



14 September 2021

To All Councillors

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993, that the next Ordinary Meeting of Council will be held on Wednesday, 22 September 2021 at 6.30 pm via Zoom, for the purposes of transacting the undermentioned business.

The meeting is to be held electronically as per the COVID-19 Legislation Amendment (Emergency Measures) Bill 2020 and the meeting will be closed to the public. The public may view the meeting via a link on Councils website. Councillors will need to attend the meeting via teleconference.

AGENDA:

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‡ - Denotes that Report is for notation only.



Principles for Local Government

Exercise of functions generally

The following general principles apply to the exercise of functions by Councils:

- a) Councils should provide strong and effective representation, leadership, planning and decision-making.
- b) Councils should carry out functions in a way that provides the best possible value for residents and ratepayers.
- c) Councils should plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community.
- d) Councils should apply the integrated planning and reporting framework in carrying out their functions so as to achieve desired outcomes and continuous improvements.
- e) Councils should work co-operatively with other Councils and the State government to achieve desired outcomes for the local community.
- f) Councils should manage lands and other assets so that current and future local community needs can be met in an affordable way.
- g) Councils should work with others to secure appropriate services for local community needs.
- h) Councils should act fairly, ethically and without bias in the interests of the local community.
- i) Councils should be responsible employers and provide a consultative and supportive working environment for staff.

Council's Values

- Integrity
- Accountability
- Respect
- Excellence
- Teamwork

Our Community's Vision

Cessnock will 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 need.

Cessnock – thriving, attractive and welcoming.

Our Community's Desired Outcomes

- A connected, safe and creative community.
- A sustainable and prosperous economy.
- A sustainable and healthy environment.
- Accessible infrastructure, facilities and services.
- Civic Leadership and effective governance.



Council Model Code of Conduct

Council adopted its current Code of Conduct on 16 September 2020. This Code provides details of statutory requirements and gives guidance in respect of the way in which pecuniary and conflict of interest issues must be disclosed.

Generally, the Code outlines the following issues:

1. Councillors are under an obligation at law to disclose any interest they may have in any matter before the Council and to refrain from being involved in any consideration or to vote on any such matter
2. Councillors must disclose any interest in any matter noted in the business paper prior to or at the opening of the meeting
3. The nature of the interest shall be included in the notification
4. Councillors shall immediately and during the meeting disclose any interest in respect of any matter arising during the meeting which is not referred to in the business paper
5. All declarations of interest shall be recorded by the General Manager
6. All disclosures of interest shall as far as is practicable be given in writing
7. Any member having a pecuniary or non-pecuniary significant conflict of interest shall leave the meeting and remain absent while the subject of the interest is being considered by Council
8. The meeting shall not discuss any matter in which a Councillor has a pecuniary or non-pecuniary significant conflict of interest while the Councillor is present at the meeting



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**MINUTES OF ORDINARY COUNCIL MEETING OF THE CESSNOCK CITY COUNCIL
HELD VIA ZOOM ON WEDNESDAY, 18 AUGUST 2021, COMMENCING AT 6.30 PM**

PRESENT: His Worship the Mayor, Councillor R Pynsent (in the Chair) and Councillors Olsen, Doherty, Dunn, Fagg, Stapleford, Suvaal, Fitzgibbon, Gray, Burke, Sander and Lyons.

IN ATTENDANCE: General Manager
Director Planning and Environment
Director Corporate and Community Services
Director Works and Infrastructure
Help Desk Support Officer
Senior Communications and Media Officer
Corporate Governance Officer

APOLOGY: **NIL**

MINUTES: **MOTION** **Moved:** Councillor Sander
Seconded: Councillor Burke

1779

RESOLVED that the Minutes of the Ordinary Meeting of Council held on 21 July 2021, as circulated, be taken as read and confirmed as a correct record.

FOR

Councillor Olsen
Councillor Doherty
Councillor Dunn
Councillor Fagg
Councillor Stapleford
Councillor Suvaal
Councillor Fitzgibbon
Councillor Gray
Councillor Burke
Councillor Sander
Councillor Lyons
Councillor Pynsent

Total (12)

AGAINST

Total (0)

CARRIED UNANIMOUSLY

DISCLOSURES OF INTEREST

DISCLOSURES OF INTEREST NO. DI7/2021

SUBJECT: DISCLOSURES OF INTEREST

RECOMMENDATION

That Councillors now disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

WI67/2021 - Cessnock, Kurri Kurri & Weston - Re-establishment of expiring Alcohol Free Zones – Councillor Burke declared a Pecuniary Interest for the reason that he has and will apply for the temporary lifting of Alcohol Free Zones for events in Cessnock. Councillor Burke advised that he would leave the Chamber and take no part in discussion and voting.

PETITIONS

NIL

ADDRESS BY INVITED SPEAKERS

NIL

CONSIDERATION AND ADOPTION OF ALL REPORTS BY ENGLOBE OR INDIVIDUALLY WITH NOMINATED EXCEPTIONS

MOTION **Moved:** Councillor Doherty **Seconded:** Councillor Gray
1780

RESOLVED that having read and considered the reports in the agenda related to items

‡ GMU13/2021	Cessnock City Council Union Picnic Day.....	72
PE41/2021	Amendment to the Cessnock Development Control Plan 2010 - The Vintage.....	74
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WI66/2021	Adoption of Draft Airport Operational Policy	226

Council adopt the recommendations as printed for those items.

FOR	AGAINST
Councillor Olsen	
Councillor Doherty	
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (12)	Total (0)

CARRIED UNANIMOUSLY

MAYORAL MINUTES

NIL

MOTIONS OF URGENCY

MOTIONS OF URGENCY NO. MOU7/2021

SUBJECT: MOTIONS OF URGENCY

NIL

GENERAL MANAGER'S UNIT

GENERAL MANAGER'S UNIT NO. GMU13/2021

SUBJECT: CESSNOCK CITY COUNCIL UNION PICNIC DAY

MOTION **Moved:** Councillor Doherty **Seconded:** Councillor Gray
1781
RESOLVED

That the report be received and noted with the Union Picnic Day to be held on Friday, 29 October 2021; and that staff are encouraged to hold an event on the day if COVID-19 pandemic restrictions on events are lifted.

FOR	AGAINST
Councillor Olsen	
Councillor Doherty	
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (12)	Total (0)

CARRIED UNANIMOUSLY

PLANNING AND ENVIRONMENT

PLANNING AND ENVIRONMENT NO. PE41/2021

SUBJECT: AMENDMENT TO THE CESSNOCK DEVELOPMENT CONTROL PLAN 2010 - THE VINTAGE

MOTION **Moved:** Councillor Doherty **Seconded:** Councillor Gray
1782
RESOLVED

1. That Council, pursuant to clause 18 of the Environmental Planning and Assessment Regulation 2000, exhibit the proposed amendments to the Cessnock Development Control Plan 2010 for a period of 28 days.
2. That Council notify the amendments to the Cessnock Development Control Plan 2011 in accordance with clause 22 of the Environmental Planning and Assessment Regulation 2000, should no submissions against the amendment be received during the exhibition period.
3. That Council receive a further report if submissions against the amendment are received during the exhibition period.

FOR	AGAINST
Councillor Olsen	
Councillor Doherty	
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (12)	Total (0)

CARRIED UNANIMOUSLY

PLANNING AND ENVIRONMENT NO. PE42/2021

SUBJECT: AMENDMENT TO THE CESSNOCK DEVELOPMENT CONTROL PLAN 2010 - VARIOUS CONTROLS - POST EXHIBITION REPORT

MOTION **Moved:** Councillor Doherty **Seconded:** Councillor Gray
1783
RESOLVED

That Council, pursuant of clause 22 of the Environmental Planning and Assessment Regulation 2000 adopts the amendments to the following chapters of the Cessnock Development Control Plan 2010:

- Cessnock Airport
- Development on Flood Prone Land
- Contaminated Lands

FOR	AGAINST
Councillor Olsen	
Councillor Doherty	
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (12)	Total (0)

CARRIED UNANIMOUSLY

PLANNING AND ENVIRONMENT NO. PE43/2021

**SUBJECT: DEVELOPMENT APPLICATION PERFORMANCE MONITORING
REPORT - JUNE QUARTER 2020-2021**

MOTION **Moved:** Councillor Fitzgibbon **Seconded:** Councillor Sander
1784
RESOLVED

That Council receives and notes the Development Performance Monitoring Report for June quarter 2020/21.

FOR	AGAINST
Councillor Olsen	
Councillor Doherty	
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (12)	Total (0)

CARRIED UNANIMOUSLY

PLANNING AND ENVIRONMENT NO. PE44/2021

SUBJECT: CITY WIDE LOCAL INFRASTRUCTURE PLAN, PLANNING AGREEMENTS AND CONTRIBUTIONS REGISTER

MOTION **Moved:** Councillor Fitzgibbon **Seconded:** Councillor Sander
1785
RESOLVED

1. That Council notes the information contained within this report relating to a breakup of the Citywide Contributions Plan by Section 7.11 per current development and Voluntary Planning Agreements per development, and what is being done to have a public register available for the public to access to a “City Wide Register of Contributions”.
2. That the General Manager bring a report back to Council every 6 months providing details of Developer Contributions received and expended.

FOR	AGAINST
Councillor Olsen	
Councillor Doherty	
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (12)	Total (0)

CARRIED UNANIMOUSLY

CORPORATE AND COMMUNITY

CORPORATE AND COMMUNITY NO. CC56/2021

SUBJECT: YOUTH ENGAGEMENT STRATEGY 2021-2025

MOTION **Moved:** Councillor Fitzgibbon **Seconded:** Councillor Suvaal
1786
RESOLVED

That Council adopts the Youth Engagement Strategy 2021-2025.

FOR	AGAINST
Councillor Olsen	
Councillor Doherty	
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (12)	Total (0)

CARRIED UNANIMOUSLY

CORPORATE AND COMMUNITY NO. CC57/2021

SUBJECT: REQUEST FOR FEE WAIVER FOR USE OF MARTHAVILLE ARTS AND CULTURAL CENTRE FROM KIRAY PUTJUNG ABORIGINAL CORPORATION

MOTION **Moved:** Councillor Doherty **Seconded:** Councillor Gray
1787
RESOLVED

That Council, in accordance with its Community Sponsorship and Fee Waiving Policy, provides Kiray Putjung Aboriginal Corporation with a \$5,672 fee waiver for 12 months use of the studio space and program room at Marthaville Arts and Cultural Centre commencing August 2021.

FOR	AGAINST
Councillor Olsen	
Councillor Doherty	
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (12)	Total (0)

CARRIED UNANIMOUSLY

CORPORATE AND COMMUNITY NO. CC58/2021

**SUBJECT: ELECTION OF DEPUTY MAYOR - FOR 2021 FOLLOWING
POSTPONEMENT OF COUNCIL ELECTIONS**

MOTION **Moved:** Councillor Gray **Seconded:** Councillor Sander
1788
RESOLVED

That the election of Deputy Mayor be held and determined by open ballot with the term of office to be from 3 September 2021 to the end of the current term of Council.

FOR	AGAINST
Councillor Olsen	
Councillor Doherty	
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (12)	Total (0)

CARRIED UNANIMOUSLY

The Director Corporate & Community Services advised the meeting that one nomination had been received and declared that Councillor Suvaal is the successful candidate and elected to the position of Deputy Mayor from 3 September 2021 to the end of the current term of Council.

Mayor Pynsent thanks Councillor Gray for his role as Deputy Mayor over the previous 12 months.

CORPORATE AND COMMUNITY NO. CC59/2021

SUBJECT: COUNCIL MEETING DATES FOR THE REMAINDER OF 2021 AND IMMEDIATELY POST THE DECEMBER 2021 ELECTION

MOTION **Moved:** Councillor Suvaal **Seconded:** Councillor Sander

1. That the scheduled 22 September 2021 Ordinary Council Meeting be held.
2. That Council adopts the schedule of Ordinary Meetings of Council for the remainder of 2021 to account for the postponement of Local Government Elections to December 2021:

20 October 2021
17 November 2021

3. That an Extraordinary Council Meeting be held on 9 February 2022 to enable procedural reports for the newly elected Council to be considered.

AMENDMENT **Moved:** Councillor Olsen

That an additional meeting be included for 19 January 2022.

The Amendment lapsed for want of a Seconder.

The Motion was then PUT and CARRIED.

MOTION **Moved:** Councillor Suvaal **Seconded:** Councillor Sander
1789

RESOLVED

1. That the scheduled 22 September 2021 Ordinary Council Meeting be held.
2. That Council adopts the schedule of Ordinary Meetings of Council for the remainder of 2021 to account for the postponement of Local Government Elections to December 2021:

20 October 2021
17 November 2021

3. That an Extraordinary Council Meeting be held on 9 February 2022 to enable procedural reports for the newly elected Council to be considered.

FOR

Councillor Doherty
Councillor Dunn
Councillor Fagg
Councillor Stapleford
Councillor Suvaal
Councillor Fitzgibbon
Councillor Gray
Councillor Burke
Councillor Sander
Councillor Lyons
Councillor Pynsent

Total (11)**AGAINST**

Councillor Olsen

Total (1)***CARRIED***

CORPORATE AND COMMUNITY NO. CC60/2021

SUBJECT: DRAFT COUNCILLOR TRAINING AND DEVELOPMENT POLICY 2021

MOTION **Moved:** Councillor Fitzgibbon **Seconded:** Councillor Dunn

1. That Council adopts the Councillor Training and Development Policy 2021.
2. That Council revokes the Councillor Training and Development Policy 2018.
3. That Council amend dot point 4.2.2(b) of the Policy to read:-

4.2.2 b) reported to the first Council meeting held after 30 June each year identifying:

- i) professional development activities offered to the Mayor and each Councillor in the year to 30 June
- ii) in-house briefings and workshops
- iii) attendance
- iv) evaluation and an action plan for improvement
- iv) publish these reports on Council's website.

AMENDMENT **Moved:** Councillor Olsen

1. That Council adopts the Councillor Training and Development Policy 2021.
2. That Council revokes the Councillor Training and Development Policy 2018.

The Amendment lapsed for want of a seconder.

The Motion was then **PUT** and **CARRIED**.

MOTION **Moved:** Councillor Fitzgibbon **Seconded:** Councillor Dunn

1790

RESOLVED

1. That Council adopts the Councillor Training and Development Policy 2021.
2. That Council revokes the Councillor Training and Development Policy 2018.
3. That Council amend dot point 4.2.2(b) of the Policy to read:-

4.2.2 b) reported to the first Council meeting held after 30 June each year identifying:

- i) professional development activities offered to the Mayor and each Councillor in the year to 30 June
- ii) in-house briefings and workshops
- iii) attendance
- iv) evaluation and an action plan for improvement
- iv) publish these reports on Council's website.

FOR	AGAINST
Councillor Doherty	Councillor Olsen
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (11)	Total (1)

CARRIED

CORPORATE AND COMMUNITY NO. CC61/2021

**SUBJECT: COUNCILLOR PROFESSIONAL DEVELOPMENT AND TRAINING
REPORT 2020-21**

MOTION **Moved:** Councillor Doherty **Seconded:** Councillor Gray
1791
RESOLVED

That Council notes the Councillor Professional Development Report 2020-21.

FOR	AGAINST
Councillor Olsen	
Councillor Doherty	
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (12)	Total (0)

CARRIED UNANIMOUSLY

CORPORATE AND COMMUNITY NO. CC62/2021

SUBJECT: RESOLUTIONS TRACKING REPORT

MOTION **Moved:** Councillor Suvaal **Seconded:** Councillor Fitzgibbon
1792
RESOLVED

That Council receives the report and notes the information in the Resolutions Tracking Report.

FOR	AGAINST
Councillor Olsen	
Councillor Doherty	
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (12)	Total (0)

CARRIED UNANIMOUSLY

CORPORATE AND COMMUNITY NO. CC63/2021

SUBJECT: INVESTMENT REPORT - JULY 2021

MOTION **Moved:** Councillor Doherty **Seconded:** Councillor Gray
1793
RESOLVED

That Council receives the Investment Report for July 2021 and notes that:

- **Investments are held in accordance with Council’s Investment Policy, which accords with the Ministerial Investment Order.**
- **Council’s month end balance was \$53,098,750, year to date interest earned to 31 July was \$16,973.**

FOR	AGAINST
Councillor Olsen	
Councillor Doherty	
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (12)	Total (0)

CARRIED UNANIMOUSLY

WORKS AND INFRASTRUCTURE

WORKS AND INFRASTRUCTURE NO. WI64/2021

SUBJECT: 2020/21 AQUATIC SEASON REVIEW

MOTION **Moved:** Councillor Doherty **Seconded:** Councillor Gray

1794

RESOLVED

1. That Council notes the 2020/21 Aquatic Season Review.
2. That Council notes the performance of Belgravia Health & Leisure Group Pty Ltd in respect to Year 2 of the contract for management of Kurri Kurri Aquatic & Fitness Centre.

FOR	AGAINST
------------	----------------

Councillor Olsen	
Councillor Doherty	
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (12)	

	Total (0)
--	------------------

CARRIED UNANIMOUSLY

The Further Amendment was **PUT** and **CARRIED** and as such became the Motion.

The Motion was then **PUT** and **CARRIED**.

MOTION **Moved:** Councillor Fitzgibbon **Seconded:** Councillor Sander
1795

RESOLVED

1. **That Council notes the information contained within the report regarding funding opportunities for the installation of a practice cricket net at Crawfordville Park.**

2. **The General Manager contact Bellbird Cricket Club to offer support for them to submit a grant application for the construction of the cricket net.**

FOR	AGAINST
Councillor Olsen	Councillor Fagg
Councillor Doherty	Councillor Stapleford
Councillor Dunn	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (10)	Total (2)

CARRIED

WORKS AND INFRASTRUCTURE NO. WI66/2021

SUBJECT: ADOPTION OF DRAFT AIRPORT OPERATIONAL POLICY

MOTION **Moved:** Councillor Doherty **Seconded:** Councillor Gray

1796

RESOLVED

1. That Council adopts the Cessnock Airport Operational Policy
2. That Council authorises the General Manager to update the reference contained under Section 8 Policy Administration - Associated Documents - Cessnock Aerodrome Manual, with the relevant document reference, once it is endorsed by CASA.
3. That Council rescinds Policy A3.3 Cessnock City Council Airport Operational Policy & User Guidelines.

FOR

AGAINST

Councillor Olsen
Councillor Doherty
Councillor Dunn
Councillor Fagg
Councillor Stapleford
Councillor Suvaal
Councillor Fitzgibbon
Councillor Gray
Councillor Burke
Councillor Sander
Councillor Lyons
Councillor Pynsent

Total (12)

Total (0)

CARRIED UNANIMOUSLY

WORKS AND INFRASTRUCTURE NO. WI67/2021

SUBJECT: CESSNOCK, KURRI KURRI & WESTON - RE-ESTABLISHMENT OF EXPIRING ALCOHOL FREE ZONES

Councillor Burke declared a Pecuniary Interest for the reason that he has and will apply for the temporary lifting of Alcohol Free Zones for events in Cessnock. Councillor Burke left the meeting and took no part in discussion and voting.

Councillor Burke left the meeting, the time being 7.29pm.

MOTION **Moved:** Councillor Suvaal **Seconded:** Councillor Gray
1797

RESOLVED

- 1. That Council notes the action taken on community consultation about Alcohol-Free Zones in the Cessnock, Kurri Kurri and Weston CBDs.**
- 2. That Council prepares a proposal for the re-establishment of Alcohol Free Zones in the Cessnock, Kurri Kurri and Weston CBDs, including the changes requested by NSW Police, and undertakes the necessary advertising and consultation.**

FOR	AGAINST
Councillor Olsen	
Councillor Doherty	
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (11)	Total (0)

CARRIED UNANIMOUSLY

Councillor Burke returned to the meeting, the time being 7.30pm

BUSINESS OF WHICH WRITTEN NOTICE HAS BEEN GIVEN

BUSINESS WITH NOTICE NO. BN20/2021

SUBJECT: RETAINING WALL CHINAMAN'S HOLLOW WESTON

MOTION Moved: Councillor Olsen **Seconded:** Councillor Suvaal

That Council consider, for consideration of inclusion in the 2022-2023 Operational Plan, the repairs and costs to the retaining wall behind 22 Clark Street Weston in Chinaman's Hollow.

AMENDMENT Moved: Councillor Sander **Seconded:** Councillor Gray

1. That the General Manager bring a report back to Council detailing options and costings for the repair or replacement of the retaining wall located on the north side, Clark Street side of Chinaman's Hollow to enable consideration for the works to be included in the 2022-2023 Operational Plan.
2. That the report come back to Council at the first Ordinary Meeting of Council in February 2022.

FOR	AGAINST
Councillor Dunn	Councillor Olsen
Councillor Fagg	Councillor Doherty
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (10)	Total (2)

The Amendment was **PUT** and **CARRIED** and as such became the Motion.

The Motion was then **PUT** and **CARRIED**.

MOTION Moved: Councillor Sander **Seconded:** Councillor Gray

1798

RESOLVED

1. That the General Manager bring a report back to Council detailing options and costings for the repair or replacement of the retaining wall located on the north side, Clark Street side of Chinaman's Hollow to enable consideration for the works to be included in the 2022-2023 Operational Plan.
2. That the report come back to Council at the first Ordinary Meeting of Council in February 2022.

FOR	AGAINST
Councillor Olsen	
Councillor Doherty	
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (12)	Total (0)

CARRIED UNANIMOUSLY

BUSINESS WITH NOTICE NO. BN21/2021

SUBJECT: PEDESTRIAN ACCESS ELIZABETH STREET, ABERMAIN

MOTION **Moved:** Councillor Gray **Seconded:** Councillor Suvaal
1799
RESOLVED

That Council moves that the General Manager investigates, in consultation with local residents, options to reinstate pedestrian access under the South Maitland Rail viaduct at Elizabeth Street, Abermain.

FOR	AGAINST
Councillor Olsen	
Councillor Doherty	
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (12)	Total (0)

CARRIED UNANIMOUSLY

CORRESPONDENCE

CORRESPONDENCE NO. CO13/2021

SUBJECT: MOTION OF URGENCY - COVID19

MOTION **Moved:** Councillor Burke **Seconded:** Councillor Suvaal
1800
RESOLVED

1. That Council notes the correspondence from the Parliamentary Secretary to the Premier and Western Sydney, Ray Williams MP on behalf of the NSW Premier.
2. That Council notes its appreciation and thanks to all the health workers and frontline employees for continuing to do their jobs to keep our community safe.
3. That the General Manager writes to the Premier of NSW, Treasurer of NSW and NSW Minister for Health with the following:
 - a. That the NSW Government continue to close loopholes allowing people to travel to regional areas for non-essential purposes.
 - b. A request for action to be taken to reduce the wait times for COVID-19 test results.
 - c. A call for the \$320 isolation payment to be extended to the Hunter.
 - d. That more support be provided to Workers and Businesses who are impacted by lockdown in Regional NSW.

FOR	AGAINST
Councillor Olsen	
Councillor Doherty	
Councillor Dunn	
Councillor Fagg	
Councillor Stapleford	
Councillor Suvaal	
Councillor Fitzgibbon	
Councillor Gray	
Councillor Burke	
Councillor Sander	
Councillor Lyons	
Councillor Pynsent	
Total (12)	Total (0)

CARRIED UNANIMOUSLY

COUNCILLOR REPORTS

NIL

The Meeting Was Declared Closed at 8.02pm

CONFIRMED AND SIGNED at the meeting held on 22 September 2021

.....**CHAIRPERSON**

.....**GENERAL MANAGER**

Disclosures Of Interest

Report No. DI8/2021

Corporate and Community Services



SUBJECT: *DISCLOSURES OF INTEREST*
RESPONSIBLE OFFICER: *Chief Finance and Administration Manager - Matthew Plumridge*

RECOMMENDATION

That Councillors now disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

SUMMARY

The provisions of Chapter 14 of the Local Government Act, 1993 regulate the way in which Councillors and nominated staff of council conduct themselves to ensure that there is no conflict between their private interests and their public trust.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or Committee), that interest must be disclosed as soon as practicable after the start of the meeting and the reasons for declaring such interest.

As members are aware, the provisions of the Local Government Act restrict any member who has declared a pecuniary interest in any matter from participating in the discussions, voting on that matter, and require that member to vacate the Chamber.

Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code also provides for a number of ways in which a member may manage non pecuniary conflicts of interest.

ENCLOSURES

There are no enclosures for this report.

Mayoral Minute

Report No. MM9/2021

General Manager's Unit



MAYORAL MINUTE No. MM9/2021

SUBJECT: VACCINATION RATES

RECOMMENDATION

1. That the General Manager writes to the NSW Premier, Deputy Premier and Health Minister outlining Council's concerns at the relative low rates of vaccinations in the Cessnock LGA.
2. That Council writes to the Prime Minister and Minister for Health, Greg Hunt MP requesting the urgent release of Pfizer vaccine to the Cessnock LGA, to prepare the Cessnock community for the imminent tourism boom as outlined in the road map.
3. That Council requests that the NSW Department of Health urgently establishes a mass vaccination facility in the Cessnock LGA.
4. That priority be given to essential workers in the Cessnock LGA in preparation of Regional NSW opening and tourism.
5. That Council acknowledges the collaboration between Federal Member for Hunter, Joel Fitzgibbon MP, Federal Member for Patterson Meryl Swanson MP and State Member for Cessnock Clayton Barr MP, in establishing the mass vaccination centre and vaccine availability.
6. That the Mayor and Deputy Mayor continue discussions with the Federal Member for Hunter, Joel Fitzgibbon MP, Federal Member for Patterson Meryl Swanson MP and State Member for Cessnock Clayton Barr, to obtain a solution to the vaccination issue in the Cessnock LGA.

REPORT/PROPOSAL

On August 19 2021, I emailed our Federal Member for Hunter, Joel Fitzgibbon MP, Federal Member for Paterson Meryl Swanson MP and State Member for Cessnock, Clayton Barr MP, outlining my concerns with the low vaccination rates in the Cessnock Local Government Area.

The feedback mentioned two main issues. Firstly the availability of the Pfizer vaccine, and the lack of public transport to travel to the Belmont Vaccination Hub.

There are a number of pharmacies and GPs offering AstraZeneca vaccine only and that choice is not being taken up in great numbers.

Mayoral Minute

Report No. MM9/2021

General Manager's Unit



With the roadmap released by the State Government once the 70% statewide vaccination rate is achieved, people will enable travel to regional NSW putting our community at great risk. Our region is a prime tourist destination and our workers need the utmost protection against COVID-19 as well as the wider community.

ENCLOSURES

There are no enclosures for this report

Mayoral Minute

Report No. MM10/2021

General Manager's Unit



MAYORAL MINUTE No. MM10/2021

SUBJECT: MOLLY WORTHINGTON NETBALL COURTS

RECOMMENDATION

That Council notes that between the August and September 2021 Council meetings the Mayor under delegated authority exercised the following decision of Council:

1. That the General Manager enacts resolution WI30/2021 as a matter of urgency.
2. That the General Manager presents a report to the October meeting of Council outlining the progress of the resolution WI30/2021 since it was adopted by Council on 19 May 2021.
3. That the General Manager presents a report to the October meeting outlining the progress of resolution WI52/2021 which was adopted by Council on 21 July 2021.

RATIONALE

This report provides notification to Council of matters considered under delegated authority pursuant to Section 377 of the *Local Government Act 1993* (the Act), by the Mayor exercising a function of Council between Council meetings.

ENCLOSURES

- [1](#) Molly Worthington Netball Courts Councillor Memo



Memo to: Mayor Pynsent and all Councillors
Copy to: General Manager, Directors and P&E Managers
From: Peter Mickleson, Director Planning and Environment
Subject: Answer to Question Taken on Notice - Council Meeting 18 August 2021
Date: 19 August 2021
Reference: DOC2021/124736

Dear Mayor Pynsent and all Councillors

I refer to the question taken on notice at the Council Meeting of 18 August 2021 and provide a response as follows:

Will the Gateway determination be delayed beyond 31 Dec now that Council have resolved an alternative site i.e. Booth Park? Or is there some other process that has to happen before this land (Molly Worthington) can be re-zoned and sold?

The planning proposal to reclassify the site is in draft form . Subject to review, it will be sent to DPIE seeking a Gateway determination and delegation to enable exhibition. This should occur within the week. Finalisation of the planning proposal is due by 30 December 2021, NOT the submission and seeking of the Gateway determination from DPIE as required by the Council resolution.

If you require any further information, please do not hesitate to contact Council's Strategic Planning Manager, Martin Johnson on telephone 02 4993 4229 or myself on telephone 02 4993 4145.

Regards

A handwritten signature in black ink that reads "P Mickleson".

Peter Mickleson
Director Planning and Environment

Motions of Urgency

Report No. MOU8/2021

Corporate and Community Services



SUBJECT: *MOTIONS OF URGENCY*

RESPONSIBLE OFFICER: *Chief Finance and Administration Manager - Matthew Plumridge*

RECOMMENDATION

That Councillors now indicate if there are any matters of urgency which they believe should be conducted at this meeting of Council.

SUMMARY

Under Clause 10.5 of Council's Code of Meeting Practice, business may be transacted at a meeting of Council even *though* due notice of the business has not been given to the Councillors. This can only happen if a motion is passed to have the business transacted at the meeting, the Mayor rules that the business is of great urgency and the business notified in the agenda for the meeting has been disposed of.

Only the mover of such a motion can speak to the motion before it is put.

ENCLOSURES

There are no enclosures for this report.

General Manager's Unit
Report No. GMU14/2021
General Manager's Unit



SUBJECT: *SERVICE NSW PARTNERSHIP AGREEMENT*
RESPONSIBLE OFFICER: *Economic Development & Tourism Manager - Tony Chadwick*

SUMMARY

The purpose of this report is to provide background information and to seek support to enter into an updated agreement with Service NSW. The agreement will allow Service NSW to share government information with Council regarding services and support for businesses in NSW.

RECOMMENDATION

1. That Council endorses the creation of a partnership agreement with Service NSW to assist with supporting small business within the Cessnock local government area; and
2. That Council delegates authority to the General Manager to enter into an agreement with Service NSW.

BACKGROUND

Council currently has an agreement in place with Service NSW to promote and provide access to NSW Government information and services to better assist business owners and to support the local economy.

Council uses information provided by Service NSW to inform the Greater Cessnock business community about government services, financial assistance, grants, training and other resources to support their businesses. Council shares this information via the fortnightly Advance Greater Cessnock Business eNews and the [Advance Greater Cessnock](#) website.

REPORT/PROPOSAL

Service NSW for Business provides free, personalised support to small business owners, to help them understand industry regulations, to guide them through transactions, and to access support.

The services provided to business owners by Service NSW include:

- Business Concierges offering over-the-phone, email and face-to-face support and case management.
- An online Business Profile to make it faster and easier for business owners to transact with NSW Government.
- Guidance and support for small business owners impacted by natural disasters or emerging issues to access a range of Government stimulus, support and information.

General Manager's Unit

Report No. GMU14/2021

General Manager's Unit



Online business information hubs including how-to guides to help business owners understand key tasks and the support available when starting and running a business in NSW. A new Partnership Agreement has been developed to provide consistency across all councils, reflect the broader focus of Service NSW on Business and provide the opportunity for Council to engage with all services across Service NSW now and into the future.

The new Partnership Agreement (refer **Enclosure 1**) includes further detail and clarity about the roles and responsibilities of all agencies in relation to the collection, storage and security of personal information.

The intention of the Partnership Agreement is to build awareness of specialist advice services available, ensure Council staff can direct enquiries to these services and provide applicants with the skills to be better informed and researched prior to lodging any applications.

For Council, the process is to endorse the proposed recommendations and to inform Service NSW when this endorsement has occurred.

OPTIONS

The following options are available to Council:

1. Adopt the recommendation, or
2. Do not adopt the recommendation.

Option one is recommended.

CONSULTATION

General Manager
Director Corporate and Community Services
Economic Development and Tourism Manager
Business Support and Customer Relations Manager

STRATEGIC LINKS

a. Delivery Program

This report aligns with the following Delivery Program 2017 - 2021 actions:

- 2.1 Diversifying local business options
- 2.2 Achieving more sustainable employment opportunities
- 2.3 Increasing tourism opportunities & visitation

b. Other Plans

Nil



IMPLICATIONS

a. Policy and Procedural Implications

Nil

b. Financial Implications

This program is at no cost for Council to participate. Support material, training and advice is provided by Service NSW for Business at no cost. Implementation of the program should lead to reduced processing times and costs relating to applications to Council.

c. Legislative Implications

Nil

d. Risk Implications

Risk	Risk Ranking	Proposed Treatment	Proposed Risk Ranking
Reduced business awareness of specialist advice, support and services.	B1 Medium	Adopt the recommendation	C1 Low
Applicants are less informed and researched prior to lodging any Council applications.	C1 Low	Adopt the recommendation	E1 Low

e. Environmental Implications

Nil

f. Other Implications

Nil

CONCLUSION

A partnership agreement with Service NSW will increase businesses access to information, resources and tools available to Council and the Greater Cessnock business community. Service NSW for Business will support the creation of new businesses within the Cessnock Local Government Area at no cost to Council.

ENCLOSURES

- [1](#) DRAFT Service NSW Partnership Agreement



PARTNERSHIP AGREEMENT

Between **Service NSW** (ABN 37 552 837 401) and the **Cessnock City Council** (the 'Council')
(the 'Parties')

Last Updated: 27 July 2021

1. Purpose

1.1. The purpose of this Agreement is to:

- A. Provide the services of Service NSW for Business, which is a division of Service NSW with a mandate of being the one front door for businesses in NSW to access government information and services.
- B. Provide the framework within which Services will be delivered.
- C. Document the responsibilities of Service NSW and the Council on the provision of Services.
- D. Provide mechanisms to manage the relationship between the Parties.
- E. Promote a collaborative approach to working together in a timely and effective manner and to act in good faith.

This Agreement is not legally binding.

2. Background

- 1) Service NSW is a Division of the Government Service established under the Service Act. The functions of Service NSW include the exercise of customer service functions, within the meaning of the Service Act; other functions conferred by statute; and other functions relating to the delivery of Government services, as directed by the Minister responsible for Service NSW.
- 2) Section 7 of the Service Act makes provision for customer service functions to be delegated by other NSW Government agencies to the Chief Executive Officer ('CEO').
- 3) The functions of the CEO are exercised by the staff of Service NSW.
- 4) Section 8 of the Service Act enables the CEO to enter into Agreements with local government agencies for the exercise of a non-statutory customer service function of the agency; or with respect to the exercise of a customer service function delegated to the CEO.
- 5) Subsection 8(4) of the Service Act provides that an Agreement with a council, a county council or a joint organisation within the meaning of the *Local Government Act 1993* must be approved by a resolution of the council, county council or joint organisation, must be approved before it is entered into.
- 6) Service NSW partners with the Council to promote and deliver the services of Service NSW for Business to businesses across NSW.

29/3/21

7) the purpose of this collaboration is to ensure awareness and access to Government services to all businesses in NSW.

8) the Services of Service NSW for Business are free for the Council and for customers.

9) The PPIP Act and the HRIP Act set out information handling principles that apply to public sector agencies (as defined in section 3 of the PPIP Act). As public sector agencies, the parties must not do anything, or engage in any practice, that contravenes a privacy principle that applies to them.

10) Section 14 of the Service Act makes provision for the disclosure and use of information, including personal information, for the purposes of the exercise of customer service functions by the CEO. Section 14 has effect despite the provisions of any other Act, including the PPIP Act and the HRIP Act.

11) Section 15 of the Service Act makes provision for the collection of personal information for the purposes of the PPIP Act and the HRIP Act, by Service NSW.

