions of an LEP on flood prone land is commensurate with flood hazard and includes consideration of the potential flood impacts both on and off the subject land.	and is identified as Flood Fringe. The proposed rezoning is considered feasible from an engineering perspective. Flood reporting may be required at the Development Application stage. Therefore the inconsistency is considered minor. More information is provided in Section C, Part 8.
4.4 Planning for Bushfire Protection	The objectives of this direction are: (a) to protect life, property and the environment from bush fire hazards, by discouraging the establishment of incompatible land uses in bush fire prone areas, and (b) to encourage sound management of bush fire prone areas.	The subject site is identified to be in proximity to land mapped as bushfire prone land (buffer area). Consideration to design guidelines provided in Planning for Bushfire Protection 2006 will be considered in future development applications. Any future development of the land will require referral o the RFS under section 100B of the Rural Fires Act 1997.
5. Regional Planning		
5.10 Implementation of Regional Plans	The objective of this direction is to give legal effect to the vision, land use strategy, goals, directions and actions contained in Regional Plans.	Consistent. This planning proposal is consistent with the Hunter Regional Plan 2036 and the Greater Newcastle Metropolitan Plan in their aim to provide additional residential land.
6. Local Plan Making		
6.1 Approval and Referral Requirements	The objective of this direction is to ensure that LEP provisions encourage the efficient and appropriate assessment of development.	Consistent. Any referrals required by the Gateway determination will be undertaken as per the directions specified in the determination. The proposal is unlikely to contain any concurrence provisions. The proposal is anticipated to be referred to the NSW Rural Fire Service
6.2 Reserving Land for Public Purpose	The objectives of this direction are: (a) to facilitate the provision of public services and facilities by reserving land for public purposes, and (b) to facilitate the removal of reservations of land for	Consistent. The proposal does not seek to reserve any land for public purposes. The site is privately owned. It is considered that this direction does not apply to this proposal.

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Ministerial Direction	Objective of Direction	Consistency and Implication
	public purposes where the land is no longer required for acquisition.	
6.3 Site Specific Provision	The objective of this direction is to discourage unnecessarily restrictive site specific planning controls.	Consistent. This planning proposal seeks to include an additional permitted use of multi dwelling development to the site in addition to the R2 Low density residential zoning. This will increase the opportunities for development on the subject site and is consistent with the adjoining site.

Planning Proposal – 18/2018/1/1 – Stonebridge Drive, Cessnock

Section C: Environmental, Social and Economic Impact

7 Impact on Threatened Species

Council mapping indicates Endangered Ecological Communities of Lower Hunter Spotted Gum – Ironbark Forest and Hunter Lowland Redgum Forest are present on the site. Aerial photos and a site inspection indicate that very minimal vegetation exists on the site and it is unlikely that critical habitat, threatened species or ecological communities will be adversely affected by the proposal as demonstrated in **Figure 4** below. No other threatened species are mapped as existing on the site.



Figure 4. Vegetation on site

8 Environmental Impact

Bushfire

Planning Proposal – 18/2018/1/1 – Stonebridge Drive, Cessnock

A small portion of the south eastern corner of the subject site is identified being Bushfire Prone Land – Buffer. The impact of Bushfire on any future development will be assessed during the Development Application process.

Future development applications on the subject site will be assessed against Planning for Bushfire Protection 2006 (PBP 2006) and may include mitigation measures for individual dwellings and property access.

The PBP 2006 requires the Planning Principles for rezoning to residential land in Bush Fire Prone Areas be addressed in a planning proposal:

Planning Principles	Consistency
a. Provision of a perimeter road with two way access which delineates the extent of the intended development	Access to the golf course is available via a two way access road (Stonebridge Drive off Mount View Road). Given the size of the overall existing lot and intended area for rezoning, it is not anticipated a second access road into Mount View Road is necessary. A local road similar to land immediately west of the subject site area may be required as part of a development application.
b. Provisions, at the urban bushland interface, for the establishment of adequate asset protection zones for future housing	There are established developments immediately east of the subject site and to the west of Stonebridge Road. A requirement for an asset protection zone for any development proposed on the site will be considered at the development assessment stage.
c. Specifying minimum residential lot depths to accommodate asset protection zones for lots on perimeter roads	The subject site does not currently contain a minimum lot size. A minimum lot size of 450m ² is proposed and will be assessed as per of a RFS referral following a positive Gateway determination.
d. Minimising the perimeter of the area of land, interfacing the hazard, which may be developed	There is already significant physical separation from bushfire threat provided by large cleared areas on the site and existing built form on the adjacent land. In addition to this the vegetation is generally not dense and is maintained.
e. Introduction of controls which avoid placing inappropriate developments in hazardous areas	Development standards and controls for development on bushfire prone land in the <i>State Environmental Planning Policy (Exempt and Complying Development Codes (2008))</i> will apply to any development proposed on the site. Development that requires consent on bushfire prone land will be subject to assessment against the requirements on the PBP 2006 and in some cases authorisation under the <i>Rural Fires Act 1997</i> .

Planning Proposal – 18/2018/1/1 – Stonebridge Drive, Cessnock

f. Introduction of controls on the placement of combustible materials in asset protection zones	As above.
---	-----------

It is proposed to consult with RFS as part of this proposal.

Flooding

Cessnock City Council mapping identifies the site as subject to flooding. It has been determined by Council staff that the proposal is considered feasible from an engineering perspective and the implications of development on the flood impacted area will be assessed at the development assessment stage.

It is proposed that flood reporting will be undertaken during the development application stage for any future proposed development on the site.

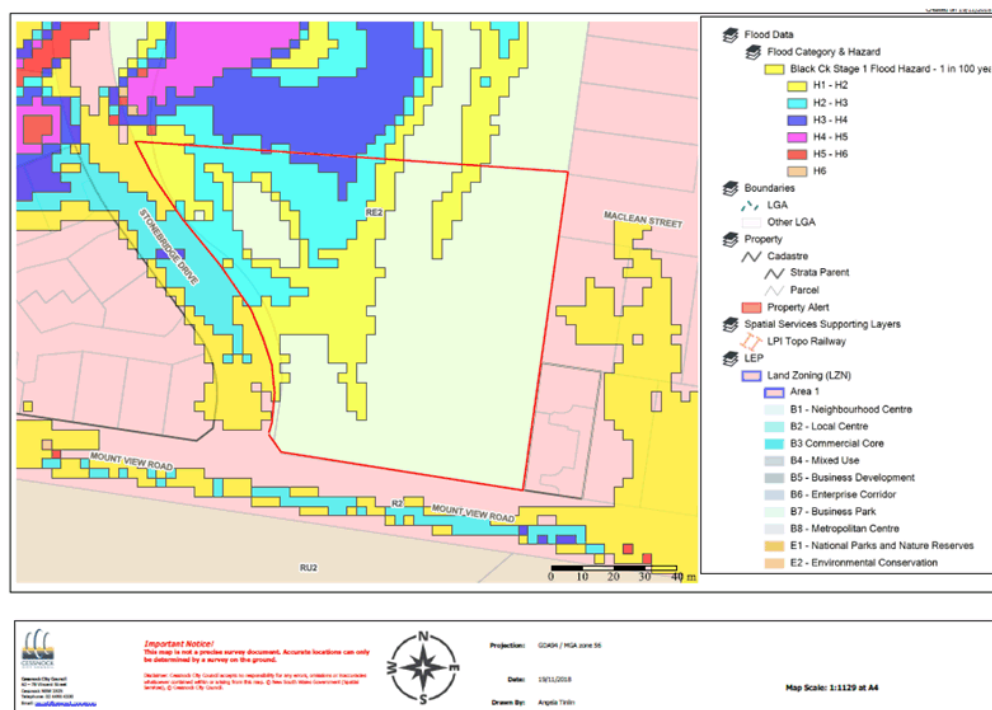


Figure 5. Hazard Category Map

Planning Proposal – 18/2018/1/1 – Stonebridge Drive, Cessnock

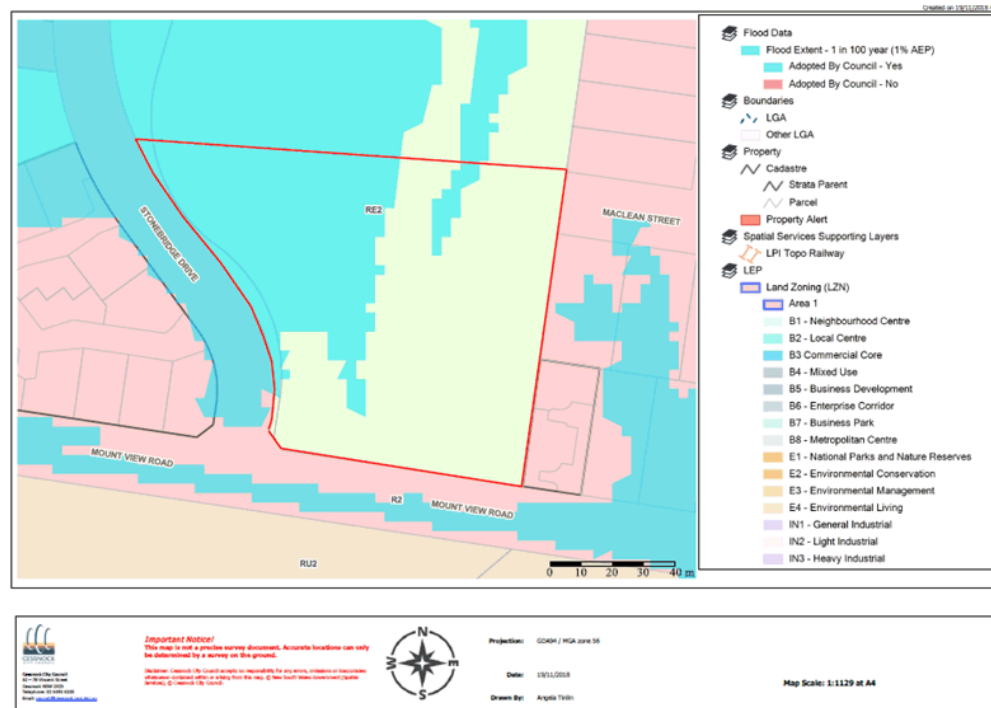


Figure 6. 1:100 year flood map

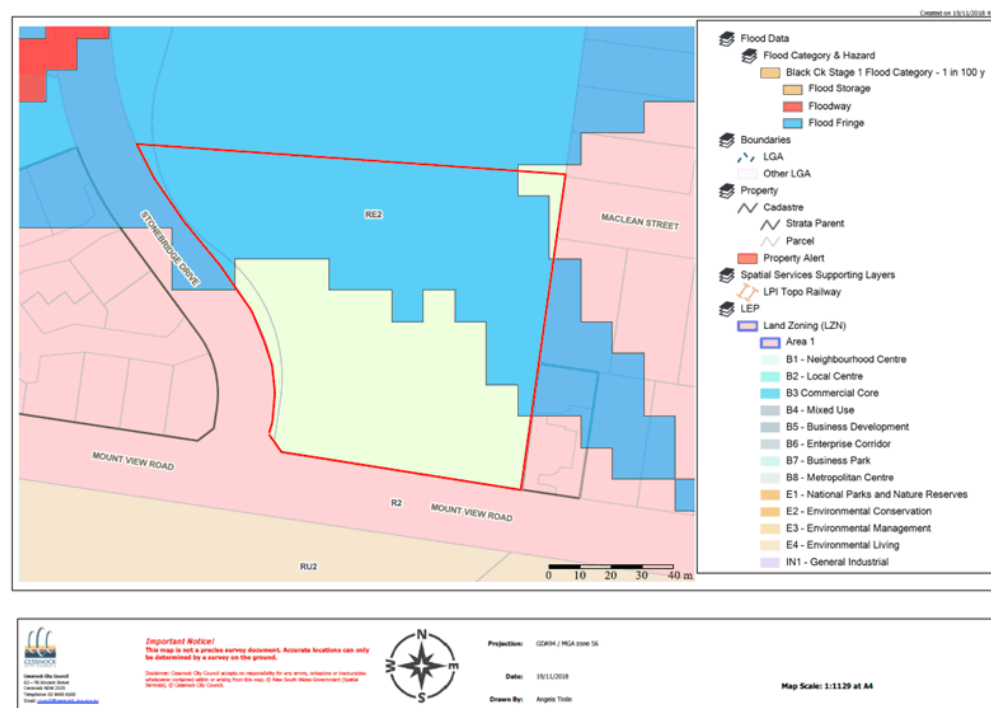


Figure 7. Hydraulic Flood Category

Planning Proposal – 18/2018/1/1 – Stonebridge Drive, Cessnock

Contamination

The site is not mapped as being contaminated or potentially contaminated. Previous and current uses of the site indicate that the site is unlikely to be contaminated.

Detailed information regarding contamination may be required at the development application stage.

Traffic

It is unlikely that the proposed rezoning will result in a significant increase in dwellings and subsequently traffic. The planning proposal will translate to a similar development to that immediately west (across Stonebridge Drive). Due to the size and scale of the proposed area it is anticipated that any traffic issues can be addressed at the Development Application stage. A traffic study may be required as part of the Gateway determination or at development application stage.

9 Social and Economic Impacts

This planning proposal will have positive social and economic impacts such as:

1. Supporting strategic planning outcomes through the provision of additional housing stock and housing choice;
2. Providing an increase in residential development opportunities within the Cessnock LGA;
3. The site is strategically well located within 2 kilometres of Cessnock city centre which provides a wide range of retail, employment, entertainment and community services;
4. Efficient use of urban land and existing infrastructure through infill development; and

Planning Proposal – 18/2018/1/1 – Stonebridge Drive, Cessnock

Section D: State and Commonwealth Interests

10 Adequate Public Infrastructure

The proposed rezoning and potential development is considered to be of a scale that is unlikely to generate demand for additional public infrastructure. The full range of utility services including electricity, telecommunications, water, sewer and stormwater are currently available on the site. It is expected that these services would be upgraded by the developer, where required, to support any future prospered development. Consultation with relevant authorities during the public exhibition of the planning proposal will establish the capacity of the current utilities to service the site.

11 Consultation with State and Commonwealth Authorities

The planning proposal is not yet at a stage of public exhibition. The Gateway determination will advise the public authorities to be consulted as part of the planning proposal process and consultation will be undertaken with those agencies as per Gateway determination specifications.

Planning Proposal – 18/2018/1/1 – Stonebridge Drive, Cessnock

Part 4: Mapping

This planning proposal seeks to amend the following mapping sheets of the Cessnock Local Environmental Plan 2011

The primary objective of the planning proposal is to:

- LZN_006CA
 - Rezone the subject area, part of Lots 1000 and 1009 DP1234890 from RE2 Private Recreation to R2 Low Density Residential
- LSZ_006CA
 - Amend Lot Size map to apply a minimum lot size of 450m² to the subject area
- APU_006CA
 - Amend Additional Permitted Use map of the Cessnock LEP 2011 to allow identify that multi dwelling housing is a permitted land use on the site with development consent.

Planning Proposal – 18/2018/1/1 – Stonebridge Drive, Cessnock

Part 5: Community Consultation

The Planning Proposal is proposed to be publicly exhibited for 28 days in accordance with Council's Advertising and Notification Requirements and the Department's LEP Guide "A guide to preparing local environmental plans".

The exhibition material will be available from the following locations:

- Council's administration building;
- Cessnock Public Library
- Kurri Kurri Public Library; and
- Council's Website at www.cessnock.nsw.gov.au

It is proposed to consult with the NSW Rural Fire Service (RFS) on the content of this Planning Proposal.

The Department's Gateway determination may make prescriptions relating to government authority and/or agency consultation and public exhibition of the proposal.

Planning Proposal – 18/2018/1/1 – Stonebridge Drive, Cessnock

Part 6: Project Timeline

	January 2019	February 2019	March 2019	April – May 2019	June 2019	July 2019	October - November 2019
Submit Planning Proposal to DoP&E							
Receive Gateway Determination							
Agency consultation							
Preparation of documentation for Public Exhibition							
Public Exhibition							
Review / consideration of submissions							
Report to Council							
Finalise Planning Proposal / request to the DoP&E that the amendment is made							

The Project Timeline will assist with tracking the progress of the Planning Proposal through the various stages of consultation and approval.
It is estimated that this amendment to the Cessnock Local Environmental Plan 2011 will be completed within 12 months.
Technical Studies have not been identified as a component of the Planning Proposal. The Department's Gateway determination may make prescriptions relating to technical studies and this may impact on the estimated completion date.

Appendix 1: Council Report and Minutes (dates)

Report to Ordinary Meeting of Council – *Date*

Minutes of Ordinary Meeting of Council – *Date*

All Council reports and minutes are accessible from Council's website:
<http://www.cessnock.nsw.gov.au/council/meetings>.

Appendix 2:

Appendix 3:

3 December 2018

The General Manager
Cessnock City Council
PO Box 152
Cessnock 2325



Winten (No. 23) Pty Ltd
Level 20, 100 Arthur Street
North Sydney NSW 2060
PO Box 55
Camberay NSW 2062
T +61 2 9929 5000
www.winten.com.au

ABN 88 096 449 366

Dear Sir,

RE: CLIFTLEIGH MEADOWS ESTATE PLANNING AGREEMENT

As discussed please herewith our formal offer to complete our respective obligations with respect to the provision of the neighbourhood and child care centres.

As you may be aware the VPA was prepared and executed in good faith by both Council and Winten on 20 August 2008.

The VPA was subsequently amended in December 2016, primarily to provide a clearer and a more user-friendly Contribution Schedule while maintaining the 2008 indicative values.

Council and Winten has always complied with the VPA requirements in order to facilitate the release of relevant subdivision certificates.

With the exception of the required maintenance of Testers Hollow Wetlands and cash contributions, the remaining outstanding items relate to Community and Child care centres.

The VPA requires Winten to dedicate 2000sqm, being 1000sqm per facility for a credit of \$180/sqm and pay the agreed values for the neighbourhood and child care centres the amount of \$650,000 and \$1,600,000 respectively.

As discussed on 19/9/18, it is Council's preference not to provide a Child Care Centre within the estate and that the residential zoned land adjacent to the proposed centres remain open space.

We write to confirm the offer to Council made by phone on the 9 October 2018.

- Winten (No.23) Pty Limited dedicate to Council approx. 2000m2 of land for the Neighbourhood Community Centre and Child Care Centre as required under the current Planning Agreement.
- In addition to this land Winten (No.23) Pty Limited dedicate a further approx. 11240m2 of land adjacent to the abovementioned land in lieu of building the Neighbourhood Child Care Centre or providing a cash contribution at the agreed indicative value of \$1,600,000.

[https://winten-my.sharepoint.com/personal/jspencer_winten_com_au/Documents/Cliftleigh/VPA/031218 Cliftleigh Planning Agreement .doc](https://winten-my.sharepoint.com/personal/jspencer_winten_com_au/Documents/Cliftleigh/VPA/031218%20Cliftleigh%20Planning%20Agreement.doc)

- Council will waive Winten's obligation under the VPA to provide the Child Care Centre or cash contribution in return for the balance of residential zoned land adjacent to the centre's. Refer the proposed subdivision plan attached.
- Winten (No.23) Pty Limited will pay Council \$650,000 being the agreed indicative value of the Neighbourhood Community Centre facility in lieu of building the facility.
- Council waive Winten's obligation to pay, on rezoning, the indicative value of \$350,000 to satisfy Item 11.1 of Table 2 of Attachment D.
- Winten make no claim for the VPA Costs to Date to deliver the Neighbourhood Community Centre and Child Care Centre being \$359,926 & \$327,160 respectively as certified by RPS and provided to Council with the Subdivision Certificate application for Stage 5-8. Refer attached for reference.

Upon agreement by Council to this offer, we ask that Council provide a Waiver similar to that provide for the release of the stages 5-8 Subdivision Certificates to formalise Council's agreement to this offer and facilitate the release of our stage 12 subdivision certificate.

If this waiver is not possible and an amendment to the VPA is required, we ask that in order to facilitate the release of Stage 12, currently under construction with the expected completion date of 12/18, we offer to provide a bank guarantee for \$180,000, being the land value for \$1000sqm, and payment of \$650,000 for the Neighbourhood centre, to facilitate the release of this stage. This means that we would have complied with item 4 and 9.1 required prior to release of the 600th lot.

This will then provide sufficient time to progress the proposed amendments the VPA.

Upon execution of the amended VPA, we will dedicate all that land adjacent to the neighbourhood site and Council will return our \$180,000 bond.

This will therefore finalise Winten's obligations under the VPA except for the Cash Contributions outlined in Table 3 of Attachment D which we will continue to pay prior to the issue of subdivision certificates on a stage by stage basis.

As I understand that Council staff have had the opportunity to consider this offer, your prompt response confirming Council's agreement will be appreciated.

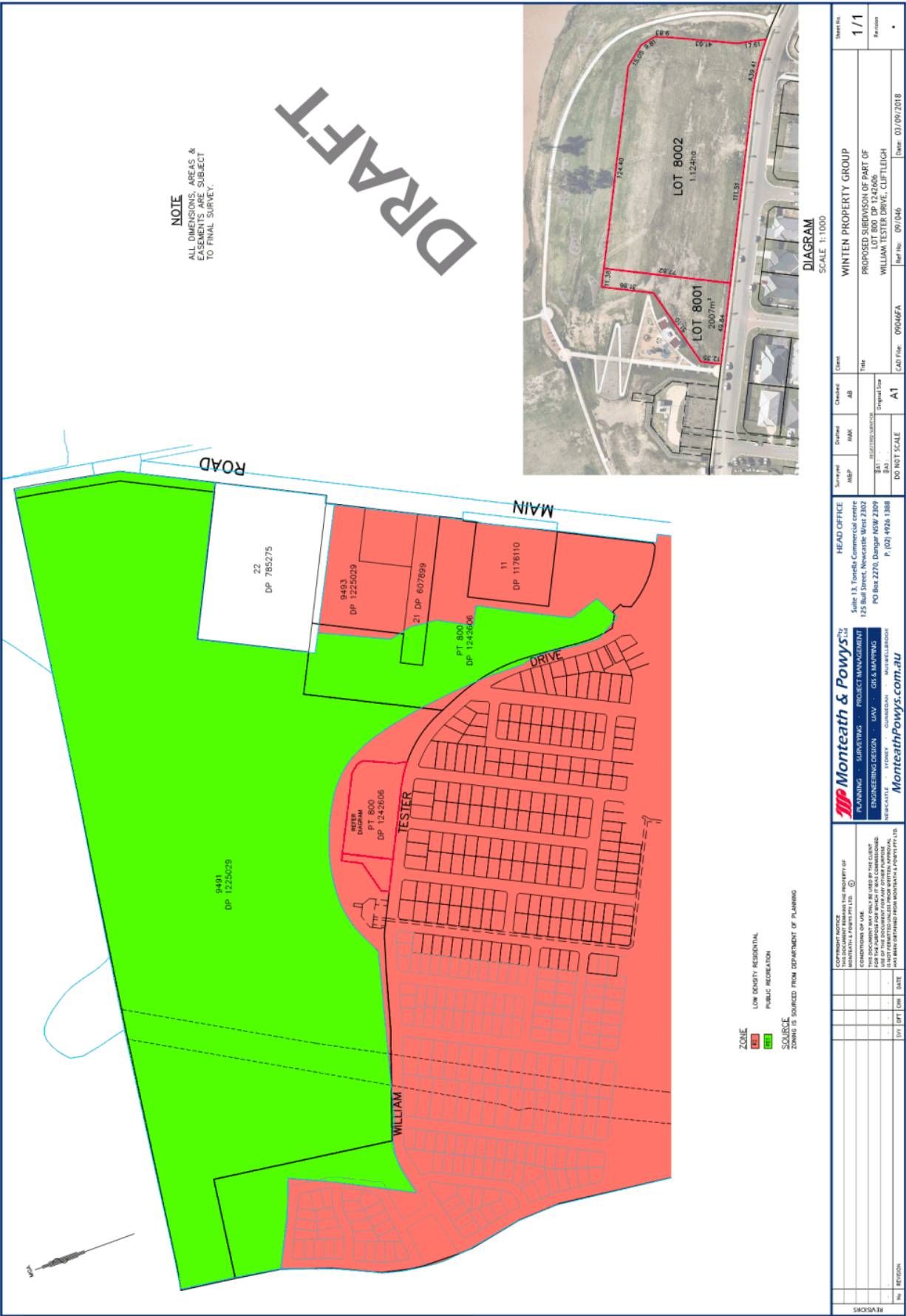
Please do not hesitate to contact me if you require any additional information or clarification.

Kind regards,



JON SPENCER
SENIOR DEVELOPMENT MANAGER

T 99295000
E jspencer@winten.com.au





BRANXTON TOWN CENTRE PUBLIC DOMAIN PLAN & IMPLEMENTATION PLAN

*PLANNING FOR OUR PEOPLE
OUR PLACE OUR FUTURE*



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Revision	Public Exhibition Dates	Adoption Date
Original		

Section 1

Public Domain Plan

1.1 Vision

The vision for the Branxton Town Centre was composed by the community during the preparation of the Branxton Subregional Land Use Strategy and Structure Plan and the Branxton Town Centre Masterplan.

To achieve this vision, seven objectives were identified. These are:

1. To revitalise the main street (Maitland Street)
2. Increase connectivity to and within the town centre
3. To improve approaches and gateways
4. To strengthen relationships to recreation areas
5. To rationalise parking
6. To respond to unique heritage and rural setting
7. To enable and encourage future development.

This public domain and implementation plan seeks to provide greater detail and costings for public domain works. When complete, these works will contribute to the achievement of the actions listed above. However, public domain works alone will not achieve the vision for the Branxton Town Centre. Vibrancy, activation and continued commercial viability can only be achieved by people visiting the town centre and spending money at local businesses. To achieve the vision, the community has a responsibility to spend time and money in the centre.

This public domain and implementation plan has been prepared by Cessnock City Council and the community. The Branxton Subregional Land Use Strategy and Town Centre Masterplan has informed much of the plan. However, there has been some departures from the Master Plan because of more detailed information and the input of urban design specialists.

Branxton is a vibrant village centre that continues to build upon its strength as an important heritage town in the Hunter Valley.

It has developed an attractive and active main street that is encircled and supported by a compact urban form, respecting its unique heritage and rural setting.

It is a local place of commerce, innovation, history and recreation.

1.2 Objectives

This public domain plan and implementation plan includes specific actions that will help achieve many of the objectives and the vision for Branxton. However, public domain works are only part of the future success of the centre. An attractive public domain that provides good connections into and throughout the centre will attract people and encourage people to dwell in the centre. The centre must support a range of retail and commercial services to meet the daily needs of the Branxton community and provide community, recreation and entertainment activities. The community must also contribute to the viability of the centre by supporting local businesses.



Revitalise the main street (Maitland Street)

Branxton enjoys a wide road corridor (Maitland Street) that previously serviced a high volume of traffic before the Hunter Expressway opened. Maitland Street's configuration now provides ample area for public domain improvements such as widened footpaths and landscaping.

Branxton's compact town centre includes many historic buildings that strongly contribute to the unique identity of the centre. New development should be sympathetic to these buildings by reflecting the bulk and scale and rhythm of these buildings. Materials and building design should be reflective of styles that exist or complementary to those in the centre.

The public domain should be safe, functional and prioritised for pedestrians while providing convenient access for vehicles. Public domain elements, such as pavements, furniture and lighting should be recessive in the streetscape to highlight the built elements.

Landscaping should be used extensively along Maitland Street to instil a sense of arrival into the centre, the calm traffic and to provide shade in summer.

Buildings should address Maitland Street and provide active street frontages.

Improve connectivity to and within the town centre

Branxton is a compact town centre. With some modifications to the road and pedestrian networks, significant improvements to the circulation and wayfinding may be achieved. The works would increase the permeability of the centre to the surrounding residential area and improve the walkability of the centre.

Improve approaches and gateways

Landscaping, entry statements, public art and building treatments should be used to create a sense of arrival into the centre.

Strengthen relationships to recreation areas

Branxton Oval, the Branxton Golf Course, Millers Park and the Sports Club are within 1km of the town centre. Improving connections between the town centre and these sites, as well as other community facilities, by continuous pavement, wayfinding initiatives and uniform furniture may improve the walkability of the centre.

Rationalise parking

The significant reduction of highway traffic traveling through the town centre allows the reconfiguration of the road corridor and reconsideration of existing parking assets. The consolidation of car parking at the rear of sites would be more convenient and efficient and less intrusive on the heritage streetscape. There may also be opportunities to augment Council's parking assets and to utilise underused parking areas such as at Branxton Oval.

Respond to unique heritage and rural setting

Branxton's unique heritage and rural setting is a point of difference from other centres in the area. These qualities should be respected by new development within the centre and any streetscape improvements including landscaping and furniture.

Enable and encourage future development

Land use and development policies should provide flexibility to encourage and support development in the centre while maintaining sufficient rigour to protect the heritage and mitigate against risk from flooding.



1.3 Open spaces and public squares

The town centre already benefits from the large and well established open spaces and recreational areas. These include Branxton Oval at the end of John Rose Avenue, Branxton Golf Course and Miller Park.

Providing additional public spaces within the town centre will assist in revitalising the main street by providing opportunities for people to meet and remain in and around businesses. Public spaces can also accommodate landmark features that draw attention to and demarcate the town centre as an important place.

The public spaces could include seating, shelters, public amenities, signage and public art to improve accessibility and quality experience for people living, working and visiting the town centre.

Branxton Oval

Branxton Oval is an important recreation and open space asset and a short walk (100m) from the town centre. It is accessed off John Rose Avenue and comprises a playing field, a small grandstand, croquet club, public amenities and a RV dump station. RV overnight camping is also available at the oval and Branxton is recognised as a RV Friendly town because of this facility.

The oval also has an historic rotunda and obelisk which together forms a war memorial. However, the setting of these structures could be improved. Additional landscaping treatment and the formalisation of the space could improve the setting of the items in their current location.

The car park provides a location for school children to interchange between one bus route and another in the afternoon. The public domain plan recommends the construction of a shelter alongside the oval to provide an all-weather alternative to the rotunda. It will also provide additional shelter during sporting events. Parking is available at the oval; however the parking area is not lined or formalised.

Key initiatives for Branxton Oval are:

- Formalise car park area and line car parks.
- Allow developers to offset some car parking deficiencies within the town centre to the oval by way of contributions or planning agreements to fund improvements to the car park.
- Provide pedestrian and vehicular signage to and from the Oval from the town centre.
- Improve the circulation of vehicles around the car park.
- Improve pedestrian pavements along John Rose Avenue.
- Upgrade amenities.
- Improve the setting of the historic rotunda and the obelisk.
- Provide additional facilities to facilitate the interchange and to protect the rotunda and obelisk.
- To provide additional signage to direct RV campers to the camping area and stipulate the terms of use.

Branxton Golf Course

Branxton Golf Course is an important private recreation asset in the Branxton Town Centre Area. No works are proposed for the golf course. However, signage will be provided to direct visitors to the clubhouse on Cessnock Road.

Miller Park

Miller Park is a regional sporting facility located outside of the Branxton Town Centre Area. It contains sports fields, the Branxton Swimming Pool, a playground and netball and tennis courts. Directional signage will be provided in the town centre to direct visitors to the park.

Public Square – Maitland Street and Cessnock Road

A new public square is proposed on part of the Council owned car park at the corner of Maitland Street and Cessnock Road. The park would become an entry statement to the town centre with additional landscaping treatment. It should accommodate picnic tables, public amenities and public art.

The park area is approximately 800m² and may result in the loss of approximately 20 car parks. Some of these car park losses will be addressed by a better design and by imposing timing restrictions to prevent the car park being used by commuters. **See 1.5 Car Parking.**

Council has received funding to undertake part of these works (soft and hard landscaping) and this work will commence in 2019. In the future, the park may include amenities and play equipment; however, this was not part of the current funding.

Public Square – Maitland and Clift Streets

Another new public square is recommended on the corner of Maitland and Clift Streets. However, this is private land and any works in that location will be subject to the agreement and support of the landowner. This small, 200m² area would provide for the opportunity for the expansion of alfresco dining into the space and for landscaping. Improvements should also include seating, shelters, public amenities, signage and public art to improve accessibility and quality experience for people living, working and visiting the town centre.

The works would result in the loss of around 6 car spaces. However, this could be offset by formalised parking around Branxton Oval or consolidated parking at the rear of the buildings.



Alternatively, the site (in part) could accommodate a two-storey building. A well-designed and sympathetic corner building could make an important contribution to streetscape in this location. However, parking would have to be provided elsewhere in the town.

1.4 Community facilities

Community facilities are already distributed throughout the town centre, including halls, a pre-school, police station, and church. These provide a wide range of services for people of various ages and needs within the community. No additional community facilities are planned at this stage.

Greater utilisation of and access to the existing community facilities could be provided by improvements to footpaths, vehicle circulation, car parking and increased population within the town centre.

1.5 Car parking

There are two public car parks Branxton. One is a Council owned, formalised car parking on the corner of Maitland Street and Cessnock Road. It has a capacity of approximately 55 spaces. The other car park is at Branxton Oval. Other than two dedicated disabled car spaces there is no formalised parking at this location.

There is timed on street parking along Maitland Street. Additional parking is provided on private land associated with the cafe and pet shop, the hotel and IGA Supermarket.

A number of initiatives are proposed to provide adequate, convenient and accessible car parking without compromising the viability of development or adversely impact on the streetscape and public domain.

To provide a public square on the corner of Maitland Street and Cessnock Road, it will be necessary to dedicate part of council's car park. This would result in the loss of approximately 20 car spaces.

The car park at Branxton Oval is not formalised and apart from two disabled spaces, it is unlined. Greater use of the car park could be achieved with better signage to the car park from Maitland Street and formalisation of the car park. An option to offset car parking requirements for development through a contribution (monetary or works-in-kind) should be provided to achieve upgrades in the car park.

To prioritise pedestrian movement and encourage active uses along the southern side of Maitland Street, driveways between Cessnock Road and Clift Street should be rationalised. To access the rear of those sites two initiatives are proposed.

1. Reinstatement of John Street by reclaiming part of the driveway to the strata development and medical centre and rationalising the entrance to the car parks at the rear; or
2. Providing a consolidated and connected car park at the rear with entrances to both Cessnock Road and Clift Street.

Option 1 is the preferred option; however, it may only be achieved with the support of the Body Corporate of the strata development. Option 2 will require the agreement and support of each property along Maitland Street between Cessnock Road and Clift Street. This option is more realistic as the consolidated car parking arrangements will benefit many of these land owners by providing additional opportunity at the rear of their sites for development. It will also facilitate the public domain works at the front of their properties.

On street parking exists along Maitland Street. This parking is proposed to remain and the time limits removed. However, some spaces may be required to achieve public domain improvements. Overtime, the use of these spaces should be monitored and if necessary, appropriate time limits be reinstated to achieve the desired parking outcomes. For example, it may be necessary to impose time limits to ensure there is a high level of turnover at peak periods.

Key car parking initiatives include:

-
- Upgrade Branxton Oval car park and Council owned car park, including lining and signage.
 - Review time limits at Council owned car park to discourage its use by all-day commuters.
 - Review time limits along Maitland Street to maximise turnover during peak periods and provide convenience during less busy times.
 - Provide signage to car parking assets within the town centre.

1.6 Streetscapes

Street Typologies

Streets are not only corridors for the movement of vehicles. Streets are important public spaces that provide an environment for activities and social gatherings. The reduced traffic (volume and type) on Maitland Street since the opening of the Hunter Expressway has resulted in a more pleasant corridor. Maitland Street's generous configuration provides opportunities to significantly improve the public realm by widening pedestrian pavements, providing additional crossing points and installing landscaping.

The centre's secondary streets, Clift Street (major movement) and Cessnock Road (minor movement) accommodate local traffic accessing the Branxton's residential area and through traffic driving to Huntlee, Cessnock and the vineyards. John Rose Avenue links the centre to Branxton Oval and to the RV *free* camping site. The oval may also provide improved parking to offset parking concessions in the town centre. The remainder of the network consists of local roads serving the residential and employment uses in the centre.

Two major initiatives were identified in the Branxton Town Centre Masterplan that create new connections for pedestrian and vehicle movement.

The first is the reinstatement of the John Street (or part thereof) behind the centre. This may have significant benefits by rationalising the double-entry on Cessnock Road and increasing the permeability of the centre. However, this initiative is wholly dependent of the support of the Body Corporate of the adjoining strata development and the properties along Maitland Street. Alternatively, a thoroughfare could be wholly accommodated within the rear of those lots by integrating car parking.

The second initiative is the construction of a pedestrian laneway through 56-58 Maitland Street to improve permeability of the centre and to facilitate access to the car parking at the rear.



'Beyond their use for moving people and goods, streets comprise an extensive network of public open spaces that can facilitate social, civic, and economic interactions.'¹

1. New York City Department of Transport (2009), Street Design Manual. United States: Vanguard Direct, p23.

1.7 Pedestrian improvements

Improving the pedestrian environment is central to the future success of the Branxton Town Centre. Improving footpaths encourages walking and widening pavements may provide for active uses such as outdoor dining. Foot fall (how many people walk past a shop) is important for the ongoing viability of many retail uses.

Most of the pavements in the centre are identified for improvement. The pavement on the southern side of Maitland Street between Clift Street and Cessnock Road is proposed to be widened to provide areas for outdoor dining. To prioritise pedestrians and to reduce potential conflict between pedestrians and vehicles, driveways in this area should be rationalised and vehicular access provided via the rear of the sites.

Permeability refers to how easy it is for pedestrians to move through the centre. To increase the permeability of the centre, two additional crossings are proposed and a pedestrian thoroughfare from the car parking area at the rear of the buildings to Maitland Street are identified.

Improving wayfinding (through signage and other cues) will assist pedestrians to move through the centre and to direct them to facilities such as toilets and parking areas. **See 1.15 Wayfinding and Signage Strategy.**

1.8 Street Type: Maitland Street

Maitland Street will be the focus of public domain improvements in the Branxton Town Centre. The strong, heritage streetscape will be maintained and new buildings will be consistent in bulk and scale. Wide pedestrian pavements will be installed with an additional pedestrian crossing point. Street furniture in the town centre will be consistent and recessive to the built form. Extensive landscaping will be planted throughout the centre. Active land uses will address Maitland Street and provide opportunities for alfresco dining.

Series of recommendations

Design initiatives that assist with this may include:

- Street tree planting to define the character and provide shade;
- Generous footpath widths;
- Active and open building facades to encourage and invite users;
- Appropriate lighting;
- Maintain a built form with a strong edge, is consistent in bulk and scale with existing building and encourage active uses.
- Public artworks and cultural markers; and
- A street furniture palette that enhances the centre's character

Character and Design Principles

- Mitigate large scale road environment with large tree planting to form boulevards / avenues and central median planting.
- Reduce turning lanes to the minimum length required to accommodate the new traffic levels at the following intersections:
 - Maitland Street / Cessnock Road
 - Maitland Street / John Rose Avenue and Clift Street

- Replace shared turning lane with low level, median planting between Bowen Street and Clift Street.
- Consider replacing shared turning lanes with median planting between Station and Bowen Streets (outside Branxton Town Centre Area).
- Driveway crossings are to be phased out (with exception) between Clift Street and Cessnock Road to prioritise pedestrians and improve pedestrian safety.

Street Trees and Planting

Street trees will be installed in accordance with the public domain plan and the street tree palette.

Materiality and furniture

Materiality and furniture shall be provided in accordance furniture and materials schedule.

Lighting

New, light poles are to be installed to permit the installation of banners, and other fittings and technologies. Light fittings are to illuminate the public domain, cycleways and road carriageways. Lighting should include feature lighting at major gateways to Branxton Town Centre.



Figure 1: Streetscape improvements - Maitland Street.



Figure 2: Maitland Street and Cessnock Road Intersection.

1.9 Street Type: Secondary Streets (Clift Street, Cessnock Road and John Rose Avenue)

Clift Street, Cessnock Road and John Rose Avenue will form the secondary street network. These corridors will be improved by the installation or reparation of pedestrian pavements and the planting of street trees. These roads will provide a sense of arrival and departure to the town centre. These roads will also provide safe and convenient pedestrian routes from the car parks at Branxton Oval and the Council-owned carpark off Cessnock Road to the centre.

Character and Design Principles

- Secondary roads, primarily to connect car parking areas at the rear of site to the main street.
- Some active uses that wrap around corners from Maitland Street.
- High pedestrian amenity and high quality of finish is essential.
- Accommodate bus stops connecting Branxton to Maitland and Cessnock.

Series of recommendations:

- Improve pavements and signage
- Improve/provide lighting between car parking areas at the rear of the sites to Maitland Street.
- Provide soft entry statements or thresholds (such as tree planting, landscaping, changes in pavement materials).

Street Trees and Planting

Street trees will be installed in accordance with the public domain plan and the street tree palette.

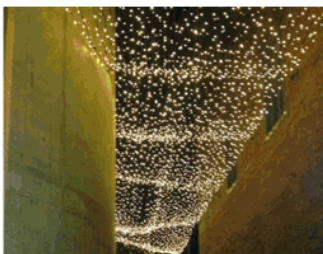
Materiality and furniture

Materiality and furniture shall be provided in accordance furniture and materials schedule.

Lighting

Lighting to guide pedestrians between car parks to the main street and along John Rose Avenue to the RV camping site should be provided.

1.11 Street Type: Pedestrian thoroughfare



A pedestrian thoroughfare is proposed between the rear of the properties along Maitland Street and Maitland Street itself. The thoroughfare will increase the permeability of the centre and provide direct, convenient access from the proposed consolidated car park to main street business. Active uses from adjoining businesses will be encouraged to spill into the thoroughfare and the public domain treatment will ensure that it is safe and inviting for pedestrians.

The distance between the existing buildings is approximately 10.0m. Therefore, there is adequate area to accommodate landscaping, a pedestrian pathway and active uses.



Character and Design Principles

The primary purpose of the proposed pedestrian thoroughfare is to increase permeability to Maitland Street from the consolidated car park at the rear of the buildings. The thoroughfare will provide a safe and attractive route. It will provide an opportunity for uses to spill into the thoroughfare from Maitland Street such as dining.



The thoroughfare will also provide a unique canvas to provide artwork, installations and other artist expressions that may not be appropriate on the main street.

Street Trees and Planting

- Capacity to incorporate climbers on wire trellis along laneway walls - green walls.
- Artistic installation complimentary to the theme of wine country or some other appropriate reference.
- Large planters housing shade-tolerant trees and accent planting.



Materiality and Furniture

- Unit paving to compliment the treatment along Maitland Street.
- Moveable furniture items to uses to spill into the thoroughfare.
- Materials and furniture shall be provided in accordance with the public domain plan and the materials and furniture palette.



Lighting

- Feature catenary lighting spanning across the laneway may be provided if practical.
- Potential for light installations along with public sculptures, and temporary exhibits within the thoroughfare.

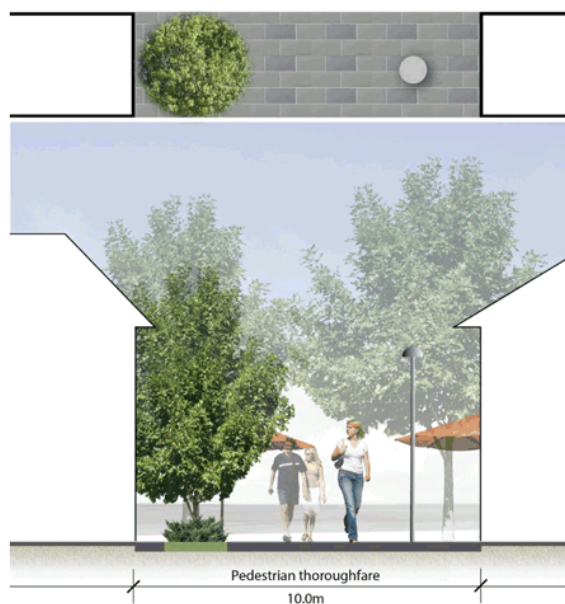


Figure 3: Figure No 12: Cross Section – Laneways.

'Open spaces are
significant public assets
that contribute to the
development of
engaging, liveable and
sustainable centres and
communities.'

1.14 Public Domain Plan


The re-routing of significant volumes of traffic from the Branxton Town Centre to the Hunter Expressway presents an opportunity to improve the public realm and create an environment to attract locals and visitors to the centre.

Branxton Town Centre has significant built heritage assets and a generous street width. This provides a unique opportunity to improve the public realm.

The purpose of this Public Domain Plan is to provide a vision and cohesive plan to guide future works in the centre.

The conceptual designs are a generator for directing new development. Indicative in nature, they present ideas and opportunities for creating interesting and engaging public spaces with community amenity as the driver. Street connections, parks, open spaces and urban squares present an opportunity to define the character of the overall Precinct and to provide a high quality, integrated public domain of significance to both locals and to visitors.

The Public Domain plans bring together the hierarchy of open spaces and street corridors which have presented as part of the open space and streetscape typologies chapter. It is here that the individual characteristics envisioned for each site and street corridor have been exhibited in more depth and detail.



A strong heritage
streetscape framed by
extensive landscaping
provides an attractive local
place of commerce,
innovation, history and
recreation.

1.15 Wayfinding Signage Strategy

The public domain is more welcoming and accessible if directional signage and visitor information is provided at central locations, and at key decision points, within the town centre.

Wayfinding within Branxton should be reinforced with visual cues; such as paving treatments; street tree planting; public artworks. Directional and information signage adds an extra layer to these visual cues, and is particularly helpful in identifying the best route to key destinations within the town centre.

Wayfinding signage will prioritise:

- the approach of motorists, pedestrians and cyclists as they enter the town centre;
- navigation for pedestrians and cyclists and motorists seeking car parking;
- signage to the RV camping site at Branxton Oval and the dump point;
- signage to amenities, community facilities and tourist attractions; and
- signage that encourages active transport through safe routes.

Wayfinding signage is to be prepared and installed in accordance with Roads and Maritimes Services' policies and:

- Cessnock LGA Signage Strategy;
- Cessnock LGA Implementation Plan; and
- Installation of Directional Signs for Community Facilities and Services Policy.

1.16 Pedestrian wayfinding

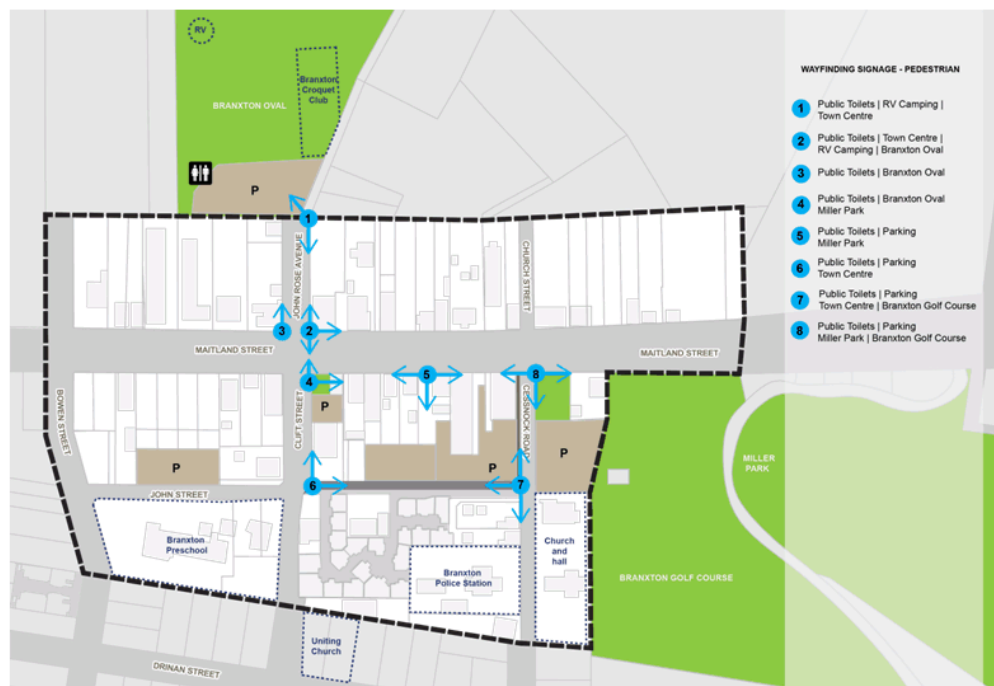


Figure 4: Wayfinding signage - pedestrian.

1.17 Vehicular wayfinding

Vehicular directional signage that was installed throughout Branxton, particularly along Maitland Street, is reflective of the previous classification of the road. Now the Maitland Street is no longer a highway classification, there should be efforts to remove the highway signage and install more appropriate, low-key signage.



Figure 5: Wayfinding signage - vehicular.

Section 2

Design Concept



BRANXTON TOWN CENTRE
STREETSCAPE DESIGN PACKAGE
FOR: CESSNOCK CITY COUNCIL



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BRANXTON STREETSCAPE



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BRANXTON TOWN CENTRE
STREETSCAPE DESIGN PACKAGE
FOR: CESSNOCK CITY COUNCIL

SKETCH CONCEPT

Returning Branxton CBD from New England Highway to Maitland Street and vibrant village centre.

The purpose of this project is to address the scale and expanse of the streetscape by making the village centre more approachable and secure for pedestrian users. It provides more public open space with increased amenity along the length of Maitland Street and considers street tree planting for increased shade, beautification and to achieve a more natural human scale.

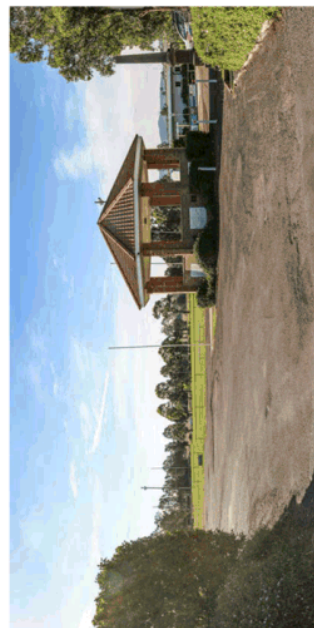
Connectivity of the main street with adjoining side streets.

The project creates a relationship between side streets, Branxton CBD and the sense of 'arrival' from surrounding areas. It proposes appropriate locations for public open space that best serves the needs of the town and its community.



Upgrading entry, car parking, RV throughfare and memorial rotunda at John Rose Oval.

The project formalize car park and traffic lane alignments to better suit increased use by sports ground users, proposed Agri Hub users and RVs who visit the site for overnight stays. It offers better pedestrian connectivity from Maitland Street to John Rose Oval and increases tree planting for spectator seat shading, and more comfortable pedestrian movement.



KEY OUTCOMES

BRANXTON TOWN CENTRE
STREETSCAPE DESIGN PACKAGE
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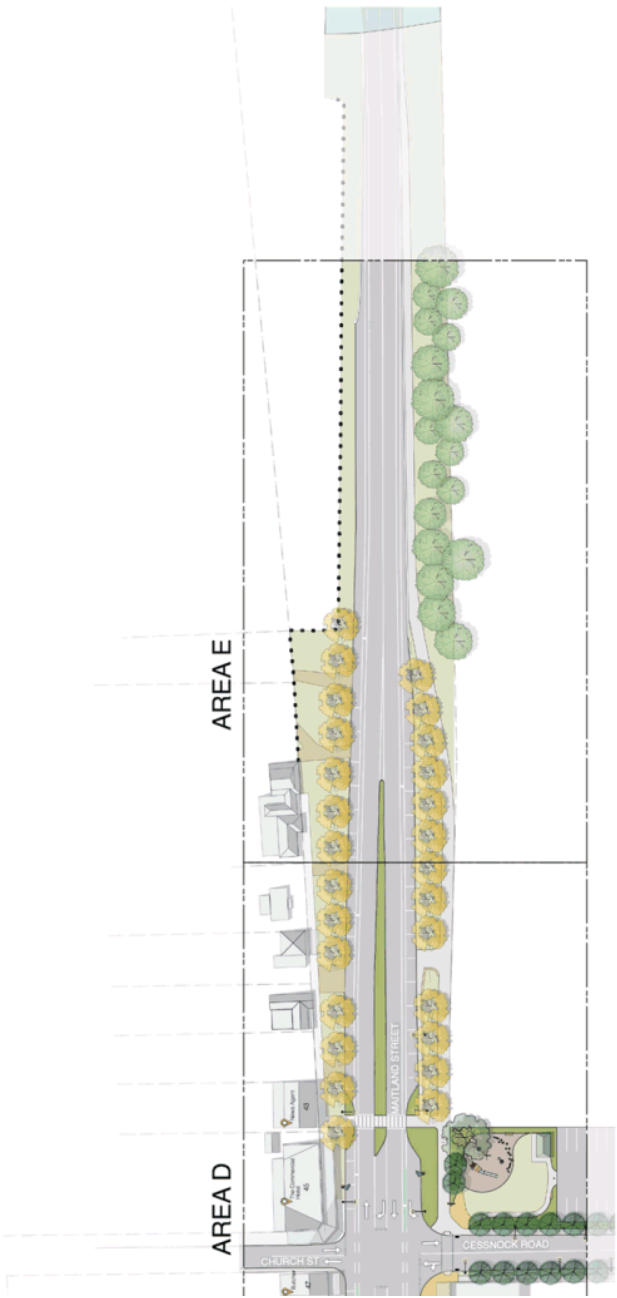
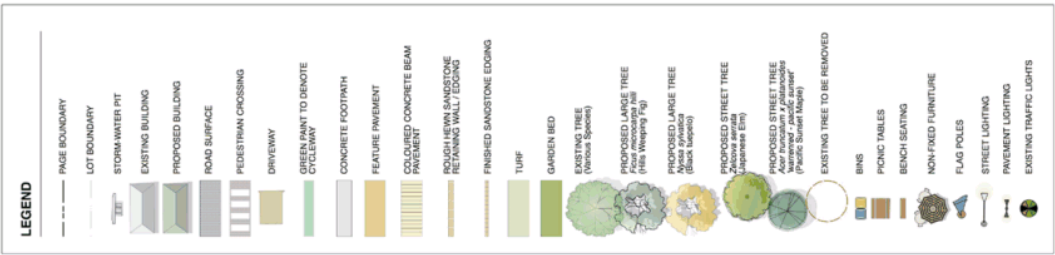
OVERALL PLAN - Not to scale

DEVELOPED CONCEPT

BRANXTON TOWN CENTRE
STREETSCAPE DESIGN PACKAGE
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BRANXTON TOWN CENTRE
STREETSCAPE DESIGN PACKAGE
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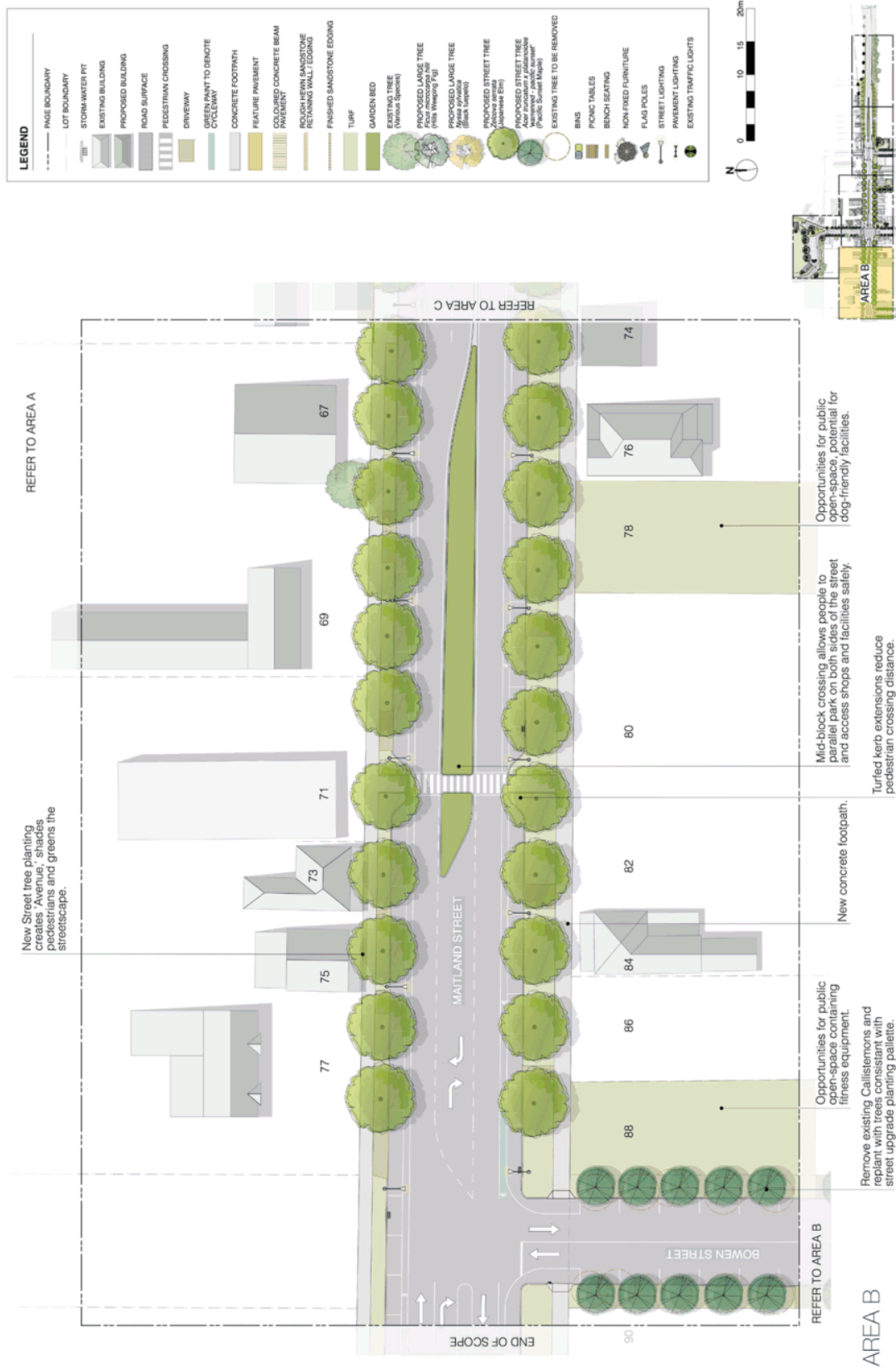
DEVELOPED CONCEPT



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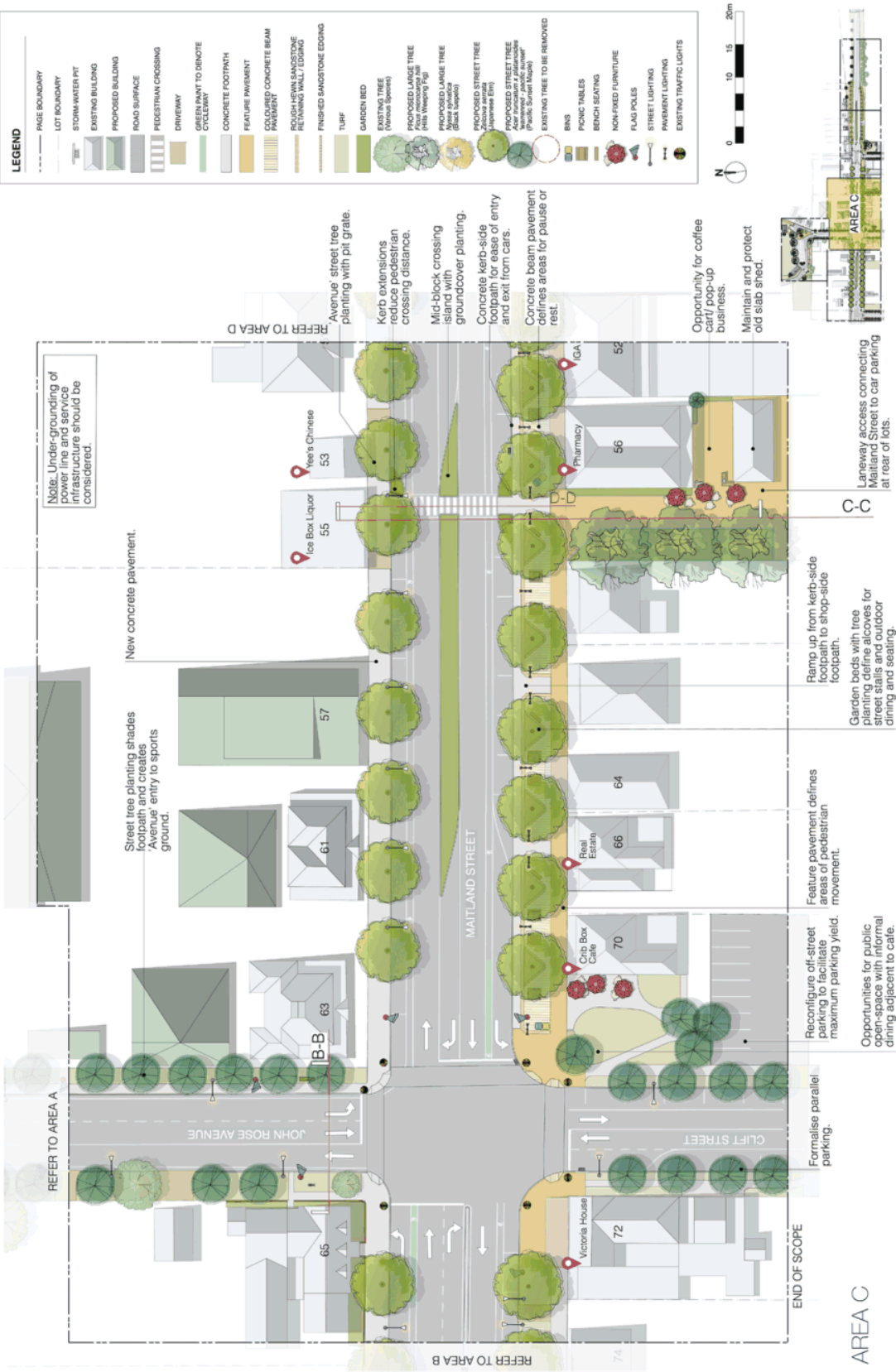
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DEVELOPED CONCEPT