12) Section 16 of the Service Act enables an Agreement made under the Service Act, or a delegation of a customer service function by an agency to the CEO, to provide for the exercise by Service NSW of functions relating to access to information under the Government Information (Public Access) Act 2009 and functions relating to the State Records Act 1998, in connection with the functions of the council concerned. The responsibilities of Agencies under the *State Records Act 1998* include making and keeping full and accurate records of their office.

13) The Parties have agreed to enter into an Agreement under section 8 of the Service Act, incorporating the terms on this Agreement.

3. Guiding Principles

3.1. The Parties will:

- A. Work collaboratively and in good faith in a timely and effective manner, with open communication to achieve shared objectives;
- B. Facilitate a partnership relationship that promotes and achieves continuous improvement and accountability;
- C. Ensure that each of its Personnel complies with this Agreement and all applicable laws and policies relating to the Services, including the *Work Health and Safety Act 2011*;
- D. Comply with the agreed timelines for meeting obligations to ensure efficient and effective delivery of Services;
- E. Work together to identify and manage shared risks;
- F. Work together to prioritise initiatives and enhancements, particularly where there are limitations on time and resources; and
- G. Work together to respond to the media, advise Ministers, and consult each other when developing communications that impact on Services.

4. Roles and Responsibilities

4.1. Service NSW will:

- A. Provide the Services in accordance with the terms of this Agreement, subject to any Change Request;
- B. Exercise the required standard of skill, care and diligence in its performance of the Services and ensure that its Personnel have appropriate qualifications and skills to provide the Services;
- C. Take responsibility for the management of records it creates or holds as a result of the exercise of a customer service function, where required; and
- D. Take responsibility for performing necessary maintenance of its systems and data managing the impact on customers from Service NSW system outages and working in conjunction with the Council.

4.2. The Council will:

- A. Provide Service NSW with all information, inputs, resources and subject matter expertise in a timely manner as required to enable Service NSW to provide the Services as set out in the Agreement;
- B. Take responsibility for the management of records it receives or holds following the exercise of a customer service function by Service NSW.

4.3. The Parties undertake to maintain open channels of communication by:

- A. Making available Personnel, data, reports and computer systems for the purposes of resolving customer issues;
- B. Appointing a Relationship Manager with responsibility for managing the contractual and operational aspects of the Services. The Relationship Manager may be varied.

5. Services

A. Service NSW will:

- (i) provide the relevant information and contacts to Council to ensure its local businesses are aware and can access the Service NSW for Business services
- (ii) provide a single point of contact for Council to ensure it can access Service NSW for Business services.

B. the Council will:

- (i) refer eligible customers to the Program;
- (ii) provide guidance to Service NSW staff to assist in responding to inquiries;
- (iii) inform customers and Service NSW of the outcome of relevant applications in line with privacy requirements
- (iv) provide updates on changes to local government policies, guidelines or other matters which may affect the Program;
- (v) identify local opportunities to inform customers of the program;
- (vi) provide Service NSW with feedback on the effectiveness and performance of the Program.

6. Liability

- 6.1. To the full extent permitted by law, neither Council or Service NSW will be liable to the customer for the customer's actions or responsible for any liability, loss or cost suffered directly or indirectly by the business in connection with the Service NSW for Business service.

7. Data and Data Security

- 7.1. Each party retains ownership of its Data.
- 7.2. Except as required by law, neither party must, and must ensure that its Personnel will not:
- A. use the Data belonging to the other party for any purpose other than the performance of its obligations under this Agreement; or
 - B. sell, commercially exploit, let for hire, assign rights in or otherwise dispose of any Data. or
 - C. Make the other party's Data available to a third party including another government agency or body, other than an approved Subcontractor, and only to the extent required under this Agreement.
- 7.3 Each party must establish and maintain safeguards against the destruction, loss or alteration of either party's Data in the possession or control of that party which are is consistent with and no less rigorous than those maintained by either party to secure its own data; and comply with all applicable laws and policies.
- 7.4 In particular, the Parties will ensure the secure transmission and storage of data, at standards no less than those recommended by Cyber Security NSW.

8. Confidential Information

- 8.1. The Parties must, in respect of any Confidential Information:
- A. Keep the Confidential Information confidential and not disclose that information to any person without the prior written consent of the disclosing party, other than to its Personnel, professional advisors or contractors requiring access to the Confidential Information in connection with providing the Services;
 - B. Use the Confidential Information solely for the purpose of carrying out its obligations;
 - C. Not permit the Confidential Information to be reproduced except to the extent reasonably required to carry out its obligations;
 - D. Not do anything that would cause the disclosing party or its Personnel to breach their obligations under Privacy Law; and
 - E. Notify the other party as soon as possible upon becoming aware of any breach of this clause.

9. Privacy

- 9.1 Each party and its Personnel must:
- A. Comply with Privacy Laws; and
 - B. Do all that is reasonably necessary to enable the other party to comply with Privacy Laws, including the development of documentation to demonstrate compliance with Privacy Laws, as agreed between the parties;
- 9.2. In particular, Service NSW acknowledges that:
- A. The collection of personal or health information will take place in compliance with the Privacy Laws, as modified by section 15 of the Service Act; and

- B. the use, disclosure, storage and retention of such information will be in accordance with the Privacy Laws, and in accordance with applicable policies.

Schedule 3 documents the respective responsibilities of Service NSW and the Council in relation to the collection, storage, use, retention and disclosure of personal information.

- 9.4 Personal and health Information collected, used, disclosed or retained between the parties will be managed and retained by the parties in accordance with the *State Records Act 1998* (NSW) and all other applicable laws, including Privacy Laws.
- 9.5 Once either of the Parties has reasonable grounds to believe there has been unauthorised access to, unauthorised disclosure of, or a loss of Personal or Health Information, dealt with in connection with this Agreement ('Data Incident'):
- A. The party must immediately (but in any event, no later than 72 hours of becoming aware of the Data Incident) notify the other party of that contravention together with all relevant information relating to the contravention;
 - B. Consult with the other party as to which party should have primary responsibility for investigating and dealing with the breach or possible breach;
 - C. Consider, having regard to the scope of the Data Incident and the nature of the personal or health information involved, together with any other relevant factors, whether the Data Incident is serious.
 - D. The party with primary responsibility for the breach must notify the Privacy Commissioner as soon as practicable that a serious Data Incident has occurred; and
 - E. The parties must co-operate and collaborate in relation to assessment and investigation of the Data Incident, and action required to prevent future Data Incidents.
- 9.6 If either of the Parties receives a complaint or request for an internal review of conduct in relation to a breach or alleged breach of a Privacy Law, including under section 53 of the PPIP Act, (a 'Complaint'), the following will apply:
- A. It is the responsibility of the party that receives the Complaint to perform a preliminary investigation to determine the party responsible for the conduct;
 - B. If responsibility lies wholly with the party that received the Complaint, then that party is responsible for responding to the complaint or conducting the internal review of conduct;
 - C. If, after performing the investigation, the relevant party reasonably considers that the Complaint should be transferred to the other party, it will (after obtaining the consent of the customer) promptly transfer the Complaint and any further information obtained by the party from its preliminary investigation, to the other party, no later than 20 days after receipt of the original Complaint;
 - D. If the Complaint relates jointly to the conduct of both parties, then the party that received the Complaint will (after obtaining the consent of the Customer) notify the other party no later than 20 days after its receipt of the original Complaint and provide any further information obtained by that party from its preliminary investigation. The parties will then work together to coordinate a joint response from the parties within 60 days of receipt of the Complaint. This response may include an internal review of conduct.

10. Intellectual Property

- 10.1 Each party will retain the Intellectual Property Rights in its Existing Material.
- 10.2 Each party agrees to grant to the other party a non-exclusive and royalty free licence to use, sublicense, adapt, or reproduce:
 - A. Their Existing Material; and
 - B. All methodologies, processes, techniques, ideas, concepts and know-how embodied in their Existing Material,
 - C. To the extent their Existing Material is required for use by the other party, solely in connection with provision of the Services.
- 10.3 Each party represents and warrants to the other party that it has all required rights and consents for its Existing Material to be used for the Services.
- 10.4 Intellectual Property Rights in all New Contract Material will vest in the Council.
- 10.5 The Council grants a perpetual, worldwide, irrevocable and royalty free licence to the Intellectual Property Rights in all New Contract Material to Service NSW for the purpose of performing the Services.
- 10.6 Subject to clauses 10.1 and 10.4, Service NSW will own all Intellectual Property Rights in the provision of the Services, including any solution and service design.

11. Performance Management and Continuous Improvement

- 11.1 Service NSW for Business does not require any provisions in relation to performance management
- 11.2 Service NSW for Business will work collaboratively with Council to ensure continuous improvement of its services to Council.
- 11.3 Any future extension of this Agreement by Service NSW with Council will specify the relevant performance management and continuous improvement provisions required.

12. Reporting

- 12.1 Service NSW for Business does not require any reporting arrangements
- 12.2 Any future arrangements that require reporting will be outlined in a Schedule to this Agreement.

13. Change Management

- 13.1 Each party will comply with the Change Management Process set out in Schedule 4.
- 13.2 The parties agree to complete a Change Request in the form set out in Schedule 4 to add to or vary the Services.

14. Governance

- 14.1 The parties agree to comply with the Governance Framework.

15. Business Continuity and Disaster Recovery

- 15.1 Each party will maintain Business Continuity and Disaster Recovery Plan arrangements to ensure that each party is able to continue to perform its obligations under this Agreement, or where performance is not possible, resume performance as soon as reasonably practicable in the event of a Disaster.

16. Dispute Resolution

- 16.1 In the event of a dispute between the parties, a party will:
- Raise the dispute with the other party's Relationship Manager and use best efforts to resolve the dispute;
 - If the dispute is not resolved within a reasonable period, the Chief Executive of the Council or their delegate will meet with the Chief Executive Officer of Service NSW (or their delegate) with a view to resolving the dispute.
 - If the dispute is not resolved under clauses 16.1(b) within a reasonable period, attempt to resolve any dispute in accordance with the Premier's Memorandum M1997-26.
- 16.2 Despite the existence of a dispute, each party must continue to perform its obligations.

17. Termination

- 17.1 Either party may terminate this Agreement in whole or in part by giving the other party 90 days written notice or as otherwise agreed.
- 17.2 On notice of termination or where Service NSW is otherwise required to cease to perform some or all of the Program, the parties will work together in good faith to finalise and agree a transition out plan to facilitate smooth and orderly transition of the relevant Program to the Council or the Council's nominated third party. Where the parties cannot agree, the dispute resolution provisions in clause 16 will apply.
- 17.3 Upon termination, each party agrees to return all Data and property belonging to the other party within 30 days of the termination date and comply with the transition out plan agreed under clause 17.2.

18. Miscellaneous

- 18.1 Entire Agreement

This Agreement supersedes all previous Agreements, understandings, negotiations, representations and warranties and embodies the entire Agreement between the Parties about its subject matter.

- 18.2 Survival

The following clauses survive termination or expiry of the Agreement: Clauses 4, 6, 7, 8, 9, 10, 14, 15, 16, 17, 18, 19 and any other clause which by its nature is intended to survive termination or expiry of the Agreement.

18.3 Notices

A notice under this Agreement must be in writing and delivered to the address or email address of the recipient party.

18.4 Variation

All variations to this Agreement and all consents, approvals and waivers made under this Agreement must be evidenced in writing and variations signed by both parties.

18.5 Waiver

If a party does not exercise (or delays in exercising) any of its rights, that failure or delay does not operate as a waiver of those rights.

10.6. Applicable law

The Agreement is governed by, and is to be construed in accordance with, the laws in force in NSW.

18.7 Counterparts

The Agreement may consist of a number of counterparts and if so, the counterparts taken together constitute one and the same instrument.

19. Execution

Cessnock City Council has reviewed and accepts this Agreement

Signed for and on behalf of Cessnock City Council by its authorised signatory	Signed for and on behalf of Service NSW by its authorised signatory
Name:	Name:
Title:	Title:
Date:	Date:
Signature:	Signature:
Witness:	Witness:
Signature:	Signature:

DRAFT

Schedules

Schedule 1 - Definitions

In these Partnership Agreement, except where a contrary intention appears:

Business Continuity and Disaster Recovery Plan means a business continuity and disaster recovery plan which documents the back-up and response actions each of the parties will take to continue its obligations if a Disaster occurs;

Change Request means the request for a change to the scope of Services in the form set out in Schedule 4;

Commencement Date means the date of start of this Agreement.

Confidential Information of a party means any written or oral information of a technical, business or financial nature disclosed to the other party, including its employees or agents, by the disclosing Party (whether orally or in writing) whether before or after the Commencement Date, that:

- A. is by its nature confidential; or
- B. is designated as confidential; or
- C. the other party knows or ought to know is confidential,
- D. but does not include information which:
 - a. is or becomes public knowledge other than by breach of this Agreement; or
 - b. is in the lawful possession of the Party without restriction in relation to disclosure before the date of receipt of the information; or
 - c. is required to be disclosed by Law, government policy or legal process.

Contact Centre has the meaning set out in Schedule 2;

Continuous Improvement Principles have the meaning set out in Schedule 2;

Continuous Improvement Process has the meaning set out in Schedule 2;

Data means the data of each party and all data and information relating to their operations, Personnel, assets, customers and systems in whatever form that may exist, including Confidential Information;

Disaster means an event that causes, or is likely to cause, a material adverse effect on the provision of the Services that cannot be managed within the context of normal operating procedures including interruption, destruction or other loss of operational capacity;

Existing Material means any material that is developed prior to entering into a Partnership Agreement, or developed independently of a Partnership Agreement, and includes any enhancements and modifications to its Existing Material created as part of a Partnership Agreement;

HRIP Act means the *Health Records and Information Privacy Act 2002* (NSW);

Instrument of Delegation means the instruments of delegation (including its terms and conditions) made by the Council in relation to the Delegated Functions.

Intellectual Property Rights includes patent, knowhow, copyright, moral right, design, semi-conductor, or circuit layout rights, trademark, trade, business or company names or other proprietary rights and any rights to registration of such rights, whether created before or after the Commencement Date, in Australia or elsewhere;

Middle Office has the meaning set out in Schedule 2;

Moral Rights means the right of integrity of authorship and the right not to have authorship falsely attributed, as confined by the *Copyright Act 1968* (Cth) and the rights of similar nature anywhere in the world, whether in existence before or after the Commencement Date;

New Contract Material means new data created, other than the solution or service design;

Partnership Agreement means these terms and conditions and includes Schedules 1, 2, 3 and 4.

Personal Information has the meaning given to it in the Privacy Laws, as amended from time to time;

Personnel means the person or persons employed or otherwise contracted by either party under this Agreement, as the context requires;

PPIP Act means the *Privacy and Personal Information Protection Act 1998* (NSW);

Privacy Law means any law that applies to either or both of the parties which affect privacy or any personal information or any health information (including its collection, storage, use or processing) including:

- A. the PPIP Act; and
- B. the HRIP Act.

Program means the Easy to do Business program;

Quarterly Forecast has the meaning set out in Schedule 2;

Relationship Manager means the nominated relationship managers of either party, as set out in the Service Agreement, or as otherwise nominated by a party from time to time;

Service Act means the *Service NSW (One-stop Access to Government Services) Act 2013* (NSW);

Service Centre has the meaning set out in Schedule 2;

Service NSW Standard Operating Conditions means the standard operating conditions met by Service NSW in the usual course of its performance of the Services set out in Schedule 2;

Subcontractor means a third party to which Service NSW has subcontracted the performance or supply of any Services;

Schedule 2

1. Service NSW Standard Operating Conditions

In addition to the Partnership Agreement this section covers the standard omnichannel service inclusions.

1.1. Service Centre

Similar services as those available at Service Centres may be offered through Mobile Service Centres. The Mobile Service Centre timetable is published regularly on the Service NSW website.

Inclusion	Description
Concierge and digital assisted services	A Service NSW Concierge will greet and direct customers to the appropriate channel and dispense a ticket where applicable. If the transaction can be completed online, a Digital Service Representative will assist the customer to complete the transaction
Customer sentiment surveys	Before leaving the centre, customers will be offered the option of leaving feedback via a digital terminal

1.2. Contact Centre

Similar services (to that of phone-based) may be offered through a web chat feature accessible via the Service NSW website.

Inclusion	Description
Virtual hold call back system	During high volume periods, customers will be offered the option of leaving their details with an Interactive Voice Response (IVR) auto attendant. Customers can hang up while holding their place in the queue. Their call will be returned by the next available operator
Inbound number	Service NSW will answer all inbound enquiries on 13 77 88 as 'Service NSW'
Call coding	A Customer Service Representative will record the customer's reason for calls and the outcome
Customer sentiment surveys	Once the call is complete, customers will be offered the option of leaving feedback via an automated IVR system

1.3. Middle Office

Inclusion	Description
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Enquiry triage	Service NSW will triage enquiries received to info@service.nsw.gov.au or via Service NSW website 'Contact Us' page and <ul style="list-style-type: none"> - Resolve these enquiries or; - Refer it to the appropriate business area at the Council
Enquiry coding	A Customer Service Representative will record the customer's reason for enquiring and the outcome

1.4. Service NSW Website and Mobile App

Inclusion	Description
Scheduled maintenance and planned outages	Service NSW will conduct regularly scheduled maintenance of the website and mobile app. 10 business days of notice will be provided regarding outages from planned and scheduled maintenance Maintenance activities with negligible impact or outage, such as enhancements to optimise for cybersecurity or performance, may occur without notification to the Council

1.5. Service NSW for Business

Service NSW for Business provides a multi-channel service including digital, phone and face-to-face services for metro and regional businesses in NSW and develops relationships with councils and business associations to promote the offering to local businesses.

Inclusion	Description
Relationship management	Business Customer Service staff initiate and maintain relationships with councils and business associations to promote awareness and use of the service offering by such stakeholders and their local business community. It may include, but is not limited to, information sharing, regular liaison at events and stakeholder premises and issue of surveys.
Scheduled Maintenance and Planned Outages	Digital products controlled by Service NSW for Business will be regularly updated, upgraded and maintained without any outages.

1.6. Training

Service NSW will provide appropriately trained Personnel to deliver the Services.

1.7. Language

Service NSW will provide services in English and may arrange translation and interpreter services for customers from non-English speaking backgrounds if required.

1.8. Branding

Unless otherwise set out in the Partnership Agreement, Service NSW channels are singularly branded. Marketing communication is limited to Service NSW led or co-led campaigns and programs.

1.9. Contractors and Agents

Service NSW may use contractors and agents in connection with the delivery of Services. Such agents and contractors are approved persons under Part 2 Section 12 of the Service Act.

1.10. Out of Scope Services

Any item, service or deliverable that is not specified in a Partnership Agreement is deemed to be out of scope for Service NSW.

2. Operational Framework

Service NSW operational framework outlines how operations are managed on a day-to-day basis.

Operational Support	Description
Knowledge Management	Service NSW creates and maintains support material (knowledge articles) for serving customers. These will be sent to the Council for endorsement of content accuracy bi-annually
Complaints Management	Service NSW will record complaints and its supporting information unless resolved at the outset. Service NSW will contact the Council where assistance is required
Issues Management	<p>Issues relating to existing products and services should be raised via partnerships@service.nsw.gov.au or directly with the Relationship Manager</p> <p>The Relationship Manager will assess the issue and facilitate a resolution within Service NSW, providing regular updates</p>
Quality control framework/ compliance	<p>Service NSW has a quality control framework that governs transactional activities in line with risk assessment at the time of onboarding</p> <p>The framework includes:</p> <ul style="list-style-type: none"> - Regular review of contact centre calls, including being assessed against procedure and process used by the agent during the call - Daily quality checks of transactions undertaken by the service centre - Quarterly compliance reviews and certifications provided by all service delivery channels

2.1. IT Operations & Support

Service NSW runs a 24/7, 365 days a year service desk. Unplanned interruptions or degradations in quality of service should be raised to the Service NSW Service Desk on 1300 697 679 (option 2) or servicedesk@service.nsw.gov.au

Incident response times in our production environment are prioritised based upon urgency and impact, with associated response and resolution times.

Priority Code	Service Level Target Response/Resolution Time
P1 - Critical	Response: Immediate response, action/update within 15 minutes Resolution: 2 hours
P2 - High	Response: Immediate response, action/update within 30 minutes Resolution: 4 hours
P3 - Medium	Response: 8 hours Target Resolution: 10 working days
P4 - Low	Response: Email notification of call being logged within 2 days. Response by email or phone within 2 working days Target Resolution: 20 working days

Where vendors or other government platforms are involved, Service NSW utilises a best practice vendor governance framework for service level Agreements and for priority 1 and 2 incidents.

2.2. System and Security Maintenance

Service NSW complies with the NSW Government Cyber Security Policy and operates an information security management system that is certified against ISO 27001. These engagement Terms do not extend the certification scope to the Council's specific activities.

3. Customer Payments

Service NSW will collect payments from customers for transactions set out in the Service Agreement. Cash, cheque, money order, credit or debit card may be accepted and merchant fees plus GST will be recovered.

Service NSW will provide remittances and reconciliation files to the Council which include:

- A. Credit T+2 value for cash, cheques* and bank card payments
- B. Credit T+2 value for AMEX payments
- C. Debit any cheques dishonoured
- D. Debit any card payment chargebacks
- E. Debit any refunds processed on behalf of the Council

Cheque payments received over \$50,000 will be remitted back to the Council once the funds clear the Service NSW remitting bank account.

4. Business Continuity and Disaster Recovery

Service NSW will maintain an Enterprise Risk Management Framework focused on managing risks to Service NSW, including mitigation of the likelihood and impact of an adverse event occurring. As a function of risk management, business continuity management will enable Service NSW to minimise disruptive risks and restore and recover its business-critical services within acceptable predefined timeframes should an adverse event or other major business disruption occur.

Recovery and timeframes may be impacted when events or disruptions are related to dependencies on partner Agencies. The Parties will agree on Recovery Point Objectives and Recovery Time Objectives and associated charges prior to designing the system and will periodically review these objectives.

All systems and technology provided by Service NSW internally and through third-party vendors, operate through multiple data centres to achieve high availability. Service NSW systems are architected, where practicable and possible, to ensure continuity of service in the event of a data centre disruption or outage.

Definitions

Recovery Point Objectives means the age of files that must be recovered from backup storage for normal operations to resume if a computer, system, or network goes down as a result of a hardware, program, or communications failure.

Recovery Time Objectives means the targeted duration of time and a service level within which a business process must be restored after a disaster (or disruption) in order to avoid unacceptable consequences associated with a break in business continuity.

5. Continuous Improvement

Service NSW regularly reviews improvement ideas from employees and customers. We will provide you with any ideas relevant to your agency for consideration.

'Continuous Improvement' refers to identifying a process, system or policy opportunities that will deliver a benefit for our people, our customers or the NSW government. These improvements may be delivered in house where possible or by engaging our partnering agencies where further input or decisions are required under policy or legislation. A Continuous Improvement:

- A. Puts the customer first
- B. Makes the customer service job easier
- C. Improves a step in a process
- D. Changes the way a task is completed so that it doesn't take as long
- E. Reduces handling time and is cost effective
- F. Allows others to benefit from best practices
- G. Allows us to do things better locally, regionally or organisation-wide
- H. Is a low-investment process change and not a policy change
- I. Improves accountability within the various stages of the process
- J. Removes steps that don't add any value to a process

Service NSW will consider several factors such as cost to implement, cost savings, customer experience, team member experience and operational efficiency in prioritising continuous improvements.

5.1. Continuous Improvement Process

The parties will identify new continuous improvement initiatives on an annual basis, with a 6-monthly check-in on ongoing continuous improvement initiatives.

When establishing a new continuous improvement initiative, the parties will classify the initiative based on

whether it can be implemented as:

- A. part of the ongoing 'business as usual' services (cost and resourcing to be absorbed by Service NSW;
or
- B. a new project initiative (cost and resourcing to be agreed by the parties).

A prioritisation process will be agreed upon between the parties to prioritise initiatives (for Service NSW, this will be performed by the Partnerships team).

The Council may be required to effect policy, system or regulatory changes to assist in delivering the service process improvement, as agreed with Service NSW. Where a review of Council policy, system or regulatory changes is requested by Service NSW from the Council, these should be conducted within timeframes agreed between the respective Relationship Managers.

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Schedule 3 – Privacy and Data Security

(a) General

- (i) Service NSW may collect, use, disclose, store and retain personal information when exercising functions for the Council:
- (ii) Where Service NSW exercises functions for the Council, Service NSW can share information it obtains with the Council without separately requesting the customer's consent. Service NSW can also share the information it obtains with any person that the Council is authorised or required to disclose the information to in accordance with the Service Act.

(b) Access to Agency Systems

- (i) The Parties agree that Service NSW will not have access to the Council's information system.

(c) Collection of information

- (i) Service NSW may incidentally collect Personal Information via call recordings in the course of answering queries on behalf of Council or referring customers to Council. Personal Information collected may include: full name, address, contact number or email address.
- (ii) Service NSW will take reasonable steps to ensure that the Personal or Health Information it collects on behalf of the Council is, relevant, accurate, up-to-date and complete.
- (iii) Service NSW will provide a privacy collection notice to customers whenever it collects their information.
- (iv) If Service NSW collects personal information for its own internal purposes, when exercising functions for the Council, it will ensure that the privacy collection notice meets the requirements of section 10 of the *PIIP Act* in light of section 15(3) of the *Service Act*.
- (v) The notice will address each of the matters that a privacy collection notice is, by law, required to address. Service NSW will develop the content of the notice in consultation with Council.

(d) Internal records maintained by Service NSW

- (i) Under the *Service Act*, Service NSW is permitted to collect, maintain and use the following records for its internal administrative purposes, including for the purposes of its interactions with customers for whom functions are exercised:
 - Details of transactions between customers and Service NSW
 - The preferences of customers for transacting matters with Service NSW and **Cessnock City Council**, and
 - Other information about customers.
- (ii) Service NSW collects, maintains and uses the following information for its internal administrative purposes:
 - Details of transactions between customers and Service NSW
 - The preferences of customers for transacting matters with Service NSW and **Cessnock City Council** and
 - Other information about customers.

(e) Use of information

- (i) Service NSW can use information in accordance with the *Service Act*, PPIP Act and HRIP Act.
- (ii) Service NSW uses Personal Information for the purposes of assisting customers in directing queries to Council, training and quality purposes.

(f) Disclosure

- (i) Service NSW can disclose information in accordance with the *Service Act*, PPIP Act and HRIP Act.
- (ii) Where Service NSW performs a transaction for a customer, when exercising functions for the Council, it will ask the customer for consent before sharing that information with a different agency,

(g) Retention

- (i). Personal Information collected via call recordings is stored in Genesys. The length of data retention will be directly related to the purpose for which it was collected and retained. Data is maintained for the minimum period required. Call recordings are available for 3 months and subsequently archived. **(h)**

(h) Data Security

- (i). Personal Information stored in Genesys follows a comprehensive User Access Matrix controlled by Government Technology Platforms Virtual Contact Centre Team. Role based access to the system is granted to users at the minimum level required to perform their duties and to protect against unauthorised access, use, modification or disclosure. Access vi SSO with [dfsi.okta.com](#). The Genesys PureCloud environment is whitelisted and only users on the corporate network or VPN can access the platform. The User Access Matrix is reviewed monthly and a detailed review is conducted every 6 months. The User Access Matrix is a comprehensive document that shows details such as the time of last login, date the account was disabled, date of termination, date of extension, date of role review, name of the reviewer.

(i) Privacy Management plans

The parties agree to update and periodically review their privacy management plans or other relevant policy documents so that any person can ascertain whether Service NSW or the Council holds personal information relating to that person and if so, the nature of the information, the main purposes for which it is used and the person's entitlement to access the information, in relation to the services covered by this Agreement.

(j) Access to and amendment of Personal Information

- (i) Service NSW agrees that it will provide any individual who requests it with access to their own personal information without excessive delay and without any expense, in relation to information it holds as a result of exercising functions for the Council.

(k) Privacy Officer

The parties have nominated a Privacy Officer who is the point of contact for dealing with complaints, applications for internal reviews, data breaches, employee education and other privacy matters.

Privacy Officers can be contacted as follows:

Service NSW:

Privacy Officer

Service NSW

2-24 Rawson Place, Sydney NSW 2000

Phone: 13 77 88

Email: privacy@service.nsw.gov.au

[Name of Council Privacy Officer]:

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Schedule 4- Change Management

1. Change Management Process

Change is defined as any alteration to services, process, technology or product. Changes may be initiated by Service NSW or the Council. Where a change to the Services is requested by a party, set out below is the following process:

- 1.1. The party requesting the change will notify the other party's Relationship Manager as soon as possible;
- 1.2. The Relationship Managers will meet within 5 days to discuss the requested change;
- 1.3. The Relationship Managers will work collaboratively to conduct a high-level change assessment of the change, and agree and draft a Change Request, considering the following factors:
 - A. Current state and desired future state outcomes;
 - B. Impacts on customers and both parties informed by end-to-end customer journey;
 - C. Additional resource effort; potential cost and timing of implementation;
 - D. Implementation and testing requirements;
 - E. Legislation/policy that may be required;
 - F. Whether variation to the Partnership Agreement will be required; and
 - G. Continuous Improvement Principles
- 1.4. The parties will sign the Change Request, which will be incorporated into this Agreement.

Where a change relates to Service NSW's IT systems, the Council will notify Service NSW within a reasonable period to outline the proposed change and requested timeframes. Service NSW will consider the change and advise whether an increased cost to implement the change is required.

Service NSW will assess the results and implement corrective action to ensure sustainability of the change to the Services. Changes to the Services will be reported on in the monthly management meeting between Relationship Managers.

2. Change Request Template

This Change Request is created in accordance with the Partnership Agreement	
Date of Change Request	
Originator of Change Request	
Proposed Implementation Date	
Cost	<Cost>
Summary and scope:	
Service NSW responsibilities:	

Council responsibilities:
Change plan:
Change impact (Including the effect on service levels):
Assumptions and exclusions:
List of documents forming part of this change request:
Clauses affected by this change request:

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General Manager's Unit
Report No. GMU15/2021
General Manager's Unit



SUBJECT: *MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD 31 AUGUST 2021*

RESPONSIBLE OFFICER: *Internal Auditor - Arun Varghese*

RECOMMENDATION

That the Minutes of the Audit and Risk Committee Meeting held 31 August 2021 be adopted as a resolution of the Ordinary Council.

MINUTES OF THE AUDIT & RISK COMMITTEE MEETING OF CESSNOCK CITY COUNCIL HELD VIA ZOOM ON TUESDAY, 31 AUGUST 2021, COMMENCING AT 9.30AM

PRESENT: Mrs Jennifer (Jenni) Hayes – Independent Chair
Mayor Pynsent
Councillor Dunn
Mr William (Bill) Middleton – Independent Member
Ms Sheridan Dudley – Independent Member

IN ATTENDANCE: Ms Lotta Jackson – General Manager
Mr Robert Maginnity – Director Corporate & Community Services
Mr Peter Mickelson – Director Planning & Environment
Mr David Moloney – Director Works & Infrastructure
Ms Darrylen Allan – Human Resources Manager
Mr Arun Varghese – Internal Auditor
Mr Matthew Plumridge – Chief Finance & Administration Manager
Mr Furqan Yousuf – Audit NSW
Mr Cameron Hume – External Auditor – RSM Australia
Mrs Robyn Keegan – Minute Taker

INVITEES: Ms Kim Fatcher – Management Accountant
Mr Manav Sharma – Financial Accountant
Ms Kelly McGowan – Finance Operations & Administration Coordinator
Mr Daniel Newby – OCM

APOLOGIES

Nil

ACKNOWLEDGEMENT OF COUNTRY

The Chair delivered an Acknowledgement of Country.

CONFIRMATION OF MINUTES

MINUTES:

MOTION

Moved: Mayor Pynsent

Seconded: Jennifer Hayes

RECOMMENDED that the Minutes of the Audit & Risk Committee held on 12 May 2021, as circulated, be taken as read and confirmed as a correct record.

CARRIED UNANIMOUSLY

DISCLOSURES OF INTEREST

COMMITTEE DISCLOSURE OF INTEREST NO. ACCDI3/2021

SUBJECT: DISCLOSURES OF INTEREST

Nil

BUSINESS ARISING FROM THE MINUTES

SUBJECT: BUSINESS ARISING FROM THE PREVIOUS MINUTES AND RESOLUTIONS OUTSTANDING

That the Audit and Risk Committee take the Resolutions and Actions from previous Audit and Risk Committee meetings as noted.

Both actions from previous Audit and Risk Committee meetings were confirmed as completed.

General Manager's Unit
Report No. GMU15/2021
General Manager's Unit



LISTED MATTERS

LISTED MATTERS - COMMITTEE NO. ACCLM23/2021

SUBJECT: DRAFT ANNUAL FINANCIAL STATEMENTS 2020-21

MOTION **Moved:** Sheridan Dudley **Seconded:** Mayor Pynsent

RECOMMENDATION

That the Audit and Risk Committee:

1. Recommend to Council that the financial statements are formally referred for external audit.
2. Notes that following receipt of the Auditor's Report, the 17 November 2021 Ordinary Meeting is scheduled as the meeting at which the 2020-21 Financial Statements will be presented to the public.

CARRIED UNANIMOUSLY



LISTED MATTERS - COMMITTEE NO. ACCLM22/2021

SUBJECT: INTERIM MANAGEMENT LETTER 2021

MOTION **Moved:** Jennifer Hayes **Seconded:** Sheridan Dudley

RECOMMENDATION

1. That the Audit and Risk Committee notes the receipt of the Interim Management Letter 2021 from the Audit Office of NSW and management responses to the four issues raised by the Audit Office of NSW.
2. That the Audit and Risk Committee notes the assessment of the matters raised and the risk rating assigned by the Audit Office of NSW.

Matter	Likelihood	Consequence	Risk
Review of old outstanding bonds and security deposits	Likely	Low	Low
Independent review of key account reconciliations	Likely	Low	Low
Section 355 committee bank accounts (repeat issue)	Likely	Low	Low
Lack of segregation of duties for manual journal entries	Possible	High	Moderate

CARRIED UNANIMOUSLY

Cameron Hume and Furqan Yousuf left the meeting, the time being 10.13am.

General Manager's Unit
Report No. GMU15/2021
General Manager's Unit



LISTED MATTERS - COMMITTEE NO. ACCLM24/2021

SUBJECT: 2021/2022 INSURANCE RENEWAL

MOTION Moved: William Middleton **Seconded:** Mayor Pynsent

RECOMMENDATION

That the Audit and Risk Committee notes the information in relation to Council's 2021/2022 General and Workers Compensation Insurance renewals.

CARRIED UNANIMOUSLY

LISTED MATTERS - COMMITTEE NO. ACCLM25/2021

SUBJECT: INTERNAL AUDIT REPORT AUGUST 2021

MOTION Moved: Sheridan Dudley **Seconded:** William Middleton

RECOMMENDATION

That the Audit and Risk Committee notes:

1. The Internal Audit Report for August 2021;
2. That 34 recommendations were added and 12 recommendations were implemented during the period;
3. That 65 recommendations are open as at 13 August 2021, with six overdue;
4. That all the internal audits identified in the Internal Audit Annual Plan 2020-21 were completed;
5. The two privacy breaches occurred during the year 2020-21 and the corrective and preventive actions taken by the management to prevent re-occurrence; and
6. The list of internal audits conducted during the last five years.

CARRIED UNANIMOUSLY

General Manager's Unit
Report No. GMU15/2021
General Manager's Unit



LISTED MATTERS - COMMITTEE NO. ACCLM26/2021

SUBJECT: NSW AUDITOR GENERAL REPORT ON LOCAL GOVERNMENT 2020

MOTION **Moved:** Jennifer Hayes **Seconded:** Mayor Pynsent

RECOMMENDATION

That the Audit and Risk Committee notes the report from the NSW Auditor-General on Local Government 2020.

CARRIED UNANIMOUSLY

LISTED MATTERS - COMMITTEE NO. ACCLM27/2021

SUBJECT: INTERNAL AUDIT REPORT - 2020-05 - CYBER SECURITY MANAGEMENT

MOTION **Moved:** Mayor Pynsent **Seconded:** Jennifer Hayes

RECOMMENDATION

That the Audit and Risk Committee receives the Cyber Security Management Internal Audit Report and notes that the audit is complete, in accordance with the Strategic Internal Audit Plan 2020-23 and that six recommendations were made.

CARRIED UNANIMOUSLY

LISTED MATTERS - COMMITTEE NO. ACCLM28/2021

**SUBJECT: INTERNAL AUDIT REPORT - 2020-06 - LOCAL GOVERNMENT
PROCUREMENT - SELF ASSESSMENT**

MOTION Moved: William Middleton Seconded: Sheridan Dudley

RECOMMENDATION

That the Audit and Risk Committee notes:

- The NSW Auditor-General's Report on Procurement Management in Local Government dated 17 December 2020;
- That Internal Audit carried out a self-assessment against the issues and recommendations from the Report, which has identified 14 actions to improve the existing arrangements, out of which two actions have already been implemented.

CARRIED UNANIMOUSLY

LISTED MATTERS - COMMITTEE NO. ACCLM29/2021

**SUBJECT: INTERNAL AUDIT REPORT - 2020-07 - INFRASTRUCTURE
CONTRIBUTIONS - SELF ASSESSMENT**

MOTION Moved: Jennifer Hayes Seconded: Sheridan Dudley

RECOMMENDATION

That the Audit and Risk Committee notes:

- The NSW Auditor-General's Report on Governance and Internal Controls on Local Infrastructure Contributions dated 17 August 2020;
- That Internal Audit carried out a self-assessment against the issues and recommendations from the Report, and four actions have been identified to improve the existing arrangements.

CARRIED UNANIMOUSLY

General Manager's Unit
Report No. GMU15/2021
General Manager's Unit



LISTED MATTERS - COMMITTEE NO. ACCLM30/2021

SUBJECT: INTERNAL AUDIT REPORT - 2020-08 - ASSET MANAGEMENT FRAMEWORK

MOTION Moved: Mayor Pynsent **Seconded:** Sheridan Dudley

RECOMMENDATION

That the Audit and Risk Committee receives the Asset Management Framework Internal Audit Report and notes that the audit is complete, in accordance with the Strategic Internal Audit Plan 2020-23 and that seven recommendations were made.

CARRIED UNANIMOUSLY

LISTED MATTERS - COMMITTEE NO. ACCLM31/2021

SUBJECT: INTERNAL AUDIT REPORT - 2020-09 - CASH HANDLING - CWMC

MOTION Moved: Jennifer Hayes **Seconded:** William Middleton

RECOMMENDATION

That the Audit and Risk Committee receives the Cash Handling – Cessnock Waste Management Centre Internal Audit Report and notes that the audit is complete, in accordance with the Strategic Internal Audit Plan 2020-23 and that five recommendations were made.

CARRIED UNANIMOUSLY

LISTED MATTERS - COMMITTEE NO. ACCLM32/2021

SUBJECT: AUDIT AND RISK COMMITTEE FORWARD PLAN

MOTION Moved: Jennifer Hayes **Seconded:** Sheridan Dudley

RECOMMENDATION

That the Audit and Risk Committee notes the indicative calendar of reports for the next twelve months.

CARRIED UNANIMOUSLY

CORRESPONDENCE

Nil

The General Manager left the meeting, the time being 11.20am.

PRESENTATION

Community Survey Results	Chief Finance and Administration Manager – Matthew Plumridge	Presentation only (10 minutes)
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The Meeting Was Declared Closed at 11.34am

ENCLOSURES

There are no enclosures for this report.

Planning and Environment

Report No. PE45/2021

Planning and Environment



SUBJECT: *STRATEGIC PLANNING ANNUAL MONITORING REPORT*

RESPONSIBLE OFFICER: *Strategic Planning Manager - Martin Johnson*

SUMMARY

This report presents the Strategic Planning Annual Monitoring Report (AMR) to Council. The AMR provides an overview of residential development activity, land supply and progress of key planning Strategies for the 2020-2021 financial year.

RECOMMENDATION

That Council notes the information contained within this report being an overview of residential development activity, land supply and progress of key planning Strategies for the 2020-2021 financial year.

BACKGROUND

The Cessnock Local Strategic Planning Statement 2036, the Cessnock Urban Growth Management Plan and Housing Strategy contain an action for Council to prepare an annual monitoring report. It is anticipated that these plans will be reviewed every 5 years. Within that 5 year period, the AMR provides a means to track progress on actions and report on any significant changes on an annual basis. This allows Council to respond in a timely manner to any significant change within the 5 year review period. This is the first AMR.

REPORT/PROPOSAL

The purpose of the AMR is to:

- Outline the progress of actions in key planning strategies
- Report on land supply and demand
- Report on residential development approval figures
- Inform when the 15 year supply threshold for each lifestyle category in the UGMP is reached
- Provide an update for the development industry

The AMR (**Enclosure 1**) contains an update on:

1. Population growth
2. Supply of Commercial and Industrial Land (zoning)
3. Residential Development Application approvals
4. Where growth is occurring
5. Progress of the Urban Release Areas
6. Progress of actions in the Local Strategic Planning Statement
7. Progress of actions in the Climate Change Policy
8. Progress of actions in the Housing Strategy

Planning and Environment

Report No. PE45/2021

Planning and Environment



9. Progress of the Urban Growth Management Plan, including the supply for the 3 lifestyle categories.

The data in the AMR is for the 2020-2021 financial year. The AMR will be updated and reported to Council annually following the end of each financial year.

OPTIONS

Nil

CONSULTATION

The purpose of the AMR is to report to Council, the development industry and the community on the status of key strategic planning items and data. It is not intended to publicly exhibit the AMR and seek feedback. However, once considered by Council the AMR will be placed on Council's Web Page for interested parties to access. The population growth and land supply data will be used to forward plan future urban and employment areas.

STRATEGIC LINKS

a. Delivery Program

Preparing an AMR is consistent with the Cessnock Community Strategic Plan 2027, particularly 'objective 5.3 Making Council more responsive to the community'.

b. Other Plans

The AMR reports on the status of actions in the Local Strategic Planning Statement, Climate Change Policy, Urban Growth Management Plan and Housing Strategy.

IMPLICATIONS

a. Policy and Procedural Implications

Nil

b. Financial Implications

Nil

c. Legislative Implications

Nil

d. Risk Implications

It is important for Council to regularly monitor the uptake of land and development trends to ensure that land supply and planning controls reflect the needs to the community and the development industry. The AMR will allow Council to ensure planning controls and land supply are responsive to changes in our community.

Planning and Environment

Report No. PE45/2021

Planning and Environment



e. Environmental Implications

Nil

f. Other Implications

Nil

CONCLUSION

The AMR provides an update for Council, the development industry and the community on land supply and uptake, development activity and progress of actions contained in key strategic planning documents.

ENCLOSURES

[1](#) Strategic Planning Annual Monitoring Report

Our Plan, Our Future, Our Cessnock



Cessnock

ANNUAL MONITORING REPORT

2020-2021



Image: Mount Yengo, located in Yengo National Park, is of great significance to local Aboriginal people.

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 Elders past and present. We also acknowledge all other Aboriginal and Torres Strait Islander people who now live within the Cessnock Local Government Area.

WARNING: Aboriginal and Torres Strait Islander people are warned that this document may contain images of people who have died.

Disclaimer

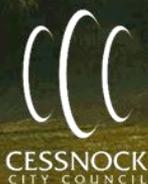
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Document History

Revision	Date Approved	Description of Changes
1	September 2021	Version 1 for Council consideration
2		
3		
4		



Cessnock City Council



Annual Monitoring Report
Published August 2021

Availability



The Cessnock Annual Monitoring Report is available on Council's website:

www.cessnock.nsw.gov.au

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ABBREVIATIONS

ABS	Australian Bureau of Statistics
CCC	Cessnock City Council
CPP	Community Participation Plan
CSP	Community Strategic Plan
DCP	Development Control Plan
DPIE	Department of Planning, Industry and Environment
EP&A Act	Environmental Planning and Assessment Act 1979
GNMP	Greater Newcastle Metropolitan Plan
HRP	Hunter Regional Plan
IP&R	Integrated Planning and Reporting
LALC	Local Aboriginal Land Council
LEP	Local Environmental Plan
LGA	Local Government Area
LSPS	Local Strategic Planning Statement
NSW	New South Wales
TfNSW	Transport for NSW
UGMP	Urban Growth Management Plan
URA	Urban Release Area

TIMEFRAMES

Intermediate	0-2 Years
Short Term	3-5 Years
Medium Term	5-10 Years
Long Term	10+ Years
Ongoing	For actions that will continue to be implemented for the lifespan of the document.

Note: This data has been extracted from Councils corporate application system. Data may vary from figures reported by the NSW Planning Portal and the ABS.

1. Population Growth

The Cessnock Local Government Areas has a population of 61,256¹ as of 2020. This is an increase of 1,278 people since 2019 and represents a growth rate of 2.13%.

This growth rate is significantly higher than the growth rate of regional NSW (0.83%) and NSW as a whole (1.3%) in the same 12 month period. The high growth rate may be a combination of the regions rural character and amenity, the location within the Greater Newcastle Area and easy access to the Hunter Expressway and the significant number of Urban Release Areas in the LGA.

Figures related to the occupancy rate are released with each census. The 2021 Census has recently been undertaken. The first release of data from the census is anticipated to occur in March 2022. More comprehensive and accurate statistics will be provided in the 2021/2022 Annual Monitoring Report. As of the 2016 Census, the occupancy rate in the LGA collectively was 2.57 persons per household², slightly higher than the average for regional NSW (2.41). This may be reflective of the trend of young families moving to the LGA. It is important to note that the occupancy rates varies between suburbs with Bellbird and Clifftleigh having higher occupancy rates.

	2020 61,256 2036: 70,000-80,000
	10 year average population growth Cessnock: 1.8% NSW: 1.3%
	New Jobs by 2036 5,369
	Average household size: Cessnock: 2.57 Regional NSW: 2.41 NSW: 2.42

¹ ID Demographics

² 2016 Census, ABS

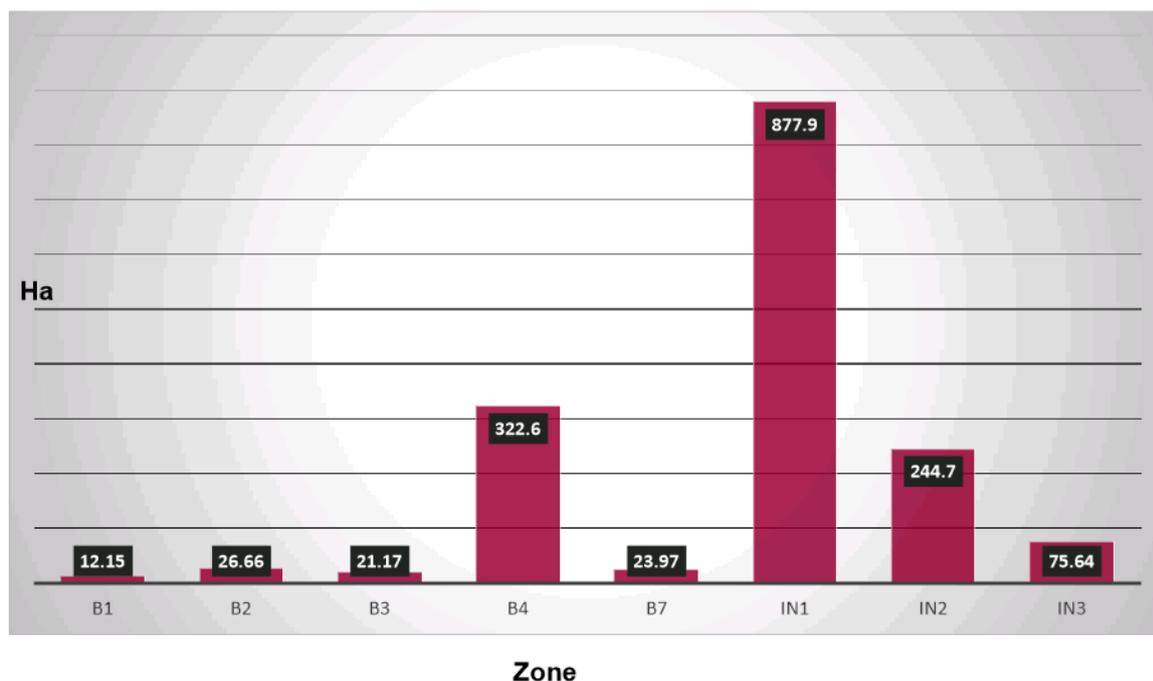
2. Commercial and Industrial Land

There is currently 406 hectares of commercially zoned land in the LGA (B1 Neighbourhood Centre, B2 Local Centre, B3 Commercial Core, B4 Mixed Use and B7 Business Park) and 1198ha of land zoned for industrial purposes (IN1 General Industrial, IN2 Light Industrial and IN3 Heavy Industrial).

The commercial land is generally located in the town centres and the industrial land is located at Black Hill, Kurri Kurri, Cessnock, Branxton, Weston and the HEZ.

Studies that were completed to support the LSPS indicate that there is a substantial supply of land for both commercial and industrial purposes to accommodate future growth. In the case of commercial land supply, there is an adequate supply until at least 2046.

Figure 1: the area of commercial and industrial land in the LGA.



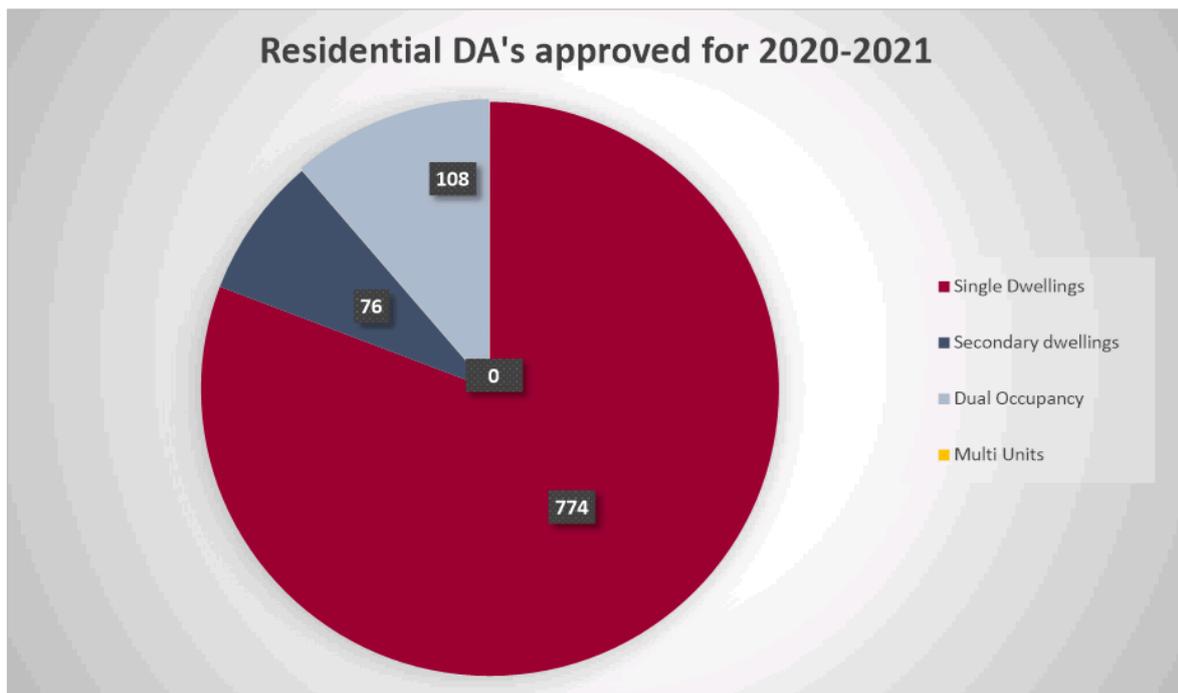
3. Residential Development

958 residential development applications were approved in 2020-2021. Of these 774 were single dwellings, 108 were dual occupancies and 76 were secondary dwelling (Figure 2). As expected, most of the residential development occurred in the R2 Low Density Residential zone (565 application) and the R1 General Residential zone at Huntlee (185 applications). Growth continued to occur in the village zone with 70 DAs approved in the RU5 Village zone.

Dual occupancy development occurred predominantly in the R2 zone (81). The R3 Medium Density Residential zone, where Council generally targets higher density development such as dual occupancy and multi-unit development, was predominantly characterized by single dwelling, with 11 single dwelling, 10 secondary dwelling, 5 Dual Occupancies and no multi-unit development. This highlights an area Council should undertake more research into to understand why multi-unit development and dual occupancies are not the predominant form of development.

	Residential Development Applications Approved: 958
	Subdivision Certificates Issued: 465

Figure 2: A summary of the type of residential DAs approved

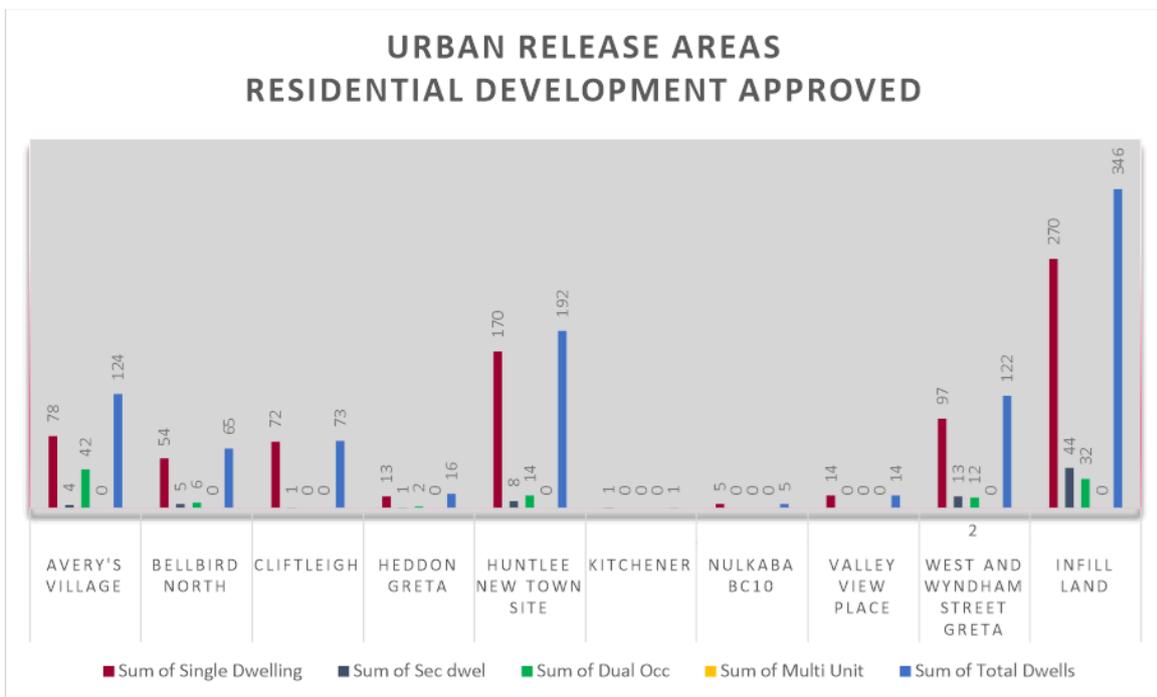


4. Where Is Growth Occurring

As expected most of the residential development occurred in the Urban Release Areas (URAs). Avery's Village, Huntlee and West and Wyndham Street, Greta were the most active URAs for the number of DA's approved. Over 35% of residential development occurred outside the URAs. **Figure 3** shows the residential development approved in each URA.

The Greater Newcastle Metropolitan Plan (GNMP) has a target of 60% of development occurring as infill housing and 40% as greenfield, split across the whole of the GNMP area. It is expected that more infill would occur in denser areas such as Newcastle and Lake Macquarie. In 2020 – 2021 Cessnock had 64% of development occur in URAs (greenfield). 36% of residential development occurring outside a URA, either as infill development or on rural land.

Figure 3: Residential development approved in each URA.



5. Urban Release Areas

Cessnock has 17 Urban Release Areas (URA's):

- | | |
|---------------------|-------------------------------|
| 1. Anvil Creek | 9. Huntlee |
| 2. Avery's Village | 10. Kitchener |
| 3. Bellbird North | 11. Millfield CC5 |
| 4. Bellbird Heights | 12. Mount View Road Millfield |
| 5. Cessnock BC5 | 13. Nulkaba BC10 |
| 6. Cliftleigh | 14. Paxton |
| 7. Government Road | 15. Rose Hill |
| 8. Heddon Greta | 16. Valley View Place |
| | 17. West and Wyndham Street |

URAs at Rose Hill, Paxton and Kitchener are developed to capacity.

In the 2020-2021 period Avery's Village, Huntlee and West and Wyndham Street Greta had the highest number of dwellings approved. The URA of Huntlee and Cliftleigh had the highest number of subdivision certificates issued indicating that there will be substantial dwelling construction in these areas in the coming years (Figure 4). This is a trend that has continued the past few years with Cliftleigh and Huntlee consistently having the highest number of subdivision certificates issued since 2017, along with Avery's Village and West Wyndham Street (Figure 5).

Figure 4: Subdivision certificates issued in 2020-2021 by URA

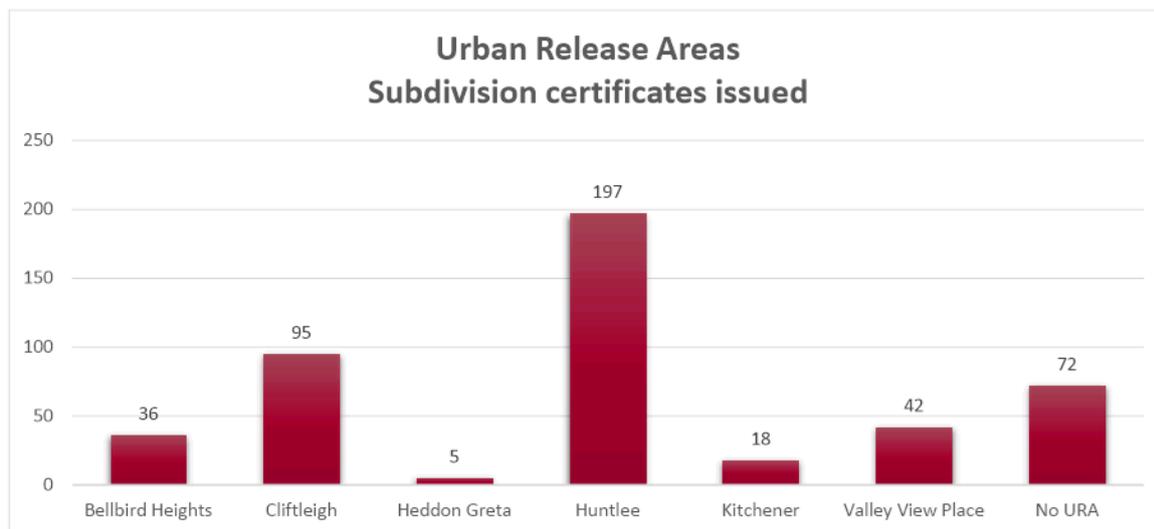
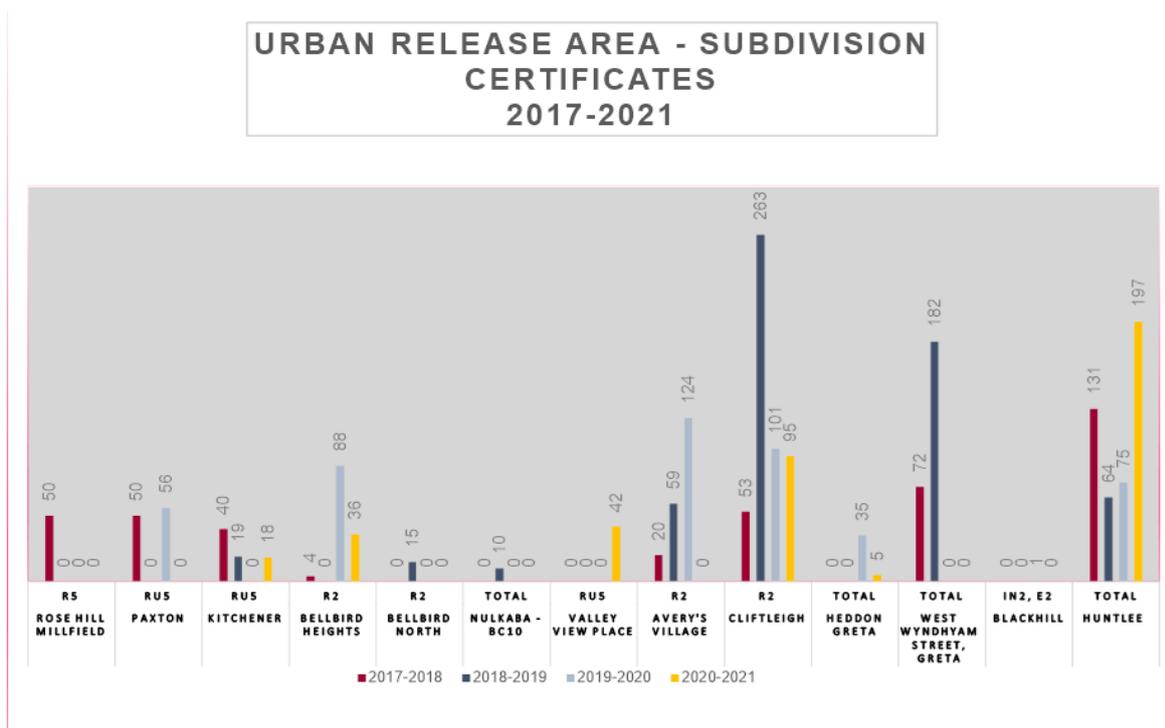


Figure 5: Subdivision certificate released in each Urban Release Area over the last 5 years



In terms of the type of development occurring in each of the URAs single dwelling is the dominant use. Figure 3 showed the breakdown of the type of dwellings. Avery’s Village had the highest number of Dual Occupancies (42) followed by Huntlee (14).

Progress of each URA

The following represents how each of the URAs are progressing.

Note: Unreleased lots are lots that have been DA Approved but have not had a subdivision certificate issued.

Registered lots are lots that have been approved and had subdivision certificates issued.

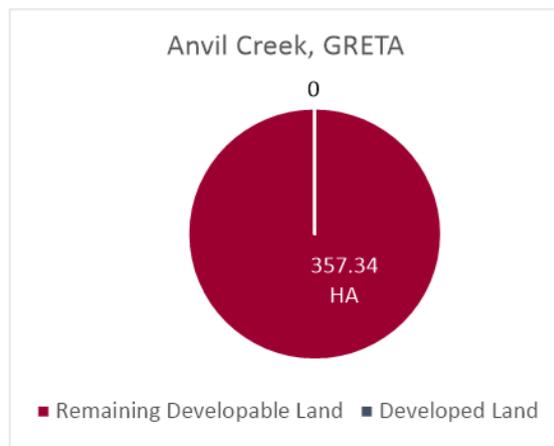
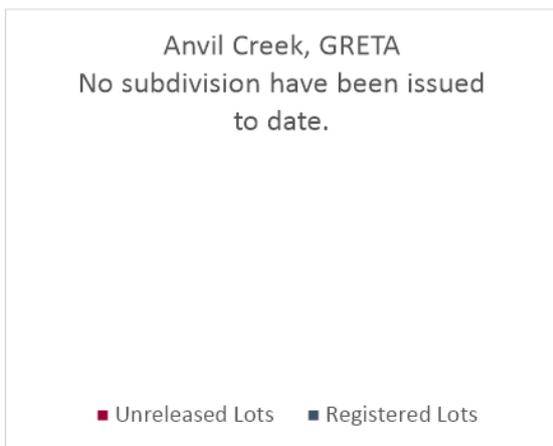
Land developed is land that had has had lots registered i.e. lots approved and released

Remaining Developable land is the land left in the URA for development.

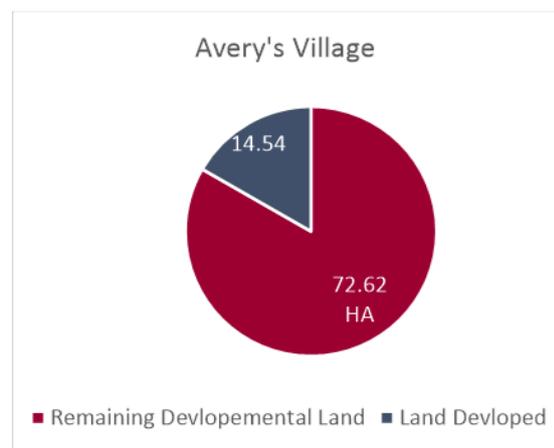
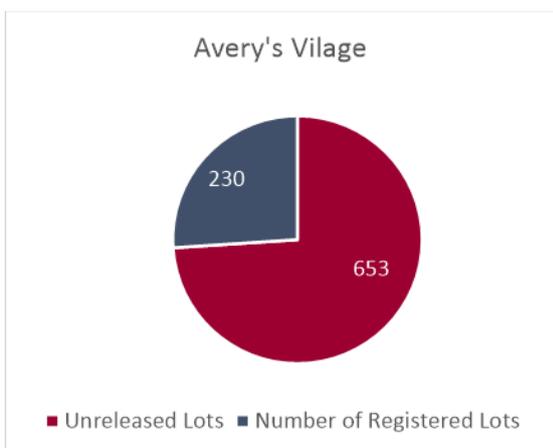
Please note: the remaining developable land figures are shown in HA.

Anvil Creek

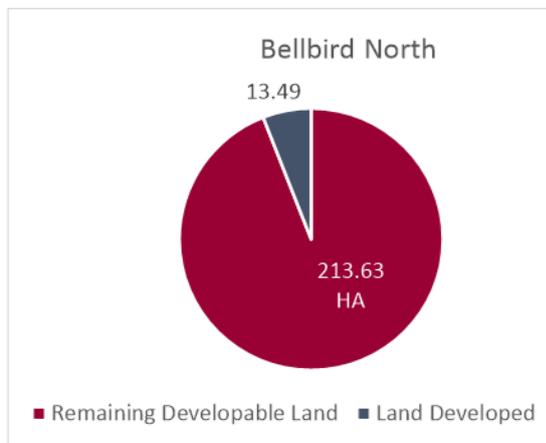
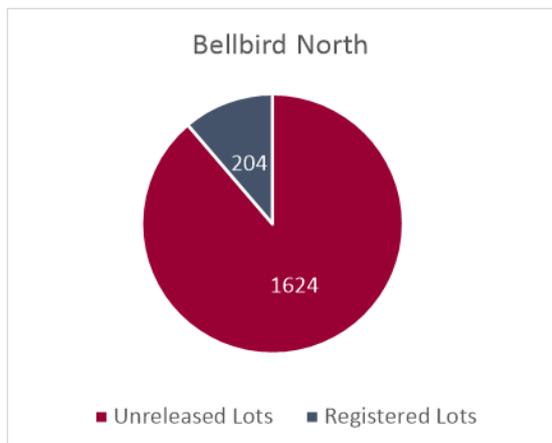
No lots for subdivision have been approved in this URA



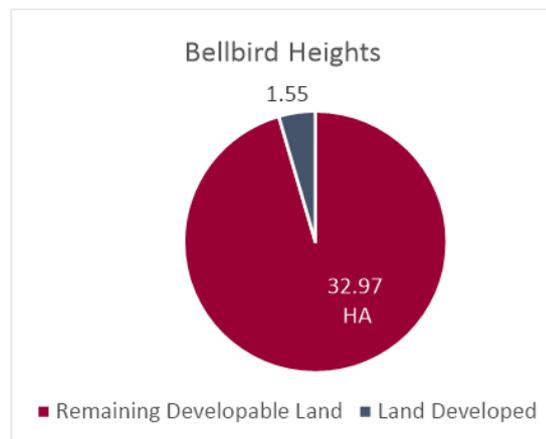
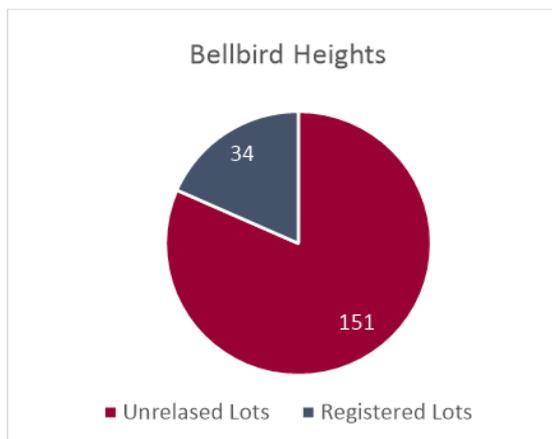
Avery's Village



Bellbird North



Bellbird Heights

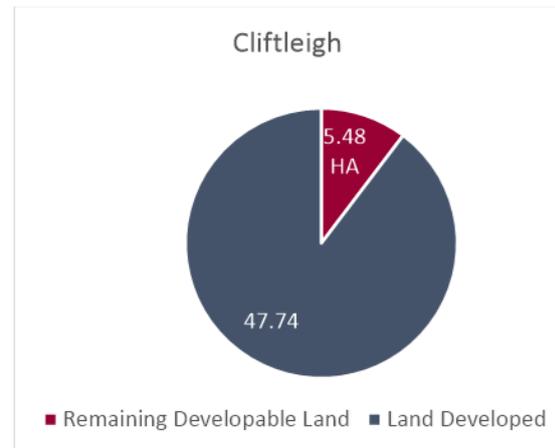
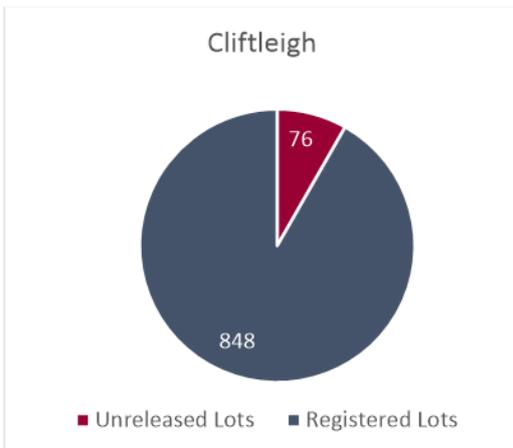