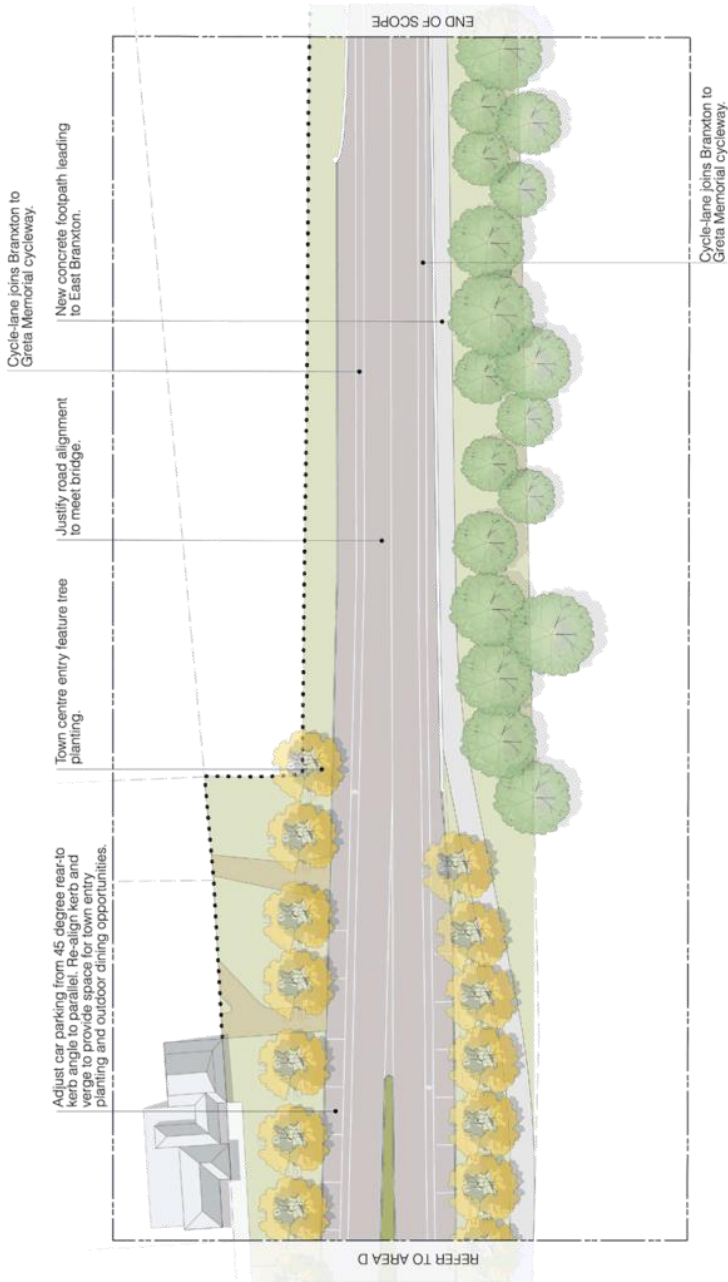
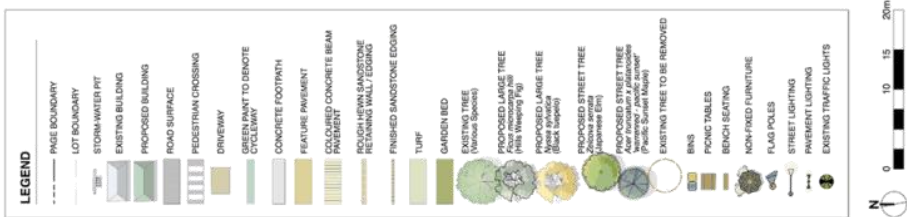
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BRANXTON TOWN CENTRE
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DEVELOPED CONCEPT





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BRANXTON TOWN CENTRE
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DEVELOPED CONCEPT



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DEVELOPED SECTIONS





Nyssa sylvatica
Black Tupelo



Zelcova serrata
Japanese Elm



Acer truncatum x platanoides 'Warrenred' Pacific Sunset



Ficus microcarpathilli
Hills Weeping Fig

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BRANXTON TOWN CENTRE
STREETSCAPE DESIGN PACKAGE
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DEVELOPED CONCEPT - PLANTING



Preferred



Circular tree grate



Coffee cart



Picnic



Preferred

Seating



Preferred



Amenities



Outdoor dining



Banners



Preferred

Pedestrian lighting



Street lighting



Cycle way



Preferred

Bins



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BRANXTON TOWN CENTRE
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DEVELOPED CONCEPT - FURNITURE



Rough hewn sandstone retaining wall



Rough hewn sandstone edging



Sandstone finished edging



Concrete footpath



Concrete suspended plank pavement



Sandstone flagstone pavement



Sandstone paving



Coloured concrete pavement

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BRANXTON TOWN CENTRE
STREETSCAPE DESIGN PACKAGE
FOR: CESSNOCK CITY COUNCIL

DEVELOPED CONCEPT - MATERIALS

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Section 3

Preliminary Budget Estimate





Preliminary Budget Estimate

19/10/2018 2018.87 Preliminary Budget Estimate Rev 1 19.10.2018
for **Moir Landscape Architecture**

*Preliminary Budget Estimate
Branxton Town Centre Streetscape Upgrade*

Description	Quantity	Unit	Rate	Markup	Total
DIRECT COSTS					\$4,732,431.59
1. MAITLAND STREET PUBLIC DOMAIN (SOUTHERN SIDE)					\$726,493.05
2. MAITLAND STREET PUBLIC DOMAIN (NORTHERN SIDE)					\$179,680.74
3A. MAITLAND STREET CORRIDOR (CESSNOCK RD TO CLIFT ST)					\$858,213.89
3B. MAITLAND STREET CORRIDOR (CLIFT TO BOWEN STREETS)					\$301,672.05
3C. MAITLAND STREET CORRIDOR (MAITLAND STREET TO CESSNOCK ROAD)					\$668,053.22
4. CESSNOCK ROAD					\$770,544.02
5. CLIFT STREET					\$174,443.45
6. JOHN ROSE AVENUE AND BRAXTON OVAL PARKING AREA					\$1,053,331.18
OTHER PROJECT COSTS					
DESIGN FEES					
AUTHORITIES FEES & CHARGES					
ESCALATION					
SCHEDULE OF INFORMATION					
Branxton Town Centre Master Plan *received 19/09/2018		NOTE	\$0.00		
Scope Comments & email from Hannah Cheetham dated 19/09/2018		NOTE	\$0.00		
SCHEDULE OF EXCLUSIONS					
Tendering Costs - EXCL.		NOTE	\$0.00		
Staging Costs - EXCL.		NOTE	\$0.00		
Design Fees - EXCL.		NOTE	\$0.00		

Description	Quantity	Unit	Rate	Markup	Total
Authorities Fees & Charges - EXCL.		NOTE	\$0.00		
Delay costs including Inclement Weather- EXCL.		NOTE	\$0.00		
Testing, treatment & management of contaminated material/buried rubbish on site - EXCL.		NOTE	\$0.00		
Unknown ground conditions & engineers design - EXCL.		NOTE	\$0.00		
Cost escalation beyond October 2018 - EXCL.		NOTE	\$0.00		
Subtotal					\$4,732,431.59
Adjustment					\$0.00
Post adjustment					\$4,732,431.59
G.S.T [10%]					\$473,243.16
Total					\$5,205,674.75



Preliminary Budget Estimate

19/10/2018 2018.87 Preliminary Budget Estimate Rev 1 19.10.2018
for Moir Landscape Architecture

Preliminary Budget Estimate
Branxton Town Centre Streetscape Upgrade

Description	Quantity	Unit	Rate	Markup	Total
DIRECT COSTS					\$4,732,431.59
1. MAITLAND STREET PUBLIC DOMAIN (SOUTHERN SIDE)					\$726,493.05
Preliminaries:					\$52,209.35
Allowance for Preliminaries (10%)	1	item	\$52,209.35		\$52,209.35
Demolition:					\$32,927.00
Sawcut existing AC pavement not exceeding 100 thick	165	m	\$10.00		\$1,650.00
Demolish & dispose of the following off site:					\$23,277.00
Existing street furniture	1	Item	\$5,000.00		\$5,000.00
Existing kerb & gutter	45	m	\$28.00		\$1,260.00
Existing AC pavement	191	m2	\$32.00		\$6,112.00
Existing concrete footpath	106	m2	\$35.00		\$3,710.00
Existing pram ramp	2	m	\$50.00		\$100.00
Existing driveway	159	m2	\$35.00		\$5,565.00
Existing concrete driveway layback	34	m	\$45.00		\$1,530.00
Protect & Retain the following:					\$8,000.00
Traffic lights (2No.)	1	Item	\$3,000.00		\$3,000.00
Royal Federal Hotel' frontage (73m2)	1	Item	\$5,000.00		\$5,000.00
Groundworks:					\$5,517.50
Allowance for stripping topsoil on site for new footpaths & gardens	1,425	m2	\$3.50		\$4,987.50
Allowance to boxout for new kerb & turf along existing roadway not exceeding 150 thick	20	m2	\$14.25		\$285.00
Allowance to for tip fees to haul & dispose of spoil	7	t	\$35.00		\$245.00

Description	Quantity	Unit	Rate	Markup	Total
Concrete Kerbs & Paths:					\$143,822.96
Kerb Type SB	24	m	\$37.89		\$909.36
Driveway layback	8	m	\$132.95		\$1,063.60
Allowance for coloured concrete pavement	301	m2	\$160.00		\$48,160.00
125 thick reinforced concrete footpath	184	m2	\$110.00		\$20,240.00
Allowance for sandstone feature pavement	254	m2	\$275.00		\$69,850.00
Pram ramp	4	No.	\$900.00		\$3,600.00
Stormwater:					\$10,500.00
Allowance to construct new concrete kerb inlet pit	3	No.	\$3,500.00		\$10,500.00
Street Furniture:					\$48,500.00
Supply & installation of picnic table & bench	9	No.	\$2,500.00		\$22,500.00
Supply & installation of bench	7	No.	\$2,000.00		\$14,000.00
Supply & install rubbish bin complete	2	No.	\$2,000.00		\$4,000.00
Supply & installation of flag poles	2	No.	\$1,500.00		\$3,000.00
Allowance for sundry street furniture including bike hold rails & bollards etc	1	Item	\$5,000.00		\$5,000.00
Signage:					\$2,000.00
Allowance for street signage	1	Item	\$2,000.00		\$2,000.00
Services & Utilities:					\$114,500.00
Potable Water:					\$7,500.00
Allowance for Bubblers complete including connections	1	No.	\$7,500.00		\$7,500.00
Lighting:					\$77,000.00
Allowance for lighting to footpath pavements	14	No.	\$5,500.00		\$77,000.00
Provisional Allowance for adjustments to existing utilities	1	PSUM	\$30,000.00		\$30,000.00
Landscaping:					\$164,326.00
Cultivate subgrade	98	m2	\$0.50		\$49.00
Allowance for garden beds complete including soil, edging & mulch	98	m2	\$49.00		\$4,802.00
Allowance for plants (200mm)	98	No.	\$25.00		\$2,450.00
Nominal 1000 high sandstone retaining wall	146	m2	\$850.00		\$124,100.00
Allowance for nominal 200 high finished sandstone edging	86	m	\$175.00		\$15,050.00
Allowance for street tree- Hills Weeping Fig (100ltr)	13	No.	\$550.00		\$7,150.00
Mulch ring to last	13	No.	\$75.00		\$975.00

Description	Quantity	Unit	Rate	Markup	Total
Allowance for tree guard	13	No.	\$750.00		\$9,750.00
Contractors Overheads & Margin:					\$86,145.42
Allowance for Contractors Overheads & Margin (15%)	1	item	\$86,145.42		\$86,145.42
Contingency:					\$66,044.82
Allowance for Contingency (10%)	1	item	\$66,044.82		\$66,044.82
2. MAITLAND STREET PUBLIC DOMAIN (NORTHERN SIDE)					\$179,680.74
Preliminaries:					\$12,912.74
Allowance for Preliminaries (10%)	1	item	\$12,912.74		\$12,912.74
Demolition:					\$23,147.00
Sawcut existing AC pavement not exceeding 100 thick	132	m	\$10.00		\$1,320.00
Demolish & dispose of the following off site:					\$18,827.00
Existing street furniture	1	Item	\$5,000.00		\$5,000.00
Existing kerb & gutter	25	m	\$28.00		\$700.00
Existing AC pavement	56	m2	\$32.00		\$1,792.00
Existing concrete footpath	196	m2	\$35.00		\$6,860.00
Existing pram ramp	2	m	\$50.00		\$100.00
Existing driveway	71	m2	\$35.00		\$2,485.00
Existing concrete driveway layback	42	m	\$45.00		\$1,890.00
Protect & Retain the following:					\$3,000.00
Traffic lights (2No.)	1	Item	\$3,000.00		\$3,000.00
Groundworks:					\$2,375.00
Allowance for stripping topsoil on site for new footpaths & gardens	509	m2	\$3.50		\$1,781.50
Allowance to boxout for new kerb & garden bed along existing roadway not exceeding 150 thick	22	m2	\$14.25		\$313.50
Allowance to for tip fees to haul & dispose of spoil	8	t	\$35.00		\$280.00
Pavement:					\$65,302.87
Allowance for 150 thick (nominal) infill AC10 wearing course to new works	39	m2	\$67.50		\$2,632.50
Concrete Kerbs & Paths:					
Kerb Type SB	38	m	\$37.89		\$1,439.82
Kerb & gutter	120	m	\$57.95		\$6,954.00
Driveway layback	9	m	\$132.95		\$1,196.55
125 thick reinforced concrete footpath	458	m2	\$110.00		\$50,380.00
Pram ramp	3	No.	\$900.00		\$2,700.00
Stormwater:					\$13,435.00

Description	Quantity	Unit	Rate	Markup	Total
Allowance to reinstate existing kerb inlet pit	1	No.	\$2,500.00		\$2,500.00
Subsoil drainage to back of kerb & gutter	158	m	\$65.00		\$10,270.00
Flushpoint to last	7	No.	\$95.00		\$665.00
Street Furniture:					\$8,000.00
Supply & installation of flag poles	2	No.	\$1,500.00		\$3,000.00
Allowance for sundry street furniture including bike hold rails & bollards etc	1	Item	\$5,000.00		\$5,000.00
Signage:					\$2,000.00
Allowance for street signage	1	Item	\$2,000.00		\$2,000.00
Landscaping:					\$14,867.50
Cultivate subgrade	15	m2	\$0.50		\$7.50
Allowance for garden beds complete including soil, edging & mulch	15	m2	\$49.00		\$735.00
Allowance for plants (200mm)	15	No.	\$25.00		\$375.00
Allowance for street tree- Hills Weeping Fig (100ltr)	10	No.	\$550.00		\$5,500.00
Mulch ring to last	10	No.	\$75.00		\$750.00
Allowance for tree guard	10	No.	\$750.00		\$7,500.00
Contractors Overheads & Margin:					\$21,306.02
Allowance for Contractors Overheads & Margin (15%)	1	item	\$21,306.02		\$21,306.02
Contingency:					\$16,334.61
Allowance for Contingency (10%)	1	item	\$16,334.61		\$16,334.61
3A. MAITLAND STREET CORRIDOR (CESSNOCK RD TO CLIFT ST)					\$858,213.89
Preliminaries:					\$61,675.45
Allowance for Preliminaries (10%)	1	item	\$61,675.45		\$61,675.45
Clearing:					\$10,000.00
Allowance to clear & grub the following:					\$10,000.00
Medium trees	10	No.	\$1,000.00		\$10,000.00
Demolition:					\$31,348.00
Sawcut existing AC pavement not exceeding 100 thick	87	m	\$10.00		\$870.00
Allowance to remove existing linemarking	1,062	m	\$3.00		\$3,186.00
Demolish & dispose of the following off site:					\$22,792.00
Existing street furniture	1	Item	\$5,000.00		\$5,000.00
Existing AC pavement	61	m2	\$32.00		\$1,952.00
Existing concrete turning head	3	m2	\$55.00		\$165.00
Existing concrete footpath	345	m2	\$35.00		\$12,075.00

Description	Quantity	Unit	Rate	Markup	Total
Existing concrete driveway layback	80	m	\$45.00		\$3,600.00
Protect & Retain the following:					\$4,500.00
Traffic lights (3No.)	1	Item	\$4,500.00		\$4,500.00
Groundworks:					\$10,702.00
Allowance for stripping topsoil on site for new footpaths & gardens	2,057	m2	\$3.50		\$7,199.50
Allowance to boxout for new concrete island not exceeding 150 thick	114	m2	\$18.75		\$2,137.50
Allowance to for tip fees to haul & dispose of spoil	39	t	\$35.00		\$1,365.00
Pavement:					\$405.00
Allowance for 150 thick (nominal) infill AC10 wearing course to new works	6	m2	\$67.50		\$405.00
Concrete Kerbs & Paths:					\$128,238.50
Kerb Type SB	25	m	\$37.89		\$947.25
Driveway layback	75	m	\$132.95		\$9,971.25
Raised concrete island infill	93	m2	\$125.00		\$11,625.00
125 thick reinforced concrete footpath	777	m2	\$110.00		\$85,470.00
Allowance for sandstone feature pavement	67	m2	\$275.00		\$18,425.00
Pram ramp	2	No.	\$900.00		\$1,800.00
Stormwater:					\$1,720.00
Subsoil drainage to back of kerb & gutter	25	m	\$65.00		\$1,625.00
Flushpoint to last	1	No.	\$95.00		\$95.00
Fitness Equipment:					\$45,000.00
Allowance for fitness equipment to Bowen Street public open space area	1	Item	\$45,000.00		\$45,000.00
Street Furniture:					\$4,000.00
Supply & installation of flag poles	1	No.	\$1,500.00		\$1,500.00
Allowance for sundry street furniture including bike hold rails & bollards etc	1	Item	\$2,500.00		\$2,500.00
Signage:					\$25,000.00
Allowance for street signage	1	Item	\$25,000.00		\$25,000.00
Linemarking:					\$24,069.50
Linemarker establishment	1	No.	\$1,800.00		\$1,800.00
Allowance for longitudinal road lines	963	m	\$1.50		\$1,444.50
Hold line (TF)	23	m	\$7.50		\$172.50
Carpark lines	422	m	\$1.25		\$527.50
Bike lane	16	m2	\$55.00		\$880.00
Chevron	239	m2	\$75.00		\$17,925.00

Description	Quantity	Unit	Rate	Markup	Total
Arrows	11	No.	\$75.00		\$825.00
Bike symbol	9	No.	\$55.00		\$495.00
Services & Utilities:					\$257,500.00
Lighting:					\$227,500.00
Allowance for new street lights including connection to existing service	13	No.	\$17,500.00		\$227,500.00
Provisional Allowance for adjustments to existing utilities	1	PSUM	\$30,000.00		\$30,000.00
Landscaping:					\$78,771.50
Cultivate subgrade	2,953	m2	\$0.50		\$1,476.50
Allowance for street tree- Hills Weeping Fig (100ltr)	24	No.	\$550.00		\$13,200.00
Mulch ring to last	24	No.	\$75.00		\$1,800.00
Allowance for tree guard	24	No.	\$750.00		\$18,000.00
Supply & lay kykuyu turf on & including underlay	2,953	m2	\$15.00		\$44,295.00
Contractors Overheads & Margin:					\$101,764.49
Allowance for Contractors Overheads & Margin (15%)	1	item	\$101,764.49		\$101,764.49
Contingency:					\$78,019.44
Allowance for Contingency (10%)	1	item	\$78,019.44		\$78,019.44
3B. MAITLAND STREET CORRIDOR (CLIFT TO BOWEN STREETS)					\$301,672.05
Preliminaries:					\$21,679.63
Allowance for Preliminaries (10%)	1	item	\$21,679.63		\$21,679.63
Demolition:					\$8,294.00
Sawcut existing AC pavement not exceeding 100 thick	64	m	\$10.00		\$640.00
Allowance to remove existing linemarking	1,065	m	\$3.00		\$3,195.00
Demolish & dispose of the following off site:					\$4,459.00
Existing AC pavement	57	m2	\$32.00		\$1,824.00
Existing concrete turning head	4	m2	\$55.00		\$220.00
Existing concrete median strip	42	m	\$35.00		\$1,470.00
Existing concrete driveway layback	21	m	\$45.00		\$945.00
Groundworks:					\$1,768.75
Allowance to boxout for new concrete island not exceeding 150 thick	57	m2	\$18.75		\$1,068.75
Allowance to for tip fees to haul & dispose of spoil	20	t	\$35.00		\$700.00
Pavement:					\$135.00

Description	Quantity	Unit	Rate	Markup	Total
Allowance for 150 thick (nominal) infill AC10 wearing course to new works	2	m2	\$67.50		\$135.00
Concrete Kerbs & Paths:					\$8,321.55
Driveway layback	9	m	\$132.95		\$1,196.55
Raised concrete island infill	57	m2	\$125.00		\$7,125.00
Linemarking:					\$6,530.50
Linemarker establishment	1	No.	\$1,800.00		\$1,800.00
Allowance for longitudinal road lines	948	m	\$1.50		\$1,422.00
Giveway line (TB1)	14	m	\$7.50		\$105.00
Hold line (TF)	30	m	\$7.50		\$225.00
Carpark lines	76	m	\$1.25		\$95.00
Bike lane	32	m2	\$55.00		\$1,760.00
Arrows	9	No.	\$75.00		\$675.00
Bike symbol	8	No.	\$55.00		\$440.00
Allowance for raised pavement markers	1	No.	\$8.50		\$8.50
Services & Utilities:					\$187,500.00
Lighting:					\$157,500.00
Allowance for new street lights including connection to existing service	9	No.	\$17,500.00		\$157,500.00
Provisional Allowance for adjustments to existing utilities	1	PSUM	\$30,000.00		\$30,000.00
Landscaping:					\$4,246.50
Island:					\$4,246.50
Cultivate subgrade	57	m2	\$0.50		\$28.50
Allowance for garden beds complete including soil, edging & mulch	57	m2	\$49.00		\$2,793.00
Allowance for plants (200mm)	57	No.	\$25.00		\$1,425.00
Contractors Overheads & Margin:					\$35,771.39
Allowance for Contractors Overheads & Margin (15%)	1	item	\$35,771.39		\$35,771.39
Contingency:					\$27,424.73
Allowance for Contingency (10%)	1	item	\$27,424.73		\$27,424.73
3C. MAITLAND STREET CORRIDOR (MAITLAND STREET TO CESSNOCK ROAD)					\$668,053.22
Preliminaries:					\$48,009.57
Allowance for Preliminaries (10%)	1	item	\$48,009.57		\$48,009.57
Demolition:					\$82,863.00
Sawcut existing AC pavement not exceeding 100 thick	359	m	\$10.00		\$3,590.00
Allowance to remove existing linemarking	251	m	\$3.00		\$753.00

Description	Quantity	Unit	Rate	Markup	Total
Demolish & dispose of the following off site:					\$78,520.00
Existing street furniture	1	Item	\$5,000.00		\$5,000.00
Existing kerb & gutter	83	m	\$28.00		\$2,324.00
Existing AC pavement	983	m2	\$32.00		\$31,456.00
Existing sundry AC footpath	606	m2	\$35.00		\$21,210.00
Existing concrete footpath	105	m2	\$35.00		\$3,675.00
Existing fence along Maitland Street nominal 1200 high	124	m	\$15.00		\$1,860.00
Existing retaining wall planter beds nominal 1000 high	208	m2	\$55.00		\$11,440.00
Existing pram ramp	5	m	\$50.00		\$250.00
Existing concrete driveway layback	29	m	\$45.00		\$1,305.00
Groundworks:					\$12,261.50
Allowance for stripping topsoil on site for new footpaths & gardens	1,564	m2	\$3.50		\$5,474.00
Allowance to boxout for new concrete island not exceeding 150 thick	222	m2	\$18.75		\$4,162.50
Allowance to for tip fees to haul & dispose of spoil	75	t	\$35.00		\$2,625.00
Concrete Kerbs & Paths:					\$139,658.74
Kerb Type SB	71	m	\$37.89		\$2,690.19
Kerb & gutter	69	m	\$57.95		\$3,998.55
Raised concrete island infill	222	m2	\$125.00		\$27,750.00
125 thick reinforced concrete footpath	932	m2	\$110.00		\$102,520.00
Pram ramp	3	No.	\$900.00		\$2,700.00
Stormwater:					\$9,670.00
Subsoil drainage to back of kerb & gutter	140	m	\$65.00		\$9,100.00
Flushpoint to last	6	No.	\$95.00		\$570.00
Signage:					\$25,000.00
Allowance for street signage	1	Item	\$25,000.00		\$25,000.00
Linemarking:					\$5,411.00
Linemarker establishment	1	No.	\$1,800.00		\$1,800.00
Allowance for longitudinal road lines	1,229	m	\$1.50		\$1,843.50
Giveway line (TB1)	9	m	\$7.50		\$67.50
Carpark lines	76	m	\$1.25		\$95.00
Bike lane	16	m2	\$55.00		\$880.00
Arrows	6	No.	\$75.00		\$450.00
Bike symbol	5	No.	\$55.00		\$275.00
Services & Utilities:					\$117,500.00
Lighting:					\$87,500.00

Description	Quantity	Unit	Rate	Markup	Total
Allowance for new street lights including connection to existing service	5	No.	\$17,500.00		\$87,500.00
Provisional Allowance for adjustments to existing utilities	1	PSUM	\$30,000.00		\$30,000.00
Landscaping:					\$87,731.50
Cultivate subgrade	367	m2	\$0.50		\$183.50
Allowance for garden beds complete including soil, edging & mulch	367	m2	\$49.00		\$17,983.00
Allowance for plants (200mm)	367	No.	\$25.00		\$9,175.00
Allowance for street tree- Black Tuepelo (100ltr)	27	No.	\$550.00		\$14,850.00
Mulch ring to last	27	No.	\$75.00		\$2,025.00
Allowance for tree guard	27	No.	\$750.00		\$20,250.00
Supply & lay kykuyu turf on & including underlay	1,551	m2	\$15.00		\$23,265.00
Contractors Overheads & Margin:					\$79,215.80
Allowance for Contractors Overheads & Margin (15%)	1	item	\$79,215.80		\$79,215.80
Contingency:					\$60,732.11
Allowance for Contingency (10%)	1	item	\$60,732.11		\$60,732.11
4. CESSNOCK ROAD					\$770,544.02
Preliminaries:					\$55,375.06
Allowance for Preliminaries (10%)	1	item	\$55,375.06		\$55,375.06
Demolition:					\$24,001.00
Demolish & dispose of the following off site:					\$24,001.00
Existing kerb & gutter	34	m	\$28.00		\$952.00
Existing AC carpark	682	m2	\$32.00		\$21,824.00
Existing concrete footpath	35	m2	\$35.00		\$1,225.00
Groundworks:					\$2,642.50
Allowance for stripping topsoil on site for new footpaths & gardens	755	m2	\$3.50		\$2,642.50
Concrete Kerbs & Paths:					\$21,780.00
125 thick reinforced concrete footpath	113	m2	\$110.00		\$12,430.00
Allowance for sandstone feature pavement	34	m2	\$275.00		\$9,350.00
Buildings/Structures:					\$137,000.00
Allowance for public amenity block (based on Gross Floor Area)	22	m2	\$6,000.00		\$132,000.00
Allowance for connection of services	1	Item	\$5,000.00		\$5,000.00
Playground:					\$215,204.14

Description	Quantity	Unit	Rate	Markup	Total
Supply & Install medium playground structure	1	No.	\$150,000.00		\$150,000.00
Supply & Install small playground structure	1	No.	\$45,000.00		\$45,000.00
2000 long x 500 high stepping log	12	No.	\$288.60		\$3,463.20
Timber stepping cylinders nominal 500 high	2	No.	\$135.00		\$270.00
Allowance for palisade fence nominal 1800 high	12	m	\$250.00		\$3,000.00
Extra over allowance for gate to last	1	No.	\$550.00		\$550.00
300 thick organic soft fall on & including A34 biddum	174	m2	\$46.56		\$8,101.44
Rubber soft fall on & including 200 thick FCR base	10	m2	\$285.95		\$2,859.50
Timber Edge	56	m	\$35.00		\$1,960.00
Street Furniture:					\$11,000.00
Supply & installation of bench	3	No.	\$2,000.00		\$6,000.00
Allowance for sundry street furniture including bike hold rails & bollards etc	1	Item	\$5,000.00		\$5,000.00
Services & Utilities:					\$113,000.00
Potable Water:					\$7,500.00
Allowance for Bubblers complete including connections	1	No.	\$7,500.00		\$7,500.00
Lighting:					\$75,500.00
Allowance for new street lights including connection to existing service	4	No.	\$17,500.00		\$70,000.00
Allowance for lighting to footpath pavements	1	No.	\$5,500.00		\$5,500.00
Provisional Allowance for adjustments to existing utilities	1	PSUM	\$30,000.00		\$30,000.00
Landscaping:					\$29,123.00
Cultivate subgrade		m2	\$0.50		
Allowance for garden beds complete including soil, edging & mulch	197	m2	\$49.00		\$9,653.00
Allowance for plants (200mm)	197	No.	\$25.00		\$4,925.00
Allowance for street tree (45ltr)	10	No.	\$250.00		\$2,500.00
Mulch ring to last	10	No.	\$75.00		\$750.00
Allowance for tree guard	10	No.	\$750.00		\$7,500.00
Supply & lay kykuyu turf on & including underlay	253	m2	\$15.00		\$3,795.00
Contractors Overheads & Margin:					\$91,368.86
Allowance for Contractors Overheads & Margin (15%)	1	item	\$91,368.86		\$91,368.86
Contingency:					\$70,049.46