Cessnock BC5

No lots for subdivision have been approved in this URA

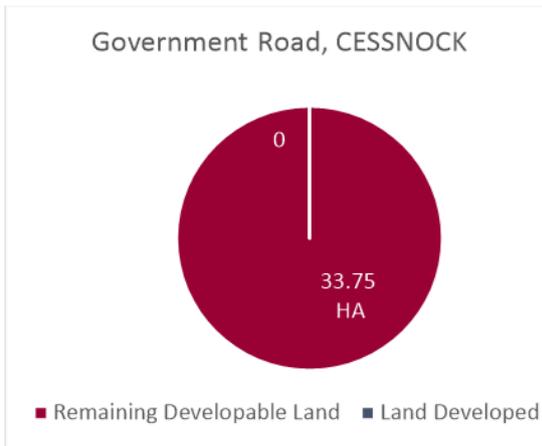


Cliftleigh

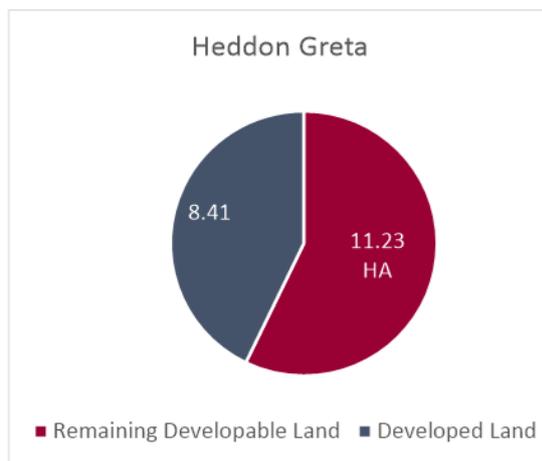
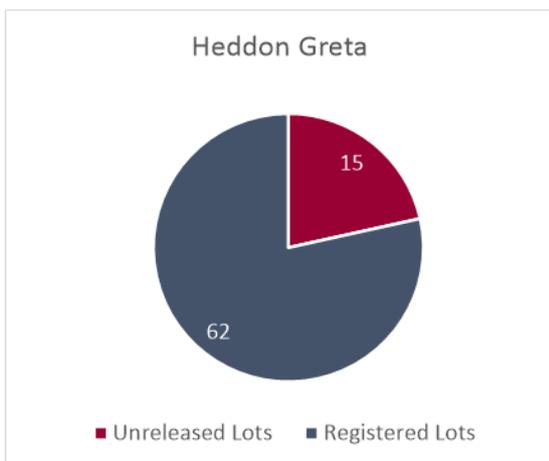


Government Road

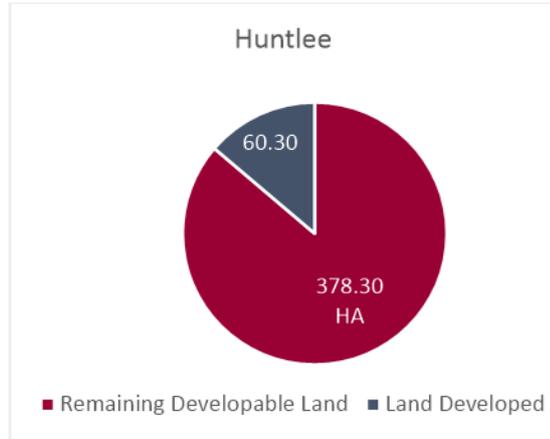
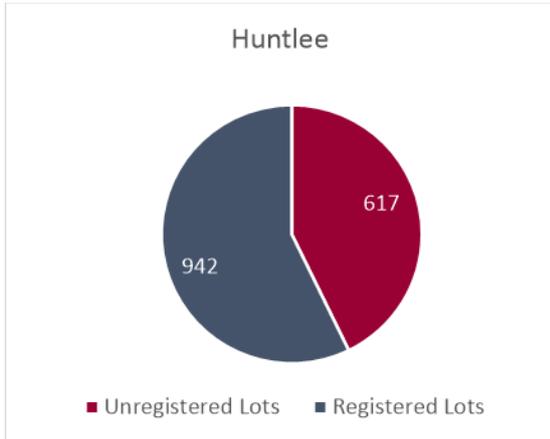
No lots for subdivision have been approved in this URA



Heddon Greta

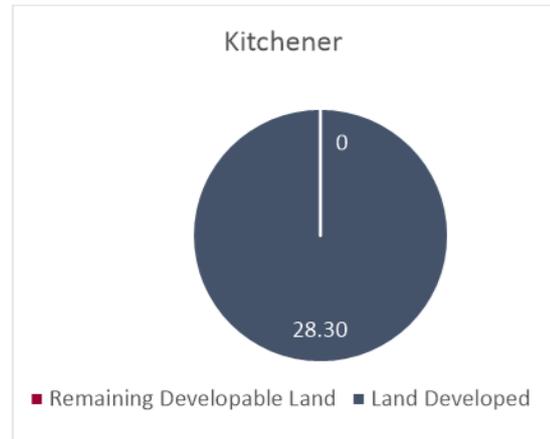
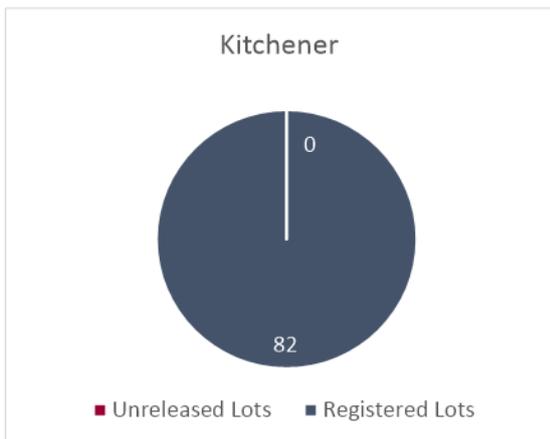


Huntlee – (Stage 1)



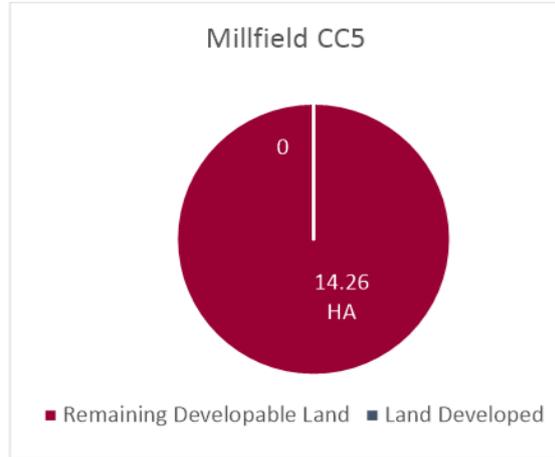
Kitchener

This URA is fully developed.



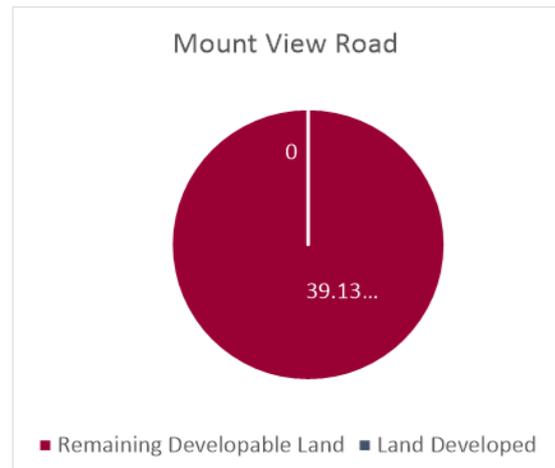
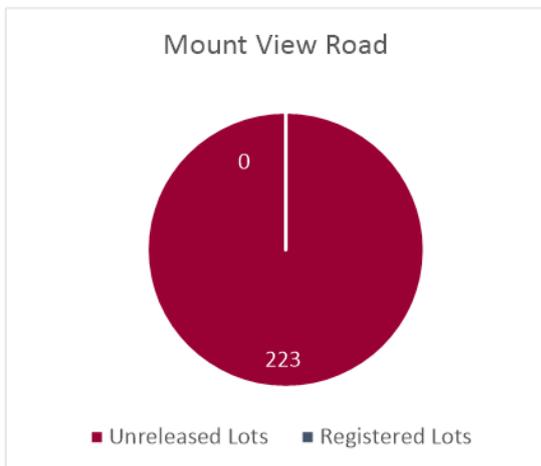
Millfield CC5

No lots for subdivision have been approved in this URA

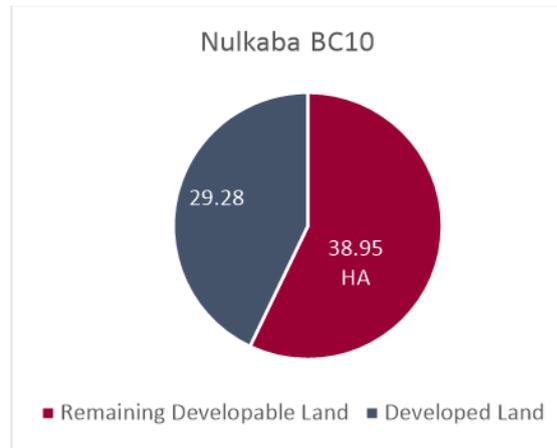
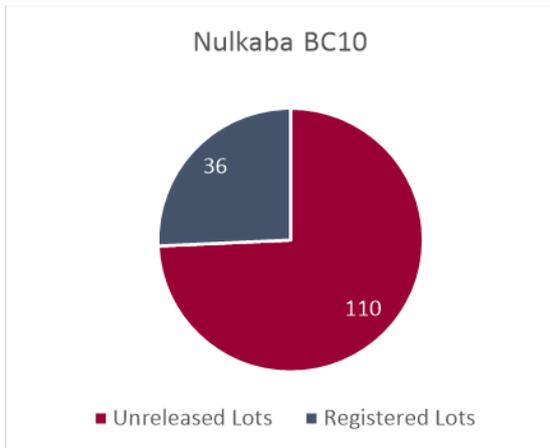


Mount View Road Millfield

Note: Lots have been approved in this URA however none have been released.

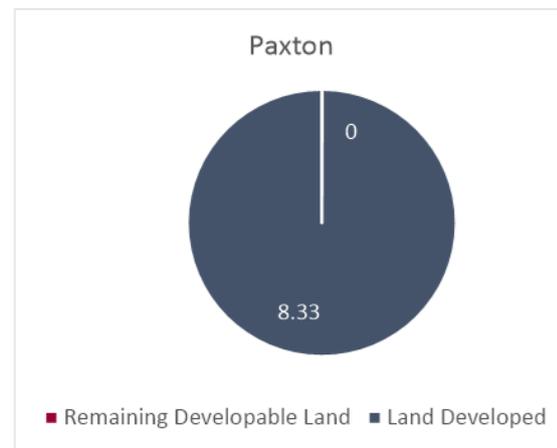
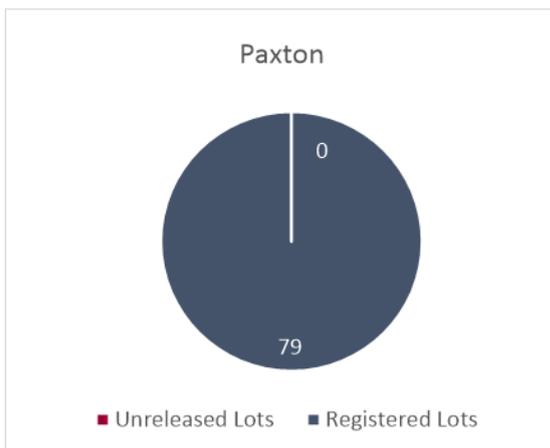


Nulkaba BC10



Paxton

This URA is fully developed

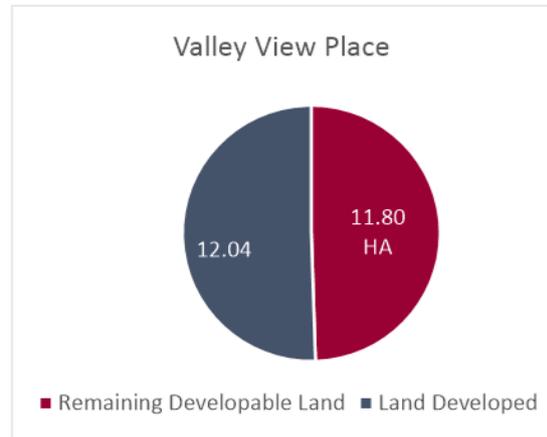
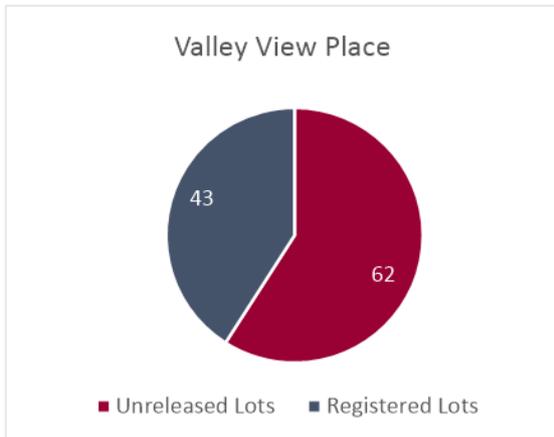


Rose Hill

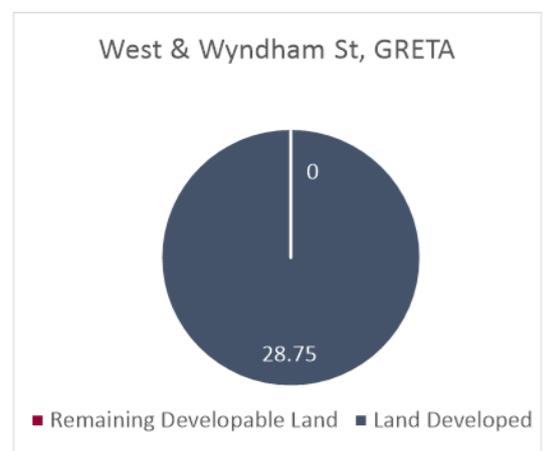
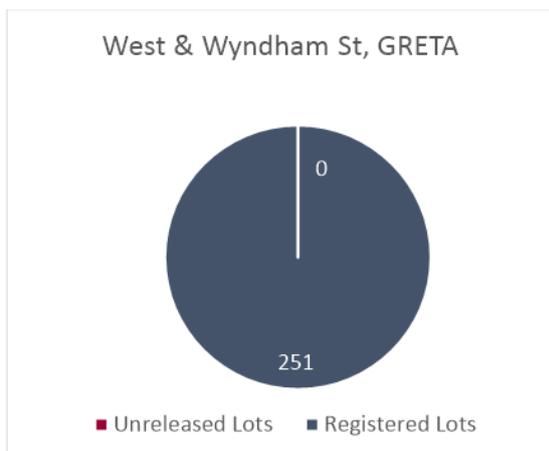
This URA is fully developed.



Valley View Place



West and Wyndham Street



6. Urban Growth Management Plan

The Urban Growth Management Plan (UGMP) is intended to guide the future release of land to support the growth of our community. The UGMP provides for different lifestyle opportunities across the region and it allows Council to consider planning proposals for new residential land within each of these categories when the supply for that category reaches 15 years or less. Based on a medium demand of scenario of 450 dwellings per annum and the *market* lot size scenario Cessnock has the following supply:

Lifestyle category	Current supply (As of 30 June 2021)	Previously reported supply (March 2021 – Adoption of the UGMP)
Village lifestyle	12 years	11 years
Established Urban	18 years	20 years
Commuter Urban	21 years	22.5 years

As the supply in the Village Lifestyle Category remains below 15 years supply Council is in a position to progress planning proposal for investigation areas in the village lifestyle category.

The supply in the Established Urban and Commuter Urban category is above the 15 year supply threshold. As such Council is not in a position to progress planning proposal in the Establish Urban or Commuter Urban Category.

The UGMP on Councils webpage along with the methodology statement should be read in full for further information on how these figures were derived.

7. Progress of the Local Strategic Planning Statement

The Cessnock Strategic Planning Statement 2036 (LSPS) was adopted by Council in June 2020. The LSPS is the local strategic land-use document that sets out how Council will manage land use across Cessnock. It is informed by the Community Strategic Plan and has a direct relationship with the Local Environmental Plan and the Development Control Plan. It is also a mechanism to implement regional strategic land-use priorities established under the Hunter Regional Plan and the Greater Newcastle Metropolitan Plan at a local level. The LSPS contains 72 actions, along with an Implementation and Actions Plan. Actions in the LSPS have a priority of:

- Immediate: 0-2 years
- Short term: 3-5 years
- Medium: 5-10 years
- Long term: 10 years+
- Ongoing: for actions that will continue to be implemented for the lifespan of the LSPS.

The LSPS has been in place for one year with Council focusing on the actions of immediate priority. Some short term actions have also been completed in the 2020/2021 year. **Table 1** provides a summary of all actions that are identified as immediate or short term priority in the LSPS along with other actions in the LSPS which have had progress made on them in the last 12 months. Additionally short term projects are scheduled to commence 3-5 years after the LSPS is adopted. The LSPS has been in place for 1 year.

Table 1: Progress of actions in the Cessnock Local Strategic Planning Statement.

Action No.	Action	Priority	Status	Comment
1	Prepare a Local Housing Strategy that– <ul style="list-style-type: none"> · Analyses local housing needs and housing preferences. · Responds to the spectrum of housing types and needs across the local government area. · Prioritises the delivery of infill housing within existing urban areas · Meets social and affordable housing requirements for low and very low-income households. *additional components of this actions will be picked up as part of the comprehensive LEP review	Immediate	Completed	Housing Strategy adopted on 19 May 2021.

Action No.	Action	Priority	Status	Comment
2	Prepare an Urban Growth Management Strategy including a sequencing strategy for future development	Immediate	Completed	Urban Growth Management Plan adopted on 17 March 2021.
3	Prepare a corridor plan for the Cliftleigh – Heddon Greta Corridor– · To ensure the area is adequately serviced and new growth is integrated with the existing residential areas.	Immediate	Commenced	The project continues to be delayed pending the release of DPIE's draft Hunter Expressway Corridor Plan, the Main Road 195 Strategy and the finalisation of the Hart Road/HEX Modelling.
4	Prepare an annual monitoring report– · To report on land and housing supply and demand. · To inform when it is necessary to investigate the provision of additional land for development. · To record the use and uptake of employment land over the life of the strategy. · To inform when it is necessary to investigate the provision of additional employment land.	Ongoing	Completed	AMR presented to Council.
5	Review the Cessnock Local Environmental Plan *additional components of this actions will be picked up as part of the comprehensive LEP review. Only parts of the action that have been commenced or completed have been included in this report.	Immediate	Commenced	Given the nature of the documents and the size of this task, the project has been split into themes. Each land-use planning theme of the LEP and the corresponding chapters of the DCP will be reviewed concurrently. The benefit of this approach is enabling specific issues or themes to be addressed simultaneously in a LEP amendment and a DCP amendment. It will also ensure consistency between the DCP and LEP. For example, the residential zones and clause of the LEP will be reviewed concurrently with the subdivision and urban housing controls and of the DCP. Strategic Planning staff are currently working on the following themes: residential, recreation, rural land and employment land.

Action No.	Action	Priority	Status	Comment
6	<p>Review the Cessnock Development Control Plan</p> <ul style="list-style-type: none"> · To update the trees and vegetation management provisions. · To review and update the tree species list to ensure that it contains primarily local native species. · To review development on flood prone land provisions, the Flood Risk Management Policy and existing flood studies to include climate change considerations. <p>*additional components of this actions will be picked up as part of the comprehensive DCP review. Only parts of the action that have been commenced or completed have been included in this report.</p>	Short	Commenced	<p>This action has a number of components that will be completed over the coming years. Progress has been made on the following components:</p> <ul style="list-style-type: none"> • Redundant Chapters deleted • Revised Flood Prone Land, Contamination and Airport Chapters adopted. • Tree Management and the Vintage Chapters have been reviewed and publicly exhibited. • Remaining chapters will be reviewed over time
7	<p>Review Council's development contribution framework–</p> <ul style="list-style-type: none"> · To ensure that appropriate infrastructure is funded by the developer. · To contribute to the active transport works in Council's Traffic and Transport Strategy. · To ensure that appropriate infrastructure is funded by the developer. · To incentivise infill development within existing urban areas. · To repeal the Tourism S94 Plan. · To capture contributions from tourist-related development under council's Section 7.12 Levy Contributions Plan. · To ensure that tourism development contributes to infrastructure provision and town centre improvements. <p>*additional components of this actions will be picked up in further projects.</p>	Short	Commenced	<ul style="list-style-type: none"> • First review of the City Wide Contributions Plan commenced • Repeal of the Tourism s94 Plan complete • Tourism related development captured under the 7.12 Plan

Action No.	Action	Priority	Status	Comment
11	Prepare a town centre place-making strategy to encourage development and investment that will increase activation, amenity and use of existing sites in our centres.	Short	Not commenced	Short term projects are scheduled to commence 3-5 years after the LSPS is adopted. The LSPS has been in place for 1 year.
12	Target the Local Heritage Fund to façade improvement for heritage buildings in our centres.	Short	Commenced	A component of the 2021-2022 Local Heritage Fund scoring criteria is that the project is located in a commercial centre.
13	Prepare a villages strategy that– · Identifies key features of each village. · Identifies opportunities for improvements to the public domain in each village.	Short	Not commenced	Short term projects are scheduled to commence 3-5 years after the LSPS is adopted. The LSPS has been in place for 1 year.
15	Investigate options for a cycleway and trail through the Vineyard District.	Immediate	Completed	Brochure outlining cycling opportunities for the Vineyard's District prepared. Cycling Strategy outlines several options for a cycleway through the Vineyard's District. Trails Strategy adopted by Council on 20 May 2020.
16	Prepare a Greener Places, Urban Forest Policy and Street Tree Policy.	Medium	Completed	Urban Tree Canopy Policy was adopted by Council on 19 May 2021.
20	Council will continue to monitor residential land supply.	Ongoing	Completed	Incorporated into Annual Monitoring Report.
21	Council will continue to participate in the Hunter Urban Development Program.	Ongoing	Completed	Council continues to be a member on the Hunter Urban Development Program.
22	Undertake an Environmental Lands Study.	Immediate	Commenced	Phase 1 of the Environmental Lands Study has been publicly exhibited and is being finalised.
23	Investigate a precinct planning approach for the rural and environmental areas to reflect the different character and capabilities of land across the region.	Immediate	Not commenced	This will be influenced by the outcomes of the Environmental lands study and the Vineyards District project. Both of which are currently underway.
24	Identify and map important agricultural land, significant agricultural landscapes and sensitive view sheds.	Short	Commenced	Edge Land Planning have been engaged to complete the project.
27	Investigate the viability of new and emerging agricultural industries and how to support diversification of the sector through local planning policies.	Short	Commenced	This will be completed as part of the rural land theme in the comprehensive LEP review.

Action No.	Action	Priority	Status	Comment
28	Prepare a Rural Lands Policy.	Short	Not commenced	Short term projects are scheduled to commence 3-5 years after the LSPS is adopted. The LSPS has been in place for 1 year.
29	Continue to facilitate the Vineyard District Community Working Group for the Vineyards District Project.	Immediate	Complete	Stage 1 of the Vineyards District project is complete and included extensive consultation with the Working Group. Stage 2 of the Vineyard's District project is well advanced. Consultation with working group members has occurred as part of Stage 2. Draft DCP (Character Statement) currently being prepared by Consultant Edge Land Planning.
30	Progress the 'Hydro' Planning Proposal-	Immediate	Commenced	The Hydro Planning Proposal was public exhibited in late 2020. Council continues to liaise regularly with the proponent, DPIE and TfNSW including resolving traffic related issues.
31	Engage with local business chambers and public organisations to determine how the local planning framework can be modified to support their continued growth and diversification.	Short	Not commenced	Consultation will be undertaken with the business chambers as part of the comprehensive LEP review. This will be completed as part of the employment theme in the comprehensive LEP review.
39	Investigate park and ride facilities and commuter parking at public transport nodes and HEX interchanges in collaboration with the RMS.	Immediate	Underway	Councils preference for a park and ride facility at the HEX interchanges continues to be raised with TfNSW.
43	Prepare a Smart City Strategy.	Short	Not commenced	Short term projects are scheduled to commence 3-5 years after the LSPS is adopted. The LSPS has been in place for 1 year.
44	Prepare an Environmental Strategy.	Immediate	Not commenced	Scheduled for completion 2021/2022.
46	Investigate if it is appropriate to introduce a sensitive land map with a clause that requires Council to consider the environmental qualities of the land in any planning proposals or development applications.	Short	Commenced	This is incorporated into the Environmental Lands Study.
47	Engage with Austar, Local Aboriginal Land Councils and other major land holders about the future management of their lands and to reflect the environmental value of these lands in the Environmental Lands Study.	Short	Commenced	Consultation occurred as part of the Environmental Lands Study.

50	Investigate planning mechanisms to provide greater protection for areas of high biodiversity and biodiversity corridors.	Short	Commenced	This is incorporated into the Environmental Lands Study.
Action No.	Action	Priority	Status	Comment
51	Investigate the possibility of Council making strategic land purchases for the purpose of establishing Biodiversity Stewardship Sites.	Short-Medium	Not commenced	Short term projects are scheduled to commence 3-5 years after the LSPS is adopted. The LSPS has been in place for 1 year.
52	Work collaboratively with stakeholders to identify lands of high biodiversity and strategies to protect and enhance these areas.	Short-Medium	Commenced	This is incorporated into the Environmental Lands Study.
57	Investigate the zoning of lots that contain significant waterbodies to ensure the type, location and extent of zoning is appropriate.	Short	Commenced	This is incorporated into the Environmental Lands Study.
59	Implement a water-sampling program to establish a base line for monitoring the success of the Environmental Strategy.	Short	Not commenced	Short term projects are scheduled to commence 3-5 years after the LSPS is adopted. The LSPS has been in place for 1 year.
61	Prepare a Climate Change Policy	Immediate	Complete	Climate Change Policy was adopted in May 2020.
62	Prepare a Green Building Policy.	Short	Not commenced	Short term projects are scheduled to commence 3-5 years after the LSPS is adopted. The LSPS has been in place for 1 year.
63	Prepare an Aboriginal Cultural Heritage Management Strategy in consultation with local Aboriginal people and groups.	Short	Completed	A grant from OEH has been received to complete this project over the next two years.
64	Undertake Phase 2 of the Aboriginal Heritage Study.	Intermediate	Completed	Final report received by Council in June.
65	Continue to apply for funding to continue the local heritage small grants program and heritage advisory service.	Ongoing	Completed	Funding has been obtained for the Heritage Advisor Service and Local Heritage Fund for 2021-2023.
66	Prepare a Heritage Strategy	Short	Not commenced	Short term projects are scheduled to commence 3-5 years after the LSPS is adopted. The LSPS has been in place for 1 year.
69	Prioritise the implementation of the Richmond Vale Rail Trail.	Immediate	Commenced	Council continues to liaise with relevant stakeholders to implement the Richmond Vale Railway.
70	Continue to undertake the Vineyards District Project	Immediate	Commenced	Stage 1 of the Vineyards District project is complete and included extensive consultation with the Working Group. Stage 2 of the Vineyard's District project is well advanced. Consultation with working group members has occurred as part of Stage 2. Draft DCP (Character Statement)

				currently being prepared by Consultant Edge Land Planning.
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8. Progress of the Climate Change Policy

Council adopted the Cessnock Climate Change Policy on 21 May 2020. The policy outlines Council's position on climate change and commits Council to a target of net zero emissions by 2050. The Policy makes a series of policy commitments to help support the transition to net zero emissions and to build climate resilience. Actions in the Climate Change Policy that have been progressed to date are outlined in **table 2**.

Table 2: Actions that have been progressed in the Climate Change Policy

Policy Commitment No.	Action	Status	Comment
5.1.1.2	Develop a Climate Change Strategy by June 2021, which identifies actions for reducing greenhouse gas emissions, mitigating the impacts of climate change and building climate resilience	Commenced	This project is scheduled to be complete in 2021-2022.
5.1.2.1	Engage with the community and other stakeholders in the development of the Climate Change Strategy	Commenced	Internal Climate Change Working Group has been established and meetings are held every 6 weeks. Engagement with the community will occur at appropriate stages through the project
5.1.4.1	Develop a Cessnock Greenhouse Gas Emissions Inventory using regional data to establish baseline emissions for the region. Undertake regular monitoring so that Council knows if the actions being employed to reduce emissions are succeeding and can amend actions if required.	Completed	The Snapshot Community Climate Tool is publicly available.
5.1.4.2	Undertake an annual corporate Greenhouse Gas Emissions Inventory including Scope 1 (direct) and Scope 2 (indirect) emissions utilising the National Greenhouses and Energy Reporting Act 2007 (cth).	Completed	Ironbark Sustainability was engaged to prepare a baseline Greenhouse Gas Emissions Inventory and Action Plan. Final report and inventory provided to Council on 1 July 2021.

9. Progress of the Housing Strategy

The Cessnock Housing Strategy was adopted by Council on 19 May 2021. The Cessnock Housing Strategy considers the unique housing needs and aspirations of our community now and into the future. It explores expected population growth, the changing characteristics of our community and also our housing preferences. The Strategy makes a series of recommendations to help support the delivery of appropriate, affordable and diverse housing across Cessnock. The Strategy contains a Delivery Plan with actions listed as immediate, short term, medium term, and long term and ongoing.

This AMR focuses on the actions that are of immediate priority and ongoing actions that have had work completed. It is anticipated that a more substantial update on the Housing Strategy will be provided in the 2021-2022 AMR. Actions in the Cessnock Housing Strategy that have been progressed to date are outlined in **Table 3**.

Table 3: Progress of actions in the Cessnock Housing Strategy

Action	Priority	Status	Comment
Lobby the NSW State Government to review the timing of Section 7.11/7.12 contributions to reduce the financial burden on the development and housing industries.	Ongoing	Commenced	This issue is raised in Council's comments on the legislation reforms.
Promote that Council's s7.11 contributions are significantly less in existing, established urban areas.	Ongoing	Commenced	Council's 7.11 rates are published on Council's webpage. Further promotion of Council's rates will be undertaken when appropriate.
Advocate for the ongoing reform of the NSW Planning System	Ongoing	Commenced	Council continues to make submission on the NSW planning system reforms.
Provide a submission to the Department of Planning, Industry and Environment on the SEPP (Housing Diversity) Explanation of Intend Effects.	Immediate	Completed	A submission was provided to DPIE on the SEPP (Housing Diversity) Explanation of Intend Effects.
Continue to be a member of the Big Ideas on Homelessness Network and work towards developing a regional strategy for homelessness and a 'Common Ground' facility in Newcastle' to serve the wider regional community.	Ongoing	Commenced	Council continues to be a member of Big Ideas.

Action	Priority	Status	Comment
Comprehensively review the Cessnock Local Environment Plan.	Ongoing	Commenced	Housing related matters will be addressed in the housing theme of the comprehensive LEP review. This theme has commenced.
Comprehensively review the Cessnock Development Control Plan.	Ongoing	Commenced	Housing related matters will be addressed in the housing theme of the comprehensive DCP review. This theme has commenced.
Maintain timeframes and improve regulatory efficiencies where possible.	Ongoing	Commenced	The median days for processing a DA in Cessnock Council is 32 days.
Continue to lead on Local Government e-planning initiatives	Ongoing	Commenced	Council continues to lead Local Government in e-planning initiatives and be responsive to changes in technology.
Maintain application tracker and be responsive to technological improvements to improve interactivity with the community.	Ongoing	Commenced	Council continues to lead Local Government in e-planning initiatives and be responsive to changes in technology.

DOC2021/126947

Annual Monitoring Report

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Planning and Environment

Report No. PE46/2021

Planning and Environment



SUBJECT: *PROPOSED ACQUISITION OF LAND FOR THE PURPOSE OF PUBLIC DOMAIN IMPROVEMENTS.*

RESPONSIBLE OFFICER: *Strategic Planning Manager - Martin Johnson*

SUMMARY

Hunter Water (HW) has commenced a project to investigate the naturalisation of the concrete drainage channels across 4 local government areas in the Lower Hunter including Cessnock. Council, along with other Lower Hunter Councils, was previously asked to provide four sites that may be considered for this project. Hunter Water has now shortlisted 6 sites across the 4 Lower Hunter Councils, one of which is a section of the Black Creek Channel between the Charlton Street Bridge and the intersection of Allandale and Wollombi Roads.

RECOMMENDATION

1. That Council confirms its intent to acquire LOT: H DP: 384894, LOT: G DP: 347929 LOT: F DP: 354733 47-49 Vincent Street, LOT: E DP: 384895 0 Wollombi Road, LOT: D DP: 339311 217A Wollombi Road and LOT: 1 DP: 1114018, 219 Wollombi Road, for the purposes of public recreation and local road.
2. That Council commences pre-acquisition investigations to acquire LOT: H DP: 384894, LOT: G DP: 347929 LOT: F DP: 354733 47-49 Vincent Street, LOT: E DP: 384895 0 Wollombi Road, LOT: D DP: 339311 217A Wollombi Road and LOT: 1 DP: 1114018, 219 Wollombi Road,
3. That Council receives a further report that details the costs associated with purchase and any other issues that are revealed during the pre-acquisition process.

BACKGROUND

Of the 6 sites shortlisted, only 4 will be progressed through to detailed design and construction. The main risk to Cessnock's project being one of the 4 advanced is that the 6 lots adjoining the drainage corridor are in private rather than public ownership (**Enclosure 1**).

Council has previously signaled its intention to acquire these lots for public recreation and local road purposes in the Cessnock Commercial Centre Masterplan and Public Domain Plan, along with an endorsed planning proposal.

This report requests Council confirm its intent to acquire these properties and commence the acquisition of these lots as an immediate priority to assist in being successfully considered for the Hunter Water investment in this area. A further report will be brought back to Council detailing the costs associated with purchase and any other issues that are revealed during the pre-acquisition process. At that point, Council will be asked whether it wishes to formally proceed with the acquisition of these properties.

Council has undertaken significant strategic planning work for the Cessnock Commercial Centre. The Cessnock Commercial Precinct Masterplan and Public Domain Plan propose a range of works and initiatives to improve the amenity and function of the Centre.

These plans include new road and pedestrian routes and connections, landscaping and public open space. One initiative is the extension of Charlton Street through to the Allandale/Wollombi Road intersection and the reinterpretation of the drainage corridor as a water feature. The public domain plan also provides an attractive walkway along the west edge of Charlton Street.

Figure 1: An extract from Cessnock Commercial Precinct Public Domain Plan.



Much of the drainage network in urban areas of the Lower Hunter was formalised as concrete channels in the middle of last century. At the time, this was seen as an improvement in the efficiency of the network; however the merit of this approach is now strongly challenged. These formalised channels have a range of issues including increasing the velocity of flood waters, limited biological function, poor water quality in an urban setting such as the Cessnock City Centre and they detract from the amenity of the public realm.

Hunter Water has commenced a project to trial the naturalisation and improvement of channels in certain locations in the Lower Hunter. Council was asked to nominate several locations where improvements could be made. Preliminary concepts were prepared for 4 sites across the Cessnock Local Government Area. The Cessnock City Centre site has advanced through to the detailed design stage and it will now compete against other nominated sites in the Lower Hunter for construction.

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REPORT/PROPOSAL

Hunter Water, as part of its stormwater naturalisation trial program, have shortlisted 6 sites in the Lower Hunter with the intention of designing and constructing 4 projects. The value of these works and value of Hunter Water's Investment is unknown; however Council will not be required to contribute any further funding to the detailed design and construction of the project if it is one of the four successful projects.

Council officers are currently working with HW to discuss and understand the constraints and merits of the Centre site before HW makes a decision on which sites will receive funding. The key constraint to the Cessnock Centre project advancing is the private ownership of the 6 lots that run alongside the drainage canal. If these lots were in Council ownership, as is ultimately intended, or the acquisition process for these lots commenced, this constraint would be removed and Council may be better positioned to receive the HW's investment in the Cessnock Commercial Precinct.

Council has previously indicated its intent to acquire these sites in the Cessnock Commercial Centre Masterplan, Public Domain Plan and planning proposal for the Cessnock City Centre. This planning proposal has currently stalled due to flooding issues and Council is currently working with the Department of Planning, Industry and Environment to resolve the issues. The planning proposal includes an item that amends the land acquisition layer of the Cessnock Local Environmental Plan to include these and several other sites in the Centre for acquisition.