Description	Quantity	Unit	Rate	Markup	Total
Allowance for Contingency (10%)	1	item	\$70,049.46		\$70,049.46
5. CLIFT STREET					\$174,443.45
Preliminaries:					\$12,536.36
Allowance for Preliminaries (10%)	1	item	\$12,536.36		\$12,536.36
Demolition:					\$12,095.00
Sawcut existing AC pavement not exceeding 100 thick	64	m	\$10.00		\$640.00
Allowance to remove existing linemarking	84	m	\$3.00		\$252.00
Demolish & dispose of the following off site:					\$11,203.00
Existing AC pavement	329	m2	\$32.00		\$10,528.00
Existing concrete driveway layback	15	m	\$45.00		\$675.00
Groundworks:					\$966.00
Allowance for stripping topsoil on site for new footpaths & gardens	276	m2	\$3.50		\$966.00
Concrete Kerbs & Paths:					\$21,902.85
Kerb & gutter	23	m	\$57.95		\$1,332.85
125 thick reinforced concrete footpath	187	m2	\$110.00		\$20,570.00
Linemarking:					\$2,214.75
Linemarker establishment	1	No.	\$1,800.00		\$1,800.00
Allowance for longitudinal road lines	84	m	\$1.50		\$126.00
Hold line (TF)	7	m	\$7.50		\$52.50
Carpark lines	69	m	\$1.25		\$86.25
Arrows	2	No.	\$75.00		\$150.00
Street Furniture:					\$2,500.00
Allowance for sundry street furniture including bike hold rails & bollards etc	1	Item	\$2,500.00		\$2,500.00
Services & Utilities:					\$65,000.00
Lighting:					\$35,000.00
Allowance for new street lights including connection to existing service	2	No.	\$17,500.00		\$35,000.00
Provisional Allowance for adjustments to existing utilities	1	PSUM	\$30,000.00		\$30,000.00
Landscaping:					\$20,685.00
Cultivate subgrade	270	m2	\$0.50		\$135.00
Allowance for street tree (45ltr)	12	No.	\$550.00		\$6,600.00
Mulch ring to last	12	No.	\$75.00		\$900.00
Allowance for tree guard	12	No.	\$750.00		\$9,000.00
Supply & lay kykuyu turf on & including underlay	270	m2	\$15.00		\$4,050.00

Description	Quantity	Unit	Rate	Markup	Total
Contractors Overheads & Margin:					\$20,684.99
Allowance for Contractors Overheads & Margin (15%)	1	item	\$20,684.99		\$20,684.99
Contingency:					\$15,858.50
Allowance for Contingency (10%)	1	item	\$15,858.50		\$15,858.50
6. JOHN ROSE AVENUE AND BRAXTON OVAL PARKING AREA					\$1,053,331.18
Preliminaries:					\$75,697.53
Allowance for Preliminaries (10%)	1	item	\$75,697.53		\$75,697.53
Clearing:					\$7,000.00
Allowance to clear & grub the following:					\$7,000.00
Large trees	2	No.	\$3,500.00		\$7,000.00
Demolition:					\$1,072.00
Sawcut existing AC pavement not exceeding 100 thick	13	m	\$10.00		\$130.00
Allowance to remove existing linemarking	314	m	\$3.00		\$942.00
Groundworks:					\$7,780.50
Allowance for stripping topsoil on site for new footpaths & gardens	2,223	m2	\$3.50		\$7,780.50
Pavement:					\$178,484.43
Allow to boxout for new pavement not exceeding 450 thick	673	m2	\$20.25		\$13,628.25
Trim & compact subgrade (new pavement)	673	m2	\$3.50		\$2,355.50
Allowance to rip & recompact existing carpark pavement	2,135	m2	\$2.50		\$5,337.50
Allowance to remove & replace unsuitable subgrade (5% of trim area x 300 thick)	43	m3	\$145.00		\$6,235.00
Allowance to for tip fees to haul & dispose of spoil	727	t	\$35.00		\$25,445.00
Supply & place 250 thick subbase	673	m2	\$29.07		\$19,564.11
Supply & place 150 thick base	563	m2	\$19.73		\$11,107.99
Prime seal	2,808	m2	\$5.00		\$14,040.00
40 thick AC10 wearing course	2,808	m2	\$28.51		\$80,056.08
Allowance to tie in new pavement to existing	13	m	\$55.00		\$715.00
Concrete Kerbs & Paths:					\$138,732.16
Kerb & gutter	388	m	\$57.95		\$22,484.60
Construct raised pedestrian crossing (2 No.)	2	No.	\$12,872.28		\$25,744.56

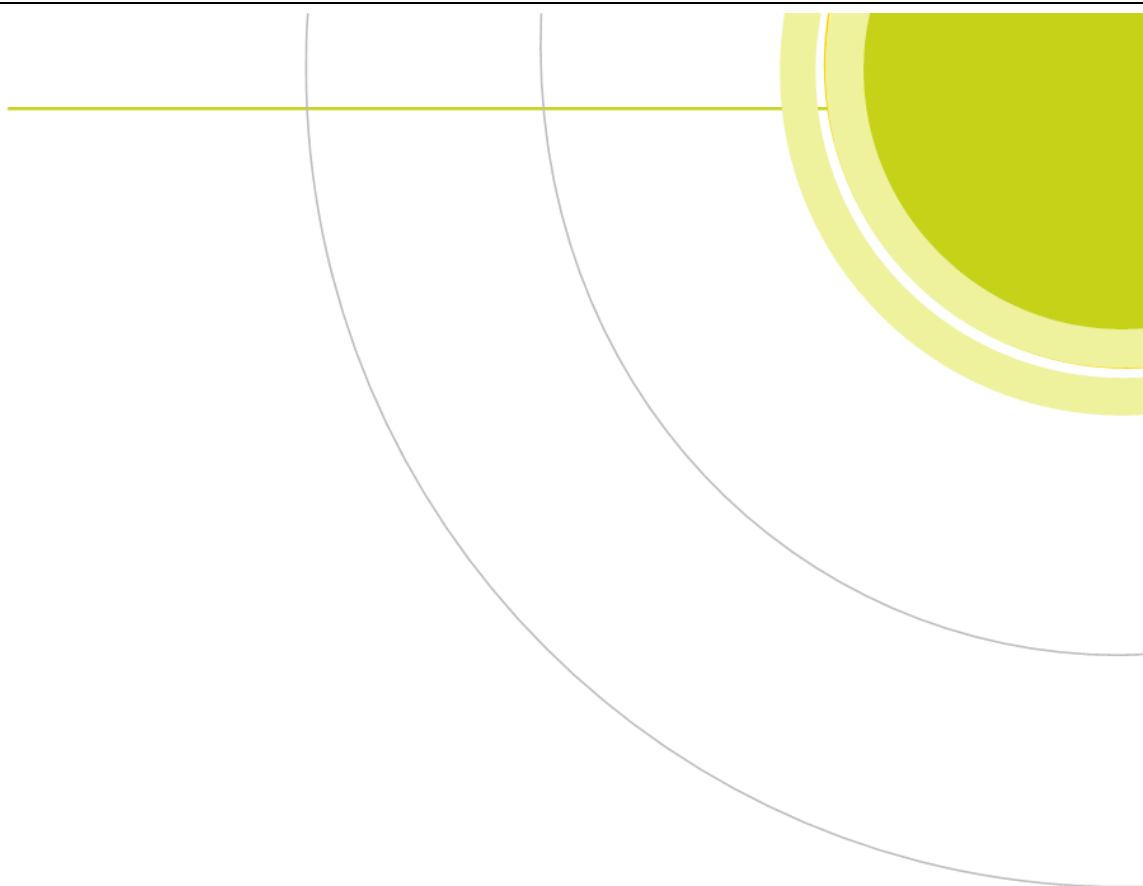
Description	Quantity	Unit	Rate	Markup	Total
Allowance for 150 thick reinforced concrete maintenance driveway (nominal 2.5m wide)	79	m2	\$157.00		\$12,403.00
125 thick reinforced concrete footpath	75	m2	\$110.00		\$8,250.00
Allowance for sandstone flagstone feature pavement	254	m2	\$275.00		\$69,850.00
Buildings/Structures:					\$80,000.00
Provisional Allowance to upgrade existing Branxton oval amenities	1	PSUM	\$50,000.00		\$50,000.00
Allowance for skillion roof bus shelter (based on Gross Floor Area)	20	m2	\$1,500.00		\$30,000.00
Stormwater:					\$129,740.00
Allowance for stormwater pipes to carpark	300	m	\$250.00		\$75,000.00
Allowance for stormwater pits to carpark	8	No.	\$3,500.00		\$28,000.00
Subsoil drainage to back of kerb & gutter	388	m	\$65.00		\$25,220.00
Flushpoint to last	16	No.	\$95.00		\$1,520.00
Street Furniture:					\$43,000.00
Allowance for new bench seating	30	m	\$550.00		\$16,500.00
Supply & install rubbish bin complete	2	No.	\$2,000.00		\$4,000.00
Supply & installation of flag poles	5	No.	\$1,500.00		\$7,500.00
Allowance to reinstate existing RV dump point	1	Item	\$10,000.00		\$10,000.00
Allowance for sundry street furniture including bike hold rails & bollards etc	1	Item	\$5,000.00		\$5,000.00
Signage:					\$5,000.00
Allowance for street signage	1	Item	\$5,000.00		\$5,000.00
Linemarking:					\$3,325.75
Linemarker establishment	1	No.	\$1,800.00		\$1,800.00
Allowance for longitudinal road lines	273	m	\$1.50		\$409.50
Hold line (TF)	8	m	\$7.50		\$60.00
Carpark lines	365	m	\$1.25		\$456.25
Arrows	8	No.	\$75.00		\$600.00
Services & Utilities:					\$97,500.00
Lighting:					\$87,500.00
Allowance for new street lights including connection to existing service	5	No.	\$17,500.00		\$87,500.00
Provisional Allowance for adjustments to existing utilities	1	PSUM	\$10,000.00		\$10,000.00
Landscaping:					\$65,340.50
Cultivate subgrade	2,301	m2	\$0.50		\$1,150.50

Description	Quantity	Unit	Rate	Markup	Total
Allowance for garden beds complete including soil, edging & mulch	175	m2	\$49.00		\$8,575.00
Allowance for plants (200mm)	175	No.	\$25.00		\$4,375.00
Allowance for nominal 200 high finished sandstone edging	22	m	\$175.00		\$3,850.00
Allowance for street tree (45ltr)	29	No.	\$250.00		\$7,250.00
Allowance for street tree- Black Tuepelo (100ltr)	6	No.	\$550.00		\$3,300.00
Mulch ring to last	6	No.	\$75.00		\$450.00
Allowance for tree guard	6	No.	\$750.00		\$4,500.00
Supply & lay kykuyu turf on & including underlay	2,126	m2	\$15.00		\$31,890.00
Contractors Overheads & Margin:					\$124,900.93
Allowance for Contractors Overheads & Margin (15%)	1	item	\$124,900.93		\$124,900.93
Contingency:					\$95,757.38
Allowance for contingency (10%)	1	item	\$95,757.38		\$95,757.38
OTHER PROJECT COSTS					
DESIGN FEES					
Allowance for Design Fees - EXCL.	1	Item			EXCL
AUTHORITIES FEES & CHARGES					
Allowance for Authorities Fees & Charges - EXCL.	1	Item			EXCL
ESCALATION					
Allowance for Escalation - EXCL.	1	Item			EXCL
SCHEDULE OF INFORMATION					
Branxton Town Centre Master Plan *received 19/09/2018		NOTE	\$0.00		
Scope Comments & email from Hannah Cheetham dated 19/09/2018		NOTE	\$0.00		
SCHEDULE OF EXCLUSIONS					
Tendering Costs - EXCL.		NOTE	\$0.00		
Staging Costs - EXCL.		NOTE	\$0.00		
Design Fees - EXCL.		NOTE	\$0.00		
Authorities Fees & Charges - EXCL.		NOTE	\$0.00		
Delay costs including Inclement Weather- EXCL.		NOTE	\$0.00		
Testing, treatment & management of contaminated material/buried rubbish on site - EXCL.		NOTE	\$0.00		
Unknown ground conditions & engineers design - EXCL.		NOTE	\$0.00		
Cost escalation beyond October 2018 - EXCL.		NOTE	\$0.00		

Description	Quantity	Unit	Rate	Markup	Total
				Subtotal	\$4,732,431.59
				Adjustment	\$0.00
				Post adjustment	\$4,732,431.59
				G.S.T [10%]	\$473,243.16
				Total	\$5,205,674.75

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CESSNOCK DEVELOPMENT CONTROL PLAN

PART E: SPECIFIC AREAS



E.X: BRANXTON TOWN CENTRE

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E.X: BRANXTON TOWN CENTRE

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X.1.1 Overview

This chapter of the Cessnock Development Control Plan (CDCP) 2010 provides specific controls for development within the Branxton Town Centre.

Branxton is a small township with a distinct heritage character and rural landscape setting. Its main street, Maitland Street, forms part of the old New England Highway. A number of heritage buildings address the street.

There are two significant changes that have occurred or are occurring in the area that have implications for the Branxton Town Centre.

Until recently, the centre had serviced passing trade associated with the New England Highway. Since the opening of the Hunter Expressway, there has been a significant reduction in traffic volumes. However, this has contributed greatly to the amenity of the centre and provides opportunities to reclaim the corridor for more people-friendly activities and functions.

The second major change in the area is the development of the Huntlee Town Centre. Branxton has been the focus of commercial and social activities for the broader subregion. The Huntlee Town Centre comprises a mixed use area of approximately 200 hectares. Plans indicate that the centre will provide a range of uses including retail, service industries, bulky goods, commercial, entertainment, residential, educational and community. The size and diversity of uses at Huntlee will service the Branxton Sub-regional Area. However, Branxton has a unique streetscape that contains many heritage buildings. With appropriate treatment, Branxton will become a very attractive and unique centre.

X.1.2 Vision for the Branxton Town Centre

The vision for the Branxton Town Centre is that, by 2041:

Branxton is a vibrant village centre that continues to build upon its strength as an important heritage town in the Hunter Valley. It has developed an attractive and active main street that is encircled and supported by a compact urban form, respecting its unique heritage and rural setting.

It is a local place of commerce, innovation, history and recreation.

X.1.3 Chapter Objectives

The objectives of this chapter are to:

1. Revitalise the main street of Branxton (Maitland Street);
2. Increase connectivity to and within the Town Centre;
3. Improve approaches and gateways;
4. Strengthen relationships to recreation areas;
5. Rationalise parking;
6. Respond to unique heritage and rural setting; and
7. Enable and encourage future development.

X.1.4 Application

This chapter forms part of the Cessnock Development Control Plan 2010 and applies to the Branxton Town Centre, identified in Figure 1.

This Chapter was adopted by Council on [insert date].



Figure 1: Branxton Town Centre

X.1.5 Purpose of this Chapter

The purpose of this chapter is to provide specific standards for development within the Branxton Town Centre.

Council will consider the provisions of this chapter in determining development applications. Council, at its discretion may consent to an application that departs from the provisions of this chapter. Where this occurs, applications should be accompanied by comprehensive justification that supports the variation.

X.1.6 Relationship to other plans and chapters of the Cessnock DCP 2010

This chapter should be read in conjunction with all relevant chapters of the CDCP 2010, including:

- Chapter C.1 Parking and Access
- Chapter C.6 Access and Mobility
- Chapter C.8 Social Impact Assessment and Crime Prevention through Environment Design (CPTED)
- Chapter C9: Development on Flood Prone Land (Note 3.8 of this chapter applied to Branxton Commercial Precinct)
- Chapter D.2 Urban Housing
- Chapter D.3 Industrial Development
- Chapter D.5 Outdoor Signage
- Chapter D.8 Temporary Events

- Chapter D.9 Outdoor Dining
- Chapter D.12 Heritage Conservation and Design Guidelines

Where there is an inconsistency between this chapter and other chapters of CDCP 2010, the provisions of this chapter prevail. If a development application has been made before the commencement of this chapter in relation to land to which this chapter applies and the application has not been finally determined before that commencement, the application must be determined as if this chapter had not commenced.

X.1.7 Structure Plan

The Structure Plan map at Figure 3 identifies the basic development principles that apply to development in the town centre.

Objective

- (a) Development and associated works contribute to the achievement of the strategic vision for the Branxton Town Centre.

Control

1. Development is generally consistent with the structure plan at Figure 3.



Figure 2: View along west along Maitland Street from Anvil Creek Bridge.

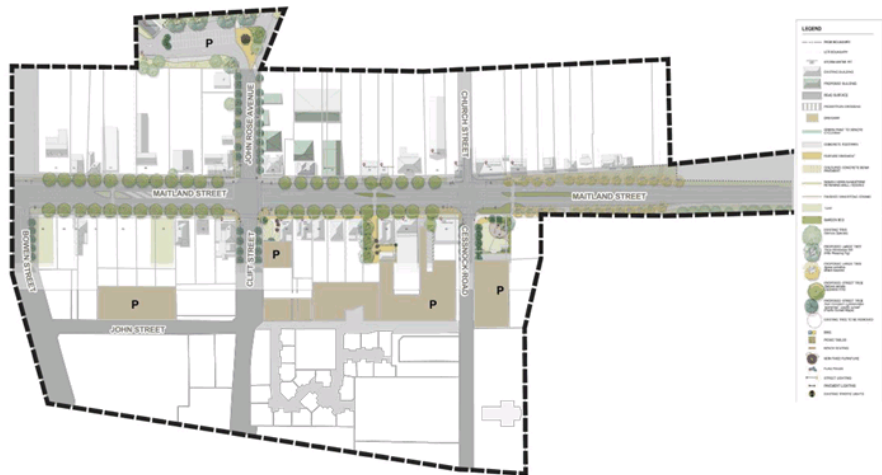


Figure 3: Structure Plan

X.1.8 Design Quality: Addressing the Street and Public Domain

Objectives

- (b) To provide fine grain, high quality tenancy frontages that address the street and public domain in a positive manner.
- (c) To minimise and ameliorate the effect of blank walls to the street and public domain.
- (d) To reinforce street edge conditions that contributes to local heritage character.

Controls

1. Entries to retail and commercial premises are to be legible and accessible from the public domain.
2. Development with a blank wall is not acceptable. If no other design outcome is possible due to site constraints, walls are to minimise size and impact and be complimentary to the streetscape.
3. Corner buildings fronting a laneway or publicly accessible through-site link are to be designed to include elements that open out to or overlook the laneway (e.g. windows, entrance points, articulation, murals).



Figure 4: Public domain, laneway and through site treatments. Intersection of Maitland and Clift Streets and John Rose Avenue.

X.1.9 Active Frontages¹ and Awnings

Objectives

- (a) To promote lively, active streets in the Branxton Town Centre.
- (b) To ensure that development contributes to the quality, activity, safety and amenity of streets and public domain.
- (c) To provide for comfortable pedestrian environment through the provision of awnings.
- (d) To contribute to the vitality of streets by maximising entries and display windows to retail uses and minimising blank walls.

Controls

- 1. Active frontages are to be provided in the locations nominated on the Active Frontages Map at Figure 5.
- 2. Active frontages are to be designed in accordance with the following criteria:
 - a. The ground floor level is at the same level as the footpath.
 - b. At the minimum, 70% of the ground floor frontage is to be transparent glazing.
 - c. Foyer spaces are not to occupy more than an 8m-width of a street frontage.
 - d. Enclosed glazed shopfronts are preferred to open shopfronts, except for food and drink premises, which are encouraged to provide open shopfronts.

¹ **Note:** An active frontage is not required for any part of a building that is used for any of the following:

- a. entrances and lobbies (including as part of mixed use development);
- b. access for fire services; and
- c. vehicle access.

- e. Security grilles may only be fitted internally behind the shopfront and are to be fully retractable and at least 50% transparent when closed.
3. Verandahs or awnings are to be provided on all required active street frontages, as indicated on the Active Frontages Map at Figure 5.

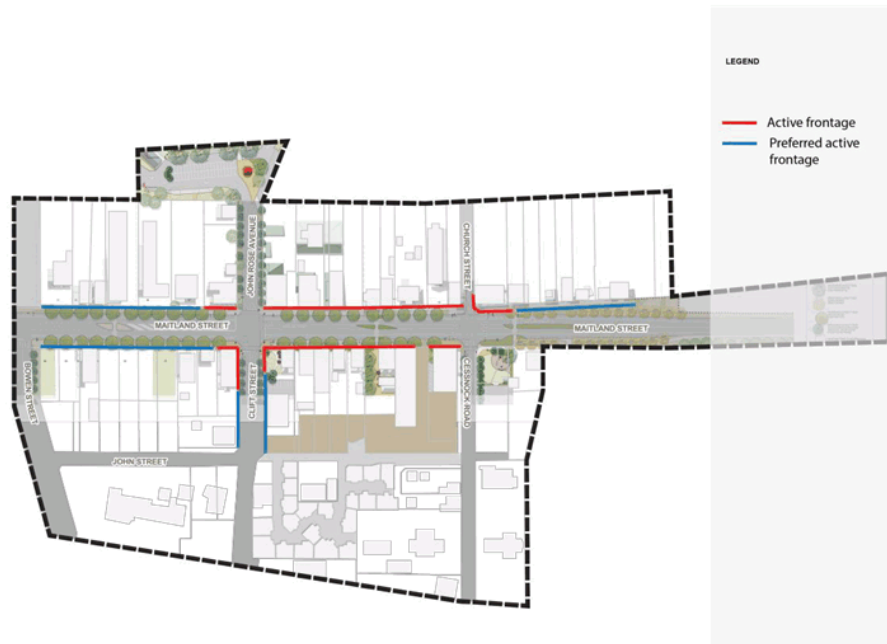


Figure 5: Active Frontages Map



Figure 6: Maitland Street. View east along Maitland Street.

X.1.10 Building Materials, Finishes and Colours

This Section applies to both heritage and non-heritage buildings within the Branxton Town Centre.

Objectives

- (a) To encourage building materials, finishes and colours that create a finer texture and adds visual interest to streetscape.
- (b) To encourage use of sustainable building materials and methods.

Controls

- 1. Developments are to use a combination of colour and texture to provide visual interest in building facades (e.g. use colour to articulate vertical proportions of buildings or building entries).
- 2. Building materials and finishes should be reflective of or complimentary to the built heritage in the centre.

X.1.11 Signage

Objectives

- (a) To ensure signage is respectful of the heritage setting of the town and the era and architecture of the building.
- (b) Signage not dominate the building or streetscape.

Controls

1. Development within the heritage conservation area shall be accompanied by a signage strategy that is approved by Council's Heritage Architect.

X.1.12 Built Form and Setbacks

Objectives

- (a) To achieve strong, consistent built form definition of streetscapes and all other areas of public domain.
- (b) To ensure a well-scaled public domain that prioritises pedestrian over vehicular use.
- (c) To ensure that the scale, modulation and façade articulation of development responds to its context.
- (d) To ensure development reinforces the existing and desired character of the Branxton Town Centre.
- (e) To avoid significant overshadowing of parks, public streets and places.
- (f) To ensure roads and access arrangements integrate pedestrian and cyclist access, landscaping, lighting, street furniture, and are suitable for the nature and volume of traffic in the Town Centre.
- (g) To create a legible street environment with a good human scale.

Controls

1. Development shall be within 20% of the average setback of buildings on each side. If there is no building on one side; within 20% of the other building. If there are no buildings, generally consistent with the streetscape.
2. Each building facade is to be well articulated to differentiate between the base, middle and top.
3. Building design shall reflect design elements of the established buildings in the streetscape; including roof pitch, bulk and scale, materials and verandahs.
4. Side setback should maintain the rhythm of the buildings in the street.

X.1.13 Height in Storeys

Objective

- (a) To ensure the height in storeys of development reinforces the desired character of the Branxton Town Centre.
- (b) To protect view corridors within the Branxton Town Centre to the surrounding rural setting.

Controls

- 1. Building heights should be within 20% of the average height of the adjoining buildings.
- 2. If there is an adjoining building on one side or the building is on a corner, the building height is within 20% of the adjoining building.
- 3. If there is no adjoining building the maximum height of the building is 8.5 metres (2 storeys).
- 4. Taller buildings may be considered on the corners of Maitland Street where it is demonstrated that the building design contributes positively to the streetscape.

X.1.14 Parking and Access

Objectives

- (a) To provide adequate car parking to meet the needs of the Branxton Town Centre.
- (b) To encourage economic growth within the Town Centre by providing alternatives to providing car parks in certain circumstances.
- (c) To facilitate development at the rear of lots along Maitland Street (South) between Cessnock Road and Clift Streets.
- (d) To prioritise pedestrians movement along Maitland Street between Cessnock Road and Clift Street.

Controls

- 1. Development in the town centre is to provide on-site parking generally in accordance with Part C.1 Parking and Access.
- 2. Where car parking cannot be achieved on the site or it is undesirable because of impact on heritage or streetscape, council will consider entering into a Planning Agreement to contribute to car parking facilities or access improvements (for example; bus, cycle or walking facilities) elsewhere in the town centre.
- 3. Driveways are not permitted on active frontages (refer to Figure 5) unless there is no alternative, and it is justified that the driveway would have no unacceptable impacts on pedestrian safety.
- 4. Car parking at the rear of properties along Maitland Street (south) between Cessnock Road and Clift Street should be constructed from boundary to boundary and in a manner that allows vehicular movement between one property and the next. Rights of way should be established on titles that provides legal access across these properties.



Figure 7: Indicative integrated parking solution and development opportunity area at the rear of buildings - Maitland Street (Southern side).

X.1.15 Pedestrian and Bike Network

Objectives

- (a) To prioritise pedestrian and bicycle access, connectivity and safety in the town centre.
- (b) To ensure that development is consistent with the Cessnock Bicycle Strategy 2016.
- (c) To promote cycling through the strategic placement of bike storage facilities in the public domain.

Controls

- 1. Provision of cycleways and public bicycle parking facilities is to be consistent with the Cessnock Bicycle Strategy 2016.
- 2. Bicycle parking facilities are to be designed in accordance with the Australian Standard AS2890.3 (2015): Parking facilities Bicycle parking.

X.1.16 Public Open Space and Landscaping

Objectives

- (a) To integrate high quality landscaping into the built environment of the Branxton Town Centre.

- (b) The public landscape should create visual interest and character that is interconnected to public open space.

Controls

1. Development is to be generally consistent with the Branxton Town Centre Public Domain Plan.

X.1.17 Sustainable Development and Water Sensitive Urban Design

Objectives

- (a) To apply principles and processes in the private and public domain that contribute to Ecologically Sustainable Development (ESD).
- (b) To reduce the environmental impacts of development.
- (c) To reduce the causes and impacts of the urban heat island effect.
- (d) To increase the resilience of development to the effects of climate change.
- (e) To reduce the use of potable water.
- (f) To minimise waste.
- (g) To improve biodiversity.
- (h) To promote Water Sensitive Urban Design (WSUD), including the restoration of urban drainage systems, waterways and canals.

Controls

1. For non-residential development, all new water fittings and fixtures (e.g. showerheads, water tap outlets, urinals and toilets) are to be the highest Water Efficiency Labelling Scheme (WELS) star rating available at the time of development.
2. Non-residential development is to be designed to minimise the need for active heating and cooling by incorporating passive design measures related to glazing, natural ventilation, thermal mass, external shading and vegetation.
3. Lighting for streets, parks and other public domain spaces to be provided as part of a development should be energy-efficient lighting, such as LED lighting.
4. Development is to be designed so that the flow of pollutants from the site due to stormwater is reduced.
5. Developments 1,000sqm or greater in area are to be accompanied by a Water Sensitive Urban Design (WSUD) Report outlining the measures to be incorporated in the proposal. WSUD techniques shall improve the quality of water entering the waterways (e.g. porous pavements, rain gardens and infiltration trenches).

SUMMARY OF FEEDBACK FROM PRE-EXHIBITION CONSULTATION

Attendees at the pre-exhibition consultation were able to express their views on the draft Public Domain Plan in a number of ways.

1. A suggestion box was provided to capture suggestions and comments.
2. The attendees were encouraged to write their suggestions and comments on all of the plans displayed around the room.
3. Each attendee was issued two stars to indicate their implementation priority preferences.
4. Each attendee was issued with red and green dots to indicate their support or otherwise for items on any of the plans.

1. EXERCISE: SUGGESTIONS BOX

FEEDBACK	RESPONSE
Loss of car parking	Car parking can be managed through timing controls and better way-finding will be provided between car parks and the town centre. The public domain will be significantly improved which will encourage use of car parking areas farther away from the centre. This should address any loss of car parking.
John Rose Avenue - Access to properties including access by trucks.	Access and movement arrangements at John Rose Avenue and Branxton Oval will be improved by the proposed works. A one-way system is proposed using the road reserve between the rotunda and the properties. This will improve circulation at the site. A one-way exemption for trucks to access the properties can be installed to ensure legal access by large vehicles is maintained.
Maple trees are toxic to livestock	The species proposed, Pacific Sunset Maple is not toxic to livestock.
Length in turning lanes should be reduced.	This is a great point. To do this, we will have to determine queuing lengths which will be done at the detailed design stage. However, the plans have been amended the plans to show that intention.
Roundabout at Cessnock Road and Maitland Street intersection	Noted. This may be something that Council could consider in the future. However, it would have to be supported by a traffic study. In considering the installation of a roundabout, it will be necessary to review land requirements and pedestrian safety.
Reduce speed limit	Noted. This is definitely something that Council will consider as it progresses the works in the town centre. This is consistent with the approach Council has taken in Cessnock and Kurri Kurri Town Centres.