The nomination of sites for acquisition in the LEP for public purposes does not burden Council with an immediate requirement to acquire the land. However, if the landowner can demonstrate hardship caused by any delay in the land being acquired by Council, then the *Land Acquisition (Just Terms Compensation) Act 1991* requires Council to acquire the land.

Council has previously considered a development application on four of the lots. However, that application was withdrawn because the site was flood affected and that particular development of the site was inconsistent with the adopted Master Plan and Public Domain Plan.

Hunter Water previously prepared concepts for various sites in Cessnock and across the Lower Hunter, illustrating the types of interventions that may be suitable. The following are excerpts from the concept plan and the public domain plan.

Figure 2: Excerpts from the Cessnock Commercial Precinct Public Domain Plan and Hunter Waters Concept Plans.

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Planning and Environment



The naturalisation of the channel in this location will represent a significant improvement to the amenity of this part of the Centre area and the completion of another element of the master plan and public domain plan.

OPTIONS

Nil

CONSULTATION

The Cessnock Commercial Centre Master Plan and Public Domain Plan were publicly exhibited at the time of preparation.

Extensive consultation has occurred between Hunter Water and Council Officers.

Internal consultation has occurred between Strategic Planning, Strategic Property and Recreation and Open Space.

STRATEGIC LINKS

a. Delivery Program

Objective 1.3: Promoting safe communities

Objective 2.1: Diversifying local business Options

Objective 2.3: Increasing tourism opportunities and visitation in the area

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Objective 3.1: Protecting & enhancing the natural environment & the rural character of the area

Objective 3.2: Better utilisation of existing open space

Objective 4.1: Better transport links

Objective 4.2: Improving the road network

b. Other Plans

The works are consistent with the adopted Cessnock Commercial Precinct Master Plan and Public Domain Plan.

The Cessnock Local Strategic Planning Statement contains an action to '*work with Hunter Water to naturalise and potentially increase capacity of water and drainage channels throughout the LGA subject to flooding assessment*'. If Council is successful in receiving this investment it will assist in achieving this action.

IMPLICATIONS

a. Policy and Procedural Implications

NIL

b. Financial Implications

There are no financial implications at this stage of the investigation. However, if Council pursues the acquisition of these sites then there will be financial implications. These would be detailed in a subsequent report to Council. A likely source of funds would be the Strategic Property Fund.

c. Legislative Implications

There are no legislative implications at this stage of the investigation. However, if council purposes the acquisition of these lots, it will occur under *Land Acquisition (Just Terms Compensation) Act 1991*.

d. Risk Implications

Of the 6 sites that HW has shortlisted across the Lower Hunter, only 4 of those sites will be designed and constructed. Council needs to ensure it is in the best position to receive the funding. The key risk to the Cessnock Project is the current private ownership of the adjoining lots.

If Council agrees to commence the acquisition of these sites, there are likely to be risks associated with acquiring the land including any existing structures and businesses operating on the land. These will be revealed once acquisition investigation commences and discussed in a further report that will be brought back to Council ahead of any formal acquisition activity.

e. Environmental Implications

Improved environmental performance is one of the objectives of the HW project.

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f. Other Implications

The improvement of the public domain in this location may increase the use and therefore activation of this space. This has benefits in terms of retail performance and perceptions of crime and safety. This project may also provide a catalyst for commercial investment in the immediate area.

CONCLUSION

Council has previously signaled its support to nominate these sites for acquisition in the Cessnock Commercial Centre Masterplan, Public Domain Plan and planning proposal for the Cessnock Commercial Precinct. The HW project is a unique opportunity to attract non-Council funds to complete additional public domain works in the Centre. However, this project will be competing against other projects in the Lower Hunter and Council needs to ensure the project is best positioned to receive the funding.

ENCLOSURES

- [1↓](#) Proposed Acquisition Lots - Cessnock Commercial Precinct - Hunter Water Stormwater Naturalisation Project

Aerial Location: H/384894, G/347929, F/354733, E/384895, D/339311 & 1/1114018
 47-49 Vincent Street, 217A & 219 Wollombi Road, CESSNOCK



Date Produced:
2021-8-27 at 10:10

Scale:
1:1000

Reference:
22 September 2021_Proposed Acquisition_R Corken_CRM 17971-2021

Coordinate System:
Map Grid of Australia (MGA)
Datum GDA94
Zone 56



Contact:
62-78 Vincent Street
(PO Box 152)
CESSNOCK NSW 2325
(02) 4993 4100
council@cessnock.nsw.gov.au

Disclaimer:
This map has been produced to assist individuals in determining land details within the City of Cessnock. The information contained herein is supplied in good faith, on the basis that Council and its Staff are not liable (whether by reason of negligence, lack of care or otherwise) to any person for any damage or loss what so ever which has occurred, or may occur, in relation to that person taking or not taking any action in respect of any representation, statement or advice referred to above.

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Corporate and Community

Report No. CC64/2021

Corporate and Community Services



SUBJECT: *LOCAL GOVERNMENT NSW 2021 ANNUAL CONFERENCE - VOTING DELEGATES*

RESPONSIBLE OFFICER: *Director Corporate and Community Services - Robert Maginnity*

SUMMARY

The Local Government NSW (LGNSW) Annual Conference 2021 was scheduled to be held in Sydney from 28-30 November 2021. With the deferral of the local government elections to 4 December 2021, the conference has been split into two components, a one hour online conference on 29 November 2021 and a Special Conference in February 2022. Council needs to consider delegates and voting delegates for the conference in 2021.

RECOMMENDATION

- 1. That Council determines voting delegates for the 2021 Local Government NSW Annual Conference.**
- 2. That Council notes the previously endorsed motion seeking an increase in the NSW Stormwater Levy for submission to the 2022 Local Government NSW Special Conference.**
- 3. That Council considers any other motions for submission to the 2022 Local Government NSW Special Conference.**

BACKGROUND

Council usually determines attendees and voting delegates to the LGNSW Annual Conference following an application process and consideration at a subsequent Council meeting. Council is entitled to four voting delegates however there is no restriction on the number of Councillors able to attend.

Due to the Council elections being deferred to December 2021, the conference has been split into two separate components, with a one hour online conference held from 9.30am on 29 November 2021 and an in person Special Conference scheduled for February 2022 to consider motions.

As an interim measure leading up to the now rescheduled September elections preliminary registrations were made for six councillors, which was to be subject to confirmation by Council at a meeting following the elections. These registrations will be carried forward to the 2022 Special Conference.

REPORT/PROPOSAL

The Annual Conference was to be held at the Hyatt Regency Hotel in Sydney from 28-30 November 2021, however with the deferral of council elections to December 2021, the decision has been made to split the event into two components:

Corporate and Community

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Corporate and Community Services



- A one day Annual Conference to present the annual report and financial reports, which will be conducted online from 9.30am on Monday 29 November 2021.
- A Special conference, including debate and resolution of motions setting out the advocacy agenda for 2022 – to be held in person from Monday 28 February to Wednesday 2 March 2022.

A separate report will need to be considered by the newly elected Council to confirm attendees and voting delegates for the Special Conference in 2022, with a closing date for this being 17 February 2022. Further information will be provided as it is received.

Delegates and voting Delegates

In accordance with Council Policy, Councillors wishing to attend the LGNSW Annual Conference would normally be requested to make application to the General Manager by a specified date so that Council could determine the attendees and voting delegates at a subsequent Council meeting.

With the revised timeframes Council needs to determine the four voting delegates for the online November 2021 Annual Conference, with voting delegates needing to be advised to LGNSW by 5 October 2021.

For the February 2022 Special Conference, voting delegates need to be advised to LGNSW by 17 February 2022, with these to be determined by the newly elected Council. With the makeup of the to be newly elected Council not known and as delegates must be a Councillor, six delegates will be registered on an interim basis with changes able to be made at a later stage following confirmation by Council and further delegates may be registered if Council elects to send more Councillors.

Council may elect to send more than the four voting delegates. Accommodation has been secured for those already registered in the one location close to the conference venue. Should Council elect to send more delegates, there is no guarantee that suitable accommodation can be secured in the same venue.

Motions for the Conference

LGNSW has sought to have motions for consideration at the Special Conference and extended the submission date for inclusion in the conference agenda to 30 January 2022.

The LGNSW Board goal is to ensure the motions debate centres on advancing section wide policy agenda. This means proposed motions should seek to be strategic, affect members state-wide and introduce new or emerging policy issues and actions.

An online facility will be available for submission of motions. Those motions only will be included in the conference business paper where they:

1. are consistent with the objects of the Association;
2. relate to Local Government in NSW and/or across Australia;
3. concern or are likely to concern Local Government as a sector;
4. seek to advance Local Government policy agenda of the Association and/or improve governance of the Association;

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5. have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws);
6. are clearly worded and unambiguous in nature; and
7. do not express preference for one or several members over one or several other members.

For those Councils submitting motions, supporting evidence such as Council minutes from the meeting where the motions were agreed to are required.

Council when considering the Minutes of the Floodplain Management Committee meeting of 2 June 2021 in relation to Report FLOCLM11/2021 – Stormwater Levy Review resolved,

1. ***That the General Manager writes on behalf of Council to the Hunter Joint Organisation seeking support for a pricing review of the NSW Stormwater Levy.***
2. ***That the General Manager writes on behalf of Council to the Floodplain Management Association seeking advocacy on a pricing review for the NSW Stormwater Levy.***
3. ***The Council approves submitting a motion to Local Government NSW Conference seeking an increase in the NSW Stormwater Levy.***

Accordingly, this motion has already been endorsed by Council for submission to the LGNSW Board and Council may wish to determine other motions to be referred to the Association at this meeting.

OPTIONS

Attendance at the conference is not mandatory; however the conference is conducted by the peak industry association and attendance and participation is considered to be vital in an effective and representative advocacy industry body.

Council may elect to send any number of attendees (subject to registration availability). Council is only entitled to a maximum of four voting delegates.

CONSULTATION

General Manager
LGNSW

STRATEGIC LINKS

a. Delivery Program

This report is linked to the Community's Desired Outcome Objective 5 "Civic Leadership and Effective Governance".

b. Other Plans

N/A



IMPLICATIONS

a. Policy and Procedural Implications

Application for attendance at the LGNSW Annual Conference is in accordance with Policy.

b. Financial Implications

The estimated cost for the face to face conference is \$2,500 per attendee, with this including transport, accommodation, conference/workshop registration and meals. These cost are provided for in the Councillors' conference budget vote in the 2021-22 Operational Plan.

The online Annual Conference will not attract a cost to Council for the voting delegates.

c. Legislative Implications

N/A

d. Risk Implications

N/A

e. Other Implications

N/A

CONCLUSION

This report provides information on the amended LGNSW Annual Conference and seeks Councils' determination of voting delegates for the online 2021 Annual Conference.

ENCLOSURES

There are no enclosures for this report.

Corporate and Community

Report No. CC65/2021

Corporate and Community Services



SUBJECT: *TENDER T2021-12 CONCRETE CONSTRUCTION FOOTPATH AND KERBS*

RESPONSIBLE OFFICER: *Chief Finance and Administration Manager - Matthew Plumridge*

SUMMARY

The purpose of this report is for Council to consider the evaluation and selection of tender for Tender No. T2021-12 *Concrete Construction Footpaths and Kerbs*.

RECOMMENDATION

1. That Council accepts the Tender panel of suppliers in no order of preference:
 - All Kerbs & Concrete Pty Ltd
 - Alpha Pacific Pty Ltd t/a Alpha Kerbs
 - Bolla Kerb Contracting Pty Limited
 - Hunter Rail & Civil
 - Elite Concreting Group/ McDougall Concreting
 - O'Mara Concreting
 - Planet Civil Pty Ltd
 - GLC Civil/ Starcon Group Pty Ltd
 - State Civil Pty Ltdfor T2021-12 – Concrete Construction Footpaths and Kerbs.
2. That Council notes the contract term for T2021-12 – Concrete Construction Footpaths and Kerbs is 23 September 2021 to 23 September 2024 (3 years) with an option for 2 x 1 year extensions based on satisfactory contractor performance.

BACKGROUND

Council has recently experienced a significant increase in the projects requiring concrete services such as footpath construction and laying of kerb and gutter.

The tender is for a panel of suppliers that Council will be able to seek quotes from for the construction of concrete footpaths, kerbs and associated works that complies with legislative expenditure requirements.

Quotes will be sought from the successful panel through the Council VendorPanel Portal.

The Contract will run for five years in total (three years, with an option for two one-year extensions based on supplier performance).

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Corporate and Community Services



REPORT

Request for Tender

The Request for Tender (RFT) documents were prepared by Council officers, and reviewed by the Tender Audit Panel (TAP) before tenders were called. The form of contract selected was Hunter Joint Organisations General Conditions of contract. The RFT called for suppliers to submit a schedule of rates for the tender concrete construction footpaths and kerbs and guttering which is to be used for evaluation purposes only. Each specific job will be called as a separate quote under the tender from the panel of suppliers.

Invitation

Tenders were invited on 16 June 2021 on Council's e-tender portal, Vendor Panel and advertised on Council's web page and in the following publications:

Publication	Day	Date
Newcastle Herald	Saturday	26 June 2021
Sydney Morning Herald	Tuesday	22 June 2021
Cessnock Advertiser	Wednesday	23 June 2021

Addenda

No addendums

Closure

Tenders closed 2pm Tuesday 13 July @ 2:00pm 2021

Evaluation of Tenders

Tender Evaluation Team: In accordance with *CCC Procurement Procedure*, a Tender Evaluation Team (TET) was formed with the following members:

- Works Engineer, Works and Operations
- Construction Coordinator, Works and Operations
- Principal Engineer - Design & Project Management, Infrastructure
- Team Leader Contracts and Tendering, Finance and Administration

Evaluation Process: The evaluation was conducted according to the following process:

1. Assessment of receipt
2. Assessment of conformance
3. Shortlisting of tenders
4. Weighted evaluation
5. Due diligence checks on preferred tenderers
6. Determine evaluation result
7. Independent review of the tender selection process

The evaluation criteria and their weightings were documented in the Contract Preparation Checklist/Tender Evaluation Plan, reviewed by the Team Leader Contracts and Tendering prior to tenders being invited.

1. Assessment of Receipt

Tenders were received and assessed against the first threshold criteria:

Threshold Criteria	
Criterion 1	Submission on time
Criterion 2	Conformance to tender documentation

Criterion 1

The following tenders were received and are listed in alphabetical order.

Tender	Tenderer	Business Address	On time
1	All Kerbs & Concrete Pty Ltd	9 Cove Ave Bundabah, NSW 2324	Yes
2	Alpha Pacific Pty Ltd	43 Kearsley Selections Rd, Kearsley, NSW 2325	Yes
3	Bolla Kerb Contracting Pty Limited	142 Sandy Creek Rd Mount Vincent, NSW 2323	Yes
4	Conex Group Pty Ltd.	16 Stanton Rd Seven Hills, NSW 2147	Yes
5	Hunter Rail & Civil	242 A Averys Lane Buchanan, NSW 2323	Yes
6	JC Driveway Creations	7 Tennant St Bellbird, NSW 2325	Yes
7	McDougall Concreting	17 Branxton St Greta, NSW 2334	Yes
8	Michilis Pty Limited	5 Ayrshire Cres Sandgate, NSW 2304	Yes
9	Neil Hadfield Concrete Pty Ltd	48 Sixth St Weston, NSW 2326	Yes
10	O'Mara Concreting	31 Shedden St Cessnock, NSW 2325	Yes
11	PDC Concreting Pty Ltd	17 High St Cessnock, NSW 2325	Yes
12	Planet Civil Pty Ltd	6 / 178 Princes Hwy, Arncliffe, NSW 2205	Yes
13	Starcon Group Pty Ltd	809 The Horsley Drive Smithfield, NSW 2164	Yes
14	State Civil Pty Ltd	21 Sackville Street Bexley, NSW 2207	Yes

All tenders were received on time and met threshold Criterion 1.

2. Assessment of Conformance

The tenders were then assessed for conformance with the remaining threshold criteria:

Threshold Criteria	
Criterion 2	Conformance with the RFT;

Eight tenders included a number of qualifications that were subsequently clarified.

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Five tenders were considered non-conforming in threshold Criteria 2. Items included returnable schedules not filled in and pricing not provided for all services after clarification concluded.

Nine tenders were progressed to the next stage of evaluation.

3. Shortlisting

With nine competitive tenders received, shortlisting was not considered necessary. All tenders were progressed to the next stage of evaluation.

4. Weighted Evaluation

Tenders were evaluated using the following weighted evaluation criteria:

Criterion 4	Tendered Price
Criterion 5	Experience and past performance
Criterion 6	WH&S
Criterion 7	Environmental Management
Criterion 8	Quality Management

To assess tenders against the evaluation criteria, the TET used information obtained from the tender documents. A Weighted Evaluation Matrix, containing full details of the tender scores and weighted evaluation is provided as confidential **Enclosure 1**.

A panel of suppliers gives council a selection of services as identified in the matrix scoring competitively on all other weighted criteria.

The selected panel is identified as the preferred tenders in no order of preference;

- All Kerbs & Concrete Pty Ltd (Local)
- Alpha Pacific Pty Ltd t/a Alpha Kerbs (Local)
- Bolla Kerb Contracting Pty Limited (Local)
- Hunter Rail & Civil (Local)
- Elite Concreting Group/ McDougall Concreting (Local)
- O'Mara Concreting (Local)
- Planet Civil Pty Ltd
- GLC Civil/ Starcon Group Pty Ltd
- State Civil Pty Ltd

5. Due Diligence

Past performance and job specific information was requested in the tender documents as well job size and value of past projects to ensure suppliers have the capability to satisfactorily complete the work.

6. Evaluation Result

Following steps 1 to 5 of the evaluation process, the TET found that, a Tender Panel of suppliers selected from:

- All Kerbs & Concrete Pty Ltd
- Alpha Pacific Pty Ltd t/a Alpha Kerbs

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- Bolla Kerb Contracting Pty Limited
- Hunter Rail & Civil
- Elite Concreting Group/ McDougall Concreting
- O'Mara Concreting
- Planet Civil Pty Ltd
- GLC Civil/ Starcon Group Pty Ltd
- State Civil Pty Ltd,

met the requirements of the RFT and recommended acceptance of Tender T2021-12 Concrete Construction Footpaths and Kerbs.

7. Independent Review

The evaluation process and recommendations were reviewed by the TAP and determined to be in accordance with relevant documents and legislation:

- *Cessnock City Council Procurement Policy,*
- *Cessnock City Council Procurement Guideline,*
- *Local Government Act 1993, and*
- *Local Government (General) Regulation 2005.*

TIME FRAME

The contract term for T2021-12 – Concrete Construction Footpaths and Kerbs - is 23 September 2021 to 22 September 2024 (3 years) with an option for 2 x 1 year extensions based on satisfactory contractor performance.

LOCAL CONTENT

Local preference was not applied as this was a panel contract, however it should be noted that of the nine suppliers, six are based in the Hunter region.

OPTIONS

Option 1:

1. That Council accepts the Tender panel of suppliers in no order of preference:

- All Kerbs & Concrete Pty Ltd
- Alpha Pacific Pty Ltd t/a Alpha Kerbs
- Bolla Kerb Contracting Pty Limited
- Hunter Rail & Civil
- Elite Concreting Group/ McDougall Concreting
- O'Mara Concreting
- Planet Civil Pty Ltd
- GLC Civil/ Starcon Group Pty Ltd
- State Civil Pty Ltd

for T2021-12 - Concrete Construction Footpaths and Kerbs

2. That Council notes the contract term for T2021-12 – Concrete Construction Footpaths and Kerbs is 23 September 2021 to 23 September 2024 (3 years) with an option for 2 x 1 year extensions based on satisfactory contractor performance.

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The anticipated expenditure for this contract with program works is in excess of \$1,000,000 per annum.

Option 2:

Decline to accept any offers and negotiate with other service providers.

This option is not recommended as it will negatively impact on the project program.

CONSULTATION

The following officers were consulted during the tender process:

- Works Engineer, Works and Operations
- Principal Engineer – Design & Project Management, Infrastructure
- Team Leader Contracts and Tendering, Finance and Administration
- Finance Operations and Administration Coordinator, Finance and Administration

STRATEGIC LINKS

a. Delivery Program

Acceptance of the tender will contribute to achieving the following objectives of:

2021/2022 Delivery Program:

- Objective 4.1.3.a Implement high priority pathway projects from the Pedestrian Access & Mobility Plan.

IMPLICATIONS

a. Policy and Procedural Implications

The tender process has been carried out in accordance with:

- *Cessnock City Council Procurement Policy,*
- *Cessnock City Council Procurement Guideline,*
- *Tendering Guidelines for NSW Local Government 2009, and*
- *NSW Government – Code of Practice for Procurement 2005.*

b. Financial Implications

Expenditure under this contract will be via projects funded under the Capital Works in each year adopted Operational Plan.

c. Legislative Implications

The tender process has followed the legislative provisions, referenced in *Cessnock City Council Procurement Policy* and *Cessnock City Council Procurement Procedure*, as follows:

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

In particular, reference is made to Part 7, Division 4, Clause 178 of the *Local Government (General) Regulation 2005 (Acceptance of tenders)*:

1. After considering the tenders submitted for a proposed contract, the Council must either:
 - (a) accept the tender that, having regard to all the circumstances, appears to it to be the most advantageous, or
 - (b) decline to accept any of the tenders.
2. A Council must ensure that every contract it enters into as a result of a tender accepted by the Council is with the successful tenderer and in accordance with the tender (modified by any variation under clause 176). However, if the successful tender was made by the Council (as provided for in section 55 (2A) of the Act), the Council is not required to enter into any contract in order to carry out the requirements of the proposed contract.
3. A Council that decides not to accept any of the tenders for a proposed contract or receives no tenders for the proposed contract must, by resolution, do one of the following:
 - (a) postpone or cancel the proposal for the contract,
 - (b) invite, in accordance with clause 167, 168 or 169, fresh tenders based on the same or different details,
 - (c) invite, in accordance with clause 168, fresh applications from persons interested in tendering for the proposed contract,
 - (d) invite, in accordance with clause 169, fresh applications from persons interested in tendering for contracts of the same kind as the proposed contract,
 - (e) enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender,
 - (f) carry out the requirements of the proposed contract itself.
4. If a Council resolves to enter into negotiations as referred to in sub clause (3) (e), the resolution must state the following:
 - (a) the Council's reasons for declining to invite fresh tenders or applications as referred to in sub clause (3) (b)–(d),
 - (b) the Council's reasons for determining to enter into negotiations with the person or persons referred to in sub clause (3) (e).

d. Risk Implications

To minimise Council's exposure to business risks, the RFT required:

- Satisfactory financial details, and
- Adequate levels of insurances.

The authenticity of the Contractor's certificates of currency for the following insurance policies will be verified:

- Workers Compensation,
- Public Liability (\$20M or greater),
- Comprehensive Motor Vehicle,

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- Professional Indemnity, and
- Safe works method statements.

These documents will be maintained by suppliers in the CCC VendorPanel portal.

CONCLUSION

That Council accepts the Tender panel of suppliers in no order of preference:

- All Kerbs & Concrete Pty Ltd
- Alpha Pacific Pty Ltd t/a Alpha Kerbs
- Bolla Kerb Contracting Pty Limited
- Hunter Rail & Civil
- Elite Concreting Group/ McDougall Concreting
- O'Mara Concreting
- Planet Civil Pty Ltd
- GLC Civil/Starcon Group Pty Ltd
- State Civil Pty Ltd

for T2021-12 – Concrete Construction Footpaths and Kerbs.

The anticipated expenditure for this contract with program works is in excess of \$1,000,000, per annum (including GST). Acceptance of this contract panel offers the best value for money for the T2021-12 – Concrete Construction Footpaths and Kerbs. The contract sum and contingency are fully funded from the project budgets identified in this report.

ENCLOSURES

- 1** Tender T2021-12 Concrete Footpaths and Kerb Evaluation Matrix - *This matter is considered to be confidential under Section 10A(2) (di) of the Local Government Act, as it deals with commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it.*

SUBJECT: *JUNE 2021 REVIEW OF THE 2017-21 DELIVERY PROGRAM*
RESPONSIBLE OFFICER: *Chief Finance and Administration Manager - Matthew Plumridge*

SUMMARY

The purpose of this report is for Council to note the Quarterly update on the progress against Council's 2017-21 Delivery Program in the Operational Plan 2020-21.

RECOMMENDATION

That Council notes the progress in implementing the 2017-21 Delivery Program as at 30 June 2021.

BACKGROUND

Section 404(5) of the *Local Government Act 1993* requires the General Manager to provide regular progress reports to Council with respect to progress against the principal activities detailed in its Delivery Program with reports provided at least every six months.

The Quarterly Budget Review Statement required under clause 203 of the *Local Government (General) Regulation 2005*, provide financial information in regards to estimates of income and expenditure and is separately reported to Council.

Council adopted the 2017-21 Delivery Program in June 2017 and the 2020-21 Operational Plan in June 2020. The Delivery Program outlines the activities that Council will undertake to implement the strategies identified in the Community Strategic Plan and is the single point of reference for all principal activities undertaken by an elected Council during its term in office.

At the end of each quarter a report is prepared to assess Councils progress against 2017-21 Delivery Program actions and the Capital Works Program.

REPORT/PROPOSAL

The 2020-21 Operational Plan is a one year plan (the final year of the four year 2017-21 Delivery Program) developed to implement the adopted actions from the 2017-21 Delivery Program.

Some of the highlights for the June quarter are provided below:

- The self-return check in system is now operational at both Cessnock and Kurri Kurri Library branches. Local Priority Funds were secured to re-carpet Cessnock Library public area.
- Library access to e-resources has been supported by ongoing promotion in monthly newsletters, Facebook posts, training sessions, as well as "How to Fliers" and radio interviews. Since April, 10 Tech Savvy Seniors sessions have been delivered and covered topics such as online shopping, video recording, sharing photos & iPads.

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- The draft Economic Growth Agenda was placed on public exhibition from 22 April to 20 May. A report outlining any changes following public submissions will be prepared for Council's consideration.
- Advance Cessnock City eNews is sent out to 6000 business related recipients fortnightly.
- Draft Environmental Framework Report reported to June Council meeting for public exhibition.
- Solar panel installation completed on Administration Building, Cessnock Library and Tourist Information Centre.
- The 'Have Your Say' engagement hub was established as part of Council's updated website and has received 27,744 page views to 30 June 2021.
- Council's customer relations team has continued to receive pleasing mystery customer results for the both Counter (walk-in) and Contact Centre (Telephone) during 2020/21 with 11 out of 24 survey results scoring 100%, Scores for the year ranged from 83.40% to 100%.

2017-21 Delivery Program

At 30 June 2021, 189 (79%) of the actions (from the Operational Plan) were completed and 45 (19%) were in progress/ carry forward. The in progress/ carry forward actions will continue to be monitored and reported as part of the quarterly review process.

Table 1 shows the overall status of actions at 30 June 2021.

Table 1

	Connected, Safe & Creative Community	Sustainable & Prosperous Economy	Sustainable & Healthy Environment	Accessible Infrastructure, Services & Facilities	Civic Leadership & Effective Governance	Total	%
In Progress/ Carry Forward	0	3	14	3	25	45	19%
Not Progressing/ Not Due to Start	2	1	0	0	1	4	2%
Complete	44	18	42	15	70	189	79%
Total	46	22	56	18	96	238	

Details of the 49 projects that are not yet complete have been included in **Enclosure 1** and the projects are highlighted in light blue shading in the enclosure.

2017-21 Delivery Program – Measures

At 30 June 2021, 29 (71%) of measures were on-track and 12 (29%) measures are at risk. Of the 12 at risk measures, 10 have ongoing COVID-19 related reasons that are contributing to delays or decreased outputs.

Details of the “At Risk” measures are below:

Table 2

"At Risk" Measures	Reason	COVID-19 Related
Aquatic Facility Patronage (Branxton) - This is a measure of attendance and utilisation of Branxton Aquatic facility. Number of customers per annum.	School entries decreased by 4,420 (75%) in 2020/21 compared with 2019/20. COVID[1]19 restrictions meant that no school Intensive Learn to Swim programs throughout October and November and no school bookings (sport, fun days or carnivals) in term 4 2020. As restrictions eased in term 1 2021, school carnivals were permitted, but only competitive swimmers were able to attend and a small number of spectators due to COVID-19 capacity limits.	YES
Aquatic Facility Patronage (Cessnock) - This is a measure of attendance and utilisation of Cessnock Aquatic facility. Number of customers per annum.	As Above	YES
Aquatic Facility Patronage (Kurri Kurri) - This is a measure of attendance and utilisation of Kurri Kurri Aquatic & Fitness Centre. Number of customers per annum.	COVID-19. The facility operator (Belgravia) continues to offer promotions and adapt to the COVID-19 restrictions to ensure a sustainable operating model to ensure a continuation of services.	YES
Cessnock Performing Arts Centre Audience - This measure is the number audience members that have attended performances at the Cessnock Performing Arts Centre.	COVID-19 Public Health Orders have restricted the ability to hold events during the 2020-21 reporting year.	YES
Library Programs - This measures the number of attendees at library programs. This data is sourced from NSW Public Libraries statistics.	The delivery and attendance for face to face programs was impacted by COVID-19. Over the reporting year, the participation in programs progressively increased particularly in 2021.	YES
Participation in major civic and community events and programs – This measure is the number of community members attending and participating in major civic and community events and programs provided by CPAC each year.	The Australia Day ceremony was held at Cessnock Performing Arts Centre and 152 people attended. An event was also held in the evening at Heddon Greta Drive-in with 95 cars attending (estimated 200 people). In response to the pandemic, major civic events such as Spring Awakening and Carols in the Park were unable to be held during the reporting year.	YES
Youth Week - This measures the engagement with the community during Youth Week. Number of attendees at Youth Week events.	Youth Week was held April 2021 and included events across the Cessnock Local Government Area. With the pandemic, small events were held as a COVID Safe measure with the traditional large scale events not scheduled for the 2021 program.	YES
Engagement with business community - This measure is the number of unique visitors on the Advance Cessnock City website (sourced from the website analytics).	The Advance Cessnock City website undertook a rebranding project that resulted in a name change to Advance Greater Cessnock. This rebranding and other changes to the website layout has resulted in lower page views for the year. Website visitor numbers are expected to rebound during the 2021/2022 reporting period.	NO

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<p>Visits to Hunter Valley Visitor Centre - This measure is the number of visitors to the Hunter Valley Visitor Centre (sourced from the counters at the entrance to the Hunter Valley Visitor Centre).</p>	<p>Visitor Information Centre visitor numbers increased from 71,290 in 2019/2020 to 76,434 in 2020/2021. These visitor numbers were lower than expected due to COVID-19 travel restrictions for international visitors and Greater Sydney residence.</p>	<p>YES</p>
<p>Completion of Capital Works Program (Recreation) - This measure is the number of completed projects divided by the total number of projects of the current adopted Recreation & Buildings Capital Works Program.</p>	<p>Supply of materials and/or resources for Miller Park Community Hub, Miller Park Masterplan works and CYCOS Kitchen were delayed by COVID-19 and associated restrictions. Greta rotunda has been delayed as officers are awaiting information from Ausgrid regarding power connections before the works can proceed.</p>	<p>YES</p>
<p>Completion capital works program (roads, bridges and drainage) - This measure is the number of completed projects divided by the total number of projects of the current adopted Roads, Bridges & Drainage Capital Works Program.</p>	<p>Significant amount of grants were received in the 2020-21 FY which required reprioritisation of the Capital Works Program and therefore affected delivery.</p>	<p>YES</p>
<p>Development Application Processing Times - This measure is the mean and the median number of days to process Development Applications (for all DAs which have been determined).</p>	<p>Development application processing times continue to improve. During 2020-2021 financial year Council determined 992 development applications.</p>	<p>NO</p>

Details of progress against each action and measure in the 2017-21 Delivery Program are included in **Enclosure 1** to this report.

2020-21 Capital Works Program

At 30 June 2021, 87 (60%) of the 144 projects from the 2020-21 Capital Works Program were completed, 31 (22%) were on Carry Forward/Not Progressing, 2 (1%) were on track and 24 (17%) of projects are approved to continue into the 2021-22 Capital Works Program.

Details of the 55 projects that are continuing into the 2021-22 Capital Works Program have been included in **Enclosure 2**.

A total of 355 capital works projects were completed between 1 July 2017 to 30 June 2021.

Table 3 shows a summary the overall status of projects at 30 June 2021.

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Table 3

Program	Complete	On track	Carry forward/Not Progressing	Adopted Operational Plan projects 21/22	Total
Community Buildings Construction (CBC)	2	-	-	-	2
Cemeteries Facilities Construction (CFC)	2	-	-	-	2
Cultural & Community Buildings Renewal (RBC)	8	2	1	1	12
Recreation Buildings Renewal (RBR)	8	-	1	1	10
Pools Facilities Renewal (RFP)	-	-	-	2	2
Signage / Vineyard Roads (CRV)	1	-	-	-	1
Branxton Town Centre (CTB)	-	-	1	-	1
Kurri Kurri Town Centre (CTK)	-	-	-	3	3
Cessnock Civic Precinct Revitalisation (RCC)	4	-	-	-	4
Recreation Buildings Construction (CBR)	2	-	-	-	2
Drainage Construction (CDR)	10	-	5	-	15
Recreation Facilities Construction (CFR)	8	-	2	2	12
Waste Facilities Construction (CFW)	-	-	4	3	7
Floodplain Management (PMF)	4	-	-	-	4
Recreation Facilities Renewal (RFR)	4	-	-	1	5
Bridge Construction (CBS)	6	-	2	1	9
Traffic Facilities (CFT)	6	-	1	-	7
Pathway Construction (CPW)	9	-	5	-	14
Local Road Construction (CRL)	3	-	1	-	4
Safer Roads (CRR)	2	-	-	1	3
Airport Construction (PCA)	2	-	-	5	7
Airport Renewal (PRA)	-	-	-	1	1
Gravel Rehab & Resheeting (RRG)	1	-	-	-	1
Local Road Renewal (RRL)	4	-	6	3	13
Regional Road Renewal (RRR)	1	-	2	-	3
Total	87	2	31	24	144
%	60%	1%	22%	17%	
Additional projects with carryover funds from 2019-20	31	-	1	-	32

Detailed information on the Capital Works Program is included in **Enclosure 2**.

OPTIONS

N/A

CONSULTATION

The General Manager, Directors, Managers and Coordinators provided the information for this report and its enclosures.

STRATEGIC LINKS

a. Delivery Program

This report is part of the organisation’s governance framework – providing feedback on the progress against the key plans adopted by Council. This is in line with the community’s desired outcome of: *“Civic Leadership and Effective Governance.”*



b. Other Plans

N/A

IMPLICATIONS

a. Policy and Procedural Implications

N/A

b. Financial Implications

The quarterly budget review forecasts are reported separately to Council.

c. Legislative Implications

This report satisfies the requirements of Section 404 of the *Local Government Act 1993*.

d. Risk Implications

N/A

e. Other Implications

N/A

CONCLUSION

The review of the 2017-21 Delivery Program against the Operational Plan 2020-21, for the quarter ended 30 June 2021, is submitted for Council's consideration.