FEEDBACK	RESPONSE
Paths etc should be accessible	All public domain improvements will meet accessibility standards.
Turning circles for buses at Branxton Oval.	There was concern expressed that buses could not complete the turn around the one-way system in Branxton Oval. Council Engineers have run swept-paths for buses over the draft Public Domain Plan and confirm that buses can complete the movement. See Enclosure 2.
Where has central median planting gone?	The Master Plan showed significant planting in the central median. On review, and informed with more detailed survey information, this element has been omitted due to expense, potential conflicts with traffic, pedestrian safety and also to extend the width of the pavement on the southern side of Maitland Street.
Bus interchange at Branxton Oval should be abandoned. Use of Branxton Oval car park and bus interchange cluttered.	In the AM, school children interchange between buses at a facility on Maitland Street opposite Miller Park. In the PM this interchange occurs at Branxton Oval. There are perceived problems with this arrangement. In particular; congestion on John Rose Avenue caused by buses and the use of the Rotunda for shelter by the children. The public domain plan formalises car parking, proposes a new shelter and provides a layby for buses at Branxton Oval. The one-way system will improve the movement of vehicles through the car park.
The rotunda should be secured to prevent children from using it.	This may be something that Council could consider. However, this would have to be balanced with a desire for public access. A new shelter is proposed at Branxton Oval that will also be used for shelter at sporting events.
There needs to be toilets in town centre.	Toilets are proposed to be provided in the town centre. However, the ultimate location is yet to be determined. The plan also proposes to upgrade amenities at Branxton Oval.

2. EXERCISE: FREE-TEXT ON PLANS

FEEDBACK	RESPONSE
Traffic calming is needed on Cessnock Road.	This is outside the scope of the public domain plan.
Car sharing/carpooling on Cessnock Road needs to be addressed.	Agreed. Timing controls could be installed to prevent the use of commuter car parking at the site.
Why is a park proposed for corner of Cessnock road and Maitland Street?	This park will provide a green space for visitors and the community. It will also contribute to an attractive gateway to the town centre. In time, it may include toilet facilities and play

FEEDBACK	RESPONSE
	equipment. Council has received funding to install the park. Work will commence in 2019.
Maitland Street parallel parking to be long enough for a range of vehicles	Noted. The lined parks will be standard size; however parking of larger vehicles can be accommodated across several parks where space permits.
Make Cessnock Road one way for safety.	This is outside the scope of the public domain plan.
Widen Cessnock Road to allow for truck delivery for IGA, and pedestrian and driver safety	Noted. Continued safe access by service vehicles to the IGA car park is required. This must be considered during the detailed design process for that area of the public domain.
Are traffic lights needed in Maitland Street?	Unknown. This would be need to be justified by a traffic study. However, it is a complex intersection and traffic lights provide a safe point for pedestrians to cross the road. Therefore, there is no intention to remove the lights at this stage.
Could a carpark be located on 80-82 Maitland Street?	If Branxton has a parking problem in the future then alternative car parking solutions would be investigated.
Is it possible to ban HGV's on Maitland Street between Cessnock Road and Bowen Street?	No.
A walkway is needed beside the pharmacy (toward village) with seating for the elderly	A public thoroughfare is proposed between Maitland Street and the rear of buildings on the southern side of Maitland Street.
Provide disabled car parking behind IGA and accessible from a walkway to the left of the pharmacy	See above.
Crossing near the Commercial Hotel a good idea but it is located on a private driveway	This will be resolved at the detailed design stage.
Keep car park corner of Clift Street and Maitland street.	This site is private property. Therefore, Council cannot impose that this area be used for a park or as an alfresco dining area.
"Big belly" solar compactor bins to be used as street bins.	These are a very good product. However, they are also very expensive relative to other options and are not currently part of Council's street furniture. This type of bin may be considered in the future; however, it will have to be considered in relation to the whole of the LGA.
No RV parking on Maitland Street	It is not feasible to ban RV parking on the road where the vehicle is parked legally. Better signage to Branxton Oval and improved parking along the western and eastern extents of the town centre may alleviate any perceived issues with RV parking in the centre.
RSL –the allocated driveway for parking must be retained	There is no intention to remove driveways in that location. Detailed design will ensure that the driveways are retained.

FEEDBACK	RESPONSE
Is there a DA approval for the building at the back of No 61 Maitland Street?	The DA for the site is currently being considered by Council.
Plant a lily pily trees for shade.	Noted.
There isn't room for the proposed three lanes or the maple trees along John Rose Avenue	The road widths and street tree planting have been considered in the design of the public domain.
The existing shower and toilets at Branxton Oval need to be upgraded.	This is noted on the plan.
Concerns about the formalisation of the carpark at Branxton oval and the ability of buses, RV's and garbage trucks to make necessary turns.	Access and movement arrangements at John Rose Avenue and Branxton Oval will be improved by the proposed works. A one-way system is proposed using the road reserve between the rotunda and the properties. This will improve circulation at the site. A one-way exemption for trucks to access the properties can be installed to ensure legal access by large vehicles is maintained.
Concerns of antisocial behaviour and safety and resident access and car parking at Branxton oval.	Access and movement arrangements at John Rose Avenue and Branxton Oval will be improved by the proposed works. A one-way system is proposed using the road reserve between the rotunda and the properties. This will improve circulation at the site. A one-way exemption for trucks to access the properties can be installed to ensure legal access by large vehicles is maintained. Also, greater use of the oval car park will increase surveillance and may discourage anti-social behaviour.
There is a need for a disabled car park at Branxton Oval near the Sports Club	Accessible car parking will be retained in this location.
The track to the side of the Sports Club at Branxton Oval needs to be maintained for access to existing farm	This is public road reserve.
The bus stop and shelter should be moved to the New England Highway away from the Rotunda.	In the AM, school children interchange between buses at a facility on Maitland Street opposite Miller Park. In the PM this interchange occurs at Branxton Oval. There are perceived problems with this arrangement. In particular; congestion on John Rose Avenue caused by buses and the use of the Rotunda for shelter by the children. The public domain plan formalises car parking, proposes a new shelter and provides a layby for buses at Branxton Oval. The one-way system will improve the movement of vehicles through the car park.
The noise from commuters waiting for the bus at Branxton Oval is a concern.	Branxton Oval is a public recreation facility. Noise should be expected from such a facility.
The access to Branxton oval is poor for buses and RV's.	The public domain plan formalises car parking, proposes a new shelter and provides a layby for

FEEDBACK	RESPONSE
	buses at Branxton Oval. The one-way system will improve the movement of vehicles through the car park.
Signs needed at Branxton oval bus stop to control school kids.	Noted.
Emergency vehicles need to be able to access houses and sports club at Branxton Oval.	Noted. Access and movement in and around the oval will be improved by the proposed works.
The rotunda at Branxton Oval is heritage listed.	Noted. The landscaping works will improve the setting of the heritage item.
Sign needed to indicate RV parking at Branxton Oval	Noted.
Formalising Branxton Oval car park does not allow for car parking and access for residents.	The area between the rotunda and the properties is public road reserve.
Concerns about the removal of flag poles and obelisk at Branxton Oval	There is no intention to remove any of these items.
Town identifier and facilities are needed at all HEX entrances to town.	Noted.
Road outside golf club needs to be fixed rather than patched.	Noted.
Car parks in front of Sports club at Branxton Oval are incorrectly located.	The works at the oval will reorient the spaces.

3. IMPLEMENTATION PRIORITIES

The following are the implementation priorities of those who attended the meeting.

1. Maitland Street Corridor – \$858,213.89
2. Maitland Street Corridor (Anvil Creek to Cessnock Road) - \$301,672.05
3. Maitland Street Corridor (Southern Side) - \$726,493.05
4. Maitland Street Corridor (Northern side) - \$179,680.74
5. Cessnock Road - \$770,544.02
6. Branxton Oval - \$1,053,331.18

4. MATERIALS, PAVEMENT AND FURNITURE

General support for materials including pavements, edging and sandstone retaining walls. However, concern was raised over paving becoming uneven over time. The furniture choices were generally supported as well. From the landscaping palette, there was one request not to use deciduous trees as they drop leaves and become a hazard; and another asking not to plant trees near power lines.

5. EXERCISE: CROSS-SECTIONS

There was a general complaint that the cross-sections are inaccurate and a request to reinstate trees down the centre of the road. Specific comments on the cross-sections included:

Public Domain Plan (John Rose Avenue and Branxton Oval): Page 6

- Safety concerns for residents of John Rose Avenue

- There is a drain that runs down the side of park that would need to be accommodated
- Sports club has complained about RV parking on their land
- Clarification is need where on RV parking is allowed and not
- Additional signage is required to delineate RV parking
- Funding is required to upgrade amenities
- Additional parking is required in vicinity of oval

Public Domain Plan: Page 7 (Maitland Street | Bowen Street)

- Pedestrian crossing is a definite improvement
- Turn 78, 80, and 82 Maitland Street into a park linking RSL and community hall.

Public Domain Plan: Page 8 (Maitland Street | Central)

- Pedestrian area next to pharmacy needs an under cover meeting place
- Need extra parking for Branxton Gardens
- Conflicting views over parallel and angled parking
- Need to shorten west bound turning lane into John Rose Avenue and use for median planting
- Need toilets in the town centre

Public Domain Plan: Page 9 (Maitland Street | Cessnock Road)

- Suggest native grasses used for centre median
- Support for new park in Council owned car park
- Concern for loss of car parking to construct park
- Concern over the proximity of pub to park – “may encourage use by youths”
- Cessnock Road is a rat-run and is used by large trucks and buses

Public Domain Plan: Page 10 (Maitland Street Anvil Creek end)

- Footpath needs to be wider and better
- Support for entry statement landscaping

SWEPT PATHS 12.5M





CESSNOCK AIRPORT STRATEGIC PLAN

*Incorporating 5 year
Business Plan*

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Revision Number	Date	Document Number	Nature of Revision
1	October 2018	DOC2018/032811	Draft

Acknowledgement of Country

Cessnock City Council acknowledges that within its local government area boundaries are the Traditional Lands of the Wonnarua people, the Awabakal people and the Darkinjung people. We acknowledge these Aboriginal peoples as the traditional custodians of the land on which our offices and operations are located, and pay our respects to the Elders past and present. We also acknowledge all other Aboriginal and Torres Strait Islander people who now live within the Cessnock Local government Area.

1 Mayors Foreword

BOB PYNSENT**MAYOR**

Cessnock City Council is committed to continuing to achieving the aspirations of our community members which is gained through clear and direct planning with guidance by our community.

The strength of our current planning process underpins the success of our community to date and going forward.

Cessnock Airport was gifted to the people of Cessnock in the 1990's and comes with a wealth of history from use in the 2nd World war, to having NASA undertake research at this facility.

This plan articulates the main priorities, and sets clear objectives to achieve an improved position for the Cessnock Airport to ensure it remains a strong public asset, and reflects well on Cessnock Council overall vision to be a cohesive and welcoming community living in an attractive and sustainable rural environment with a diversity of business and employment opportunities supported by accessible infrastructure and services which effectively meet community needs.

Accomplishing all that the airport can be will require collaboration between Cessnock City Council, the NSW Government and the Federal government. It will also require a commitment from Government agencies, non-government organisations, airport users and the general community.

This Strategic Plan could not have been completed without the input of the Airport key stakeholders and the Cessnock community, and I would like to thank all those who have assisted in its preparation.



2 Summary

Cessnock Airport is a vibrant hub and an integral component to the Hunter community.

This Strategic Plan identifies ways in which the Airport can further develop as an aerodrome business hub that works with and contributes to the economic growth of the region.

The success of this Airport lies in the fact it already has a point of difference in the market place due to its central location to the vineyards of the Hunter Valley and the current varied user base, and this should be exploited.

The key Principles upon which this Plan is based are;

- Implement a safe, secure and environmentally suitable airport;
- Construct a well-planned airport;
- Develop sound asset management and business practices;
- Ensure strong financial viability and sustainability factors; and,
- Focus on branding and marketing.

There are a number of key objectives that can be immediately implemented, and which are detailed along with specified actions that will result in the development of a dynamic, financially viable asset for the community.

Future development and growth should be investigated as funding opportunities arise, and a review of this plan is recommended every five years to determine whether market forces have arisen that could benefit this Airport facility

3 Vision

A viable, user friendly and vibrant aviation hub to the Hunter region.



4 Regional Context

4.1. Cessnock Region

Location: 40 km west of Newcastle; 120 km north of Sydney

Area: 1,966 sq. km

Population: 57,512 (ABS 2017 ERP)

Population average annual growth rate 2006-2016: 1.97% (REMPPLAN 2018)

Census Population Density (persons / ha): 0.29

Gross Regional Product (\$M): \$2,492.366

Per Hectare Gross Regional Product (\$'000): \$12.683

Per Capita Gross Regional Product (\$'000): \$44.858

Per Worker Gross Regional Product (\$'000): \$160.860

Cessnock Local Government Area (LGA) is predominantly situated on the lands of the Wonnarua Nation, and within its boundaries are many significant Aboriginal sites. Wonnarua means "land of hills and plains".

European settlement occurred in the 1820's and saw the establishment of pastoral lands, the coal mining industry, the viticulture industry, and more recently tourism.

The area offers significant advantages as a region, located within NSW's powerhouse economy, the Hunter Region. Cessnock LGA is 153km (less than two hours' drive) north of Sydney and 40km west of Newcastle. Cessnock LGA is strategically situated close to ports, airports, residential growth areas, road networks and Sydney.

Hunter Valley Wine Country, in Cessnock LGA is now one of the top tourism destinations in Australia. Food and wine products dominate the prominent visitor economy with diversification in the arts, agri-business, adventure tourism and aviation growing.

Cessnock LGA is a nominated growth area and has priority housing and development precincts identified in the Hunter Regional Plan 2036 and Greater Newcastle Metropolitan Plan 2036, with the population projected to grow to around 70,000 by 2036 (Department of Planning and Environment 2017). Current trends show dwelling and population growth significantly exceeding projections.

4.2. Population Growth

Residential growth has fuelled opportunities and a rise in demand for construction trades and businesses servicing the local population. The city's population is on the rise and the LGA is ranked 16th highest rate of growth in NSW between 2006 and 2016, following the neighbouring Hunter population centre of Maitland (ranked 8th).

Official 2006-2016 data shows that Cessnock LGA experienced 19.7% growth in population over the ten years, where NSW only experienced 15.0%, and Australia 18%. Cessnock LGA's growth rate surpassed Greater Sydney with 18.2% where the rest of NSW saw only 9.0%.

4.3. Economic Activity

There is a diversity of economic activities in Cessnock LGA. Since the decline in local mining, other sectors contributed to the growth of the region, including manufacturing, construction, agriculture, wine, and tourism supported by emerging cultural and creative activities, transport, renewables and innovation as well as aged care.

The Hunter Valley vineyards is Australia's oldest wine region and one of the most famous. The vineyards of Pokolbin, Mount View and Allandale, with their rich volcanic soils tended by entrepreneurial vignerons, are also the focus of a thriving tourism industry.

The total output estimate (Total Gross Revenue) for Cessnock LGA is \$4.87 Billion (REMPAN 2018). Key industry sectors by output (\$M) include:

Industry	Total Gross Revenue (\$)	Total Gross Revenue (%)
Manufacturing	\$1,079.523	22.2%
Rental, Hiring & Real Estate Services	\$594.410	12.2%
Construction	\$550.568	11.3%
Mining	\$473.986	9.7%
Accommodation & Food Services	\$425.598	8.7%

Table 1: Total Gross Revenue for Cessnock LGA

The total employment estimate for Cessnock LGA is 15,494 jobs. Key industry sectors by employment (no. jobs) include:

Key Industry Sectors	Job Number	Job Numbers (%)
Accommodation & Food Services	2,589	16.7%
Retail Trade	1,963	12.7%
Health Care & Social Assistance	1,936	12.5%
Education & Training	1,485	9.6%
Manufacturing	1,304	8.4%

Table 2: Employment estimates for Cessnock LGA

The region has rich histories of convict, colonial and Aboriginal heritage, particularly in Wollombi Valley. Cessnock's natural environment has large expanses of untouched natural scenery bounded by National Parks and State Forests. The rural landscape provides beautiful scenery, with grazing and pastoral lands.

Cessnock LGA is a highly liveable area with an attractive setting, a great range of services and a location where affordability parallels a strong sense of community.

5 Background

5.1. History of Airport

Cessnock Airport (the Airport) was originally constructed on Commonwealth controlled land and was formally known as Pokolbin Aerodrome. (Cessnock had a separate aerodrome located south of the town, at Quorrobolong near the Cessnock race course). During the Second World War Pokolbin Aerodrome was referred to as RAAF Base Pokolbin, and had two runways, one which ran north-south and the other east-west, with a joining grass strip. A copy of the original plan of the airport is shown in **Enclosure 1**. It was renamed in 1948 to Cessnock Airport, and in 1992 the north-south airstrip and immediate surrounding land was gifted by the Commonwealth Government to Cessnock Council.

The Airport was subsequently operated under lease by an independent body from 1999, with Council taking back control of the Airport in December 2011. Council has managed the airport since this time.

5.2. Related Policies & Plans

Cessnock Airport Strategic Plan 2014

In January 2014 Cessnock City Council (CCC) adopted the Cessnock Airport Strategic Plan to lay the foundation for the future development of this valuable community asset.

The Strategic Plan articulated three objectives for Cessnock Airport:

- Be a safe and complying facility that minimises negative impacts on residential amenity;
- Promote economic and tourism development across the local government area; and
- Provide a sustainable revenue stream.

The 2014 Strategic Plan will be superseded once the current draft Strategic Plan and associated 5 year Business Plan comes into force.

Hunter Regional Plan 2036

Two directives within the Hunter Regional Plan reflect how opportunities identified within this document fit into the Regional Plan, including;

Direction 8 – Promote innovative small business and growth in the service sectors; and
Direction 9 – Grow tourism in the region

Greater Newcastle Metropolitan Plan 2036

The Airport Strategic Plan fits well with the Greater Newcastle Metropolitan Plan 2036 in part, as follows:

- *Pokolbin, Wollombi Valley and National Parks are tourism destinations for entertainment and tourism activity;*
- *Employment opportunities include intensive agriculture, manufacturing and freight and logistics industries that can benefit from access to national freight networks.*

The Cessnock Airport, through the initiatives identified within this Strategy, can help grow tourism and entertainment, and local to develop a freight industry utilising the airport as the central link.

Operational Policies and Guidelines

There are two current policies covering the site, being:

- Cessnock Airport Hangar Construction Policy; and
- Cessnock Airport Operational Policy & User Guidelines

Other documents reviewed include:

Cessnock 2027 Community Strategic Plan

The Strategic Objective to the Community Strategic Plan is:

'A sustainable and prosperous economy – achieving long term economic security through a mix of diverse business and employment options.'

Specific objectives identified within this plan include:

- Objective 2.3 Increase tourism and opportunities and visitation in the area
- Objective 4.1 Better transport links

Actions identified within the Airport Strategic Plan mirror the Community Strategic Plan objective, however they are centred within the confines of the airport boundaries.

Delivery Program 2017-21

Objective 4.1.6 under Better transport links identifies to 'Continue implementation of the Airport Strategic Plan'.

Economic Development Strategy

Priority 2 within the Economic Development Strategy is to;

Support and nurture existing economic activities – to encourage increased productivity, sustainability, growth and employment.

To do this the Economic Development Strategy proposes *"adopting a 'growth from within' approach"*.

This reflects the concepts that are developed through the actions of the Airport Strategy.

Long Term Financial Plan 2013-2024

The Long Term Financial Plan makes the statement that *'This document will help guide activities and decision making of the organisation into the future'*.

The Long Term Financial Plan identifies that *'A key part of Council's response to this assessment has been the adoption of a Financial Sustainability Initiative'*.

The appointment of Project Managers to assist in the development of this Airport Strategy is one aspect of the Financial Sustainability Initiative.

The Long Term Financial Plan has identified a preferred scenario reflecting Council's desire to be 'Fit for the Future', and incorporates the Financial Sustainability Initiative projects. Under this scenario Council meets the Fit for Future benchmarks.

6 Property

6.1. Property & Zoning Details

Cessnock Airport is located in Pokolbin, on an area of land indicated as being approximately 75 hectares in size. The land details are shown as Lot 2 DP1072432.



Figure 1: Aerial of Cessnock Airport - 2018

The zoning is SP2 Infrastructure (Air transport facility) under the Cessnock 2011 Local Environmental Plan (LEP). The permitted use with consent allows for: group homes, the purpose shown on the Land Zoning Map including any development that is ordinarily incidental or ancillary to development for that purpose.

Council has adopted a Development Control Plan (Chapter E7 2010 DCPE7), (DCP) and the assessment of development applications for the Airport is kept separate from the property and financial management responsibilities of the facility.

The DCP identified four zones, being;

1. Hangar areas and development area
2. Movement area
3. Terminal area
4. Associated land uses

To support the future potential growth of the airport and attractiveness as an investment destination, a review of the Cessnock Local Environmental Plan 2011(LEP) and the Cessnock Development Control Plan 2010 (DCP) should be reviewed to facilitate improved and streamlined development opportunities and processes. The review should consider development approval pathways, including opportunities for more exempt and complying development at the airport. In addition, the surrounding land uses should be reviewed to best ensure ongoing viability of the airport and to minimise development conflict and potential encroachment and adverse impacts to ongoing airport operations. This includes minimising residential development with reference to the Australian Noise Exposure Forecast (ANEF) areas to prevent amenity impacts to potential future residential areas which would adversely impact on airport operations.

A schedule of land use maps and associated ANEF details are shown in *Enclosure 3*.

6.2. Airport Details

The Airport is accessed from both the eastern and western sides. The main eastern access is via the common entrance with the Visitor Information Centre directly off Wine Country Drive. The western access is off Broke Road via De Beyers Road.

The Airport consists of a sealed runway aligned in a 17 & 35 direction. During daylight hours circuits are left hand off, while at night 35 has a right hand circuit and 17 remains left hand.

The runway length is 1097m with a width of 30m (23m centre sealed form). The runway is indicated as having a strength of 5,700/450 (65 PSI). Both the length and strength limit the size of aircraft that can utilise the runways. The runway is equipped with pilot activated lighting, and the main apron has flood lighting. There is a full length parallel taxiway (with a 10m wide sealed pavement) on the western side with four connecting taxiways.

The main apron on the eastern side is 55m x 45m. There are also a number of unsealed and natural surface aprons which supply parking. There is opportunity to expand the aprons and increase income from additional parking and this should be investigated.

The runway has not been formally assessed for suitability and longevity. However, based on discussions with industry and Council staff it is considered the runway is likely to require resurfacing, strengthening and/or repair in the next 3-5 years. An action is identified in the attached 5 year business plan to investigate this further.

In order to ensure growth for the airport the extension of the runway is proposed, subject to funding. This will require further investigation into the current strength of the existing runway, and ensuring future development is controlled to a masterplan (refer later within this document).

Drainage within the airport site has been identified and is managed by pits and open swails draining to surrounding water courses.

Water, sewerage and power is available to the eastern side of the Airport. The western side water is via tanks, and sewerage is treated through individual on site sewerage management systems.

The airport would benefit from;

- Extension of the runway up to 1,400m;
- Improved infrastructure to the western side as funding becomes available;
- Increased power availability;
- Investigation of moisture potentially undermining sections of the airstrip;
- Review of the current open drainage swails.

A review of the ANEF map would be appropriate should the runway be extended.

6.3. Safety & Security

Safety and security of the airport is of paramount importance. Council staff ensure this through regular inspections and checking to meet CASA requirements. Security of the airport is maintained by fencing, camera surveillance, and management by Council personnel.

It is noted that safety improvement should continue to be progressed, including;

- improved signage identifying the airport;
- access between east and west areas;
- additional cameras; and
- upgrading perimeter fencing.

Improvement to environmental safety issues are underway and continue to meet CASA and other requirements. Progression of these aspects need to continue, including;

- reducing the incursion into the airport by kangaroos;
- controlling bird life within the airport precinct; and
- controlling surrounding trees and vegetative growth.

These matters are addressed in the attached 5 year business plan..

6.4. Licensing Arrangements

There is a number of license agreements over the site with varying terms, and a mix of different 'land only' and 'land and building' agreements.

Council should review the current arrangements and frameworks and investigate the most effective arrangements to manage the airport for all users and ongoing viability – financially – for Council and the community. It is in Council's interests to aim for arrangements that enable users to be viable and at the same time ensure a reasonable commercial return for the airport without causing fragmentation of land.

6.5. Buildings

Currently there are a total of 26 buildings including two terminal structures located on the airport land. There are a number of different styles and design of hangar constructed around the Airport. Review of the design criteria to best enhance the airport would be beneficial to the future visual amenity of the area.

As identified in section 6.1 Property Details there are a number of areas available for expansion of hangars, and /or ancillary business use (including air show or similar) or sold to attract ancillary aircraft commercial/service providers. A precinct masterplan will aid in attracting future development.

The attached 5 year Business Plan addresses actions related to management of the assets at the airport.

6.6. Flight Information/Usage

The airport currently provides for;

- Own-use business aviation
- Sports & recreational flying
- Non scheduled passenger and freight transport charters
- Instructional flying
- Air ambulance
- Fire fighting

NB Sports & Recreational include - ballooning, fixed wing & rotary joy flights, parachuting, aero club, pleasure & personal transport.

The Airport currently sees around 14,000 flight movements per annum. The dominant use is landings, with touch and go, and practice approaches being the next 2 highest uses. Most activities are general aviation GA (82%) and charters (11%). The bulk of the GA is instructional flying, (59%).

The bulk of the activity is for Aircraft in the category B1-999 42% and C1000-1999 45%.

Airport usage is summarised in **Enclosure 4**.

6.7. Legislative/Authority Requirements

Legislation includes:

- Airports Act 1996

Relevant Government Departments and Industry Bodies include:

- Commonwealth Department of Infrastructure and Regional Services
- Civil Aviation and Safety Authority (CASA)
- AirServices Australia (ASA)
- Australia Airports Association (AAA)

6.8. Airports in the Region

Other airports within the local region include:

- Newcastle (Williamstown)
- Bankstown
- Central Coast/Warnervale
- Maitland
- Singleton
- Lochinvar
- Scone
- Taree

Newcastle and Bankstown have grown in recent years with the indication from the market that they have done so at the exclusion of smaller craft who are now seeking alternative sites to locate. This is seen as an opportunity to openly advertise space available at Cessnock Airport. Central Coast, Maitland and Singleton are all experiencing some degree of flux as the impact of residential development have started to impact upon the airport operations.

Cessnock Airport has excellent opportunities to capitalise on developing networks with other airports both within the Hunter Region and other adjoining regions, including metropolitan Sydney. Actions to progress these opportunities are identified in the 5 year Business Plan attached.

6.9. Environmental Sustainability Considerations

Airports around the world continue to investigate opportunities to better manage the environmental considerations of their airports. Cessnock Airport has the opportunity to undertake similar development of appropriate solar and wind power, recycling of storm water runoff, re-use of wastewater through a centralised collection system, and use of the undeveloped land for environmental benefit. Any opportunities progressed, should not impact on the ongoing operations of the airport

Consideration to a centralised waste water system on the western side may also be an option instead of connection to 'mains'.

The attached 5 year Business Plan has specific actions in this regard.

7 Principles, Objectives & Actions

A number of over-arching principles have been identified within this Strategic Plan, with corresponding actions highlighted to ensure these principles are achieved. The actions are further explored as part of an implementation plan within the associated 5 year business Plan.

1. Ensure a safe and secure airport

Council operates the Cessnock Airport within stringent safety and security controls and guidelines which includes meeting various legislative and common law requirements. Ensuring this continues has been identified as a priority through stakeholder consultation, and are identified as follows.

Direction 1 - Ensure safe airport

Objective 1.1 <i>Meet legislative and CASA requirements</i>		
Action	1.1.1	Undertake a review of all legislative requirements, tabulate and ensure matters addressed as required;
	1.1.2	Arrange annual CASA inspection, identify issues, tabulate and arrange timeframes to resolve;
Objective 1.2 <i>Comply with safe practice</i>		
Action	1.2.1	Develop and enact Safe Work Method Statements for all areas of operation;
	1.2.2	Review height clearances around airport and recommend course of action where heights impact on flight path;
Objective 1.3 <i>Educate Airport users</i>		
Action	1.3.1	Annually supply airport licensees with copies of relevant guidelines;
	1.3.2	Prepare a welcome pack of information to all new licensees.
Objective 1.4 <i>Manage Flora and Fauna</i>		
Action	1.4.1	Undertake wildlife hazard assessment and develop an action plan to manage;
	1.4.2	Identify unsafe vegetation and arrange program for removal.

Direction 2 - Ensure secure airport

Objective 1.5 <i>Review security procedures</i>		
Action	1.5.1	Annually review and ensure safety procedures are current;
	1.5.2	Define security-fencing requirements with CASA.
Objective 1.6 <i>Identify risk issues</i>		
Action	1.6.1	Undertake risk review;
	1.6.2	Clarify all emergency procedures
Objective 1.7 <i>Update security</i>		
Action	1.7.1	Install additional security cameras around airport;
	1.4.2	Continue to install suitable fencing around perimeter.

2. Construct a well-planned airport

A well-planned airport ensures the best return for the expense incurred. To enable development and expansion to occur requires improved planning controls, and identification of operational requirements. This section identifies those objectives to achieve this.