ENCLOSURES

- 1 [↓](#) June 2021 Review of the 2020-21 Delivery Program (Provided under Separate Cover)
- 2 [↓](#) June 2021 Review of the 2020-21 Capital Works Program

Placeholder for Enclosure 1

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June 2021 Review of the 2020-21 Delivery Program
(Provided under Separate Cover)



June 2021 Review of the 2020-21 Capital Works Program

A Connected, Safe & Creative Community

Community Buildings Construction Program (CBC)

Project ID	Project Name	Status	Comments	Responsible Officer
CBC-2021-001	Various Council Buildings - Solar Panel Installation	Complete	Installation completed. Library and HVAC operating. Administration Building awaiting Ausgrid meter installation and connection.	Environment and Waste Services Manager
CBC-2021-002	Branxton Community Hall - storage facility	Complete	Storage Room at back of stage complete.	Open Space and Community Facilities Manager

Cemeteries Facilities Construction Program (CFC)

Project ID	Project Name	Status	Comments	Responsible Officer
CFC-2016-003	All Cemeteries (Aberdare, Cessnock, Kurri Kurri, Ellalong, Millfield) - Signage renewal	Complete	Signs at Cessnock Cemetery have been renewed.	Open Space and Community Facilities Manager
CFC-2021-001	Aberdare Lawn Cemetery - Columbarium Wall	Complete	New wall has been installed.	Open Space and Community Facilities Manager

Cultural & Community Buildings Renewal Program (RBC)

Project ID	Project Name	Status	Comments	Responsible Officer
RBC-2020-002	Kurri Kurri Senior Citizens Hall - Painting	Complete	Complete.	Open Space and Community Facilities Manager
RBC-2020-004	North Cessnock Community Hall - Toilet Upgrade	Complete	Complete.	Open Space and Community Facilities Manager

Project ID	Project Name	Status	Comments	Responsible Officer
RBC-2020-005	Weston Civic Centre - Toilet Upgrade	Complete	Complete.	Open Space and Community Facilities Manager
RBC-2020-008	Richmond Main - Ablution block	Complete	Works completed in June.	Open Space and Community Facilities Manager
RBC-2020-009	Kurri Kurri Community Centre - Renewal	Complete	Works complete and tenants returned to the building.	Open Space and Community Facilities Manager
RBC-2020-010	Cessnock Performing Arts Centre - Air-Conditioning Replacement - Stage 1	Complete	Stage 1 complete.	Open Space and Community Facilities Manager
RBC-2020-011	Wollombi Cultural Centre and Marthaville - Deck Refurbishment	Complete	Deck refurbishment for both facilities completed	Open Space and Community Facilities Manager
RBC-2020-016	Abermain Plaza Hall - Int Rep & Paint	Complete	Complete.	Open Space and Community Facilities Manager
RBC-2020-017	Marthaville - Timber Slab Shed	Complete	Complete.	Open Space and Community Facilities Manager
RBC-2020-018	Mulbring RFS - Shed Improvements	Complete	Complete.	Open Space and Community Facilities Manager
RBC-2021-007	Weston Civic Centre - Internal and external painting	Complete	Complete	Open Space and Community Facilities Manager
RBC-2021-009	Various Facilities - Asset Renewal	2021-22 Project - included in	Design and engineering solution required prior to manufacture of roof access ladder for Cessnock Library. To be completed in	Open Space and Community Facilities Manager

Project ID	Project Name	Status	Comments	Responsible Officer
		Operational Plan	2021/22. *Deferred to 2021-22 at the March Review	
RBC-2021-010	Former Greta Council Chambers - Internal painting and repairs	Complete	Complete	Open Space and Community Facilities Manager
RBC-2021-011	Cessnock Performing Arts Centre - Kitchen upgrade	Complete	Complete	Open Space and Community Facilities Manager
RBC-2021-012	Cessnock Youth Centre and Outreach Service - Kitchen upgrade	Carry Forward	Kitchen roughout and painting completed. New Vinyl floor scheduled for early July.	Open Space and Community Facilities Manager
RBC-2021-013	Visitor Centre Improvements	On Track	The Visitor Information Centre (VIC) has been allocated \$85,000 under the Local Roads and Community Infrastructure Program to deliver 4 projects. 1. The damaged and unsafe VIC fence has been removed and the materials reused to construct a new fence boarding the park area. Rotten path and road edging has been replaced with sandstone blocks. Soft ground due to rain has prevented the garden edging from being installed. \$3,000 in work is still required to finish this task. 2. The new CCTV systems at the VIC has been fully installed and is operational. 3. A new automated colour lighting system for the exterior of the VIC has been installed. 4. 1 x 1800L rain water tank has been installed to the VIC information bay.	Economic Development & Tourism Manager
RBC-2021-014	North Cessnock Community Hall - External Painting	Complete	Complete	Open Space and Community Facilities Manager
RFC-2019-005	Cessnock Performing Arts Centre - Dock loading bay	On Track	Design concepts prepared by architect and Development Consent issued for the project June 2020. Council at its meeting on 15 July 2020 endorsed the \$200,000 project to be undertaken through the Australian Government Local Roads and Community	Community and Cultural Engagement Manager

Project ID	Project Name	Status	Comments	Responsible Officer
			Infrastructure Program for 2020-2021. Public Works Advisory are providing project management. Construction Certificate documentation for lodgement has been prepared. Construction works to commence in the 2021/22 reporting year.	

Recreation Buildings Renewal Program (RBR)

Project ID	Project Name	Status	Comments	Responsible Officer
RBR-2015-002	Cessnock Civic Indoor Sports Floor	Complete	Complete.	Open Space and Community Facilities Manager
RBR-2020-003	Norman Brown Memorial Park, Greta - Public toilet renewal	Complete	Complete.	Open Space and Community Facilities Manager
RBR-2021-001	Drain Oval Cessnock - Renew Storage	Complete	Works complete	Open Space and Community Facilities Manager
RBR-2021-002	Food premises compliance program - Carmichael Park Bellbird, Birralee Park Kurri Kurri, Molly Worthington Courts Kurri Kurri.	Complete	Complete	Open Space and Community Facilities Manager
RBR-2021-003	Carmichael Park Bellbird - Change rooms	Complete	Change rooms upgraded.	Open Space and Community Facilities Manager
RBR-2021-004	High Street Park Greta - Roof replacement on rotunda	Not Progressing	Project deferred due to issues with Ausgrid overhead power lines and safe access to roof. Pursuing Ausgrid for costs to isolate/disconnect power for project to allow works to take place as soon as possible.	Open Space and Community Facilities Manager
RBR-2021-008	Various Facilities - Recreation Buildings Asset Renewal	Complete	Complete.	Open Space and Community Facilities Manager

Project ID	Project Name	Status	Comments	Responsible Officer
RBR-2021-009	Cessnock Civic Indoor Sports Centre - External Painting	Complete	Works complete	Open Space and Community Facilities Manager
RBR-2021-010	Drain Oval, Cessnock - Amenities Renewal	Complete	Works complete	Open Space and Community Facilities Manager
RBR-2021-011	Orange Street Oval, Abermain - Amenities Renewal	2021-22 Project - included in Operational Plan	RBR-2022-002 in the Recreation Buildings Renewal Program Defer to 2021-22 in the March Review. Inadequate balance of funds to complete this project. Funds to be rolled over into next financial year's budget to deliver suitable scope of works.	Open Space and Community Facilities Manager
RBR-2021-012	Greta Central Amenities - Improvements	Complete	Works complete	Open Space and Community Facilities Manager
RBR-2021-013	Miller Park - Cricket Amenities (insurance)	Complete	Works complete	Open Space and Community Facilities Manager

Pool Facilities Renewal Program (RFP)

Project ID	Project Name	Status	Comments	Responsible Officer
RFP-2020-004	Cessnock Pool - Splash Pad	2021-22 Project - included in Operational Plan	Construction planned for April to October 2021.	Open Space and Community Facilities Manager
RFP-2021-004	Aquatic Facility Renewal Program - Branxton, Cessnock, Kurri Kurri	2021-22 Project - included in Operational Plan	WIP for projects still in progress for Branxton - Balance Tank renewal, filter bed design and lateral replacement. Fencing and roof renewal at Cessnock once the Splash Pad is complete and Council has possession of the site.	Open Space and Community Facilities Manager

A Sustainable & Prosperous Economy

Signage / Vineyard Roads Program (CRV)

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
CRV-2020-001	Various - Hunter Valley Wine Country Tourist Signage - Phase 1 Investigate & design, Phase 2 Detailed design, Phase 3 Construct	Complete		Completed works.	Infrastructure Manager

Branxton Town Centre Program (CTB)

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
CTB-2019-001	Branxton Pavement and Street Trees	Complete		Completed works.	Infrastructure Manager
CTB-2019-002	Branxton Town Square	Complete		Completed works.	Infrastructure Manager
CTB-2019-003	John Rose Avenue - Pathway	Complete		Completed works.	Infrastructure Manager
CTB-2021-001	Branxton Town Centre - Stage 2	Carry Forward	Completed Investigation, completed Design. Prepared RFQ due to new requirements for concrete works.	Completed Investigation, completed Design. Prepared RFQ due to new requirements for concrete works.	Infrastructure Manager

Kurri Kurri Town Centre Program (CTK)

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
CTK-2020-001	Kurri Kurri Commercial Centre - Upgrade Commercial Centre - Associated Roadworks	2021-22 Project - included in	Completed Detailed Design for Stage 1.3. Prepared RFQ for construction.	Completed Investigation, completed Design, completed Detailed Design for Stage 1.3.	Infrastructure Manager

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
	- Phase 2 Detailed Design - Phase 3 Construction	Operational Plan		Prepared RFQ for construction.	
CTK-2021-001	Lang Street, Kurri Kurri - Upgrade Town Centre Stage 1 - Phase 2 Detailed Design & Phase 3 Construct	2021-22 Project - included in Operational Plan	Sought additional funds.	Commenced Investigation, sought additional funds.	Infrastructure Manager
CTK-2021-002	Col Brown Rotary Park, Park Beautification	2021-22 Project - included in Operational Plan	Works Commenced	Works commenced and to be completed in the 2021-22 Operational Plan	Open Space and Community Facilities Manager

Cessnock Civic Precinct Revitalisation Program (RCC)

Project ID	Project Name	Status	Comments	Responsible Officer
RCC-2017-001	Bridges Hill Park Playground, Cessnock - Upgrade Bridges Hill Park Playground	Complete	Works complete and official opening held.	Open Space and Community Facilities Manager
RCC-2019-005	Pedestrian Links Across Drains	Complete	Completed works.	Infrastructure Manager
RCC-2019-007	Bridges Hill Park - Art and Signage	Complete	Complete.	Open Space and Community Facilities Manager
RCC-2019-008	Laneways	Complete	Completed works.	Infrastructure Manager
RCC-2019-010	Bridges Hill Park, Cessnock - Improve Walking Path Access from CBD to Bridges Hill Park	Complete	All works complete and official opening held in April.	Open Space and Community Facilities Manager
RCC-2021-001	East End Oval	Complete	Works complete. East End Oval linked to Bridges Hill.	Open Space and Community Facilities Manager

Project ID	Project Name	Status	Comments	Responsible Officer
RCC-2021-002	Pedestrian Refuge Victoria St Cessnock	Complete	Complete	Open Space and Community Facilities Manager

A Sustainable & Healthy Environment

Recreation Buildings Construction Program (CBR)

Project ID	Project Name	Status	Comments	Responsible Officer
CBR-2020-001	Bridges Hill Park - Toilet Block	Complete	Toilet block complete and open to public.	Open Space and Community Facilities Manager
CBR-2021-001	Miller Park - Amenities Building	Complete	Building complete and operational.	Open Space and Community Facilities Manager
CBR-2021-013	Miller Park Third Wicket	Complete	Complete.	Open Space and Community Facilities Manager

Drainage Construction Program (CDR)

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
CDR-2018-003	Margaret St & James Street Cessnock	Complete	Completed Design and cost estimate.	Completed Investigation and Design.	Infrastructure Manager
CDR-2019-004	Heddon Greta - Cooper St Stage 1 construction	Complete		Completed works.	Infrastructure Manager
CDR-2019-006	Edward Street, Kurri Kurri - Investigation and design	Complete	Completed Design and cost estimate.	Completed Investigation and Design.	Infrastructure Manager
CDR-2020-003	Heddon St, Kurri Kurri - Improve Drainage - Phase 3 Construct	Complete		Completed construction.	Infrastructure Manager
CDR-2020-006	Thomas St, North Rothbury - Upgrade Drainage Stage 1 - Phase 3 Construction	Carry Forward	Commenced construction, encountered rock, progressed alternate design in locations of excess rock.	Completed Design and commenced Construction.	Infrastructure Manager

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
CDR-2020-007a	Cruickshank St, Bellbird - Drainage upgrade - Stage 1 investigation & design	Complete	Completed Design and cost estimate.	Completed Investigation and Design.	Infrastructure Manager
CDR-2021-000	Various - Upgrade Minor Drainage Works - Phase 1 Investigate & design, Phase 2 Detailed design, Phase 3 Construct	Complete	Completed topographical survey, and prepared Concept Design Options for minor drainage works.	Completed topographical survey, and prepared Concept Design Options for minor drainage works.	Infrastructure Manager
CDR-2021-001	Congewai St, Aberdare - Upgrade Drainage - Phase 1 Investigate & design	Complete	Completed Design and cost estimate.	Completed Investigation and Design.	Infrastructure Manager
CDR-2021-002	Greta - Whitburn Estate - Upgrade Trunk Drainage Stage 3 & 4 - Phase 3 Construct	Carry Forward	Awaited Construction.	Investigations and design complete ready for construction.	Infrastructure Manager
CDR-2021-003	Booth St, Kurri Kurri - Upgrade Street Drainage - Phase 2 Detailed design, Phase 3 Construct	Carry Forward	Progressed Design.	Completed Investigation and Concept Design.	Infrastructure Manager
CDR-2021-004	Coronation St, Kurri Kurri - Upgrade Drainage Stage 2 - Phase 1 Investigate & design	Complete	Completed Investigation and Design.	Completed Investigation and Design.	Infrastructure Manager
CDR-2021-005	Portland St, Millfield - Upgrade Trunk Drainage - Phase 2 Detailed design	Carry Forward	Progressed Investigation and Design. No resource available to complete at this time due to staff vacancy.	Progressed Investigation and Design. No resource available to complete at this time.	Infrastructure Manager
CDR-2021-006	Rawson St, Aberdare - Upgrade Drainage - Phase 1 Investigate & design	Carry Forward	Completed Investigation, progressed Design. No resource available to complete at this time.	Completed Investigation, progressed Design.	Infrastructure Manager
CDR-2021-008	Cessnock St, Branxton - Upgrade Drainage - Phase 1 Investigation and design	Complete	Completed Investigation and Design.	Completed Investigation and Design.	Infrastructure Manager

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
CDR-2021-010	Various - Drainage Asset Renewal Program	Complete	Completed Construction.	Completed Construction.	Infrastructure Manager
CDR-2021-011	Main Road, Heddon Greta, Phase 1 Investigate & Design	Complete	Completed Concept Design.	Completed Investigation and Design.	Infrastructure Manager
CDR-xxxx-xxx	Whitburn Estate - Stage 1 & 2 Additional Work	Complete	Completed Contamination Report and property matters with TfNSW.	Completed Contamination Report and property matters with TfNSW.	Infrastructure Manager

Recreation Facilities Construction Program (CFR)

Project ID	Project Name	Status	Comments	Responsible Officer
CFR-2019-006	Crawfordville Park Millfield - skate module, fencing and park furniture	Removed by Council Resolution	Project removed at the December Review - same project as CFR-2021-009).	Open Space and Community Facilities Manager
CFR-2020-001	Bluey Frame Weston, Brunner Park East Branxton - Playground replacement program	Complete	Complete.	Open Space and Community Facilities Manager
CFR-2020-005	Miller Park Branxton - Masterplan implementation - Long Jump Pits, Childrens Bike Circuit, Rebound Wall, Drainage	Carry Forward	Long jump pits, drainage and rebound wall engineering plans complete. Construction of rebound wall scheduled for first week of July and will be followed by the bike circuit.	Open Space and Community Facilities Manager
CFR-2020-006	Poppethead Park Kitchener - Masterplan implementation	2021-22 Project - included in Operational Plan	CFR-2020-006 in Recreation Facilities Construction Program	Open Space and Community Facilities Manager
CFR-2021-001	East Cessnock Oval - Construction of Retaining Wall - stage 1	Complete	Stage 1 complete	Open Space and Community Facilities Manager

Project ID	Project Name	Status	Comments	Responsible Officer
CFR-2021-002	Paxton Park - Playground Shade Program	Complete	Works completed in March.	Open Space and Community Facilities Manager
CFR-2021-004	Carmichael Park Bellbird - Masterplan	2021-22 Project - included in Operational Plan	CFR-2021-004 Recreation Facilities Construction Program	Open Space and Community Facilities Manager
CFR-2021-005	Mount View Park Cessnock - Floodlight Pole	Complete	Complete	Open Space and Community Facilities Manager
CFR-2021-006	Richmond Main Colliery - Cyclone fencing installation western side of train track	Complete	Fencing and gates installed for Precinct C.	Community and Cultural Engagement Manager
CFR-2021-007	Margaret Johns Park, Kurri Kurri - Additional Spectator Seating	Complete	Works complete	Open Space and Community Facilities Manager
CFR-2021-008	Various Parks - Installation of Fencing	Complete	Complete. Fencing was installed at Bluey Frame Park Weston and Kurri Kurri Tennis Courts.	Open Space and Community Facilities Manager
CFR-2021-009	Crawfordville Community Hall, Millfield - Construction of a New Skatepark Adjacent to Community Hall	Complete	Construction of Stage 1 of the fifth skate park in our LGA was completed in March and officially opened in May.	Open Space and Community Facilities Manager
CFR-2021-011	Community Hub Miller Park	Carry Forward	Construction commenced mid June and will be completed late August 2021.	Open Space and Community Facilities Manager

Waste Facilities Construction Program

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
CFW-2021-001a	Cessnock Waste Management Centre - Administration and Education Centre - Investigation, planning and design	2021-22 Project - included in Operational Plan		Extensive consultation undertaken with all staff has delayed design. Investigation around suitable site location, planning detail completed. alternate temporary facilities in-place for staff until design completed. Detailed design to be completed in 2021/22 financial year.	Environment and Waste Services Manager
CFW-2021-002	Cessnock Waste Management Centre - Storage shed construction	2021-22 Project - included in Operational Plan	Design and quotation not completed within period as other priorities were considered of high priority. Quotation for demolish, design and construct to be actioned by 2nd quarter 2021/22. Normal operation is not impacted by this delay.	Design and quotation not completed within period as other priorities were considered of higher priority. Quotation for demolish, design and construct to be actioned by 2nd quarter 2021/22. Normal operation is not impacted by this delay.	Environment and Waste Services Manager
CFW-2021-003a	Cessnock Waste Facility New Landfill Development - Design	2021-22 Project - included in Operational Plan	Final design for Stage 1 of Cell 1A proposed landfill extension project will be finalised by June 2022.		Environment and Waste Services Manager
CFW-2021-003b	Cessnock Waste Management Centre - New Landfill Development - Stage 1 clearing and preliminary excavation	Carry Forward		Biodiversity offset area finalised and security measures being installed ie: fencing. The approval from EPA (subject to revised capping closure plan approval) has provided additional void space over existing footprint delaying the need to prepare new cell.	Waste Services Coordinator

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
				Work continues to finalise all documentation and approval in place in readiness for the void space being required.	
CFW-2021-004	Cessnock Waste Management Centre - Biodiversity Offset - Signage and Stage 2 fencing	Not Progressing		Additional airspace negotiated for the current site so this work no longer needs to be undertaken in the next two years.	Sustainability Officer
CFW-2021-005	Former Sanitary Depot Kurri Kurri - Stage 1 Remediation	Carry Forward	Testing undertaken and remediation plan developed		Sustainability Officer
CFW-2021-006a	Cessnock Waste Management Centre - Remediation - Stage 1 Capping Design	Carry Forward	Consultation with design consultants and draft design to include feedback from discussions to complete. Once completed further discussion and approval to be gained from EPA	Additional lift over existing footprint has allowed this project to be pushed back without impact on operations. Work continues to finalise design detail and revised capping & closure plans and LEMP. These revised plans are then to be submitted to EPA for approval as part of additional lift provision.	Environment and Waste Services Manager

Floodplain Management Program (PMF)

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
PMF-2018-002	Cessnock FRMSP - Investigation Bund Wall	Carry Forward	Completed Investigation, progressed Design. Impacted by lack of resources due to staff vacancies.	Completed Investigation, progressed Design.	Infrastructure Manager
PMF-2018-005	Cessnock FWS Design	Complete	Completed Design.	Completed Design.	Infrastructure Manager

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
PMF-2020-001	Black Creek (Cessnock) & Swamp Creek	Complete	Completed Design.	Completed Design.	Infrastructure Manager
PMF-2020-002	Wollombi - Operate Flood Warning System	Complete	Operated Flood Warning System.	Commissioned and operated Flood Warning System.	Infrastructure Manager
PMF-2020-003	Cessnock Dam Safety Emergency Plan	Complete	Completed documents and activities as required by Audit and legislation.	Completed documents and activities as required by Audit and legislation.	Infrastructure Manager
PMF-2021-002	Various - Investigation, research and planning	Complete	Reported re-exhibition of City Wide Flood Study.	Updated and reported re-exhibition of City Wide Flood Study.	Infrastructure Manager
PMF-2021-003	Mount View Detention Basin - Improvements Phase 2 Detailed design Phase 3 Construction and Operational	Complete	Carried out actions of audit.	Carried out actions of audit.	Infrastructure Manager

Recreation Facilities Renewal Program (RFR)

Project ID	Project Name	Status	Comments	Responsible Officer
RFR-2020-001	Various Playgrounds (Brunner Park, East Branxton) - Install Concrete Plinths around Playground	Complete	Complete	Open Space and Community Facilities Manager
RFR-2021-001	Various Playgrounds - Install Concrete Plinths around Playground and Safety Surfacing	Complete	Works to be completed at Brunner Park as part of playground upgrade commencing in March.	Open Space and Community Facilities Manager
RFR-2021-002	Various Parks & Reserves - Asset renewal	Complete	North Cessnock Park gates have been replaced. Ayrefield Miners Memorial Park floodlight pole removal electrical specifications underway.	Open Space and Community Facilities Manager

Project ID	Project Name	Status	Comments	Responsible Officer
RFR-2021-003	Bimbadeen Lookout, Mount View - Picnic Shelter and Seating	Complete	Complete.	Open Space and Community Facilities Manager
RFR-2021-006	Kurrl Kurri Skate Park - Conduct Works from Skate Park Audit	2021-22 Project - included in Operational Plan	Defer to 2021-22 in the March Review. RFR-2022-003 in Recreation Facilities Renewal Program	Open Space and Community Facilities Manager

Accessible Infrastructure, Services & Facilities

Bridge Construction Program (CBS)

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
CBS-2016-001	Fosters Bridge - Construction	Complete	Complete.	Complete.	Infrastructure Manager
CBS-2017-004	Yango Creek, Wollombi - Replace Bridge over Wollombi Brook - Phase 3 Construct	2021-22 Project - included in Operational Plan	Prepared recommendation for acceptance of tender.	Completed request for tender. Prepared recommendation for acceptance for tender.	Infrastructure Manager
CBS-2017-005	Nelson St, Greta - Replace Anvil Creek Bridge - Phase 2 Detailed design and Phase 3 Construct	Carry Forward	Received schedule for Ausgrid power pole relocation, reviewed final design.	Worked to accelerate delays due to public utility issues and relocation approvals.	Infrastructure Manager
CBS-2017-014	Colliery Street, Aberdare - Culvert Replacement	Complete	Completed and opened to traffic.	Completed.	Infrastructure Manager
CBS-2018-001	Wilderness Road, Rothbury - Refurb #2	Complete	Completed.	Completed.	Infrastructure Manager

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
CBS-2018-005	Kline Street, Weston - Replace Bridge -Phase 2 detailed design and Phase 3 Construct	Complete	Completed concept design.	Received additional funding from Fixing Country bridges to allow full scope of project to proceed into 2021-22.	Infrastructure Manager
CBS-2018-006	Laguna - Watagan Creek #3 refurbishment	Complete	Implemented traffic management to extend life of structure.	Implemented traffic management to extend life of structure.	Infrastructure Manager
CBS-2019-001	Paynes Crossing Rd, Paynes Crossing - Replace Paynes Crossing Bridge - Phase 3 Construct	Complete	Completed construction. Identified major deck surface defect and pursued rectification.	Completed construction. Identified major deck surface defect and pursued rectification.	Infrastructure Manager
CBS-2019-002	Ferguson Street, Cessnock	Complete	Completed preparation of Concept Design Options Report.	Completed preparation of Concept Design Options Report.	Infrastructure Manager
CBS-2019-004	Bathurst Street, Abermain - Rehabilitate Bridge - Phase 1 Investigate and design	Complete	Completed Concept Design Options Report.	Completed Concept Design Options Report.	Infrastructure Manager
CBS-2021-001	Doyle Street, Cessnock - Rehabilitate Bridge - Phase 1 Investigate and design	Complete	Completed Concept Design Options Report.	Completed Concept Design Options Report.	Infrastructure Manager
CBS-2021-002	Abbotsford St Bellbird - Construct Pedestrian Bridge	Carry Forward	Completed Design for Stage 1, awaited Construction by Works & Ops Unit, progressed Investigation for Stage 2.	Completed Investigation and Design for Stage 1, awaited Construction by Works & Ops Unit, progressed Investigation for Stage 2.	Infrastructure Manager

Traffic Facilities Program (CFT)

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
CFT-2016-006a	Gallagher St, Cessnock - Install traffic calming - Phase 1 Investigate & design	Complete	Completed Investigation and Design.	Complete.	Infrastructure Manager

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
CFT-2018-005	Sixth Street, Weston	Complete	Completed Construction.	Completed within timeframe and budget.	Infrastructure Manager
CFT-2019-003a	Wollombi Road, Wollombi - Upgrade intersection - Phase 2 Detailed Design	Carry Forward	Prepared RFQ for design. No resource available to complete at this time.	Progressed Design. No resource available to complete at this time.	Infrastructure Manager
CFT-2019-005	Fourth Street, Weston	Complete	Complete	Complete	Infrastructure Manager
CFT-2021-001	Nulkaba Public School Precinct - Road Safety & Parking Improvements	Complete	Complete	Complete	Infrastructure Manager
CFT-2021-006	Various Bus Stops - Upgrade Bus Stops for Disability Discrimination Act Compliance - Phase 1 Investigate & design, Phase 2 Detailed design and Phase 3 Construct	Complete	Complete.	Complete	Infrastructure Manager
CSB-2020-001	Various Bus Stop upgrades - Upgrades Bus Stops and Shelters - Phase 1 Investigate & design, Phase 2 Detailed design and Phase 3 Construct	Complete	Complete	Complete	Infrastructure Manager

Pathway Construction Program (CPW)

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
CPW-2018-005	Branxton to Greta Cycleway Phase 2 Detailed Design Phase 3 Construct	Complete	Completed Construction Stage 1. Progressed Design for Stage 2.	Completed Construction Stage 1. Progressed Design for Stage 2 as required 2020-21. Continuing Construction 2021-22.	Infrastructure Manager
CPW-2020-001	Bridge Street Cessnock - Provide shared pathway Stage 2 - Phase 3 construct	Carry Forward	Completed Design, commenced Construction impacted by changed procurement requirements.	Completed Design, commenced Construction in line with further grant funding, impacted by	Infrastructure Manager

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
				changed procurement requirements. Continuing Construction 2021-22.	
CPW-2021-001	Melbourne St, Abermain - Provide pathway from Gouldburn to car park - Phase 1 Investigate & design, Phase 2 Detailed design and Phase 3 Construct	Complete	Complete	Complete	Infrastructure Manager
CPW-2021-002	Cessnock - Alfred Street - children's school crossing	Complete	Complete	Complete	Infrastructure Manager
CPW-2021-004	Hall St, Cessnock - Provide pathway at Darwin - Phase 1 Investigate & design, Phase 2 Detailed design and Phase 3 Construct	Complete	Complete	Complete	Infrastructure Manager
CPW-2021-005	Maitland Rd, Cessnock - Provide traffic calming at Gallagher - Phase 2 Detailed design and Phase 3 Construct	Carry Forward	Completed Investigation & Design, awaited Construction	Completed Investigation & Design, awaited Construction	Infrastructure Manager
CPW-2021-008	Quarrybylong St, Cessnock - Replace existing pathway - Phase 1 Investigate & design, Phase 2 Detailed design and Phase 3 Construct	Complete	Complete.	Complete.	Infrastructure Manager
CPW-2021-010	West Ave, Cessnock - Provide hazard markers and signage - Phase 1 Investigate & design, Phase 2 Detailed design and Phase 3 Construct	Complete	Complete.	Complete.	Infrastructure Manager
CPW-2021-012	Merthyr St, Kurri Kurri - Provide pathway from Lang to Barton - Phase 1 Investigate & design, Phase 2 Detailed design and Phase 3 Construct	Carry Forward	Completed Investigation & Design, awaiting Construction	Completed Investigation & Design, awaiting Construction	Infrastructure Manager
CPW-2021-013	Mitchell Ave, Kurri Kurri - Provide pathway from Lang to Maitland - Phase	Complete	Complete.	Complete	Infrastructure Manager

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
	1 Investigate & design, Phase 2 Detailed design and Phase 3 Construct				
CPW-2021-014	First St, Weston - Provide kerb ramp and pedestrian refuge - Phase 1 Investigate & design, Phase 2 Detailed design and Phase 3 Construct	Complete	Complete	Complete	Infrastructure Manager
CPW-2021-015	First St, Weston - Provide pathway from Station to Hall - Phase 1 Investigate & design, Phase 2 Detailed design and Phase 3 Construct	Carry Forward	Completed Investigation & Design, awaiting Construction	Completed Investigation & Design, awaiting Construction	Infrastructure Manager
CPW-2021-017	Cessnock CBD - Aberdare to Bridges	Carry Forward	Completed Investigation, progressed Design in line with grant funding.	Completed Investigation, progressed Design in line with grant funding. Continuing Construction in 2021-22	Infrastructure Manager

Local Road Construction Program (CRL)

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
CRL-2018-001	Sandy Creek Rd, Mount Vincent - Fosters Bridge road component - Stage 2 construction	Complete	Negotiated and awarded construction contract, commenced Construction.	Completed Design & commenced Construction. Continuing Construction next year.	Infrastructure Manager
CRL-2018-002	Frame Drive - Power Relocation Design	Complete	Complete	Complete	Infrastructure Manager
CRL-2019-007	Gingers Lane, Weston - Upgrade road Stage 3 - Phase 3 Construct	Complete	Complete	Complete	Infrastructure Manager
CRL-2019-012	Great North Road, Laguna - Ramsays Leap	Complete	Completed Investigation and Design.	Completed Investigation and Design.	Infrastructure Manager

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
CRL-2020-001	Murrays Run - Road Embankment Restoration Investigation and Design	Carry Forward	Awarded RFQ for Investigation and Design after unsuccessful D&C Tender.	Progressed procurement, awarded RFQ for Investigation and Design.	Infrastructure Manager
CRL-2021-001	Hart Road, Gingers Lane, Government Road, Loxford - Replace roundabout - Phase 3 Construct	Complete	Complete	Complete	Infrastructure Manager

Safer Roads Program (CRR)

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
CRR-2020-002	George Downes Drive Bucketty	Complete	Completed Investigation and Design.	Completed Investigation and Design.	Infrastructure Manager
CRR-2020-004	Sandy Creek Road, Mount Vincent - Road shoulder, W Beam, CAM's, edge lines, RRPM's and warning sign	Complete	Complete	Complete	Infrastructure Manager
CRR-2021-006	Oakey Creek Rd, Cessnock - Road shoulders, flexible barriers, rumble strips, and reflective signage Phase 2 Detailed design Phase 3 Construct	2021-22 Project - included in Operational Plan	Awarded engagement for Design.	Completed Investigation, progressed Design.	Infrastructure Manager

Airport Construction Program

Project ID	Project Name	Status	Comments	Responsible Officer
PCA-2019-003	Cessnock Airport - Sewer and water connection to the western side of the airport (and storm water drainage)	2021-22 Project - included in Operational Plan	Design commenced but will need to be completed in the 2021-22 Operational Plan.	Works and Operations Manager

Project ID	Project Name	Status	Comments	Responsible Officer
PCA-2020-000	Cessnock Airport - Project Management	2021-22 Project - included in Operational Plan	Project Manager Engaged to deliver works in the 2021-22 Operational Plan.	Works and Operations Manager
PCA-2020-005b	Cessnock Airport - Extend deHavilland Drive, Stage 2	Complete	Second coat seal to be applied following completion of hangar construction.	Works Engineer
PCA-2020-006	Cessnock Airport - Fencing end of runway 17	Complete	Complete	Works and Operations Manager
PCA-2020-007	Cessnock Airport - Install non precision GPS (RNAV) approaches for RWY 17/35	2021-22 Project - included in Operational Plan	Construction to be delivered in the 2021-22 Operational Plan	Works and Operations Manager
PCA-2020-009a	Cessnock Airport - Eastern terminal upgrade design	2021-22 Project - included in Operational Plan	Design to be undertaken in the 2021-22 Operational Plan in conjunction with the runway works.	Works and Operations Manager
PCA-2020-010	Cessnock Airport - Runway Lighting	2021-22 Project - included in Operational Plan	Works to be undertaken in the 2021-22 Operational Plan in conjunction with the runway works.	Works and Operations Manager

Airport Renewal Program

Project ID	Project Name	Status	Comments	Responsible Officer
PRA-2020-006	Cessnock Airport - Aircraft parking areas, Runway rehabilitation including repairs and asphalt overlay and runway	2021-22 Project - included in	On track reviewing design with Project Manager	Works and Operations Manager

Project ID	Project Name	Status	Comments	Responsible Officer
	extension, Taxiway widening, surface upgrade and improved fuel area access.	Operational Plan		

Gravel Rehab & Resheeting Program

Project ID	Project Name	Status	Comments	Responsible Officer
RRG-2021-001	Gravel Rehab & Resheeting Program - Various	Complete	Works complete.	Works Engineer

Local Road Renewal Program (RRL)

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
RRL-2018-010	Mount View Rd, Cessnock - From Barrett to Links - Phase 1 Investigation & Design, Phase 2 Detailed design and Phase 3 Construction	2021-22 Project - included in Operational Plan	Deferred project to 2021-22, awaited outcome of Fixing Local Roads Program. *Project deferred to 2021-22 at the March Review	Deferred project to 2021-22, awaited outcome of Fixing Local Roads Program.	Infrastructure Manager
RRL-2019-005	Macquarie Avenue, Cessnock	Complete	Complete	Complete	Infrastructure Manager
RRL-2019-007	Heddon Street, Kurri Kurri	Carry Forward	Awaited Construction.	Completed Investigation, completed Design, ready for construction	Infrastructure Manager
RRL-2019-010	Government Road, Cessnock	Complete	Complete	Complete.	Infrastructure Manager
RRL-2020-005	Aberdare St, Kitchener - Renew Stage 2 from Abermain to Abernethy - Phase 2 Detailed design and Phase 3 Construct	2021-22 Project - included in Operational Plan	Deferred project to 2021-22, reprioritised to focus on grant funded projects.	Deferred project to 2021-22, reprioritised to focus on grant funded projects	Infrastructure Manager

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
RRL-2020-007	Scott St, Cessnock - Renew from Mount View to Maclean - Phase 2 Detailed design and Phase 3 Construction	Carry Forward	Completed Design, awaited Construction.	Completed Investigation, completed Design. Ready for construction.	Infrastructure Manager
RRL-2020-008	Butler Parade, Kurri Kurri - Deakin to Deakin	Complete		Works complete.	Infrastructure Manager
RRL-2020-009	Buckland Ave, Cessnock - Mills to Burnet	Complete		Works complete.	Infrastructure Manager
RRL-2020-010	Sanctuary Road, Paxton	Complete		Works complete.	Infrastructure Manager
RRL-2020-012	Deasy's Rd, Pokolbin - From LGA Boundary to Deasys Bridge	Complete		Completed construction.	Infrastructure Manager
RRL-2020-013	South Ave, Cessnock - From Darwin St to Vincent St	Carry Forward	Awaited Construction.	Awaited Construction	Infrastructure Manager
RRL-2020-014	Camp Rd, Greta - From Mansfield St to CH1320	Carry Forward	Progressed Final Design, completed enabling works, coordinated scheduling with Anvil Creek Bridge road closure.	Progressed Final Design, completed enabling works.	Infrastructure Manager
RRL-2021-004	Various - Renew car park - Phase 2 Detailed design and Phase 3 Construct	Complete	Completed works.	Completed works.	Infrastructure Manager
RRL-2021-005	Congewai Rd, Paxton - Renew road from Millfield to CH500 - Phase 2 Detailed design and Phase 3 Construct	Carry Forward	Commenced Investigation, awaited outcome of Grant application.	Commenced Investigation. Awaiting outcome of Grant application.	Infrastructure Manager
RRL-2021-006	Sandy Creek Rd, Quorrobolong - Renew road from Bridge to CH800 - Phase 2 Detailed design and Phase 3 Construct	2021-22 Project - included in Operational Plan	Commenced investigation, rescheduled Construction to 2021/22 due to additional funding received from Heavy Vehicle & Safety Productivity Program and	Commenced investigation, rescheduled Construction to 2021/22 due to additional funding received from Heavy Vehicle & Safety Productivity	Infrastructure Manager

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
			programmed in line with funding milestones.	Program and programmed in line with funding milestones.	
RRL-2021-008	Mansfield St, Greta - Renew road from Nelson to Camp - Phase 2 Detailed design and Phase 3 Construct	Carry Forward	Increased scope of work and rescheduled Construction due to additional funding received and to comply with funding milestones.	Completed Investigation, progressed Design and increase scope of work and rescheduled Construction due to additional funding received and to comply with funding milestones.	Infrastructure Manager
RRL-2021-010	Government Road, Weston - Pavement Upgrade	Complete	Completed Investigation, completed Design, completed Construction.	Completed Investigation, completed Design, completed Construction.	Infrastructure Manager
RRL-2021-013	Bridge Street, Branxton - Asphalt Resurface	Complete	Completed works.	Completed works.	Infrastructure Manager
RRR-2021-004	Paynes Crossing Road, Paynes Crossing - Stabilise slope 1.3 to 1.7 km north of Williams Bridge - Phase 2 Detailed design and Phase 3 Construct	Carry Forward	Completed investigation, prepared Request for Tender.	Completed investigation, prepared Request for Tender.	Infrastructure Manager

Regional Road Renewal Program (RRR)

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
RRR-2020-003	MR181 Wollombi Road, Millfield - Stage 6	Complete	Completed works.	Completed works.	Infrastructure Manager
RRR-2020-004	George Downes Rd, Bucketty - Geotechnical Risk Assessment - works minor slip in road cutting near 2821 George Downes Dr approximately 1.7 km west of intersection with Private Road No.6 Bucketty	Complete	Completed works.	Completed works.	Infrastructure Manager

Project ID	Project Name	Status	Comments	Annual Comment	Responsible Officer
RRR-2021-002	Regional Roads Resurfacing Program - various - Resurface Regional Roads	Complete	Completed Construction.	Completed Construction.	Infrastructure Manager
RRR-2021-003	Wollombi Road, Millfield - Renew road from Hayes Road towards Cedar Creek Road Millfield Stage 1 - Phase 1 Investigate & design, Phase 2 Detailed design and Phase 3 Construct	Carry Forward	Completed Investigation, completed Design, commenced Construction.	Completed Investigation, completed Design, commenced Construction.	Infrastructure Manager

SUBJECT: *FINANCIAL STATEMENTS FOR THE YEAR ENDING 30 JUNE 2021 - REFERRAL FOR AUDIT AND COUNCIL CERTIFICATION*

RESPONSIBLE OFFICER: *Chief Finance and Administration Manager - Matthew Plumridge*

SUMMARY

The purpose of this report is for the draft financial reports for the year ended 30 June 2021 to be formally referred for external audit.