Direction 3 – Identify planning control improvements

Objective 2.1 <i>Update planning controls</i>		
Action	2.1.1	Develop a detailed Precinct Masterplan;
	2.1.2	Update the relevant Development Control Plan Chapter to attract development;
Objective 2.2 <i>Review surrounding land use</i>		
Action	2.2.1	Investigate development options with adjoining land owners;
	2.2.2	Update Local Environmental Plan to control potential surrounding residential development;
	2.2.3	Review land use approval requirements to free up approval process;
	2.2.4	Investigate the extension of airport noise control zone.
Objective 2.3 <i>Identify expansion opportunities</i>		

Action	2.3.1	Review potential second runway options;
	2.3.2	Identify land acquisition possibilities;
	2.3.3	Prepare Precinct Masterplan to aid in future development;

Direction 4 – Plan for the future of the Airport

Objective 2.4 <i>Clarify operational aspects</i>		
Action	2.4.1	Register the airport;
	2.4.2	Ensure adequate staffing and training/progression;
	2.4.3	Join Australian Airlines Association.
Objective 2.5 <i>Improve Entry Aspects</i>		
Action	2.5.1	Reorganise terminus to assist with flow of passengers;
	2.5.2	Develop a uniform signage strategy;
	2.5.3	Improve connection linkage between western and eastern aspects of airport.

3. Develop sound asset management and business practices

A fundamental to a successful business is ensuring the asset is effectively managed and best business practices followed. The actions identified here will assist in this process.

Direction 5 – Implement sound management processes

Objective 3.1 <i>Review management controls</i>		
Action	3.1.1	Investigate alternative airport ownership models;
	3.1.2	Obtain annual insurance details from all licensees.

Direction 6 – Develop the Airport

Objective 3.2 <i>Modify legal arrangements</i>		
Action	3.2.1	Standardise legal arrangements and investigate longer tenure;
	3.2.2	Improve/remove onerous legal conditions;

	3.2.3	License the fuel supplier.
Objective 3.3 <i>Improve operational aspects</i>		
Action	3.3.1	Develop GPS approach system;
	3.3.2	Investigate option for 2nd fuel supplier;
	3.3.3	Upgrade the entry and signage;
	3.3.4	Upgrade Bureau of Meteorology facilities;
	3.3.5	Increase apron parking areas;
	3.3.6	Construct water & sewer infrastructure to western aspect;
	3.3.7	Improve roadways around airport precinct
Objective 3.4 <i>Identify growth areas</i>		
Action	3.4.1	Review costs to extent and restrengthen runway;
	3.4.2	Actively develop site to allow for development;
	3.4.3	Actively attract aeroplane manufacturers/maintenance businesses;
	3.4.4	Investigate freight options out of the airport

Direction 7 – Focus on Asset Management

Objective 3.5 <i>Improve asset management practices</i>		
Action	3.5.1	Develop a detailed asset management plan;
	3.5.2	Prepare an infrastructure plan;
	3.5.3	Arrange a valuation of the asset.

Direction 8 – Develop an environmentally sustainable airport

Objective 3.6 <i>Design improved environmental controls</i>		
Action	3.6.1	3.6.1 Undertake an environmental audit;
	3.6.2	3.6.2 Engineer new stormwater management controls;

3.6.3	3.6.3 Identify alternative wastewater management controls and re-use;
3.6.4	3.6.4 Promote solar power options for licensees.

4. Ensure strong financial viability and sustainability

Essentially the viability of a business is measured by its long term survival. Council has identified the need to make the airport more viable so that it meets the criteria laid down by its Financial Sustainability Initiative. The directions outlined below are considered to assist achieve this outcome.

Direction 9 – Implement sound financial management processes

Objective 4.1 Review financial controls		
Action	4.1.1	Create a separate airport budget line into the Council Plan;
Objective 4.2 Review financial opportunities		
Action	4.2.1	Undertake annual pricing review of licenses and landing fees
	4.2.2	Investigate parking fee and associated charges
	4.2.3	Investigate suitable signage fees.
Objective 4.3 Improve commercial viability		
Action	4.3.1	Prepare a five year business plan
	4.3.2	Investigate potential for construction by Council of 1 or more T hangars

Direction 10 – Manage capital sustainability

Objective 4.4 Focus of Grant Funding		
Action	4.4.1	Seek all grant funding opportunities as they arise

5. Focus on Branding and Marketing

Today branding and marketing are pivotal to the success of a business. A company's brand represents their market identity – who they are, what they do, the quality of the enterprise, and their reputation. Cessnock Airport has its own identity however it will

significantly benefit from placing a brand to that identity and then marketing to selected opportunities. The actions below identify how to undertake this.

Direction 11 – Focus on Branding

Objective 5.1 <i>Define Branding Requirements and secure name</i>		
Action	5.1.1	Develop a brand for the airport.

Direction 12 – Undertake marketing

Objective 5.2 <i>Clarify marketing opportunities</i>		
Action	5.2.1	Develop a marketing plan;
	5.2.2	Prepare a signage procedure.
Objective 5.3 <i>Utilise online marketing</i>		
Action	5.3.1	Develop a website for the airport;
	5.3.2	Regain domain name;
	5.3.3	Investigate other social media options to promote airport.

Direction 13 – Undertake marketing

Objective 5.4 <i>Formalise linkages</i>		
Action	5.4.1	Develop linkages and arrange regular with relevant industry bodies
	5.4.2	Develop linkages/Memorandums of Understandings with other airports to attract business.

Direction 14 – Review event opportunities

Objective 5.5 <i>Review event opportunities</i>		
Action	5.5.1	Develop events in conjunction with market.

8 Precinct Masterplan

A proposed Precinct Masterplan has been developed for Cessnock Airport, and is attached in **Enclosure 5**. It is a high-level plan, and is intended to identify the development areas and lay the foundation for the future growth of the Airport.

The Masterplan has identified a number of specific precincts and development opportunities, as follows:



Precinct 1	Runway extension Proposal for grass runway/inclusion of gliders
Precinct 2	Additional private hangars the length of the runway Historical museum area Extension of Runway (if external funding available)
Precinct 3	Area for Commercial Business Opportunities (Aviation or related i.e. Accommodation) Area for maintenance/workshops Area for aeroplane construction business Area for additional hangars Area for Helicopter/RFS or similar expansion Area for additional hardstand parking
Precinct 4	Area for additional apron/hardstand parking Upgrade of terminus for future charters
Precinct 5	Expansion of fuel services as required
Entranceways	Upgrade of signage It is proposed to lodge the Masterplan on acceptance of this Strategic Plan.

Table 3: Precincts

9 Business Plan

Cessnock Airport is considered ripe for development and increased business growth opportunities. Recent interest from a wide source of both private and commercial operators, as well as the continuing growth of tourism and population growth into the Hunter region will continue to offer opportunity.

10.1. Marketplace

The airport industry in Australia is relatively small and most operators are known to each other. The Airport Association of Australia (AAA) keeps detailed information and the key success factors for all individual airports which is available to interested parties.

The open nature and availability of information allows fees to be regularly reviewed in line with comparable airports.

A review of relevant industry documents has identified:

- In the NSW State Government Lower Hunter Regional Strategy, and subsequent Draft Hunter Regional Plan, major growth is planned for Cessnock City;
- The Australian Airports Association noted in its document 'Australia's Regional Airports – Facts, Myths and Challenges' the following:
 - As many as 50% of regional airports operate at a loss;
 - Regional aviation will remain challenging;
 - The conservative conclusion is that a general downward trend in General Aviation, especially in Own-Use Business Activities, is likely to continue. However own-use business aviation cannot be ignored as increasing pressures at other airports will result in increased demand for aircraft parking and hangarage.
 - Regional Passenger Transport (RPT) facilities, if required, are best considered as an extension of charter opportunities;
 - Maintaining and developing the capacity of a regional airport so that it is able to be used by RPT aircraft (i.e. 18-30 seaters) is not only expensive but carries a high degree of risk that assets may be 'stranded';
 - Airport infrastructure, whether terminal facilities or runway works, are among the most expensive forms of commercial and civil construction.
 - Growth opportunities exist in instructional flying and charters (particularly tourism related);
- Cessnock Airport data reveals the following:
 - Cessnock Airport usage trend has stabilised in the last 2-3 years at around 14,000 movements per annum.

The key outcome from industry discussions is that the country airports making money are doing so either because they have a point of difference, i.e. they have regular RPT's or an

industry on site that generates considerable cashflow, or they are selling assets to assist cashflow i.e. selling unwanted land. The concept of 'small is beautiful' may actually apply in this market place when a facility has a point of difference.

The market place has also identified some unusual business opportunities including the potential to allow for on-site accommodation for an owner with their plane.

Joint partnership arrangements are also being investigated by various airports. It is understood that foreign investors are seeking suitable sites they could invest into on the proviso they control and benefit from the larger aircraft utilising the site.

An inspection of several country NSW airports by the writer revealed that most are incurring a loss however the airport is, in all cases, considered a life blood to the town and a critical asset to be maintained.

The most successful aerodromes are those actively seeking business. A review of available airport strategies highlighted the following opportunities;

- Land development opportunities
- Rezoning adjoining private land
- Lease arrangements (Public Private Partnership PPP)
- Airside maintenance (expansion/extension of runways)
- Aviation Passenger Services
- Attract Fly in Fly out
- Regional Partnerships (Government/Training)
- Engagement (Events)

An Airport Economic Sustainability report completed for North Central Texas General Aviation identified the following market expansion strategies;

- Service Improvements – improve amenities
- Partnerships with Private Enterprises (PPP)
- Partnerships with Other Public Agencies
- Incentives
- Retention of existing clients
- Airport Branding
- Rates/Charges
- Development of non-aeronautical real estate
- Airside Infrastructure improvement
- Landside facility improvements (i.e. hangar storage)
- Fuel

It would be opportunistic to arrange regular visitations to smaller regional airports within NSW to see what developments are occurring and how these operators/Councils are seeking airport business opportunities.

10.2. Financial Analysis

It is acknowledged that Cessnock Airport currently makes an annual loss, and that there a number of large scale operational and capital works that are also required to be undertaken in the foreseeable future. However, the value of the cashflow into the economy because of the airport is considered to offset any negative aspects, and continues to reflect a wise investment in the future of the Hunter Valley.

The review of the Cessnock Airport and surrounding region revealed the following main points:

- Extensive areas of developable land exist at the Airport;
- There is a likely need for additional hangar space;
- Runway update (and extension if possible) is required in the immediate term;
- Projected increase in the population may result in improved opportunities;
- Likely growth in tourism should assist future opportunities;
- Charters should be promoted; and
- Signage, marketing and branding is a must for the site.

The following basic financial considerations should be undertaken;

- Drive rent income;
- Introduce parking fees;
- Renegotiate all leases and licenses; and
- Establish additional aircraft parking contingent on the introduction of parking fees.

The asset values for the airport are shown in **Enclosure 6**.

10.3. Key Risks

Operating an Airport comes with some inherent risk. This cannot be avoided unless the Airport is disposed to a third party. Even then some risks can be expected to remain given Council initiated various licenses on the site which would need to be honoured.

The key risks are:

- Reputational risk – poor performance or misuse by an operator
- Illegal activity or use of land
- Financial cost impacting upon Councils overall position
- Environmental risk from spills
- Crash or injury

10.4. Options Review

In moving forward the following options exist for Council:

- Sell the Airport

The Cessnock Airport offers significant financial benefit to this region through tourism, jobs, and business opportunities. However, it must be acknowledged that the Airport costs money to operate and maintain.

Sale would remove this cost, though once sold it is unlikely Council would be in a position to construct a new facility, nor benefit from the potential opportunities that this facility can offer.

As the facility offers region wide benefits and the opportunity remains to develop and grow income streams, it is considered that the sale option should not be investigated further at this time.

- Maintain the Airport 'as is'

Council could continue to operate the airport under current arrangements and not seek new business opportunities. No benefit to Council or the Community will be gained from this approach, and it potentially reduces the improved relationship that has been built in recent times by the Airport Coordinator and others.

- Undertake specific improvements to maximise income

This is considered the most appropriate avenue to proceed down. By accepting a more pro-development approach coupled with strategic capital works it is considered that maximum revenue can be achieved.

- Undertake significant capital works to attract business

Council could seek to borrow considerable funds and undertake significant capital works to extent and widen the runway in the hope that this will generate additional business, including RPT services. There is no guarantee that this would work, and is likely to only add to the ongoing maintenance costs in future years. Seeking RPT's could potentially also require improvements to the navigational system and runway lighting. Further, the increased size of aircraft is likely to cause issues with surrounding residents.

- Joint Arrangement/Management/Corporatisation of the Facility

Council could look to seek a joint partner into the Airport, corporatize, or even lease the facility out to offset some of the operational costs.

Historically leasing out the site has proven difficult to manage and resulted in significant cost to Council. A joint arrangement is a relatively untried area and potentially fraught with danger unless it is well managed and controlled. Corporatisation could work subject to strong management by Council, including stringent works programs. Ultimately, it is considered these styles of arrangement could diminish Councils control of the airport, increase unwarranted traffic and potentially result in increased cost.

- Mix of above

Council could look to pick aspects of the options above and integrate into an alternative plan however with real and active opportunities in front of Council at this time it is considered that this strategy should be progressed at the earliest opportunity.

10.5. Business Strategies

There are a number of business opportunities waiting to be developed for this site, and should be exploited. These include;

Storage

There is a real need for additional plane storage both as hangar space and open tarmac storage. Both should be developed, either with Council as the builder and/or allowing private construction of more hangars.

Market discussions indicate the most appropriate purpose built hangar is a 'T' hangar, which allows for maximum space utilisation through planes parking back to back. Costs for a 9 plane hangar are around \$500,000 with normal return on investment (when fully licensed) of around 7 years.

As a minimum, an additional T hangar should be constructed. In order to achieve the best financial position licenses should be arranged 'off the plan' with no construction should commence until there are at least 7 pre-signed license arrangements so an immediate return is achievable.

There is adequate space in precinct 3 for Council (or a private developer) to construct a T hangar.

Private hangars should also be allowed so as to attract the smaller individuals who wish to maintain their own facility.

Precinct 2 has adequate space to allow for hangars to be constructed by individuals. Advertising should be considered immediately to allow for up to 4 new privately constructed hangars to be built. Further growth should be encouraged in this area.

Parking

Bituminising current grassed apron space with secure tie down facilities will attract plane storage. It will also improve plane movement around the Airport. Budget should be made to allow for this upgrade in the coming years.

Existing users

There is a small number of existing businesses on site which should be approached to determine their growth requirements. It may be that there are business opportunities within the existing users.

The GA operators should also be utilised to promote the Cessnock Airport and seek new opportunities. This could include offering incentives if they attract other users to the Airport.

Partnerships

The airport contains surplus land that should be made available for use by outside parties. This includes opportunities such as;

- PPP arrangements; and
- Government linkages (such as an approach to the Rural Fire Service to house all their flight operations for this region at the Airport); and
- Linkages with other Airports.

In regard to the above the following is noted;

- Discussions have been ongoing between CCC and Newcastle Airport Limited (NAL).
- There has been significant growth in pilot training within Australia in recent years. Of note is the Qantas pilot school tender which is aimed at the larger airports, in comparison to the Glen Innes Airport partnership with a Chinese company which faltered leaving the Council out of pocket financially and trying to find a new lessee, with no success to date.
- The Rural Fire Service house some of their helicopters on site, depending on need. It is considered that an approach be made to RFS to house all their regional services at Cessnock Airport.
- Cessnock should be actively partnering with larger airports such as Bankstown, Newcastle, and other similar airports to offer to take their overflow of smaller aircraft where the operations of these larger airports places limitations on smaller aircraft.

Business Opportunities

Concepts to be investigated include;

- Investigating whether gliders could be handled within the current facilities;
- Development of a Historical aviation museum area; and
- Development of aligned businesses including maintenance companies, light plane manufacturers, and even caravan park/ accommodation operators.

Bathurst Airport currently operates as a larger regional facility however they also allow gliders to launch from their airport via a grass strip located within the airport precinct. There is ample opportunity for this to also occur at Cessnock Airport.

The inclusion of a historical or museum area into precinct 2 would help attract new businesses that deal in that section of the market place. There is also the opportunity to cross sell to tourism, through visitations to the museum, and increase utilisation of the airstrip through joy flights.

The concept of developing land within precinct 3 to include a caravan park opens the opportunity for increased caravan stays, accommodation for training, and potential for consideration of accommodation hangars. Infrastructure (sewer and water) will need to be upgraded or a suitable alternative environmental option resolved.

Land

There is opportunity for Council to develop areas within precinct 2 or 3 for water recycling, solar power, or other adjunct opportunities. Should land become available around the airport then this should be acquired to assist with future expansion.

Marketing

It would be appropriate to develop a market name for the Airport to assist attract additional business. Names such as *Cessnock Light Aviation Hub* have a solid ring and help identify the type of business that is being attracted to the site. Consideration should also be given to whether to rename the airport itself.

There appears to be significant interest in the Airport generally and this should be taken advantage of. Marketing of hangar land, hangar space, and other business opportunities should be a priority. In addition a web site should be developed and social media avenues followed.

10.6. Financial Review

Table 1 below summarises the last 5 years financial data, and current budget for 2018/19.

Year	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
Income	271,563	321,337	309,540	296,750	307,200	259,100
Expenditure	484,141	384,864	508,198	455,896	512,400	500,300
Net Profit/Loss	-212,578	-63,527	-198,658	-159,106	-205,200	-241,200

Table 4: Historical Financial Data

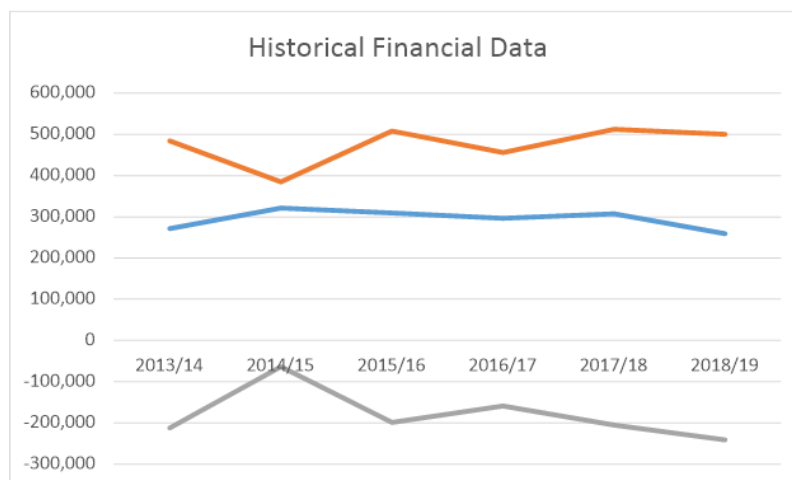


Figure 2: Historical Financial Data

The figures shown for the 2017/18 period are based on the operational budget for that period. The deficit of \$205,200 was identified to be met from the budget.

The 2018/19 budget is set at income of \$205,200 with expenditure at \$500,300. A shortfall of \$241,200 has been allocated to this years' budget.

Overall an average loss per financial year of \$180,044 is shown for the periods 2013/14 to 2018/19.

10.7. Projected Position/Analysis

In determining a projected financial position for the Airport there are a number of assumptions, as follows;

1. Actions within this plan are progressed;
2. All current vacant hangar space will be immediately marketed and filled;
3. The opportunity to license land for private hangars is fully taken up;
4. The construction of a T hangar will occur with 100% utilization;
5. Parking and other fees as outlined will be introduced and all areas available for parking utilized;
6. Attraction of commercial opportunities will be undertaken; and
7. Development of the surplus land will occur within the next 3-4 years with rental commencing at \$95,000pa.

Enclosure 7 covers detailed historic data, as well as outlining the cashflow position from 2019/20 until 2024/25. It is based on the potential improved position should all opportunities within this plan be undertaken and achieved.

The cashflow calculations include;

1. Landing fees income grow at 3% per annum;

2. Apron/Parking revenue commences at \$15,000 growing to \$28,800 by the end of the second year as all planes are charged, then increasing at 3%pa;
3. Capital works of;
 - a. Signage/entranceway for \$20,000 occur in 2018/19;
 - b. Airstrip resal costs of \$400,000 occur in 2021/21;
 - c. BoM relocation costs of \$15,000 occur in 2021/22; and
 - d. Upgrade strip lights/GPS allowance of \$150,000 included at year 2023/24.
4. The income and associated expense of a T hangar are included from 2019.

Table 2 below shows the future anticipated cash flow net profit/loss position as follows;

2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
-229,000	-172,200	-496,400	-51,900	-58,600	-80,000	-26,800	-29,200	38,900

Table 5. Anticipated cash flow

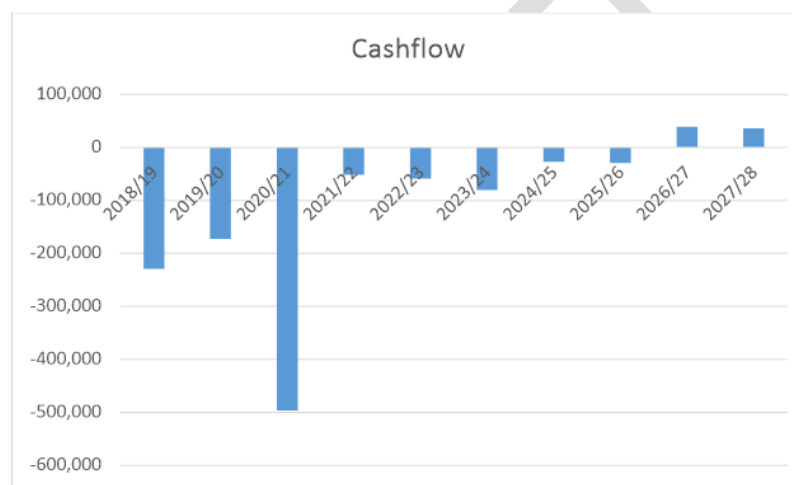


Figure 3. Anticipated Cash flow

In summary, based on the expected revenue it is considered a break even position can be achieved by 2026/27, excluding any unaccounted capital works. Though it is acknowledged this cashflow is optimistic it does reflect a realisable outcome subject to a positive approach to business opportunities being adopted by Council.

10 Business Plan

This report considers that there is real opportunity within the current market to take the airport forward through both short and medium term actions which are considered the most appropriate and financially prudent approach to grow the Airport business.

The table below highlights the priority for each action, as follows:

High Priority		
<i>Ensure safe airport</i>		
1.1.1	Undertake a review of all legislative requirements, tabulate and ensure matters addressed as required;	Feb 2019
1.2.1	Develop and enact Safe Work Method Statements for all areas of operation	June 2019
1.2.2	Review height clearances around airport and recommend course of action where heights impact on flight path	March 2019
1.4.1	Undertake wildlife hazard assessment and develop an action plan to manage	March 2019
1.6.1	Undertake risk review	Feb 2019
1.6.2	Clarify all emergency procedures	Feb 2019
<i>Identify planning control improvements</i>		
2.1.1	Develop a detailed Precinct Masterplan	March 2019
2.1.2/2.2.3	Review Development Control Plan to free up approval process	June 2019
2.4.1	Register the airport	June 2019
2.4.3	Join Australian Airlines Association	June 2019
2.5.2	Develop a uniform signage strategy	May 2019
<i>Develop sound asset management and business practices</i>		
3.2.3	License the fuel supplier	Feb 2019
3.3.4	Upgrade Bureau of Meteorology facilities	March 2019
3.4.1	Investigate costs to extend and strengthen runway	March 2019
3.4.2	Actively develop site to allow for development	Ongoing
3.5.1	Develop a detailed asset management plan	May 2019
3.5.3	Arrange a valuation of the asset	April 2019
<i>Ensure strong financial viability and sustainability</i>		
4.2.2	Investigate parking fee and associated charges	April 2019
4.2.3	Investigate suitable signage fees	May 2019
4.3.1	Prepare a five year business plan	Dec 2018
4.3.2	Investigate potential for construction by Council of 1 or more T hangars	March 2019
4.4.1	Seek all grant funding opportunities as they arise	January 2019
<i>Focus on Branding and Marketing</i>		
5.1.1	Develop a brand for the airport	June 2019
5.2.1	Develop a marketing plan	May 2019

5.2.2	Prepare a signage procedure	June 2019
5.3.1	Develop a website for the airport	March 2019
Medium Priority		
<i>Ensure safe airport</i>		
1.1.2	Arrange annual CASA inspection, identify issues, tabulate and arrange timeframes to resolve	July 2019
1.2.2	Review height clearances around airport and recommend course of action where heights impact on flight path	September 2019
1.3.2	Prepare a welcome pack of information to all new licensees	July 2019
1.4.2	Identify unsafe vegetation and arrange program for removal.	August 2019
1.5.2/1.7.2	Define security fencing requirements with CASA	July 2019
1.7.1	Install additional security cameras around airport	September 2019
2.2.1	Investigate development options with adjoining land owners	October 2019
2.2.2	Update Local Environmental Plan to control potential surrounding residential development	July 2019
2.2.4	Investigate the extension of airport noise control zone	July 2019
2.5.1	Reorganise terminus to assist with flow of passengers	September 2019
2.5.3	Improve connection linkage between western and eastern aspects of airport	December 2019
3.1.1	Investigate alternative airport ownership models	October 2019
3.2.1/3.2.2	Standardise legal arrangements and investigate longer tenure	July 2019
3.3.1	Develop GPS approach system	October 2019
3.3.2	Investigate option for 2 nd fuel supplier	January 2020
3.3.3	Upgrade the entry and signage	February 2020
3.3.5	Increase apron parking areas	March 2020
3.3.6	Construct water & sewer infrastructure to western aspect	March 2020
3.3.7	Improve roadways around airport precinct	June 2020
3.4.3	Actively attract aeroplane manufacturers/maintenance businesses	June 2019
3.5.2	Prepare an infrastructure plan	September 2019
3.6.2	Engineer new stormwater management controls	July 2020
3.6.3	Identify alternative wastewater management controls and re-use	July 2019
3.6.4	Promote solar power options for licensees	July 2019
4.1.1	Create a separate airport budget line into the Council Plan	July 2019
5.3.2	Regain domain name	July 2019
5.3.3	Investigate other social media options to promote airport	September 2019
5.4.2	Develop linkages/MoU's with other airports to attract business	October 2019

Ongoing Annual		
1.3.1	Annually supply airport licensees with copies of relevant guidelines	
1.5.1	Annually review and ensure safety procedures are current	
2.4.2	Ensure adequate staffing and training/progression	
3.1.2	Obtain annual insurance details from all licensees	
4.2.1	Undertake annual pricing review of licenses and landing fees	
5.4.1	Develop linkages and arrange regular with relevant industry bodies	
5.5.1	Develop events in conjunction with market	

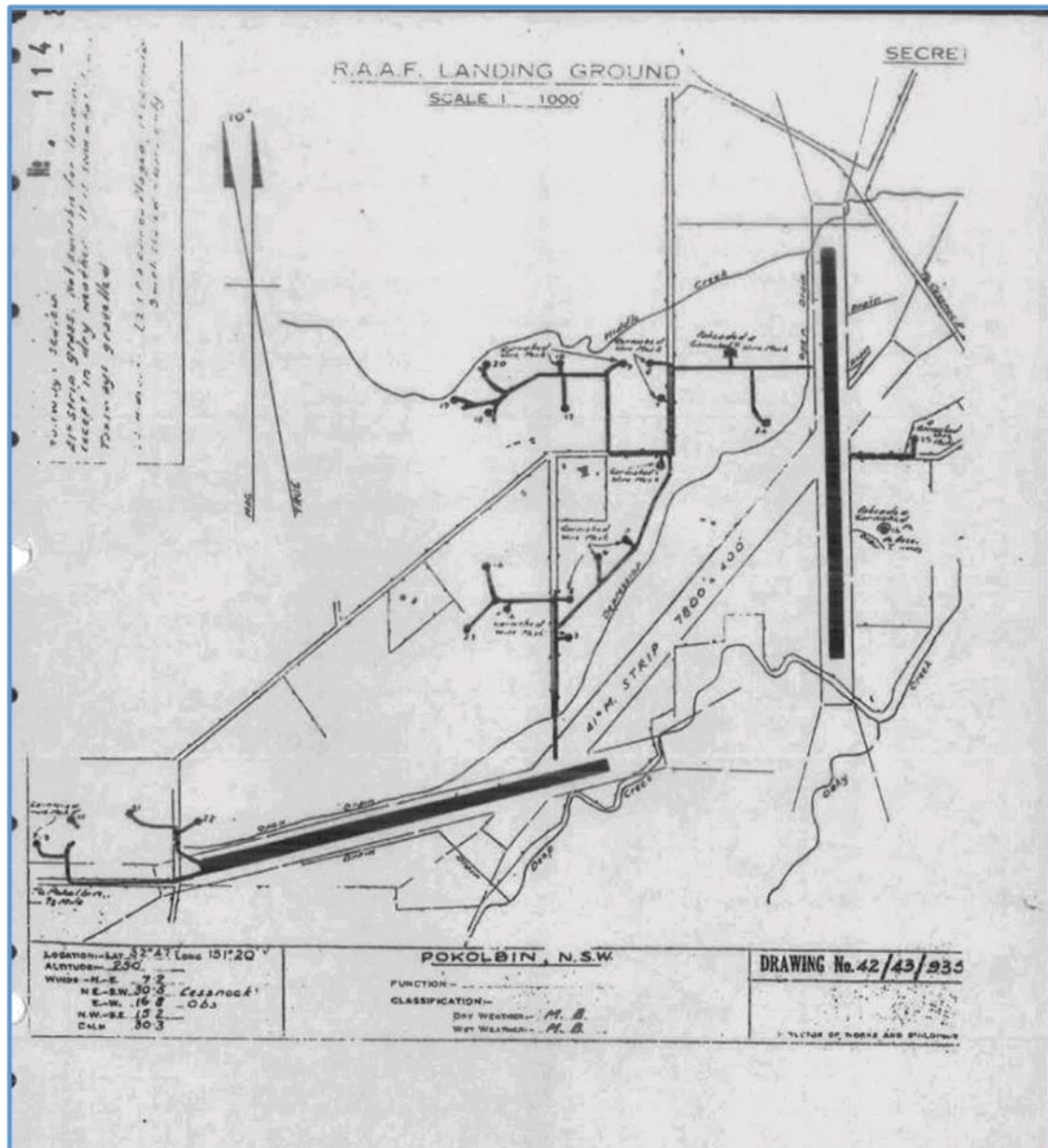
Table 6: Business Plan



11 Enclosures

Enclosure 1	RAAF Base Polkolbin Layout Plan	1942
Enclosure 2	Infrastructure Development Costings	2017
Enclosure 3	Land Use Maps	2018
Enclosure 4	Airport Usage Data	2018
Enclosure 5	Precinct Masterplan	2018
Enclosure 6	Asset Value summary	2018
Enclosure 7	Historic Data/Future Cash flow	2018

Enclosure 1: Enclosure 1 RAAF Base Pokolbin Map



Source : RAAF & USAAF Airfields in Australia and SWPA During World War Two,
Australian War Memorial, Canberra

Enclosure 2: Infrastructure Development Costings



Memo

From: Hannah McCauley
To: Martin Johnson
Subject: Community Infrastructure Ideas Register – Scoping the need
Date: 3 November 2017
Reference: DOC2017/076396

Background:

The Australian Local Government Association (ALGA) is developing a register of potential community infrastructure projects around Australia. ALGA will draw on this register in building the evidence base to strengthen the case for a Commonwealth funding program to assist councils to undertake vital projects to meet community needs. We need your help. To demonstrate the strong need for Commonwealth funding the register needs to contain at least 3 projects from every council in Australia. Register your project ideas by completing the form below.

https://alga.asn.au/tecms/forms/community_infrastructure_ideas/registration.aspx

Cessnock Airport Projects:

The following airport related projects were registered on 3 November 2017.