The financial reports must include a general purpose financial report, any other matter prescribed by regulations such as a special purpose financial report, and a statement in the approved form by Council as to its opinion on the financial reports.

RECOMMENDATION

- 1. That Council receive the draft Financial Statements for the year ended 30 June 2021 and refer them to Council's external auditor, the Audit Office of NSW, to provide an opinion and report to Council.**
- 2. That Council authorise the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer to sign the Statement by Councillors and Management for the General Purpose Financial Statements for the year ended 30 June 2021.**
- 3. That Council authorise the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer to sign the Statement by Councillors and Management for the Special Purpose Financial Statements for the year ended 30 June 2021.**
- 4. That Council fix the date of 17 November 2021 as the date for the public meeting to present the audited Financial Statements and the Audit Reports for the year ended 30 June 2021, and that Council's external auditor be requested to present to answer questions.**

BACKGROUND

Section 413(1) of the *Local Government Act 1993* (the Act) requires Council to prepare General Purpose Financial Reports for the financial year ending 30 June. Council must also prepare Special Purpose Financial Reports in accordance with the Local Government Code of Accounting Practice and Financial Reporting (Guidelines). Both of these financial reports require a Council resolution to formally refer them for audit and separate statements in the approved form as to Council's opinion on the reports.

Corporate and Community

Report No. CC67/2021

Corporate and Community Services



REPORT/PROPOSAL

The financial statements set out the financial performance, financial position and cash flows of Council at each year ending 30 June and are supported by detailed notes.

Section 413(1) of the Act requires Council to prepare financial reports each year and refer them for audit. The financial reports must include a general purpose financial report, any other matter prescribed by the regulations and a statement in the approved form by the Council as to its opinion on the general purpose financial reports.

The Guidelines requires Council to prepare special purpose financial statements and to provide a statement in the approved form by the Council as to its opinion on the special purpose financial reports.

The Statements by Council and Management are required to be authorised by a resolution of Council and need to be signed in accordance with that resolution by the Mayor, a Councillor, the General Manager and the Responsible Accounting Officer (if not the General Manager).

The financial statements have been prepared and are scheduled for audit by Council's external Auditors, the Audit Office of NSW represented by RSM Australia Pty Ltd commencing 13 September 2021.

The draft Financial Statements for the year ended 30 June 2021 were presented to the Audit and Risk Committee on 31 August 2021 and the following recommendations were made:

That the Audit and Risk Committee:

- 1. Recommend to Council that the financial statements are formally referred for external audit.***
- 2. Notes that following receipt of the Auditor's Report, the 17 November 2021 Ordinary Meeting is scheduled as the meeting at which the 2020-21 Financial Statements will be presented to the public.***

The Audit and Risk Committee is scheduled to meet again on 12 October 2021 to review the audited Financial Statements and external auditor documentation for comment prior to presentation to Council and the community.

Section 419 of the Act requires that following audit the Financial Statements are to be presented to Council and the public within five weeks of the date of the Audit Report.

Copies of the draft Financial Statements and Statements by Councillors and Management are provided as attachments to this report.

Commentary on Financial Year Performance

The draft Financial Statements for the year ended 30 June 2021 report an Operating Deficit after capital grants and contributions of \$9.57m. At the March quarterly review a forecast operating result was a surplus of \$0.3m, representing a difference of \$9.6m from the March forecast to actual.

Corporate and Community

Report No. CC67/2021

Corporate and Community Services



The major drivers of this difference can be attributed to capital activities affecting expenditure in Materials, Loss on Disposal of Assets and Depreciation. Further analysis is provided below on these items.

The cash position of the Council has improved such that Unrestricted Cash at 30 June 2021 has increased by \$2.03m over the course of the year with overall cash increasing by \$7.26m. The management of the budget in general has been good with most areas coming in on or near budget.

Disposal of Assets

Profit and/or loss on disposal of assets occurs as infrastructure assets are renewed or otherwise disposed of through sales, or impaired through no longer being in use. Generally, councils will have a loss in this area as assets are often renewed prior to the end of their accounting effective lives.

In financial year 2020-21 there was a loss on disposal of assets of \$6.3m. At the March quarterly review this net loss on disposal was projected to be \$1.16m.

The major drivers of these are outlined below and the balance is across the rest of Council operations (approx. \$1mil):

Asset Name	Sum of Disposal	
Gingers Lane	1,975,495.66	Road reconstruction
Rothbury	776,346.95	State Gvt has taken over bridge. Disposed 01/07/21 per Council Report WI33/2020 15/04/20.
Paynes Crossing	529,524.05	Timber bridge replaced with concrete
Wollombi	467,539.11	Cuneens footbridge out of service
Wollombi Road	344,063.70	Road reconstruction
Government Road	236,465.71	Road reconstruction
Charlton Street	189,390.83	Road reconstruction
Cessnock Regional Art G	185,539.85	Building sold
Sanctuary Road	145,112.52	Road reconstruction
Macquarie Avenue	128,693.01	Road reconstruction
Bridge Street	121,843.06	Road reconstruction
Congewai	101,052.24	Road reconstruction
Bridges Hill Park	100,445.63	Playground replaced
Total	5,301,512.32	

The yellow highlighted assets are one off disposals amounting to \$1.43m.

Impact of Grant Funding on disposals

As has been previously reported, the Council has received increasing levels of capital grant income. This income under the Accounting Standards and the Local Government Code of Accounting Practice and Financial Reporting is required to be recognised as capital Income upon receipt. Unfortunately, disposals, operating expenditure relating to the capital project and depreciation are recognised as operating costs. Essentially this leads to a mismatch in the categorisation of income and a percentage of expenditure.

An analysis of the loss on disposals in the financial year shows that 64% of the assets disposed are as a result of projects funded by grants to some degree.

Materials

As can be seen in Note B3-2, Materials and services has increased by \$9.46m from the prior year and is primarily driven by increases in the Raw Materials and Consumables line item. This is also substantially higher than the March quarter projection for this item by \$6.12m.

The increase in Materials are driven by the following key items:

1. Increase in RMS Expenditure of \$4m from the prior year. This is offset by additional income and plays no role in contributing towards the Operating Deficit.
2. Operating expenditure of \$2.5m recognised from finalised capital projects. This is expenditure that does not meet the definitions of capital as per AASB 116 Property, Plant and Equipment. Using the analysis mentioned above on grant funding, approximately 64% of the cost (equal to \$1.6m) relates to projects funded by capital income. Therefore if this income was able to be matched to expense type then the net operating deficit would be improved. Examples of some of the expenditure includes landscaping, rectification of driveways etc in the course of completing projects.

Depreciation

Additional depreciation of \$770k over the March projection. This is the impact of finalising the revaluations of the past two years as well as the additional capital projects completed in the current financial year.

Key Performance Indicators

Of the six Key Performance Indicators (KPIs) the council exceeds benchmarks in four being:

1. Unrestricted current ratio - 3.76x - benchmark >1.5x
2. Debt service cover ratio - 5.90x - benchmark > 2.00x
3. Rates and annual charges outstanding percentage - 5.63% - benchmark <10%
4. Cash expense cover ratio - 8.37 months - benchmark > 3 months

The performance of the Rates and annual charges outstanding percentage is an excellent result given the inability to perform debt collection activities due to the COVID-19 pandemic. The Rates and Debt department has been focused on proactive collection of outstanding rates without the need for legal enforcement which has maintained the outstanding rates percentage at an acceptable level.

The two KPIs that are below benchmarks are:

1. Operating performance ratio – 4.21% – benchmark >0.00%
2. Own source operating revenue ratio – 54.81% - benchmark > 60%

The Operating performance ratio is below the benchmark due to the operating loss, as noted previously in this report, and is particularly impacted by the requirement to dispose of assets being renewed.

Corporate and Community

Report No. CC67/2021

Corporate and Community Services



The Own source operating revenue ratio measures operating revenue excluding grants and contributions in comparison to all revenue. This measure is below benchmarks primarily due to the increase in Capital income from Dedications which has grown \$14m from the prior year. In addition other Capital grants increased by \$5m from the prior year. Without this increase in capital income the KPI would have remained well above the benchmark at 64%.

Future Improvements

For process improvement and to ensure that this does not remain an ongoing issue for the Council it is proposed to make the following changes in the budgeting process for Council:

1. Identification of assets to be disposed of when planning capital projects to enable projection of disposal value of assets of the project.
2. Capital projects to include a forward maintenance and depreciation projection for the Long Term Financial Plan.

OPTIONS

N/A

CONSULTATION

Senior Finance Staff
Asset Management Staff
RSM Australia Pty Ltd
Audit Office of NSW
Audit and Risk Committee
General Manager
Councillors

STRATEGIC LINKS

a. Delivery Program

This report is a crucial part of the organisation's governance framework and is in line with the community's desired outcome of: "*Civic Leadership and Effective Governance.*"

b. Other Plans

N/A

IMPLICATIONS

a. Policy and Procedural Implications

NIL

b. Financial Implications

NIL



c. Legislative Implications

Council's General Purpose Financial Reports have been prepared in accordance with Section 413 of the Act and the Special Purpose Financial Reports have been prepared in accordance with the Guidelines.

Referral of the financial reports for audit, including the Statements by Councillors and Management as to its opinion on the financial reports is in accordance with legislative requirements.

d. Risk Implications

NIL

e. Environmental Implications

NIL

f. Other Implications

There are no environmental, community, consultative or other implications to this report.

CONCLUSION

Council is required to prepare financial reports each year and refer them for audit. The financial reports must include a statement in the approved form by the Council as to its opinion on the reports and the Statements by Councillors and Management are required to be authorised by a resolution of Council and signed in accordance with that resolution by the Mayor, a Councillor, the General Manager and the Responsible Accounting Officer.

ENCLOSURES

- [1](#) ↓ Draft Annual Financial Statements 2020-21 (Distributed under separate cover)
- [2](#) ↓ Statement by Councillors and Management GPFS
- [3](#) ↓ Statement by Councillors and Management SPFS

Placeholder for Enclosure 1

Corporate and Community No.

Draft Annual Financial Statements 2020-21 (Distributed
under separate cover)

Cessnock City Council

General Purpose Financial Statements for the year ended 30 June 2021

Statement by Councillors and Management

Statement by Councillors and Management made pursuant to Section 413(2)(c) of the *Local Government Act 1993* (NSW)

The attached general purpose financial statements have been prepared in accordance with:

- the *Local Government Act 1993* and the regulations made thereunder,
- the Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these statements:

- present fairly the Council's operating result and financial position for the year
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 22 September 2021.

Councillor Bob Pynsent
Mayor
22 September 2021

Councillor Jay Suvaal
Councillor
22 September 2021

Ms Lotta Jackson
General Manager
22 September 2021

Mr Robert Maginness
Responsible Accounting Officer
22 September 2021

Cessnock City Council

Special Purpose Financial Statements

for the year ended 30 June 2021

Statement by Councillors and Management

Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- the NSW Government Policy Statement '*Application of National Competition Policy to Local Government*',
- the Division of Local Government Guidelines '*Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality*',
- the Local Government *Code of Accounting Practice and Financial Reporting*.

To the best of our knowledge and belief, these statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 22 September 2021.

Councillor Bob Pynsent
Mayor
22 September 2021

Councillor Jay Suvaal
Councillor
22 September 2021

Ms Lotta Jackson
General Manager
22 September 2021

Mr Robert Maginness
Responsible Accounting Officer
22 September 2021

SUBJECT: *FINANCIAL ASSISTANCE GRANT 2021-22*
RESPONSIBLE OFFICER: *Director Corporate and Community Services - Robert Maginnity*

SUMMARY

The purpose of this report is to table correspondence from the Local Government Grants Commission (the Commission) relating to Councils estimated 2021-22 Financial Assistance Grant (FAG) and the impact on Council's 2021-22 Operational Plan.

RECOMMENDATION

1. That Council receives and notes the correspondence from the Local Government Grants Commission.
2. That the additional financial assistance grant funds to be received for roads and bridges (\$165,836) be allocated to RRL-2021-009 Mitchell Avenue, Kurri Kurri in the 2021-22 Operational Plan.
3. That the additional general purpose component of the financial assistance grant be retained to improve Councils unrestricted cash position and as a buffer against future unexpected expenditure requirement such as planning legal expenses or similar.
4. That Council approved the budget variations to reflect the above resolutions.

BACKGROUND

In accordance with the Commission's policy of providing information to all NSW councils about the way the Commission calculates FAGs, information relating to the calculation for the estimated FAG's for 2021-22 is provided for Council's information. This information covers the retrospective impacts of estimated CPI, disability factors and NSW total share of the Commonwealth FAG allocation of funds.

REPORT/PROPOSAL

Correspondence has been received from the Commission relating to Council's estimated FAG for 2021-22, with the Executive Officer asking for the correspondence to be tabled at a Council meeting. A copy of the correspondence is provided at **Enclosure 1**. Appendices to the Commission letter are provided at **Enclosures 2-5**.

The FAG calculations are based on forward estimates of the consumer price index (CPI) and population across States, with an escalation factor each year designed to reflect real per capita term increases. Each year an adjustment for the previous year's grants takes into account variations in the actual CPI and population shares compared to the estimates used to determine that years grants. This adjustment can be an increase or decrease applicable which is then added to the current year's allocation.

Corporate and Community

Report No. CC68/2021

Corporate and Community Services



The general purpose component of the grants is allocated to the States on a population basis, which results in the NSW share changing because of annual changes in population growth relative to other States.

Financial assistance grants are an important income stream for all Councils (in some cases it can be the primary revenue source for a Council) with the grants providing funding for infrastructure and services. Cessnock is reliant on these funds for the local road programs in particular, with the grant historically representing approximately 10% of total revenue.

In preparation of the 2021-22 Operational Plan, and with the uncertainty around the impacts of NSW's share of the total Federal allocation for FAGs a conservative approach was taken in regards to Councils budget estimates. This was in line with advice from the Commission that future year allocations could be lower than prior year allocations.

This precautionary caution has been repeated in this year's advice from the Commission under the heading "consideration for 2022-23 grants" with the letter stating:

"Councils should be mindful that, given the current economic environment, there is a real possibility that there will be an extended period of a reduced CPI going forward. Should that occur, the Commission will likely need to restore the negative floor to ensure the integrity of the FAGs allocation system is maintained. Such a decision will result in some councils receiving less in the 2022-23 GPC than they will in 2021-22".

The 2021-22 Operational Plan was formulated on the assumption that all of the FAG (estimated at \$7,297,742) would be received in the 2021-22 financial year with no advance payment being made in 2020-21.

All NSW Council's received notification in late June, that approximately 50% of the 2021-22 allocation was to be paid as an advance payment in June 2021, and Council subsequently received early payment of \$3,752,798. The final balance of the 2021-22 allocation including CPI being \$3,977,770 will be received as instalments during the year. The advance payment was transferred to internally restricted assets (reserves) at 30 June 2021 and transferred back to operating funds in July 2021, thereby ensuring that Council's cash budget for 2021-22 is not affected. However there will be changes to Council's 2021-22 Income Statement (Profit & Loss) and some key performance ratios as the income must be reported in the year of receipt. This impact would be offset if a prepayment is also made in June 2022.

Table 1 shows the impact of the higher than anticipated FAG over budget, with a positive result of \$432,826 to be recorded in the next Quarterly Budget Review Statements.

As the funds associated with the roads and bridges component of the FAG are normally quarantined and utilised for these purposes, it is proposed to include additional funding for the roads and bridges program, and that the additional funding be allocated to the project RRL-2021-009 Mitchell Avenue, Kurri Kurri.

It is recommended that the general purpose component of the FAG improvement be retained as a buffer against future unexpected expenditure requirement such as planning legal expenses or similar. This also links in with the need to improve Councils unrestricted cash position which has been and is expected to continue to be an external audit finding.

Corporate and Community

Report No. CC68/2021

Corporate and Community Services



Table 1 – Estimated FAG against Budget 2021-22

Revenue	General Purpose	Roads	Bridges	Total
Adjusted FAG 2021-22	5,805,853	1,697,185	227,530	7,730,568
Operational Plan Budget	5,538,863	1,567,179	191,700	7,297,742
Surplus over Budget	266,990	130,006	35,830	432,826

Information in relation to the FAG calculation is provided in Table 2 below

Table 2 – Estimated FAG Calculation 2021-22

Revenue	General Purpose	Roads & Bridges	Total
2021-22 Recommended Grant	5,712,415	1,897,626	7,610,041
2020-21 Adjustment (Population/CPI)	93,438	27,089	120,527
Adjusted Entitlement	5,805,853	1,924,715	7,730,568
Prepayment received June 2021	2,844,749	908,049	3,752,798
2021-22 Payments to be Received *	2,961,104	1,016,666	3,977,770

* Quarterly instalments to be received in August, November, February and May

The prepayment as noted will not have an impact on Council's cash position for 2021-22, however the timing of the payment will result in additional income in Operating Grants & Contributions being recognised in the 2020-21 year and the same amount not being recognised for 2021-22, unless there is another prepayment made in June 2022.

However, it is highlighted to Council that if the practice of prepayment of part of future FAG's is not repeated in 2021-22, then Council's operating position will incur an unfavourable adjustment of approximately \$3.3m (inclusive of retention of the surplus FAG as unrestricted cash to be received this year).

OPTIONS

Adopt the changes at the next Quarterly Budget Review to account for the advance payment of the financial assistance grant.

CONSULTATION

General Manager
 Chief Finance and Administration Manager
 Management Accountant

STRATEGIC LINKS

a. Delivery Program

This report is a crucial part of the organisation's governance framework – providing feedback on the progress against the budget adopted by Council. This is in line with the community's desired outcome of: *Civic Leadership and Effective Governance.*"

b. Other Plans

N/A

IMPLICATIONS

a. Policy and Procedural Implications

N/A

b. Financial Implications

This report provides information in regards to higher than anticipated FAG's to be received for 2021-22 and details the impact on the 2021-22 Operational Plan with appropriate adjustments to be included as part of the next Quarterly Budget Review Statements process.

c. Legislative Implications

Local Government (Financial Assistance) Act 1995 (Commonwealth) facilitates the grants.

d. Risk Implications

N/A

e. Other Implications

N/A

CONCLUSION

The report provides the estimated FAG's and tables the Commission's letter relating to the calculation for the grants and the impacts on the 2021-22 Operational Plan.

ENCLOSURES

- [1](#) ↓ Grants Commission Advice
- [2](#) ↓ Appendix A - Cessnock Calculation
- [3](#) ↓ Appendix B - Statement of Payments 2021-22
- [4](#) ↓ Appendix C - Submission Guidelines
- [5](#) ↓ Appendix D - Framework



NSW Local Government Grants Commission
5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541

OUR REFERENCE: A784605
YOUR REFERENCE:
CONTACT: Helen Pearce
(02) 4428 4131
helen.pearce@olg.nsw.gov.au

Ms Lotta Jackson
General Manager
Cessnock City Council
By email: lotta.jackson@cessnock.nsw.gov.au
cc: council@cessnock.nsw.gov.au

20 August 2021

Dear Ms Jackson

In accordance with the NSW Local Government Grants Commission's (Commission) policy of providing information to councils about the way the Commission calculates financial assistance grants (FAGs), please find attached a summary of Council's 2021- 22 estimated FAGs entitlement (**Appendix A**).

The Commonwealth Treasury's estimate of the Consumer Price Index (CPI) for 2020- 21 has been adjusted up since the 2021-22 mid-year end of financial year update. When compared to the 2020-21 final adjusted amount, the total national FAGs for 2021-22 increased by 2.2%. The 2020-21 estimated entitlement comparison to the 2019-20 final adjusted amount was 1.1%, and remains the lowest percentage increase since the paused indexation period of 2014-15 to 2016-17. Accordingly, the State's FAGs allocation for 2021-22 is slightly higher than last year, however the ongoing economic impact of the pandemic is difficult to predict.

The national FAGs figure for 2021-22 is \$2.657 billion and is made up of \$1.840 billion for the general purpose component and \$0.817 billion for the local roads component. The national estimated entitlement for 2020-21 increased by \$38.9 million to account for final adjustments to the CPI and population shares for the year.

The national general purpose component was distributed across the states and territories on a population basis. NSW received 31.8% or \$584.8 million in the general purpose component, which represents a 1.7% increase on last year's final figure. The local roads component is based on an historical formula. NSW's share of the total road funding is a fixed 29% share, or \$236.9 million. The total FAGs allocation to NSW for 2021-22 is \$821.7 million.

Council's 2021-22 FAGs estimated entitlement, compared to the 2020-21 final entitlement is as follows:

Year	General Purpose \$	Local Roads \$	Total \$	Change
2020-21 final	\$5,700,379	\$1,807,540	\$7,507,919	
2021-22 est.	\$5,712,420	\$1,897,626	\$7,610,046	1.4%

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(follow the "Commissions & Tribunals" links)



To assist councils with budgets and bank reconciliations, a breakdown of the 2021-22 quarterly instalments is attached (**Appendix A**). The NSW Statement of Payments is also attached (**Appendix B**).

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

A key challenge for the Commission continues to be the Commonwealth's request to apply the minimum per capita grant, which has a significant impact on the ability of the Commission to redirect funding. The map contained in **Appendix D** identifies the rate of population change in NSW from 2006 to 2016. **Appendix D** also lists the revised expenditure categories, disability factors, data sources used in calculating the expenditure allowance and the relative disability allowance.

Following the impacts of the global economic downturn and the pandemic, last year the Commission faced the challenge of a substantially reduced CPI estimate. NSW received an increase of just 0.9%, or \$5.1 million, on the prior year's final general purpose component figure. This was substantially lower than the 4%, or \$21.3 million, increase NSW received in 2019-20. However, at the time, the CPI had been underestimated by the Commonwealth and the adjustment increase for the 2020-21 final CPI has been welcomed by the Commission. The increase has enabled the Commission to resume the quarantining of \$5.0 million for the application to the relative disability allowance (it had to be reduced to \$4.5 million of quarantined funds in the previous year). This ensures that additional funds are still able to be directed to those councils with a greater relative need whilst ensuring that additional uncertainty is not delivered to the sector during this difficult time with the implementation of the 0% floor to the general purpose grant. However, the CPI has not been restored to higher levels of recent years and further fluctuations cannot be ruled out.

In addition to these calculations, the Commonwealth Government decided to retain the practice of forward payments of approximately half of the financial assistance grants, based on the 2020-21 estimates for payment. The Commonwealth Government decided to make this year's early payment given the ongoing cashflow challenges faced by local government across Australia and to allow councils early access to the funds to help manage the cumulative impacts of drought, bushfires and now the COVID-19 crisis. Councils received approximately 52% of their estimated 2021-22 FAGs on 8 June 2021. The remainder of the grant entitlements will be paid in quarterly instalments in August 2021, November 2021, February 2022 and May 2022.

CONSIDERATIONS FOR 2022-23 GRANTS

Councils should be mindful that, given the current economic environment, there is a real possibility that there will be an extended period of a reduced CPI going forward. Should that occur, the Commission will likely need to restore the negative floor to ensure the integrity of the FAGs allocation system is maintained. Such a decision will result in some councils receiving less in the 2022-23 GPC than they will in 2021-22.

SPECIAL SUBMISSIONS RELATING TO 2022-23 GRANTS

Special submissions from councils for 2022-23 will be considered by the Commission. The purpose of a submission is to give councils the opportunity to present information on the financial impact of inherent expenditure disabilities beyond councils' control that are not generally recognised in the current methodology. Please refer to the expenditure functions and Council's disability factors listed in **Appendix A**. This process allows the Commission to adequately consider all legitimate factors that affect councils' capacity to deliver services.

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

Submissions should be e-mailed to the Commission at olg@olg.nsw.gov.au by **15 November 2021**.

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

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

Yours sincerely



Helen Pearce
Executive Officer

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION 2021-22 FINANCIAL ASSISTANCE GRANTS

Cessnock (C) Council

General Purpose Component

Expenditure Allowance

Expenditure Functions	State ave cost per capita
Recreation and cultural	\$221.57
Admin and governance	\$260.32
Education and community	\$65.10
Roads, bridges, footpaths and aerodromes	\$203.08
Public order, safety, health and other	\$166.99
Housing amenity	\$73.09

Recreation and cultural			
Pop <SS = relative disadvantage Pop >SS = 0 ATSI <SS = 0 ATSI >SS = relative disadvantage			
Disability Measure	LGA measure	State Std (SS)	Weighted DF%
Population	61,256	63,801	0.5%
Aboriginal & Torres Strait Islander	7.2%	2.9%	11.6%

Admin and governance			
Disability Measure	LGA measure	State Std	Weighted DF%
Population	61,256	63,801	1.3%

Education and community			
Disability Measure	LGA measure	State Std	Weighted DF%
Population	61,256	63,801	1.2%

Roads, bridges, footpaths and aerodromes			
Disability Measure	LGA measure	State Std	Weighted DF%
Population	61,256	63,801	2.0%
Road Length	948	1,153	0.0%

Public order, safety, health and other			
RTD <SS = 0 RTD >SS = relative disadvantage Env <SS = 0 Env >SS = relative disadvantage			
Disability Measure	LGA measure	State Std	Weighted DF%
Population	61,256	63,801	1.0%
Rainfall, topography and drainage index	149%	161%	0.0%
Environment (Ha of environmental lands)	54,674	54,087	0.0%

Housing amenity			
Disability Measure	LGA Std	State Std	Weighted DF%
Population	61,256	63,801	0.3%

Isolation Allowance

Outside the Greater Statistical Area	Yes
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APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION 2021-22 FINANCIAL ASSISTANCE GRANTS

Pensioner Rebate Allowance

PR <SS = relative disadvantage (+ allowance)	
PR >SS = relative advantage (- allowance)	
LGA % Pensioner Rebates (PR) Res Props:	19.2%
State Standard (SS) % PR	15.2%

Revenue Allowance

Revenue Allowance	
CV <SS = relative disadvantage (+ allowance)	
CV >SS = relative advantage (- allowance)	
No. of Urban Properties:	26,239
Standard Value Per Property:	\$489,908
Council Value (CV):	\$158,028

No. of Non-urban Properties:	955
Standard Value Per Property:	\$791,049
Council Value (CV):	\$560,596

Relative Disadvantage Allowance

Unsealed roads; Isolation; Population Decline	\$5,657
Special Submission	-
Total General Purpose Grant	\$5,712,420

Local Roads Component

Population:	61,256
Local Road Length (km):	948
Length of Bridges on Local Roads (m):	1,702

Road/Population Allowance:	\$1,670,096
Bridge Length Allowance:	\$227,530
Local Roads Total:	\$1,897,626

Total Grant	\$7,610,046
--------------------	--------------------

Quarterly Instalments Payable in 2021-22 for 2021-22 FAGs

	August 2020	
GPC	\$740,277.00	
LRC	\$254,167.00	\$994,444.00
	November 2020	
GPC	\$740,277.00	
LRC	\$254,167.00	\$994,444.00
	February 2021	
GPC	\$740,277.00	
LRC	\$254,167.00	\$994,444.00
	May 2021	
GPC	\$740,277.00	
LRC	\$254,167.00	\$994,444.00
	TOTAL	
GPC	\$2,961,108.00	
LRC	\$1,016,668.00	\$3,977,776.00