These projects were found in a document called *Cessnock Airport – Potential Grant funding projects – March 2016* located in the folder [K:\MGM\Integrated Planning\Bronwyn\AIRPORT](#).

A copy of this original document can be viewed below:

Project 1: Cessnock Airport – Instrument Approach

State: NSW

Council: Cessnock City Council

Council Contact:

Title: Mr

First Name: Martin

Last Name: Johnson

Position: Strategic Planning Manager

Address 1: 62 – 78 Vincent Street

Address 2: PO Box 152

Suburb/City: Cessnock

Postcode: 2325
Phone: 02 4993 4229
Email: martin.johnson@cessnock.nsw.gov.au

Project Name: Cessnock Airport – Instrument Approach

Brief Description: To improve access to Cessnock Airport (for the increasing number of charter aircraft) in low visibility conditions (such as heavy rain and/or very low cloud)

Category of Project: Airports, aerodromes, and air strips

Estimated Total Cost: Under \$100K (Cost estimate: \$45,000)

Project Status: Real Potential

Project Type: Renewal

Photograph:



Project 2: Cessnock Airport – Fuel Area Access

State: NSW

Council: Cessnock City Council

Council Contact:

Title: Mr

First Name: Martin

Last Name: Johnson

Position: Strategic Planning Manager

Address 1: 62 – 78 Vincent Street

Address 2: PO Box 152

Suburb/City: Cessnock

Postcode: 2325

Phone: 02 4993 4229

Email: martin.johnson@cessnock.nsw.gov.au

Project Name: Cessnock Airport – Fuel Area Access

Brief Description: To improve access to the automatic 24/7 fuelling facility at Cessnock Airport by developing sufficient apron capacity for entry and egress.

Category of Project: Airports, aerodromes, and air strips

Estimated Total Cost: Under \$100K (Cost estimate: \$63,243)

Project Status: Real Potential

Project Type: Renewal

Photograph:



Project 3: Cessnock Airport – Revised Planning Instruments and Policies

State: NSW

Council: Cessnock City Council

Council Contact:

Title: Mr

First Name: Martin

Last Name: Johnson

Position: Strategic Planning Manager

Address 1: 62 – 78 Vincent Street

Address 2: PO Box 152

Suburb/City: Cessnock

Postcode: 2325

Phone: 02 4993 4229

Email: martin.johnson@cessnock.nsw.gov.au

Project Name: Cessnock Airport – Revised Planning Instruments and Policies

Brief Description: Strategic planning projects to update Cessnock Airport planning instruments and policies in line with the Airport Masterplan.

Category of Project: Airports, aerodromes, and air strips

Estimated Total Cost: Under \$100K (Cost estimate: \$40,000)

Project Status: Real Potential

Project Type: New

Photograph:



Project 4: Gateway to the Hunter Valley – Cessnock Airport Infrastructure Upgrade**State:** NSW**Council:** Cessnock City Council**Council Contact:****Title:** Mr**First Name:** Martin**Last Name:** Johnson**Position:** Strategic Planning Manager**Address 1:** 62 – 78 Vincent Street**Address 2:** PO Box 152**Suburb/City:** Cessnock**Postcode:** 2325**Phone:** 02 4993 4229**Email:** martin.johnson@cessnock.nsw.gov.au**Project Name:** Gateway to the Hunter Valley – Cessnock Airport Infrastructure Upgrade**Brief Description (500 character limit):**

This project is a significant infrastructure upgrade of Cessnock Airport.

The project comprises:

- the widening and resealing of taxiways;
- provision of aprons and aircraft parking areas;
- improved fuel area access;
- runway extension and resealing;
- connection of water and sewer to the site;
- fencing;
- future terminal provision; and
- construction of aircraft storage facilities.

Category of Project: Airports, aerodromes, and air strips**Estimated Total Cost:** Under \$100K (Cost estimate: \$7,661,212)**Project Status:** Real Potential**Project Type:** New**Photograph:**

Notes/Additional Information: In 2015 Council prepared an Expression of Interest for this project for the Hunter Infrastructure and Investment Fund. Additional documentation can be provided if required.

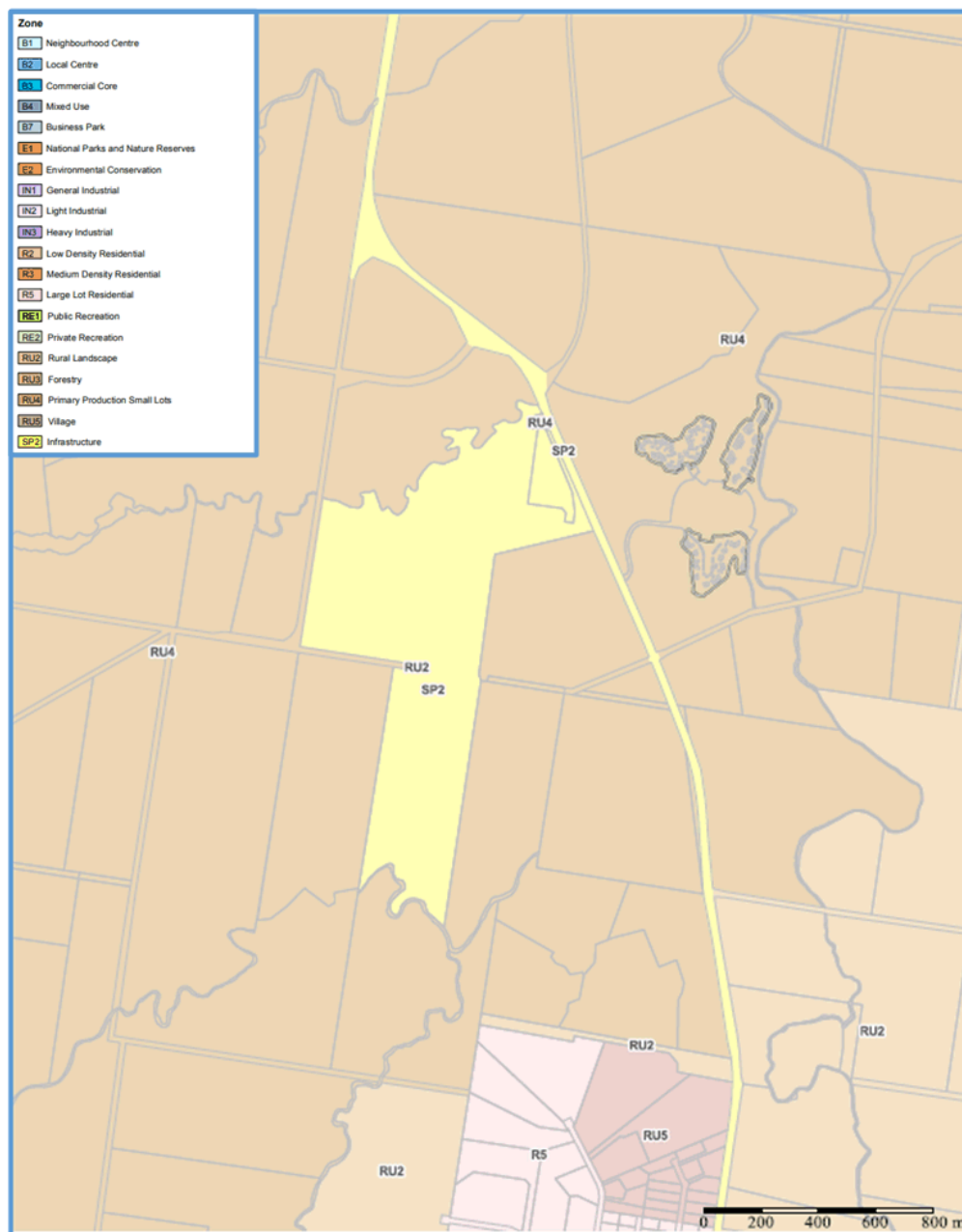
Internal Reference: See DOC2015/045110 and DOC2015/045105 for further detail on information submitted with Project 4.

Submission receipts

Thank you for submitting your project to the Community Infrastructure Ideas Register. ALGA will draw on this register in putting the case to the Commonwealth for a funding program to assist councils deliver vital infrastructure renewal projects.

If you have any questions or would like any further information, please contact ALGA on (02) 6122 9400.

Enclosure 3: Cessnock LEP 2011 Zoning Map and ANEF Contour Plan

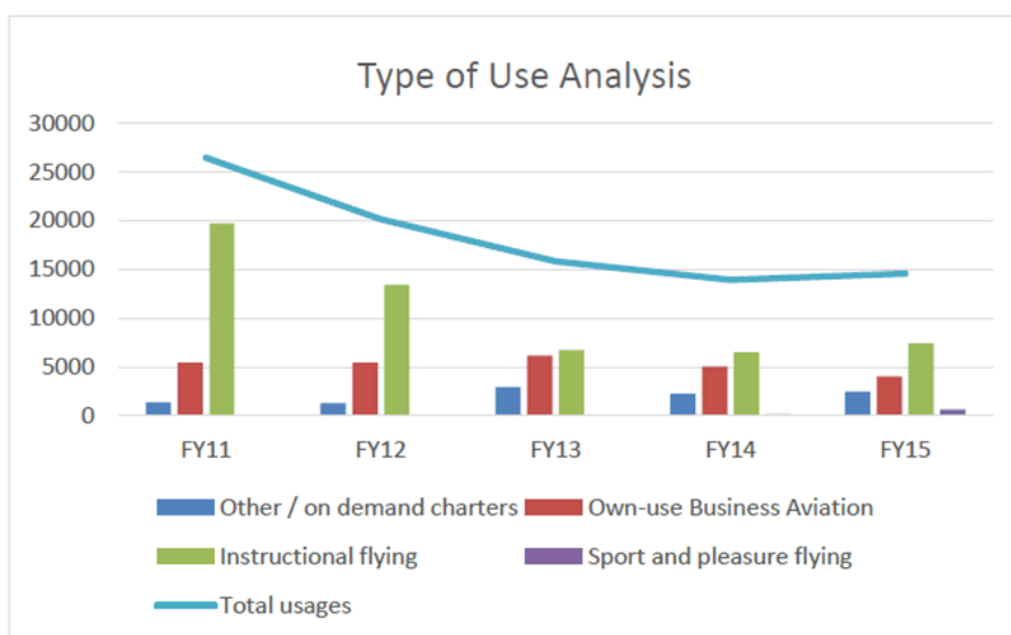


Land Zoning Map Cessnock Local Environmental Plan 2011 prepared 15 November 2018



Noise Exposure Forecast Map Cessnock Local Environmental Plan 2011 prepared 15 November 2018

Enclosure 4: Airport Usage Data



Enclosure 5: Precinct Masterplan







Enclosure 6: Asset Value Summary

Cessnock Airport Assets Summary		
Asset Type	Current Replacement Value	Comments
Fences & Gates	\$419,346.26	
Lighting	\$359,856.00	
Signage, Outdoor furniture, Garden Surrounds, Rubbish bins	\$96,762.00	
Footpaths	\$10,152.00	
Runways & Taxiways	\$5,570,929.30	This includes surface, base, sub base
Carparks	\$299,832.00	This includes surface, base, sub base
Buildings	\$6,193,596.82	Revaluation this FY and replacement value is predicted to be \$7,981,648.88



Enclosure 7: Financial Information

Historical data

Historical data	2013-14	2014-15	2015-16	2016-17	2017-18	Average \$	2018-19 Budget
Income							
Fees & Charges	100,561	123,392	126,919	116,473	104,234	114,316	
Licenses	19,722	35,537	36,215	52,399	78,075	44,390	
Rentals	151,280	156,863	146,406	127,918	118,541	140,202	
Restricted Assets	0	5,545	0	0	0	1,109	
Total Income	271,563	321,337	309,540	296,790	300,850	300,016	
Expenses							
Maint & Ops	56,397	77,732	120,816	116,128	97,452	93,705	115,200
Employee Costs	128,867	133,148	138,406	114,276	195,986	142,137	138,600
Major Works	181,298	80,159	104,658	99,877	114,650	116,128	163,800
Admin	63,135	41,668	89,357	46,332	104,260	68,950	48,400
Utilities	54,444	52,157	54,961	79,283	68,129	61,795	78,000
Other	0	0	0	0	0	0	
Total Expenses	484,141	384,864	508,198	455,896	580,477	482,715	544,000
Surplus/deficit	-212,578	-63,527	-198,658	-159,106	-279,627	-182,699	

Cashflow Summary forward projections

Headings	Year	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
Income											
Landing Fees		116,000	119,000	123,000	127,000	131,000	135,000	139,000	143,000	147,000	151,000
Apron/Parking Revenue		15000	28800	30000	31000	32000	33000	34000	35000	36000	37000
Leases/Licenses		198000	204000	210000	216000	222000	229000	236000	243000	250000	258000
New T Hangar		0	84000	87000	90000	93000	96000	99000	102000	105000	108000
Other		6000	23000	104000	145000	145000	170000	165000	185000	165000	165000
Total Income		335,000	458,800	554,000	609,000	623,000	663,000	673,000	708,000	703,000	719,000
Expenses											
Maintenance & Operations		115200	93000	115800	119300	122900	126600	130400	134300	138300	142400
Employee Costs		138600	142800	147100	151500	156000	160700	165500	170500	175600	180900
Major Works		143800	114000	117400	105900	109100	112400	115800	119300	122900	126600
Administration		48400	49900	51400	57900	59600	61400	63200	65100	67100	69100
Utilities		78000	80300	87700	90300	98000	100900	103900	107000	110200	113500
P&I To Loan			121000	121000	121000	121000	121000	121000	121000	0	0
Legal		20000	30000	10000	0	0	0	0	0	0	0
Total Expenses		544000	631000	650400	645900	666600	683000	699800	717200	614100	632500
Gross Position		- 209,000	- 172,200	- 96,400	- 36,900	- 43,600	- 20,000	- 26,800	- 9,200	88,900	86,500
Capital Works		20000	0	400000	15000	15000	60000	0	20000	50000	50000
Net Position		- 229,000	- 172,200	- 496,400	- 51,900	- 58,600	- 80,000	- 26,800	- 29,200	38,900	36,500

DRAFT



62-78 Vincent Street
Cessnock, NSW
Australia



Contact:
tel:0249934300
tel:0249934100



Online help:
council@cessnock.nsw.gov.au
<http://www.cessnock.nsw.gov.au>



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).

DOC2018/065480 _ Licences – Occupation of Hebburn Estate Policy _ Adopted Date: XX-XX-XXPage
1 of 2



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

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

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.

DOC2018/065480 _ Licences – Occupation of Hebburn Estate Policy _ Adopted Date: XX-XX-XXPage
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Report To Strategic Property & Community Facilities Committee - 5 September 2018

Officer's Report

Report No. SPOR14/2018

Planning and Environment

**SUBJECT:** *HEBBURN ESTATE - POLICY REVIEW***RESPONSIBLE OFFICER:** *Strategic Property Officer - Joe O'Connor***SUMMARY**

To present a revised Policy and seek Council's approval to publically exhibit the draft policy "Licences – Operation of Hebburn Estate" for 28 days.

RECOMMENDATION

1. That the Committee recommend that Council publically exhibits the draft policy "Licences – Operation of Hebburn Estate" for 28 days.
2. That the committee receive a further report on the outcomes of the community consultation.

BACKGROUND

At its Ordinary meeting of 4 July 2018 Council resolved:

That to facilitate the sale and or development of the site the General Manager make arrangements to review Licence-Occupation of Hebburn Estate Policy H15.1. With the addition that licences will not be reassigned, that licensees without approved OSSM be terminated and that Council recommends the termination of licences in line with default on Rates. That the residents be notified of the changes to the Policy once it has been endorsed by Council.

This report provides details of the proposed amended Policy.

Council has in place a policy for the facilitation of the Hebburn licences which generally details the following:

- the manner and process for the assignment of the licences;
- payment of rates to Council by the licence holder;
- payment of water charges by the licence holder;
- requirement for current insurance of the buildings by the licence holder.

Enclosure 1 provides a copy of the current policy, this is also publicly available on Council's website.

REPORT/PROPOSAL

Following the recommendation of the Committee, which was endorsed by resolution of the Council on 4 July 2018, staff have progressed a review of the current policy.

During internal policy discussions, it was considered that while individual licences gave the licence holders certain rights and obligations, the purpose of the Policy was to define Council's direction for the future operation of the licence agreements. Although it was Council's intention for the original occupants of the Estate to be able to reside in their

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Planning and Environment



dwelling, it was also Council's intention to redevelop the site. The licences unduly burden Council in that there is no end date or provisions to allow for the redevelopment.

As such, the revision to the Policy has addressed the following:

- actively phase out the licences as they become available;
- provide a firm position that by being in default of rates payments licence holders are in breach of the agreement and their licence will be terminated;
- provide firm advice that only in circumstances that the condition of dwellings are brought up to Council's satisfaction will a licence transfer occur;
- Council's satisfaction means:
 - compliant waste water facilities available on site;
 - a building audit is undertaken by Council's building services team, and any requirements are brought up to the current National Construction Code standard;
 - any non-approved structure is either removed or a building information certificate is obtained;
 - a copy of a current building insurance is provided.
- Council will only grant Owner's consent for an onsite sewerage management system in circumstances where the licence holder can demonstrate compliance with Council's requirements for these systems.

It is proposed that the following be adopted as the revised policy for Hebburn Estate:

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.
2. Council will enforce its rights to terminate the licence in the event of the Licensee is in default of rates payments.
3. The Licensee is responsible for the annual service charges for sanitary and garbage.
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.
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.
6. The Licensee is responsible for the annual water rates.
7. The Licensee is responsible for the insurance and maintenance of the buildings erected on the land.
8. Council will not permit the Licensee or the Licensee's estate to transfer the licence rights unless it can be demonstrated that:
 - a. The dwelling is of a standard suitable for accommodation as determined by Council;
 - b. The OSSM and effluent disposal area is being operated and maintained to Council's requirements and standards;
 - c. Current insurance is provided for the dwelling;

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- d. All structures are lawfully approved and constructed within the licensee's lease hold.

The revised policy can be found at **Enclosure 2**.

OPTIONS**1. Maintain the current policy and not amend the policy.**

This option would not help facilitate the redevelopment of the site.

2. Revoke the policy.

The policy is to some extent a duplication of the licences, and in any event the licences hold more legal right than any Council policy. As such, it could be argued that the policy is an unnecessary duplication. Internally, Council staff need to ensure that they are facilitating the licences including timely termination of licences in circumstances where the licences holders are in breach of the agreement.

3. Update the policy as proposed.

By updating the policy, Council is providing a stronger position of the operation and enforcement of the rights and obligations under the licences. It also provides Council staff with some certainty that they are supported in the termination of licences when breaches occur. This is the preferred option.

CONSULTATION

- Senior Property Officer;
- Finance and Administration Manager
- Building Services Team Leader

STRATEGIC LINKS**a. Delivery Program**

The Strategic Property project, of which Hebburn Estate is a priority project, is a key project within the 2017-21 Delivery Program

b. Other Plans

The project aligns with a number of outcomes in the Community Strategic Plan including:

- A connected and safe community
1.1 promoting social connections
- A sustainable and healthy environment
2.2 achieving more sustainable employment opportunities
- Civic leadership and effective governance
5.3 making Council more responsive to the community

IMPLICATIONS

Report To Strategic Property & Community Facilities Committee - 5 September 2018

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**a. Policy and Procedural Implications**

Policy 15.1 entitled "Licences – Occupation of Hebburn Estate Policy

b. Financial Implications

By actively terminating licences when the licence holder is in breach of the licence or is not assigned, then Council will be able to eventually develop or dispose of the site providing revenue to Council.

c. Legislative Implications

- Local Government Act, 1993
- Local Government (General) Regulation, 2005
- Real Property Act, 1900
- Residential Tenancies Act 2010
- Landlord and Tenant Amendment Act 1948

d. Risk Implications

There is potentially the reputational risk from constituents that Council is not fulfilling the obligations as set out under the licence agreement. The revised policy has been updated in line with the licence agreement and previous policy, however the revision makes clear Council's position that it will actively terminate licences where licence holders are in breach of the licence conditions.

e. Environmental Implications

N/A

f. Other Implications

N/A

CONCLUSION

A review of the current Hebburn Estate Policy has been undertaken and amendments made to better reflect Council objectives for the site as well as providing certainty to Council staff applying the policy.

It is recommended that Council publicly exhibits the draft policy "Licences – Operation of Hebburn Estate" for 28 days.

ENCLOSURES

- [1](#) Enclosure 1 - Existing Hebburn Estate Policy
- [2](#) Enclosure 2 - Proposed Hebburn Estate Policy

**MINUTES OF STRATEGIC PROPERTY & COMMUNITY FACILITIES COMMITTEE
MEETING OF THE CESSNOCK CITY COUNCIL HELD IN ANTE ROOM ON
WEDNESDAY, 5 SEPTEMBER 2018, COMMENCING AT 1:30PM – 2:29PM**

PRESENT: His Worship the Mayor, Councillor B Pynsent (in the Chair) and Councillors Lyons, Sander and Dunn.

IN ATTENDANCE: General Manager
Director Planning & Environment
Director Works & Infrastructure
Director Corporate & Community Services
Acting Strategic Planning Manager
Project Manager – Strategic Property Review (JO)
Project Manager – Strategic Property Review (DL)
Councillor Burke
Councillor Fitzgibbon

MINUTES: **MOTION** **Moved:** Sander
Seconded: Lyons

RECOMMENDED that the Minutes of the Strategic Property & Community Facilities Committee meeting held on 13 June 2018, as circulated, be taken as read and confirmed as a correct record.

CARRIED UNANIMOUSLY

BUSINESS ARISING

Nil.

OFFICER'S REPORTS

OFFICER'S REPORTS NO. SPOR14/2018

SUBJECT: **HEBBURN ESTATE - POLICY REVIEW**

MOTION **Moved:** Councillor Lyons **Seconded:** Councillor Sander

RECOMMENDATION

1. That the Committee recommend that Council publically exhibits the draft policy, including amendments discussed in the meeting, "Licences – Operation of Hebburn Estate" for 28 days.
2. That the committee receive a further report on the outcomes of the community consultation.

CARRIED UNANIMOUSLY

This is page 1 of the Minutes of the Strategic Property & Community Facilities Committee held on 5 September 2018 confirmed on 10 October 2018



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 established 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:

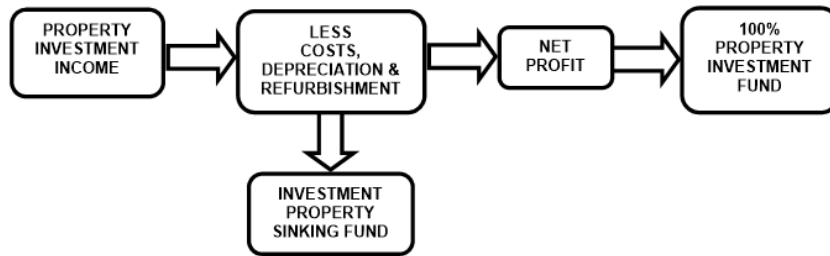
4.2.4

- 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.



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.



5. Protocol Administration

Business Group:	Strategic Planning
Responsible Officer:	Strategic Planning Manager
Protocol Review Date:	Three (3) years from date of adoption unless legislated otherwise
File Number / Document Number:	DOC2018/063559
Protocol Number:	
Relevant Legislation:	<ul style="list-style-type: none"> • Local Government Act, 1993 • Local Government (General) Regulation, 2005 • 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 & Assessment Act 1979 • Crown Land Management Act 2016
Related Policies / Protocols / Procedures	<ul style="list-style-type: none"> • Property Management Policy • Property Management Guidelines • Major Capital Projects Governance Policy • Investment Policy

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



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



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*.



4. Protocol Administration

Business Group:	Strategic Planning
Responsible Officer:	Strategic Planning Manager
Protocol Review Date:	Three (3) years from date of adoption unless legislated otherwise
File Number / Document Number:	DOC2018/063689
Protocol Number:	
Relevant Legislation:	<ul style="list-style-type: none"> • Local Government Act, 1993 • Local Government (General) Regulation, 2005 • 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 & Assessment Act 1979 • Crown Land Management Act 2016
Related Policies / Protocols / Procedures	<ul style="list-style-type: none"> • Property Development & Investment Policy • Property Management Guidelines • Major Capital Projects Governance Policy • Investment Policy

5. Protocol History

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

6. Appendices

Nil



Integrity, Respect, Teamwork, Accountability and Excellence



PROPERTY MANAGEMENT GUIDELINES

Property Management Guidelines

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Property Management Guidelines

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

Property Management Guidelines

- 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.

- Service Support

Property Management Guidelines

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;
- 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;

Property Management Guidelines

- 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 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.

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;

Property Management Guidelines

- 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 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.

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.

Property Management Guidelines

- 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;
 - (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

Property Management Guidelines

The General Manager 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.

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.

Property Management Guidelines

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 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;

Property Management Guidelines

- 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
- 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.

Property Management Guidelines

- 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:
 - in accordance with the principles set out under Section 10 of these Guidelines.
 - 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.
 - 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.
 - 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.

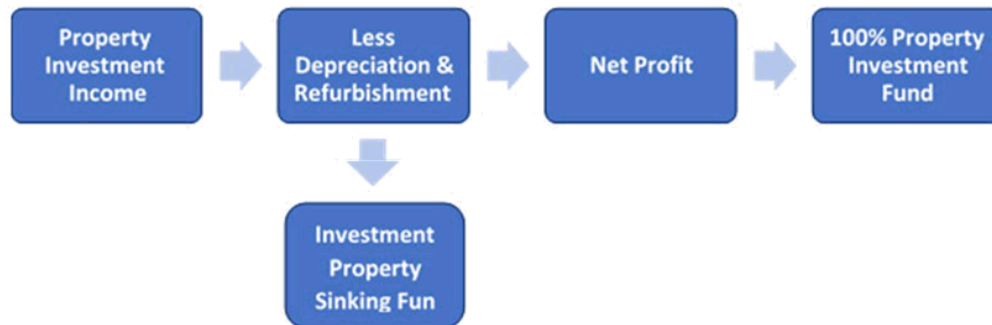
11.6 Investment Outcomes

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.

Property Management Guidelines

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*.

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?

Property Management Guidelines

- 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.

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;

Property Management Guidelines

- 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.
- 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

Report To Strategic Property & Community Facilities Committee - 5 September 2018

Officer's Report

Report No. SPOR20/2018

Planning and Environment



**SUBJECT: STRATEGIC PROPERTY INVESTMENT AND MANAGEMENT
POLICY REVIEW**

RESPONSIBLE OFFICER: Strategic Property Officer - Dan Luscombe

SUMMARY

The purpose of this report is to present a revised and updated Property Investment Policy, Property Management Policy and associated Property Management Guidelines, including provisions for the development of Council land.

RECOMMENDATION

1. That the Committee recommend that Council place the revised Property Development & Investment Policy, Property Management Policy and updated Property Management Guidelines on public exhibition for a period of 28 Days.
2. That the outcomes of the public exhibition period be reported back to the Committee.

BACKGROUND

At the Ordinary Meeting of 4 July 2018 Council resolved:

That when considering further reports to the Committee regarding the potential disposal of a Council asset, the opportunity analysis include investigating the feasibility of development opportunities, including construction, leasing, subdivision or other method of raising revenue as part of any Council land review.

In order to address the Council resolution it has been identified that further refinement of the Policies and associated guideline is required.

This report provides the revised policies and guideline document for the Committees consideration and seeks the Committee to endorse to the public exhibition of the documents.

REPORT/PROPOSAL

Property Investment and Development Policy

Council developed the Property Investment Policy as phase 1 of the Strategic Property Review. The Policy gives guidance as to how non-operational (investment) property be acquired, managed, disposed of, or developed in order to achieve capital growth and/or sustainable revenue streams.

The key objective of the Policy has not altered since its introduction, and is still to acquire and maintain a balanced portfolio of property investments ensuring maximum capital growth, a recurrent income source and the financial capacity to further invest and develop.

This Policy also outlines how the proceeds generated from property investment and development activities are distributed, along with performance, monitoring, and reporting requirements to Council.

Report To Strategic Property & Community Facilities Committee - 5 September 2018

Officer's Report

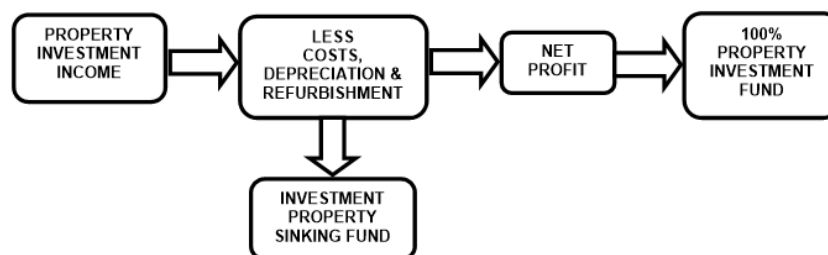
Report No. SPOR20/2018

Planning and Environment



It is noted however that the principles around investment and development of existing Council land, where appropriate, had not been adequately covered. To correct this, a number of sections have been included into a revised policy which has been renamed the 'Property Investment and Development Policy'. The updated version, reflecting Council's new policy format, is shown in **Enclosure 1**.

The new Policy includes sections covering strategy of investment and development, including the decision process, as well as what activities make up an investment or development and the critical principles to follow. The break-up of the net return generated for the property investment fund is proposed to be 100% return after cost, in accordance with the following extract of the draft Policy:



A Risk Matrix has also been included to clearly identify what the expected level of return should be dependent on the risk when undertaking any investment and/or development of the non-operational property portfolio. The table is shown 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.

It is noted that property development would generally be reflective of a high risk, or sit within the Entrepreneurial benchmark position. That is to say, unless a 15% return or greater above the BBSW is achieved then an alternative investment and/or development for non-operational property should be considered.

A flow chart has been included to the rear of the document to better reflect how to proceed dependant on the activity involved.

Property Management Policy

To ensure consistency between policies and the guideline, some minor amendments have been made to Council's Property Management Policy. Refer **Enclosure 2**.

Property Management Guidelines

Another deliverable that occurred in 2014 as a result of Phase 1 of the Strategic Property Review was the development of the Property Management Guideline (an internal,

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operational document) to establish a consistent approach to property management and an integrated framework for all elements of property ownership. .

The approach set out in the Guidelines enabled Council to manage the risks associated with property ownership, develop sustainable revenue streams and obtain better value for money in the delivery of services to the community.

These guidelines have been updated to reflect the additional clauses within the Property Investment and Development Policy. Refer **Enclosure 3**.

OPTIONS

Council has the following options in front of it;

1. Do nothing;
2. Undertake a portion of the proposed changes; or
3. Implement the changes.

To allow Council to fully progress the Property Strategy Review the new Property Development & Investment Policy needs to be fully implemented. Option 3 allows for this to occur within a controlled framework to meet governance and legislative requirements.

CONSULTATION

Internal consultation occurred with the Property Section.

STRATEGIC LINKS

a. Delivery Program

The Strategic Property project is a priority project within the 2017-21 Delivery Program.

Civic Leadership and Effective Governance."

Action 5.3.9: "Action the Strategic Property Review".

b. Other Plans

N/A

IMPLICATIONS

a. Policy and Procedural Implications

Council's property investment and management activities are currently guided by the Property Investment Policy, Property Management Policy and Property Management Guidelines.

The amendments proposed allow for better direction in all aspects of investment and development that Council may consider into the future.

b. Financial Implications

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The Strategic Property Review project is part of the Financial Sustainability Initiative. In the medium-long term it should generate sustainable revenue streams for Council.

In accordance with Council's resolution of 17 September 2014, a Property Investment Fund restricted asset has been established.

Existing Council land identified as surplus to requirements, or land acquired specifically to assist in generating sustainable revenue streams, can be placed within the Property Investment Fund, being identified as non-operational investment property.

In line with the adopted policy, any income received from non-operational property related activities will be directed into the Property Investment Fund and then invested (after reimbursing Council for any expenditure incurred in the conduct of property investment activities and the generation of income from such activities) at call, in property investment/development projects or in income producing activities.

c. Legislative Implications

Council's property activities are managed within legislative parameters, including:

- Local Government Act, 1993
- Local Government (General) Regulation, 2005
- 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 Lands Act 1989

d. Risk Implications

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.

The revised Property Investment & Development Policy will continue to include (as did the Property Investment Policy) that 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.

Section 716(3) of the *Local Government Act 1993* states that *land may be sold (under this Division) to the council, a councillor, a member of staff of the council or any relative a member of staff of the council in the case of sale by public auction, but may not be so sold by private treaty.*

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To mitigate risks in its dealings, the recommendations of the 2013 ICAC report on the investigation into Cessnock City Council have continued to be incorporated into the Property Management Guidelines.

e. Environmental Implications

N/A

f. Other Implications

N/A

CONCLUSION

The development of the original Property Investment Policy and associated guidelines have worked well during the initial phases of the Strategic Property Review however with the proposed introduction of the option to development existing Council land held within the Property Investment portfolio there is the need to expand the policy to include these opportunities.

The updated policy allows for clear, concise and appropriate directions for all future investment and development opportunities within the non-operational property portfolio.

ENCLOSURES

- [1](#) Draft Property Investment and Development Policy
- [2](#) Draft Property Management Policy
- [3](#) Draft Property Management Guidelines

changing from an 80/20 split to 100% of net profit being reinvested into the Property Investment Fund.

CARRIED UNANIMOUSLY

OFFICER'S REPORTS NO. SPOR19/2018

SUBJECT: STRATEGIC PROPERTY REVIEW PROJECT STATUS REPORT

MOTION Moved: Councillor Dunn **Seconded:** Councillor Sander

RECOMMENDATION

That the Committee note the information contained within this report and that 100% of the profits from the sale of 2 Quorrobolong Road, Cessnock, go to the Property Investment Fund.

CARRIED UNANIMOUSLY

OFFICER'S REPORTS NO. SPOR20/2018

**SUBJECT: STRATEGIC PROPERTY INVESTMENT AND MANAGEMENT POLICY
REVIEW**

MOTION Moved: Councillor Lyons **Seconded:** Councillor Dunn

RECOMMENDATION

1. That the Committee recommend that Council place the revised Property Development & Investment Policy, Property Management Policy and updated Property Management Guidelines on public exhibition for a period of 28 Days.
2. That the outcomes of the public exhibition period be reported back to the Committee.
3. That the revised Property Development & Investment Policy be amended prior to exhibition, to change low risk to <2%.

CARRIED UNANIMOUSLY

OFFICER'S REPORTS NO. SPOR21/2018

SUBJECT: VINEYARD GROVE DEVELOPMENT UPDATE

MOTION Moved: Councillor Sander **Seconded:** Councillor Lyons

RECOMMENDATION

1. That the Committee endorse the amended subdivision plan including changes to

This is page 3 of the Minutes of the Strategic Property & Community Facilities Committee held on 5 September 2018 confirmed on 10 October 2018



The Hon Dominic Perrottet MP
Treasurer and Minister for Industrial Relations

Clr Bob Pynsent
Mayor
Cessnock City Council
PO Box 152
CESSNOCK NSW 2325

Dear Mayor,

ACT NOW TO TAKE ADVANTAGE OF PARKING FINE CONCESSIONS FOR YOUR CONSTITUENTS

In June this year the NSW Government announced plans to make parking fines fairer for residents across the state.

Parking fines play an important role in maintaining order and safety on our streets. But the penalty should not be out of proportion to the offence. At present, parking fines in NSW are much higher than in many cities in Australia and overseas, including Melbourne, Brisbane, London, and New York.

So we are taking action.

As a first step we reduced a range of State Government issued parking fines by 25 per cent.

Many Councils have noted they have no power to reduce parking fine amounts, which are set at a \$112 minimum under State legislation, and the Government has committed to providing Councils the freedom and flexibility to reduce their parking fines too.

Following broad consultation which revealed overwhelming support from the community for fine reductions, I am pleased to advise that the Government has now made the regulatory changes necessary for Councils to reduce their fines.

What are the changes?

Under the new framework, Councils can reduce their fines from \$112 to \$80. These concessions do not apply automatically. To make this change Councils must opt in, by advising me in writing by 1 January 2019. You can do this by completing the slip enclosed.

Councils that opt in by 1 January 2019 to reduce their fines will be recorded in the relevant regulation, which will be published on the NSW Government Legislation website, and will be able to charge lower fine amounts from 1 March 2019. A list of Councils who have opted in will be made public after 1 January 2019.

GPO Box 5341 Sydney NSW 2001
Phone: (61 2) 8574 6900 Fax: (61 2) 9339 5550
<https://www.nsw.gov.au/your-government/the-cabinet/treasurer-and-minister-for-industrial-relations/>

If you do not opt in by 1 January 2019, you will have further opportunities to opt in at later points in the next year, but the benefits to your constituents will be delayed.

The current arrangements for parking fines to be indexed annually will continue.

Grace Period

As well as reducing fines, I am pleased to advise that the Government will introduce a 10 minute grace period for paid parking of more than one hour, commencing on 31 January 2019.

The new grace period, which has also received overwhelming public support, will apply to all fining authorities, including Councils, and will be subject to certain exceptions in the interests of safety and preventing congestion (such as at the commencement of a clearway zone).

You should advise your parking inspectors of the grace period by 1 January 2019, as the grace period is required to be implemented by all parking issuing authorities from 31 January 2019.

More information about the changes to parking fines can be found in the enclosed attachments, and online at nswfinesreview.com.au. If you have any questions about the changes, please contact Claudia Solomon at NSW Treasury on 02 9228 4774 or FinesReview@treasury.nsw.gov.au.

The NSW Government's reforms to fines will make NSW a fairer place for the people who live and work here, and will reduce the financial burden on citizens across the state.

While Councils have previously been unable to reduce parking fines, there is now an opportunity to do the right thing by constituents and opt in to the new regulations.

I strongly encourage you to fill in the slip provided and return to me by 1 January 2019 so we can put the changes into effect as soon as possible.

Yours sincerely,



Dominic Perrottet MP
Treasurer
Minister for Industrial Relations

Attached:

Return Slip to Opt In to Lower Parking Fines

Attachment A – Administrative Arrangements to be listed in Schedule 5A

Attachment B – Parking offences

Attachment C – Grace period for certain parking offences

cc: General Manager of your Council

FILL IN THIS SLIP AND RETURN BY 1 JANUARY 2019

Yes, my council has agreed to opt in to charge lower parking fine amounts of \$80 instead of \$112, indexed annually as per current practices.

I understand that by advising you before 1 January 2019, the changes will take effect from 1 March 2019.

Name of Mayor _____

Name of Council: _____

Date of Council decision/resolution: _____

Signature: _____

Date: _____

RETURN TO:

The Hon. Dominic Perrottet MP
Treasurer
GPO Box 5341
SYDNEY NSW 2001

Or

office@perrottet.minister.nsw.gov.au

Administrative Arrangements to be listed in Schedule 5A**Attachment A**

As per clause 123B (2) of the Road Transport (General) Amendment (Parking Fine Flexibility and Grace Period) Regulation 2018, Councils must advise the Treasurer in writing if they wish to opt in to charge \$80 instead of \$112 for penalty notices issued by its enforcement officers in relation the relevant offences.

Those Councils who opt in will then be listed in Schedule 5A as a Council which has opted in to the lower fines. If a Council has not opted in, then they will not be listed in Schedule 5A and the higher penalty of \$112 will continue to apply.

Note that the current indexation arrangements for parking fines will continue. Thus, as annual indexation occurs, the reduction in parking fines will be from, for example, \$114 to \$82 in 2019-20 (compared with \$112 to \$80 in 2018-19).

Arrangements to opt in to Schedule 5A	
Due date for written advice to Treasurer to opt in:	Implementation date for opt in:
For 2019	For 2019
1 January 2019	1 March 2019
1 April 2019	1 June 2019
1 July 2019	1 September 2019
1 October 2019	1 December 2019
From then on annually	From then on annually
1 April 2020	1 July 2020
1 April 2021	1 July 2021
Arrangements to opt out of Schedule 5A	
Due date for written advice to Treasurer to opt out:	Implementation date for opt out:
On an annual basis	On an annual basis
1 April 2020	1 July 2020
1 April 2021	1 July 2021

Note that the lead time between opting in and the implementation date reflects the time needed for the NSW government to make system changes, along with the time needed for both NSW government and Councils to update relevant manuals for parking issuing authorities.

Parking Offences**Attachment B**

The NSW government reduced ten level 2 parking offence amounts from 1 July 2018 (excluding those offences which might impact road safety), when issued by NSW Government authorities. The Government will reduce a further 42 level 2 parking offences with effect from 1 January 2019.

When Councils choose to opt in to charge lower parking fines for the initial ten level 2 parking offences from 1 July 2018, they will be also opting in to charge \$80 instead of \$112 for the additional 42 level 2 parking fines from 1 January 2019.

Currently Reduced Parking Fine Offences

Item	Law	Description
	ROAD RULES 2014	
1	Rule 168-1 (1)	Stop/park in restricted parking area
2	Rule 205	Park continuously for longer than permitted
3	Rule 207-1 (6)	Park without paying meter fee
4	Rule 207-1 (11)	Park after meter expired
5	Rule 207-3 (1)	Park without current ticket displayed
6	Rule 207-3 (4)	Park after ticket expired
7	Rule 179-1 (1)	Park without current loading zone ticket
8	Rule 179-1 (5)	Park after loading zone ticket expired
	LOCAL GOV'T ACT 1993	
9	Sec 650 (1)	Stand vehicle in area longer than allowed
10	Sec 650 (4)(a)	Not stand vehicle in marked parking space

Further Reduced Parking Fine Offences

Item	Law	Description
	ROAD RULES 2014	
		ANGLE PARKING
11	Rule 210 (1)	Not park at 90° angle
120	Rule 210 (1)	Not park at 45° angle
13	Rule 210 (1)	Not park as on parking control sign/road marking
14	Rule 210 (1)	Not position vehicle correctly - front/rear (90° angle parking)
15	Rule 210 (1)	Not position rear of vehicle correctly (45° angle parking)
		PARKING BAYS
16	Rule 211 (2)	Not park wholly within parking bay
17	Rule 211 (3)	Use more parking bays than necessary
		MINIBUS ZONE
18	Rule 184 (1)	Stop in minibus zone (other)
		METER PARKING

19	Rule 207-1 (1)	Park outside metered space
20	Rule 207-1 (12)	Park for longer than allowed by metered signs
21	Rule 207-2 (a)	Park in occupied metered space
22	Rule 207-2 (b)	Park across markings of metered space
		TICKET PARKING
23	Rule 207-3 (5)	Park for longer than allowed by ticket signs
24	Rule 207-4 (a)	Park in occupied ticket space
25	Rule 207-4 (b)	Park across marking of ticket space
		COUPON PARKING
26	Rule 207-5 (1)	Park without current coupon
27	Rule 207-5 (4)	Display more than 3 coupons at a time
28	Rule 207-5 (5)	Park after coupon expired
29	Rule 207-5 (6)	Park for longer than allowed by coupon signs
30	Rule 207-6 (a)	Park in occupied coupon space
31	Rule 207-6 (b)	Park across markings of coupon space
32	Rule 207-7	Park in pay parking area or space that is closed
		PARKING IN PHONE PARKING AREAS/SPACES
33	Rule 207-8 (1)	Park in phone parking area not pay parking fee as prescribed
34	Rule 207-8 (4)	Remain parked in phone parking area paid period expired
35	Rule 207-8 (5)	Remain parked in phone parking area beyond permissible
36	Rule 207-9 (1)(a)	Park in phone parking space while other vehicle in space
37	Rule 207-9 (1)(b)	Park in phone parking space not wholly inside markings
		TICKET LOADING ZONE
38	Rule 179-1 (4)	Display more than one loading zone ticket
39	Rule 179-1 (6)	Replace expired loading zone ticket
40	Rule 179-1 (7)	Park in discontinued ticket loading zone
	LOCAL GOV'T ACT 1993	PARKING
41	Sec 650 (1)	Stand vehicle in area other than time permitted
42	Sec 650 (4)(b)	Stand vehicle in occupied marked parking space
43	Sec 650 (4)(c)	Not stand vehicle wholly in marked parking space
44	Sec 650 (5)	Fail to comply with parking direction
45	Sec 650 (5)	Fail to comply with vehicle movement direction
46	650A (1)	Park vehicle in strata parking area etc contrary to sign
47	650A (1)	Park vehicle strata parking area etc not at times permitted
48	650A (1)	Park vehicle strata parking area etc not for time permitted
49	650A (4)(a)	Park vehicle not in marked parking space
50	650A (4)(b)	Park vehicle in marked parking space with other vehicle
51	650A (4)(c)	Park vehicle not wholly in marked parking space
52	650A (5)	Not comply with direction regarding parking or movement of vehicle

Grace period for certain parking offences**Attachment C**

A grace period of ten minutes will apply to paid parking of least one hour, where a coupon or ticket is purchased for the hour immediately before the grace period commences, from 31 January 2019.

To avoid adverse impacts on road safety or congestion, the grace period will not be available in the following circumstances:

(1) shared zones within the meaning of the *Road Rules 2014*; and

(2) where a prescribed parking control sign applies to the same length of road or area as that in which the relevant vehicle is parked for a:

- bus lane
- transit lane
- no stopping
- clearway
- loading zone
- bus zone
- mail zone
- special event parking.

It should be noted that the grace period does not apply to free parking, or where paid parking is at a meter (due to the additional complexity of determining whether a full hour of paid parking occurred before the meter expired).

Revotes 2017-18 to 2018-19

Category	Program	Project	Council Funds	Section 94 Funds	Loan Funds	Grants	Total
Buildings	Community Buildings Renewal Program (RBC)	RBC-2018-001 Bellbird Community Hall Upgrade Toilets	96,500	-	-	-	96,500
		RBR-2018-002 Food Premises Compliance Program	19,891	-	-	-	19,891
Cemeteries	Cemetery Facilities Construction Program (CFC)	Mapping System	13,881	-	-	-	13,881
Parks & Recreation	Recreation Pre-Construction Design	Veterans Memorial Park Playground Design and QS	3,500	-	-	-	3,500
	Recreation Facilities Renewal Program (RFR)	CFR-2019-007 Citywide Shade Program	-	-	-	74,441	74,441
		RFR-2019-004 Kurri Sportsground Fence Replacement	-	-	-	36,623	36,623
	Recreation Facilities Construction Program (CFR)	CFR-2018-001 Playground Replacement Program	93,287	-	-	113,897	207,184
		CFR-2015-005 Howe Park Water Supply Upgrade	43,597	-	-	-	43,597
	Cessnock Civic Precinct Revitalisation Program (RCC)	Outdoor Gym Bridges Hill Park	-	-	-	50,000	50,000
Roads	Traffic Facilities Program - Improvement & Maintenance	Hart Road Interim Roundabout	80,894	-	-	-	80,894
Stormwater	Floodplain Management Program (PMF)	PMF-2018-004 Wollombi FWS Construction	21,693	-	5,307	53,000	80,000
Strategic Asset Planning	Strategic Asset Planning	PFI-2015-001 Strategic Infrastructure Plan Study	2,500	-	-	-	2,500
		Skate and BMX Needs Assessment	40,000	-	-	-	40,000
		Trail Strategy (from Bicycle Strategy)	30,000	-	-	-	30,000
		Data Capture Safety Barriers	30,000	-	-	-	30,000
		Minor Culverts Data Capture	30,000	-	-	-	30,000
		Upgrade Asset Register	80,000	-	-	-	80,000
Total Revotes 2017-18 to 2018-19			585,743	-	5,307	327,961	919,011

Carryovers 2017-18 to 2018-19

Category	Program	Project	Council Funds	Section 94 Funds	Loan Funds	Grants	Total
Bridges	Bridge Construction Program (CBS)	CBS-2018-002 Thursbys Bridge Congewai Refurbishment	-	-	-	82,998	82,998
		CBS-2018-006 Watagan Creek Laguna #3 Refurbishment	-	-	-	66,885	66,885
		CBS-2018-003 Whitebridge Road Mulbring Culvert Replacement	40,000	-	-	68,130	108,130
		CBS-2018-001 Wilderness #2 Rothbury Refurbishment	-	-	-	157,532	157,532
		CBS-2017-004 Yango Creek Wollombi Investigation and Design	9,555	-	-	-	9,555
		CBS-2016-001 Fosters Bridge Quorrobolong Construction	-	-	616,250	401,388	1,017,638
		CBS-2017-007 Milsons Arm Bridge Laguna	-	-	-	317,179	317,179
		CBS-2017-012 Neath Road Neath Culvert	-	-	-	114,660	114,660
Cemeteries	Cemetery Facilities Construction Program (CFC)	CFC-2018-002 Ellalong Cemetery	1,816	-	-	-	1,816
		Cemetery Masterplan	3,175	-	-	-	3,175
Parks & Recreation	Recreation Facilities Renewal Program (RFR)	RFR-2018-003 Peace Park Weston Remediation of Rock Edging around Pond	2,884	-	-	-	2,884
	Recreation Buildings Renewal Program (RBR)	RBR-2018-001 Cessnock Hornets Clubhouse Stage 1 Facility Upgrade	48,495	-	-	-	48,495
		RBR-2017-006 Cessnock Civic Indoor Sports Centre External Painting	16,365	-	-	-	16,365
	Cessnock Civic Precinct Revitalisation Program (RCC)	CFR-2017-001 - Upgrade Bridges Hill Park Playground	-	81,163	-	150,000	231,163
Pathways	Pathways Construction Program (CPW)	CPW-2018-001 Campbell St Pedestrian Crossing	145,954	-	-	-	145,954
		CPW-2018-003 Victoria Street Cycleway	74,224	-	-	-	74,224
	Cessnock Civic Precinct Revitalisation Program (RCC)	RCC-2019-008 Upgrade of Vincent Street Laneways, Lighting and Public Art	25,000	-	-	-	25,000
		RCC-2017-002 Improve Walking Path Access from CBD to Bridges Hill Park	-	-	-	140,985	140,985
		RCC-2017-003 CBD Wayfinding signage	30,000	24,488	-	25,000	79,488
		RCC-2019-004 Connection of Charlton South between Hall Street and Aberdare Road	10,000	-	-	-	10,000
		RCC-2019-005 Create New Pedestrian Links Across Drainage Channels	30,000	-	-	-	30,000
Roads	Local Road Renewal Program (RRL)	CBS-2017-014 Colliery St Aberdare	-	-	-	114,660	114,660
	Local Road Construction Program (CRL)	CRL-2018-001 Fosters Bridge Project Roads Component	-	-	-	1,326,976	1,326,976
		CRL-2019-001 CBD/Civic Precinct Edward/Cumberland St Intersection	4,621	-	-	-	4,621
		CRL-2018-002 Frame Drive Bridge Project Roads Component	427,109	-	-	500,000	927,109
		CRL-2018-003 Stanford Street Kitchener Resurfacing	-	157,559	-	-	157,559
	Traffic Facilities Program (CFT)	CFT-2018-003 Pelew Main Public School Parking	-	-	-	467	467
		CFT-2018-008 Keene Street Cessnock Pedestrian Crossing	14,650	-	-	-	14,650
	Regional Road Maintenance Program	RRR-2018-009 Great North Road Laguna Ramsays Leap	10,000	-	-	47,330	57,330

Carryovers 2017-18 to 2018-19 (continued)

Category	Program	Project	Council Funds	Section 94 Funds	Loan Funds	Grants	Total
Roads (continued)	Regional Road Renewal Program (RRR)	RRR-2018-008 MR181 Wollombi Road Cedar Creek East Of Stonehurst Winery	19,237	-	-	-	19,237
		RRR-2018-004 Paynes Crossing Road, Paynes Crossing Construction	376,961	-	-	-	376,961
	Bus Shelters - Construction / Maintenance Program	CPTIGS Bus Shelter Construction	-	-	-	47,775	47,775
	RMS Blackspot or Safer Roads Program (CRR)	CRR-2018-001 Cessnock Road Weston Median Treatment	36,033	-	-	75,409	111,442
Stormwater	Drainage Construction Program (CDR)	CDR-2015-008 Cooper Street Heddon Greta Investigation and Design	-	-	3,661	-	3,661
		CDR-2018-003 Margaret & James Streets Cessnock Investigation and Design Stage 1	24,555	-	-	-	24,555
		CDR-2018-002 I&D Thomas Street Branxton Investigation and Design	10,000	-	-	-	10,000
		Miscellaneous Drainage	-	-	24,586	-	24,586
		CDR-2017-003 Thomas Street North Rothbury Investigation and Design Stage 1	-	-	22,241	-	22,241
		CDR-2017-004 Ridley Street Abermain Investigation and Design	-	-	4,580	-	4,580
		CDR-2017-006 Railway Street Branxton Investigation and Design	32,965	-	-	-	32,965
		CDR-2018-001 Whitburn Estate Greta Drainage Stage 2 Trunk Drainage Construction	326,521	-	-	-	326,521
	Floodplain Management Program (PMF)	Floodplain Management Committee	3,064	-	-	-	3,064
		Anvil Creek Flood Study	16,399	-	-	32,798	49,197
		Cessnock FRMSP Investigation	24,663	-	-	49,326	73,989
		Floodplain Management	110,000	-	10,481	-	120,481
	Strategic Asset Planning	Strategic Asset Planning	Road Administration	14,073	-	-	-
Richmond Main Investigation			2,760	-	-	-	2,760
Traffic Study			28,388	-	-	-	28,388
Kitchener Poppethead Park - Heritage Near Me Grant			-	-	-	5,800	5,800
LGA Wide Traffic Counter Data Collection			9,680	-	-	-	9,680
Masterplan - Mt View, Turner and Miller Park			3,045	-	-	-	3,045
Asset Revaluation Costs			1,777	-	-	-	1,777
CCTV Of Stormwater			11,968	-	-	-	11,968
Tourism Signage	Signage Program	Information Bays, Gateways and Precinct Signage	-	122,673	-	380,000	502,673
Waste Management	New Landfill Development Program	New Landfill Cell	227,193	-	-	-	227,193
		Amenities Block at Waste Transfer Station	344,482	-	-	-	344,482
Total Carryovers 2017-18 to 2018-19			2,517,611	385,883	681,799	4,105,298	7,690,592



COUNCILLOR REQUEST TO ATTEND CONFERENCE, SEMINAR OR TRAINING

COUNCILLOR DETAILS					
Name:	Bob Pynsent				
Mobile Phone Number:	0408 267 532	Dietary Requirements:	NIL		

CONFERENCE/SEMINAR/TRAINING DETAILS					
Course Name:	Local Government NSW Annual Conference				
Organiser:	Australian Local Government Association	Location:	Albury		
Date:	21-23 October 2018	Cost:	\$840	Job Number:	
Detail benefits to you and your role in Council					
As Mayor of the City, I see great benefits in attendance. In particular:					
<ul style="list-style-type: none"> Innovation and directions in community leadership Networking with recognized Local Government leaders from across NSW 					
Details of conferences / seminars / training already attended in this term of Council					
Local Government NSW Annual Conference – 16-18 October 2016 2017 NSW of Local Government – 18-21 June 2017 LGNSW Annual Conference 3-6 December 2018 LGNSW Tourism Conference 12-14 March 2018 ALGA Conference – 17-20 June 2018					
TRAVEL & ACCOMMODATION					
Accommodation					
Is Accommodation Required?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if Yes please complete details below)				
Name:		Phone:			
Check in Date:	21 October 2018	Check out Date:	24 June 2018		
Travel					
Airfare Required?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if Yes please complete details below)				
Other Transport Require?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transport requirement:	Self drive		
Special Requirements?					
AUTHORISATION					
Mayor / Councillor					
Name:	Bob Pynsent	Signature:	<i>Bob Pynsent</i>	Date:	3/12/2018
General Manager					
Full Name:		Signature:		Date:	
<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved					

OFFICE USE ONLY					
	Date	Signature		Date	Reference / Reservation Number
Received by EA:			Registered in RM:		
TRIM link to HR:			Registration Booked:		
Clr Advised:			Accommodation Booked:		
			Travel Booked:		



COUNCILLOR REQUEST TO ATTEND CONFERENCE, SEMINAR OR TRAINING

COUNCILLOR DETAILS			
Name:	PAUL DUNN		
Mobile Phone Number:	0413015928	Dietary Requirements:	N/A

CONFERENCE/SEMINAR/TRAINING DETAILS			
Course Name:	LGNSW REGIONAL TOURISM CONFERENCE		
Organiser:	LGNSW	Location:	TERRIGAL
Date:	17-19/3/19	Cost:	
		Job Number:	

Detail benefits to you and your role in Council

Directly relates to the hunter valley tourism industry with a focus on economic development. ✓

Details of conferences / seminars / training already attended in this term of Council

LGNSW ANNUAL CONFERENCE FIA NATIONAL CONFERENCE
Elected members training

TRAVEL & ACCOMMODATION

Accommodation

Is Accommodation Required? ☐ Yes ☒ No (if Yes please complete details below)

Name:		Phone:	
Check in Date:		Check out Date:	

Travel

Airfare Required? ☐ Yes ☒ No (if Yes please complete details below)

Other Transport Require? ☐ Yes ☒ No Transport requirement:

Special Requirements?

AUTHORISATION

Mayor / Councillor

Name:		Signature:		Date:	
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General Manager

Full Name:		Signature:		Date:	
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☐ Approved ☐ Not Approved

OFFICE USE ONLY					
	Date	Signature		Date	Reference / Reservation Number
Received by EA:			Registered in RM:		
TRIM link to HR:			Registration Booked:		
Cir Advised:			Accommodation Booked:		
			Travel Booked:		



COUNCILLOR REQUEST TO ATTEND CONFERENCE, SEMINAR OR TRAINING

COUNCILLOR DETAILS			
Name:	Darrin Gray		
Mobile Phone Number:	0418670244	Dietary Requirements:	No restriction

CONFERENCE/SEMINAR/TRAINING DETAILS			
Course Name:	Local Government NSW Tourism Conference 2019		
Organiser:	Local Government NSW	Location:	Terigal
Date:	17-19/3/2019	Cost:	
		Job Number:	

Detail benefits to you and your role in Council
As Cessnock LGA is one of the premier destinations for Tourism within NSW this conference is very beneficial, to gather ideas, network with industry stakeholders and other Council staff and Councillors from across NSW

Details of conferences / seminars / training already attended in this term of Council
LGNSW Conference 17 & 19, Certificate of Local government Training, Speed Reading Training, Foundation for directors Training and LGNSW Tourism Conference 2017

TRAVEL & ACCOMMODATION	
Accommodation	
Is Accommodation Required?	<input type="checkbox"/> Yes <input type="checkbox"/> No (if Yes please complete details below)
Name:	
Phone:	
Check in Date:	
Check out Date:	
Travel	
Airfare Required?	<input type="checkbox"/> Yes <input type="checkbox"/> No (if Yes please complete details below)
Other Transport Require?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Transport requirement:	
Special Requirements?	

AUTHORISATION			
Mayor / Councillor			
Name:	<i>D Gray</i>	Signature:	<i>Darrin Gray</i>
		Date:	4-12-19
General Manager			
Full Name:		Signature:	
		Date:	
<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved			

OFFICE USE ONLY					
	Date	Signature		Date	Reference / Reservation Number
Received by EA:			Registered in RM:		
TRIM link to HR:			Registration Booked:		
Clr Advised:			Accommodation Booked:		
			Travel Booked:		

Placeholder for Enclosure 1

Works and Infrastructure No. WI96/2018

Stormwater, Waterway and Floodplain Strategy 2018
(provided under separate cover)

CONFIDENTIAL ENCLOSURE