TAB 7 A778361 NSW LOCAL GOVERNMENT GRANTS COMMISSION - 2021-22 FINANCIAL ASSISTANCE GRANTS - STATEMENT OF PAYMENTS													
Councils	Population 30/6/2020	2021-22 Recommended General Purpose Entitlement	2021-22 Recommended Local Roads Entitlement	2021-22 Recommended Total Entitlement	2020-21 General Purpose CPI/Pop Adjustment	2020-21 Local Roads CPI/Pop Adjustment	2020-21 Total CPI/Pop Adjustment	2021-22 General Purpose Advance Payment	2021-22 Local Roads Advance Payment	2021-22 Total Advance Payment	2021-22 General Purpose Payments	2021-22 Local Roads Payments	2021-22 Total Payments
Albury (C)	55,055	5,152,088	1,557,516	6,709,604	84,309	22,748	107,057	2,565,274	782,620	3,347,894	2,671,123	797,644	3,468,767
Armidale Regional	29,704	4,517,819	2,491,322	7,009,141	72,638	38,557	111,195	2,253,188	1,317,179	3,570,367	2,337,269	1,212,700	3,549,969
Ballina (S)	45,217	3,305,009	1,547,089	4,852,098	53,229	22,561	75,790	1,634,912	773,746	2,408,658	1,723,326	795,904	2,519,230
Balranald (S)	2,306	3,230,070	1,420,140	4,650,210	50,318	20,898	71,216	1,580,048	710,552	2,290,600	1,700,340	730,486	2,430,826
Bathurst Regional	43,996	4,551,726	2,145,958	6,697,684	74,351	31,487	105,838	2,263,191	1,075,646	3,338,837	2,362,866	1,101,799	3,464,685
Bayside	181,472	3,898,395	1,254,852	5,153,247	62,341	18,210	80,551	2,013,033	653,411	2,666,444	1,947,703	619,651	2,567,354
Bega Valley (S)	34,727	5,449,839	2,160,373	7,610,212	88,116	30,461	118,577	2,703,005	1,030,993	3,733,998	2,834,950	1,159,841	3,994,791
Bellingen (S)	13,141	3,131,182	985,744	4,116,926	49,210	14,716	63,926	1,532,126	489,096	2,021,222	1,648,266	511,364	2,159,630
Berrigan (S)	8,784	3,661,950	1,504,490	5,166,440	58,618	22,100	80,718	1,813,933	757,454	2,571,387	1,906,635	769,136	2,675,771
Blacktown (C)	382,831	13,605,285	3,769,623	17,374,908	222,989	55,146	278,135	6,976,189	1,907,845	8,884,034	6,852,085	1,916,924	8,769,009
Bland (S)	5,937	5,128,595	3,236,511	8,365,106	81,673	46,393	128,066	2,537,520	1,569,596	4,107,116	2,672,748	1,713,308	4,386,056
Blayney (S)	7,382	2,019,778	924,383	2,944,161	31,496	13,521	45,017	981,379	470,366	1,451,745	1,069,895	467,538	1,537,433
Blue Mountains (C)	79,195	7,684,380	1,435,578	9,119,958	125,815	21,294	147,109	3,825,609	717,819	4,543,428	3,984,586	739,053	4,723,639
Bogan (S)	2,529	3,143,801	1,553,337	4,697,138	48,787	22,844	71,631	1,544,846	774,057	2,318,903	1,647,742	802,124	2,449,866
Bourke (S)	2,625	4,748,302	2,047,211	6,795,513	73,671	30,068	103,739	2,300,873	1,023,817	3,324,690	2,521,100	1,053,462	3,574,562
Brewarrina (S)	1,553	3,477,425	1,407,418	4,884,843	52,486	20,566	73,052	1,651,578	698,005	2,349,583	1,878,333	729,979	2,608,312
Broken Hill (C)	17,269	4,826,354	516,577	5,342,931	76,110	7,657	83,767	2,387,212	251,893	2,639,105	2,515,252	272,341	2,787,593
Burwood	40,866	909,109	286,422	1,195,531	14,192	4,231	18,423	457,732	148,891	606,623	465,569	141,762	607,331
Byron (S)	35,773	2,176,076	1,299,469	3,475,545	34,669	18,937	53,606	1,066,846	648,779	1,715,625	1,143,699	669,627	1,813,326
Cabonne	13,677	3,153,961	2,202,399	5,356,360	49,957	32,416	82,373	1,554,118	1,099,425	2,653,543	1,649,800	1,135,390	2,785,190
Camden	107,806	2,465,507	1,706,689	4,172,196	40,409	24,294	64,703	1,241,771	830,604	2,072,375	1,264,145	900,379	2,164,524
Campbelltown (C)	174,078	8,341,128	1,960,500	10,301,628	136,710	28,673	165,383	4,200,933	959,292	5,160,225	4,276,905	1,029,881	5,306,786
Canada Bay (C)	96,550	2,074,094	679,889	2,753,983	33,574	10,056	43,630	1,060,627	347,657	1,408,284	1,047,041	342,288	1,389,329
Canterbury-Bankstown	380,406	8,338,985	2,828,833	11,167,818	136,675	41,802	178,477	4,200,014	1,422,993	5,623,007	4,275,646	1,447,624	5,723,288
Carrathool (S)	2,796	4,184,917	2,497,608	6,682,525	65,479	36,543	102,022	2,039,279	1,247,724	3,287,003	2,211,117	1,286,427	3,497,544
Central Coast	345,809	22,016,217	4,699,429	26,715,646	360,474	68,895	429,369	10,960,803	2,338,131	13,298,934	11,415,888	2,430,193	13,846,081
Central Darling (S)	1,829	4,689,325	1,710,939	6,400,264	72,698	25,134	97,832	2,267,835	853,288	3,121,123	2,494,188	882,785	3,376,973
Cessnock (C)	61,256	5,712,415	1,897,626	7,610,041	93,438	27,089	120,527	2,844,749	908,049	3,752,798	2,961,104	1,016,666	3,977,770
Clarence Valley	51,730	7,939,237	3,503,908	11,443,145	129,680	51,497	181,177	3,955,607	1,725,706	5,681,313	4,113,310	1,829,699	5,943,009
Cobar (S)	4,417	4,562,100	1,847,627	6,409,727	72,121	27,202	99,323	2,249,829	922,735	3,172,564	2,384,392	952,094	3,336,486
Coffs Harbour (C)	77,648	5,458,525	2,389,795	7,848,320	89,325	35,051	124,376	2,717,874	1,207,394	3,925,268	2,829,976	1,217,452	4,047,428
Coolamon (S)	4,291	2,673,121	1,382,048	4,055,169	42,518	20,299	62,817	1,337,803	725,534	2,063,337	1,377,836	676,813	2,054,649
Coonamble (S)	3,907	3,005,406	1,584,121	4,589,527	46,948	23,294	70,242	1,510,772	791,366	2,302,138	1,541,582	816,049	2,357,631
Cootamundra-Gundagai Regional	11,225	3,954,803	1,678,242	5,633,045	63,434	24,693	88,127	1,963,818	838,157	2,801,975	2,054,419	864,778	2,919,197
Cowra (S)	12,730	3,490,681	1,558,131	5,048,812	55,491	22,917	78,408	1,732,911	785,035	2,517,946	1,813,261	796,013	2,609,274
Cumberland	242,674	6,489,875	1,850,925	8,340,800	106,368	27,394	133,762	3,610,485	891,394	4,501,879	2,985,758	986,925	3,972,683
Dubbo Regional	54,044	8,342,705	3,643,507	11,986,212	136,322	53,489	189,811	4,149,257	1,882,605	6,031,862	4,329,770	1,814,391	6,144,161
Dungog (S)	9,664	1,896,832	991,804	2,888,636	29,368	14,541	43,909	913,710	491,085	1,404,795	1,012,490	515,260	1,527,750
Edward River	9,083	4,333,635	1,636,732	5,970,367	69,498	24,052	93,550	2,168,262	824,080	2,992,342	2,234,871	836,704	3,071,575
Eurobodalla (S)	38,952	5,618,246	1,777,492	7,395,738	91,220	26,181	117,401	2,776,650	892,293	3,668,943	2,932,816	911,380	3,844,196
Fairfield (C)	210,825	7,522,617	1,807,588	9,330,205	123,295	26,887	150,182	3,788,744	911,967	4,700,711	3,857,168	922,508	4,779,676
Federation	12,598	4,945,519	2,390,224	7,335,743	80,144	35,029	115,172	2,429,948	1,190,359	3,620,307	2,595,715	1,234,893	3,830,608
Forbes (S)	9,920	3,790,897	2,085,976	5,876,873	60,431	30,661	91,092	1,892,545	1,043,543	2,936,088	1,958,783	1,073,094	3,031,877
Georges River	160,272	3,442,975	1,183,932	4,626,907	55,728	17,498	73,226	1,772,964	576,583	2,349,547	1,725,399	624,847	2,350,586
Gilgandra (S)	4,229	2,865,148	1,440,125	4,305,273	45,102	21,217	66,319	1,433,629	752,104	2,185,733	1,476,621	709,238	2,185,859
Glen Innes Severn	8,873	3,084,592	1,484,922	4,569,514	48,704	21,767	70,471	1,523,597	737,581	2,261,178	1,609,699	769,108	2,378,807
Goulburn Mulwaree	31,554	3,603,906	1,929,295	5,533,201	57,983	27,396	85,379	1,779,866	945,951	2,725,817	1,882,023	1,010,740	2,892,763
Greater Hume (S)	10,841	3,537,307	2,241,640	5,778,947	56,485	32,771	89,256	1,762,984	1,128,061	2,891,045	1,830,808	1,146,530	2,977,158
Griffith (C)	27,155	4,251,687	1,765,344	6,017,031	67,662	25,908	93,570	2,106,062	885,121	2,991,183	2,213,287	906,131	3,119,418
Gunnedah (S)	12,690	3,246,658	1,722,478	4,969,136	51,300	25,323	76,623	1,599,524	856,588	2,456,112	1,698,434	891,213	2,589,647
Gwydir (S)	5,299	3,084,079	1,996,031	5,080,110	48,532	29,459	77,991	1,556,047	1,013,538	2,569,585	1,576,564	1,011,952	2,588,516

Councils	Population 30/6/2020	2021-22	2021-22	2021-22	2020-21	2020-21	2020-21	2021-22	2021-22	2021-22	2021-22	2021-22	2021-22
		Recommended General Purpose Entitlement	Recommended Local Roads Entitlement	Recommended Total Entitlement	General Purpose CPI/Pop Adjustment	Local Roads CPI/Pop Adjustment	Total CPI/Pop Adjustment	General Purpose Advance Payment	Local Roads Advance Payment	Total Advance Payment	General Purpose Payments	Local Roads Payments	Total Payments
Hawkesbury (C)	67,749	2,744,617	1,820,636	4,565,253	44,970	27,000	71,970	1,382,675	919,612	2,302,287	1,406,912	928,024	2,334,936
Hay (S)	2,943	2,591,374	867,697	3,459,071	40,107	12,749	52,856	1,290,491	433,787	1,724,278	1,340,990	446,659	1,787,649
Hills (S)	183,791	3,948,229	2,165,442	6,113,671	62,193	30,977	93,170	1,928,084	1,018,724	2,946,808	2,082,338	1,177,695	3,260,033
Hilltops	18,617	5,618,487	3,016,390	8,634,877	90,397	43,966	134,363	2,814,722	1,509,123	4,323,845	2,894,162	1,551,233	4,445,395
Hornsby (S)	152,419	3,274,315	1,511,588	4,785,903	53,138	22,413	75,551	1,591,732	729,654	2,321,386	1,735,721	804,347	2,540,068
Hunters Hill (M)	14,962	352,930	134,039	486,969	5,510	2,057	7,567	169,378	60,236	229,614	189,062	75,860	264,922
Inner West	201,880	4,336,801	1,440,196	5,776,997	70,174	21,283	91,457	2,111,186	732,972	2,844,158	2,295,789	728,507	3,024,296
Inverell (S)	17,780	4,281,577	2,378,230	6,659,807	68,167	32,471	100,638	2,122,452	1,102,606	3,225,058	2,227,292	1,308,095	3,535,387
Junee (S)	6,676	2,138,864	999,818	3,138,682	33,590	14,697	48,287	1,046,152	507,985	1,554,137	1,126,302	506,530	1,632,832
Kempsey (S)	29,921	4,540,974	2,006,390	6,547,364	72,649	28,191	100,840	2,240,004	915,512	3,155,516	2,373,619	1,119,069	3,492,688
Kiama (M)	23,685	1,303,835	539,133	1,842,968	20,270	8,053	28,323	626,175	295,525	921,700	697,930	251,661	949,591
Ku-ring-gai	127,603	2,741,177	1,198,496	3,939,673	44,434	17,511	61,945	1,362,111	593,830	1,955,941	1,423,500	622,177	2,045,677
Kyogle	8,788	3,109,011	1,716,152	4,825,163	49,002	25,274	74,276	1,539,902	836,169	2,376,071	1,618,111	905,257	3,523,368
Lachlan (S)	6,089	6,407,125	3,632,596	10,039,721	101,912	53,362	155,274	3,165,625	1,811,276	4,976,901	3,343,412	1,874,682	5,218,094
Lake Macquarie (C)	207,775	13,907,121	2,963,321	16,870,442	227,691	43,758	271,449	6,923,604	1,496,405	8,420,009	7,211,208	1,510,674	8,721,882
Lane Cove (M)	40,534	898,879	304,761	1,203,640	14,032	4,498	18,530	441,404	155,873	597,277	471,507	153,486	624,893
Leeton (S)	11,343	3,660,656	1,121,765	4,782,421	57,773	16,438	74,211	1,814,875	556,935	2,371,810	1,903,554	581,268	2,484,822
Lismore (C)	43,667	4,541,183	2,092,598	6,633,781	73,878	30,761	104,639	2,122,452	1,036,117	3,287,442	2,363,736	1,087,242	3,450,978
Lithgow (C)	21,516	3,762,094	1,357,879	5,119,973	60,036	19,938	79,974	1,854,830	678,908	2,533,738	1,967,300	698,909	2,666,209
Liverpool (C)	231,296	6,606,970	2,489,628	9,096,598	108,287	36,312	144,599	3,327,619	1,255,246	4,582,865	3,387,638	1,270,694	4,658,332
Liverpool Plains (S)	7,853	2,662,407	1,476,107	4,138,514	41,948	17,117	63,665	1,317,197	739,202	2,056,399	1,387,158	758,622	2,145,780
Lockhart (S)	3,259	2,470,820	1,445,261	3,916,081	39,191	21,258	60,449	1,257,288	724,470	1,981,758	1,252,723	742,049	1,994,772
Lord Howe Island (Bd)	403	247,007	0	247,007	3,753	0	3,753	116,003	0	116,003	134,757	0	134,757
Maitland (C)	87,395	5,808,896	1,513,774	7,322,670	95,095	22,035	117,130	2,892,005	763,610	3,655,615	3,011,986	772,199	3,784,185
Mid-Coast	94,395	12,997,202	5,781,799	18,779,001	212,055	84,603	296,658	6,476,360	2,891,051	9,367,411	6,732,897	2,975,351	9,708,248
Mid-Western Regional	25,367	4,430,317	2,612,477	7,042,794	70,547	38,539	109,086	2,191,642	1,309,394	3,501,034	2,309,224	1,341,622	3,650,846
Moree Plains (S)	13,077	5,389,293	3,103,467	8,492,760	85,836	45,663	131,499	2,759,560	1,557,006	4,316,566	2,715,569	1,592,124	4,307,693
Mosman (M)	30,785	728,685	249,557	978,242	11,375	3,710	15,085	349,709	123,500	473,209	390,351	129,767	520,118
Murray River	12,330	5,782,103	3,052,815	8,834,918	92,888	44,853	137,741	2,900,308	1,432,955	4,333,263	2,974,683	1,664,713	4,639,396
Murrumbidgee (new)	3,916	3,210,847	1,755,435	4,966,282	50,663	25,791	76,454	1,610,970	857,744	2,468,714	1,650,540	923,482	2,574,022
Muswellbrook (S)	16,355	2,857,979	980,991	3,838,970	44,861	14,449	59,310	1,388,528	483,380	1,871,908	1,514,312	512,060	2,026,372
Nambucca (S)	19,861	3,045,967	1,309,512	4,355,479	47,685	19,296	66,981	1,475,715	657,197	2,132,912	1,617,937	671,611	2,289,548
Narrabri (S)	13,049	5,261,449	2,518,695	7,780,144	84,532	37,038	121,570	2,649,724	1,253,885	3,903,609	2,696,257	1,301,848	3,998,105
Narrandera (S)	5,858	3,530,246	1,699,985	5,230,231	56,332	24,994	81,326	1,778,390	850,946	2,629,336	1,808,188	874,033	2,682,221
Narramine (S)	6,460	3,203,480	1,550,533	4,754,013	51,165	22,795	73,960	1,609,659	773,193	2,382,852	1,644,986	800,135	2,445,121
Newcastle (C)	167,363	10,864,770	1,912,399	12,777,169	178,060	27,454	205,514	5,317,926	887,015	6,204,941	5,724,904	1,052,838	6,777,742
North Sydney	75,094	1,613,175	511,801	2,124,976	26,216	7,580	33,796	790,208	254,089	1,044,297	849,183	265,292	1,114,475
Northern Beaches	274,041	5,886,980	2,341,217	8,228,197	95,576	34,707	130,283	2,922,250	1,188,146	4,110,396	3,060,306	1,187,778	4,248,084
Oberon	5,419	1,991,016	1,032,130	3,023,146	31,075	15,087	46,162	977,424	488,542	1,465,966	1,044,667	558,675	1,603,342
Orange (C)	42,503	3,661,052	1,271,115	4,932,167	59,092	18,607	77,699	1,796,550	626,264	2,422,814	1,923,594	663,458	2,587,052
Parkes (S)	14,728	4,547,140	2,280,564	6,827,704	72,885	33,524	106,409	2,256,649	1,164,121	3,420,770	2,363,376	1,149,967	3,513,343
Parramatta (C) (new)	260,296	7,427,962	2,114,477	9,542,439	121,743	31,280	153,023	3,741,106	1,083,663	4,824,769	3,808,599	1,062,994	4,870,693
Penrith (C)	216,282	8,628,390	2,744,496	11,372,886	141,418	38,241	179,659	4,345,641	1,308,598	5,654,239	4,424,167	1,474,139	5,898,306
Port Macquarie-Hastings	85,952	6,556,373	3,195,297	9,751,670	107,297	46,694	153,991	3,264,770	1,613,819	4,878,589	3,398,900	1,628,172	5,027,072
Port Stephens	74,506	5,604,654	1,327,205	6,931,859	91,693	19,566	111,259	2,790,700	668,613	3,459,313	2,905,647	678,158	3,583,805
Queanbeyan-Palerang Regional	62,239	3,781,687	2,679,176	6,460,863	61,772	39,113	100,885	1,884,374	1,337,820	3,222,194	1,959,085	1,380,466	3,339,554
Randwick (C)	156,619	3,364,501	1,038,093	4,402,594	54,392	15,328	69,720	1,703,094	525,316	2,228,410	1,715,799	528,105	2,243,904
Richmond Valley	23,490	3,765,645	1,702,541	5,468,186	60,088	25,061	85,149	1,856,288	852,208	2,708,496	1,969,445	875,394	2,844,839
Ryde (C)	133,224	2,861,928	1,015,447	3,877,375	45,873	14,906	60,779	1,475,960	518,626	1,994,586	1,431,841	511,727	1,943,568
Shellharbour (C)	74,622	4,424,644	992,940	5,417,584	72,437	14,955	87,392	2,202,820	511,835	2,714,655	2,294,261	496,060	2,790,321
Shoalhaven (C)	107,191	9,204,324	3,710,513	12,914,837	150,680	54,208	204,888	4,582,678	1,872,888	6,455,566	4,772,326	1,891,833	6,664,159
Silverton (VC)	50	36,278	0	36,278	582	0	582	18,766	0	18,766	18,094	0	18,094
Singleton	23,380	2,671,774	1,424,870	4,096,644	41,891	20,754	62,645	1,292,364	719,648	2,012,012	1,421,301	725,976	2,147,277
Snowy Monaro Regional	20,997	7,167,489	2,940,144	10,107,633	116,016	43,948	159,964	3,571,870	1,485,872	5,057,742	3,711,635	1,498,220	5,209,855

Councils	Population 30/6/2020	2021-22 Recommended General Purpose Entitlement	2021-22 Recommended Local Roads Entitlement	2021-22 Recommended Total Entitlement	2020-21 General Purpose CPI/Pop Adjustment	2020-21 Local Roads CPI/Pop Adjustment	2020-21 Total CPI/Pop Adjustment	2021-22 General Purpose Advance Payment	2021-22 Local Roads Advance Payment	2021-22 Total Advance Payment	2021-22 General Purpose Payments	2021-22 Local Roads Payments	2021-22 Total Payments
Snowy Valleys	14,412	4,650,090	1,487,465	6,137,555	74,659	21,909	96,568	2,289,001	737,240	3,026,241	2,435,748	772,134	3,207,882
Strathfield (M)	47,767	1,048,832	323,024	1,371,856	16,399	4,741	21,140	534,302	166,292	700,594	530,929	161,473	692,402
Sutherland (S)	232,369	4,991,768	2,151,441	7,143,209	80,588	31,802	112,390	2,443,380	1,077,962	3,521,342	2,628,976	1,105,281	3,734,257
Sydney (C)	248,736	5,343,365	1,486,396	6,829,761	86,086	21,927	108,013	2,886,435	790,326	3,676,761	2,543,016	717,997	3,261,013
Tamworth Regional	62,545	6,486,013	4,567,935	11,053,948	105,754	67,221	172,975	3,231,617	2,287,191	5,518,808	3,360,150	2,347,965	5,708,115
Temora (S)	6,274	2,550,162	1,415,961	3,966,123	40,131	20,771	60,902	1,270,394	761,634	2,032,028	1,319,899	675,098	1,994,997
Tenterfield (S)	6,470	3,501,773	1,778,435	5,280,208	55,415	26,160	81,575	1,750,330	884,977	2,635,307	1,806,858	919,618	2,726,476
Tibooburra (VC)	134	81,466	0	81,466	1,306	0	1,306	40,361	0	40,361	42,411	0	42,411
Tweed (S)	98,382	8,041,776	3,136,906	11,178,682	131,527	45,845	177,372	4,004,449	1,560,023	5,564,472	4,168,854	1,622,728	5,791,582
Upper Hunter (S)	14,167	3,383,531	2,094,558	5,478,089	53,350	30,818	84,168	1,666,477	1,046,168	2,712,645	1,770,404	1,079,208	2,849,612
Upper Lachlan (S)	8,274	3,104,667	2,052,685	5,157,352	49,274	30,203	79,477	1,547,473	1,026,636	2,574,109	1,606,468	1,056,252	2,662,720
Uralla (S)	5,944	1,824,821	999,201	2,824,022	28,256	14,912	43,168	887,528	491,870	1,379,398	965,549	522,243	1,487,792
Wagga Wagga (C)	65,770	7,274,038	3,489,339	10,763,377	119,000	51,676	170,676	3,623,098	1,759,247	5,382,345	3,769,940	1,781,768	5,551,708
Walcha	3,105	1,668,915	1,014,513	2,683,428	25,465	14,929	40,394	819,401	507,189	1,326,590	874,979	522,253	1,397,232
Walgett (S)	5,828	5,005,496	2,101,086	7,106,582	79,056	30,916	109,972	2,511,377	1,047,908	3,559,285	2,573,175	1,084,094	3,657,269
Warren (S)	2,716	2,100,537	1,117,028	3,217,565	32,764	16,416	49,180	1,063,032	557,084	1,620,116	1,070,269	576,360	1,646,629
Warrumbungle (S)	9,209	5,070,727	2,633,728	7,704,455	81,040	38,931	119,971	2,550,230	1,321,625	3,871,855	2,601,537	1,351,034	3,952,571
Waverley	74,276	1,595,602	463,371	2,058,973	25,994	6,868	32,862	781,568	229,177	1,010,745	840,028	241,062	1,081,090
Weddin (S)	3,596	1,976,321	1,087,123	3,063,444	30,616	15,979	46,595	983,653	544,784	1,528,437	1,023,284	558,318	1,581,602
Wentworth (S)	7,090	4,509,627	2,183,668	6,693,295	72,611	32,075	104,686	2,258,506	1,091,628	3,350,134	2,323,732	1,124,115	3,447,847
Willoughby (C)	81,196	1,744,258	626,139	2,370,397	28,372	9,283	37,655	886,913	318,632	1,205,545	885,717	316,790	1,202,507
Wingecarribee (S)	51,760	3,334,838	2,070,429	5,405,267	54,371	30,174	84,545	1,661,946	1,034,545	2,696,491	1,727,263	1,066,058	2,793,321
Wollondilly (S)	54,005	2,475,919	1,455,791	3,931,710	40,534	21,626	62,160	1,232,773	741,598	1,974,371	1,283,680	735,819	2,019,499
Wollongong (C)	219,798	16,692,823	2,599,842	19,292,665	273,308	38,404	311,712	8,310,403	1,308,863	9,619,266	8,655,728	1,329,383	9,985,111
Woolahra (M)	59,431	1,276,701	457,368	1,734,069	20,753	6,785	27,538	624,331	228,333	852,664	673,123	235,820	908,943
Yass Valley	17,321	1,903,888	1,487,450	3,391,338	29,450	21,577	51,027	917,524	733,325	1,650,849	1,015,814	775,702	1,791,516
	8,167,158	584,824,936	236,942,282	821,767,218	9,422,892	3,473,233	12,896,125	291,536,853	118,253,076	409,789,929	302,710,975	122,162,439	424,873,414

1. GENERAL

All submissions **must** be consistent with the principles which have been adopted by the NSW Local Government Grants Commission (Commission). The principles are attached in **Table 1**.

Information in the submissions must relate to the year ended 30 June 2021, in order to be compatible with the Commission's **Return of General Information** for that year (for the 2022-23 grant calculations).

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

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

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

If you have further questions, then please contact Helen Pearce on (02) 4428 4131 or by email, helen.pearce@olg.nsw.gov.au.

Submissions should be emailed to the Commission at olg@olg.nsw.gov.au as soon as possible, by no later than **19 November 2021**.

2. EXPENDITURE DISABILITIES

(a) Content

The details of the Commission's expenditure calculations for Council's area are enclosed (See **Appendix A**). This information should be used in assessing whether to make a submission on expenditure disabilities; that is, in assessing whether the particular disabilities of Council's area are **already recognised** in the formula. If council believes that disabilities **other than those currently identified by the formula** have an impact on the cost of providing services, then this should be substantiated in the submission.

Similarly, if council believes that the impact of any disability already identified by the Commission is greater than indicated, then the case should be argued in the submission. Please refer to **Table 2** for the basic format for a special submission. Details of the expenditure items considered, the council functions and disability measures can be found in **Appendix D**.

(b) Required Format

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

- (1) the function affected (using the Commission's functional heading);
- (2) a **brief** description of the disability;
- (3) a **brief** account of the action taken to deal with that disability; and,
- (4) the **estimated additional cost** impact of that action.

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

(c) Outcome

Where the Commission recognises an additional disability raised in a submission beyond the measures recognised, an adjustment will be made as an "other" category.

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

3. REVENUE DISABILITIES

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

It should be noted that non-rateable properties are taken into consideration in the Commission's calculation automatically. The loss of revenue from non-rateable properties does not need to be specified in the submission.

TABLE 1

APPROVED PRINCIPLES

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

TABLE 2

REQUIRED FORMAT FOR SUBMISSIONS ON EXPENDITURE DISABILITIES

Function:

Disability:

Description and Response:

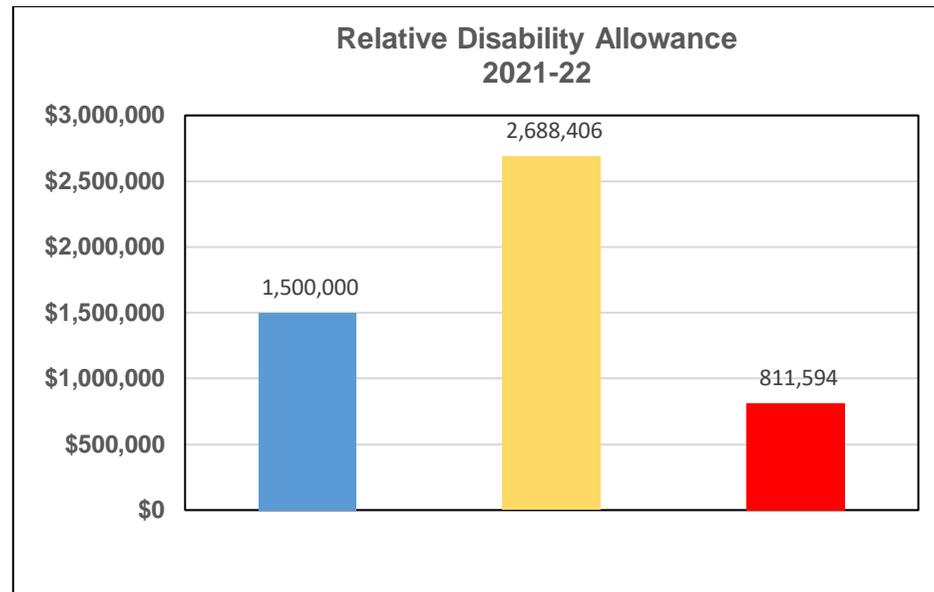
Cost Impact:

Expenditure Functions with Expenditure Items Listed Below

(Expenditure Items Source – Financial Data Return – Special Schedule 1/Net Cost of Services – 5 year average gross operational costs)

Recreation & cultural	Administration & governance	Community amenity	Community services & education	Roads, bridges & footpaths	Public order, safety, health & other
Museums	Administration	Public Cemeteries	Admin & Education	Aerodromes	Animal Containment
Art Galleries	Governance	Public Toilets	Children's Services	Urban Roads Local	Fire Service Levy
Communities Centres & Halls		Town Planning	Aged and Disabled	Sealed Rural Roads Local	Noxious Plants & Insects
Performing Arts Venues		Street Lighting	Social Protection	Unsealed Rural Roads Local	Environment Protection
Other Sport & Recreation				Bridges on Urban Roads Local	Stormwater Management
Other Performing Arts				Bridges on Sealed Rural Roads Local	Urban Storm Drainage
Public Libraries				Bridges on Unsealed Rural Roads Local	Other
Swimming Pools				Footpaths	Health
Sporting Grounds				Parking Areas	Enforcement of Regulations
Parks and Gardens					Beach Control
					Building Control
					Street Cleaning

Expenditure Disability Factors		
Disability Factor	Description	Data Source
Population Size	Number of people residing in local government area. The more people in a community, the cheaper it is to provide resources per person. This suggests compensation for councils with smaller populations	ABS Regional population 2019-20, Estimated Resident Population (released 30 March 2021).
ATSI	Proportion of residents identified as Aboriginal and Torres Strait Islander.	ABS 2075.0 Census of Population and Housing - Counts of Aboriginal and Torres Strait Islander Australians, 2016 (released 5 December 2018).
Local Road Length	Kilometres of road within a local government area.	Data provided by OLG, based on data supplied by each local council for the 2020-21 financial year.
Environment	Hectares of environmental land (hectares of conservation and natural environment, water and inland water bodies).	ABS 1410.0 - LAND AND ENVIRONMENT, Local Government Area, 2011-2018 (released 19 November 2019).
Rainfall, topography and drainage index	An index that measures variation in the cost of construction and maintenance of stormwater drainage based on a number of considerations.	Data provided by OLG, Independent Consultants, 1987, Stormwater Drainage Return.



Within the GPC, \$5.0 million of the \$10.0 million CPI increase was apportioned to councils with greatest relative disadvantage on the basis of unsealed local road lengths (reported by local councils), isolation (ABS population data, 5 years averaged isolation expenditure reported by local councils, distance from Sydney and the nearest major regional centre, Western Zone Allowance), and population decline (ABS Estimated Population 2006-2020) .

SUBJECT: *BI-ANNUAL COMPLAINT HANDLING REPORT
1 JANUARY TO 30 JUNE 2021*

RESPONSIBLE OFFICER: *Chief Finance and Administration Manager - Matthew Plumridge*

SUMMARY

The purpose of this report is to present the Bi-annual Complaint Handling Report for the six month period from 1 January to 30 June 2021 as required by the Complaint Handling Policy (the Policy).

RECOMMENDATION

That Council notes the Bi-annual Complaint Handling Report for the period 1 January to 30 June 2021, and that of the 19 complaints received four were substantiated.

BACKGROUND

The Policy was adopted on 11 December 2019 and the Complaints Handling Procedure was noted at the same time, with clause 9.1 of the Procedure providing that:

Biannual reports will be provided to the elected Council on the following statistics:

- i. *the number of Complaints received,*
- ii. *the number of Complaints resolved and time taken to do so,*
- iii. *the number of Complaints outstanding,*
- iv. *the categories of Complaints made.*

A complaint is an expression of dissatisfaction made to or about Council, Council services, Council staff or the handling of a complaint where a response or resolution is explicitly or implicitly expected or legally required.

Complaints give Council valuable information about how it can improve its processes and services. The impact a complaint has upon Council is largely determined by how Council handles the complaint, as a poorly handled complaint can have a negative effect on Council's reputation. Complaints provide Council with valuable information and learnings enabling operational process and service improvement.

The Policy includes a hierarchy for managing complaints:

- Tier 1 are complaints that have been made for the first time and that can be addressed by frontline staff. There were 19 received during the period.
- Tier 2 are requests for an internal review of Tier 1 complaints in which case the Public Officer or their delegate handles the request for review. There were none received during the period.

Tier 3 complaints are requests for review from external agencies, such as the NSW Ombudsman and Office of Local Government, and as with Tier 2 complaints, the Public Officer or their delegate handles the request for review. There were none received during the period.

REPORT/PROPOSAL

For the reporting period 1 January to 30 June 2021, the Complaint Handling Register showed 19 Complaints were received under the Policy, with four substantiated. A dashboard overview of the complaints received is provided at **Enclosure 1**. Learnings from these complaints with proposed and completed actions are outlined later in this report.

Learnings from the data

The complaints received have provided valuable information in relation to:

- the importance of regular and timely communication with complainants,
- the manner in which information is provided to the complainants, and
- the importance of working effectively across business units to meet response timeframes.

Table 1 – Category of Complaints - Comparison across all reporting periods

Category of Complaint	Jan - Jun 2021		Jul - Dec 2020		Jan - Jun 2020	
	Number	Substantiated	Number	Substantiated	Number	Substantiated
Dissatisfaction with service received	11	4	11	8	8	2
Alleged non-adherence to Council's standards of behaviour	6	0	4	1	6	2
Alleged non-adherence to Council Policy/Process	0	0	3	0	6	0
Alleged Council failed in its duty/responsibilities	0	0	3	0	2	0
Alleged breach of WH&S obligations	0	0	0	0	3	2
Dissatisfaction with a Council Decision	2	0	6	0	5	0
Total	19	4	27	9	30	6

Six complaints were completed outside the Policy timeframes, however these complaints required more time to resolve due to the nature of the complaint. The Executive Leadership Team have been made aware of these instances.

Four complaints were substantiated and have all resulted in Council addressing the individual issues concerned. These substantiated complaints were due to the customer not being satisfied with the service they received.

The number of complaints received in this 6 month period has dropped by 29% from the previous period and 36% since the *Complaint Handling Policy* was adopted in December 2019.

Actions

The importance of communication has again been reinforced with Managers and assistance is available from the Public Officer or Directors where responsible Officers are not getting a response from other departments/sections in a timely manner. The Governance Circular included a reminder to staff highlighting the importance of keeping the customer informed throughout the complaint handling process.

In considering the number of complaints received and in particular, those found to be substantiated it is important to consider the total number of interactions that occur over the course of the reporting period. These interactions are at all levels, and is not confined to contact with the Customer Service Centre. The table below shows a section of readily available interaction details for the six months to June 2021.

Table 2

- Interaction Type	Number
Customer Service Centre – Counter Enquiries	5,920
Customer Service Centre – Incoming Phone calls	25,559
Customer Service Centre – CRM	14,037
Sub Total Customer Service Centre	44,516
Emails to Council Inbox	14,323
CYCOS – E-Engagement	3,880
CYCOS – Online Programs	204
CYCOS – Face to Face	2,656
Sub Total CYCOS	6,740
Performing Arts Centre – Box office tickets sold	7,787
Performing Arts Centre – Enquiries	96
Sub Total CPAC	7,883
Cessnock Pool – Visitation	11,979
Branxton Pool - Visitation	9,074
Kurri Kurri Pool - Visitation	49,101
Visitor Information Centre – Visitation	37,247
Waste Management Centre - Visitation	24,735
Waste Management Centre - CRM	1,558
Sub Total Waste Management Centre	26,293
Sub Total Libraries	52,177
Period Interactions *	259,333

* This information is a selective representation of interactions from readily available data, it does not include all Council operations or facilities.

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Additionally during this six month reporting period, Council published:

- 47 Social Media Advertisements (Instagram and Facebook)
- 125 Paper Advertisements (Maitland Mercury, Port Stephens Examiner, Newcastle Herald, Advertiser, Sydney Morning Herald, Singleton Argus and Hunter Valley News)

OPTIONS

N/A

CONSULTATION

Executive Leadership Team
Governance Team

STRATEGIC LINKS

a. Delivery Program

Council's Complaints Handling process is consistent with the community's desired outcome of *Civic Leadership and Effective Governance* and in particular Objective 5.3 *Making Council more responsive to the community*.

b. Other Plans

N/A

IMPLICATIONS

a. Policy and Procedural Implications

N/A

b. Financial Implications

N/A

c. Legislative Implications

N/A

d. Risk Implications

Complaints give Council valuable information about how it can improve its processes and services. The impact a complaint has is largely determined by how Council handles the complaint. A poorly handled complaint can have a negative effect on Council's reputation.

e. Environmental Implications

N/A

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f. Other Implications

N/A

CONCLUSION

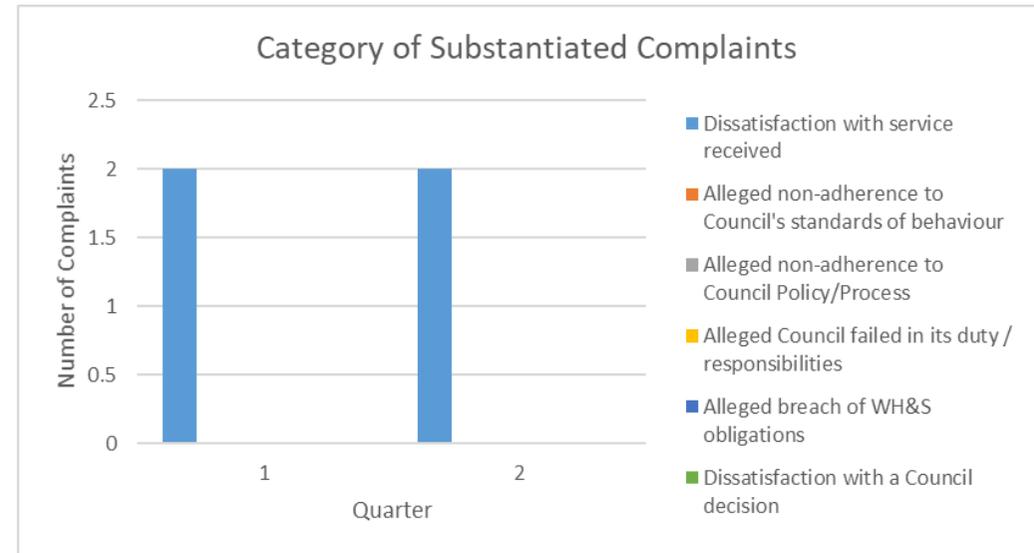
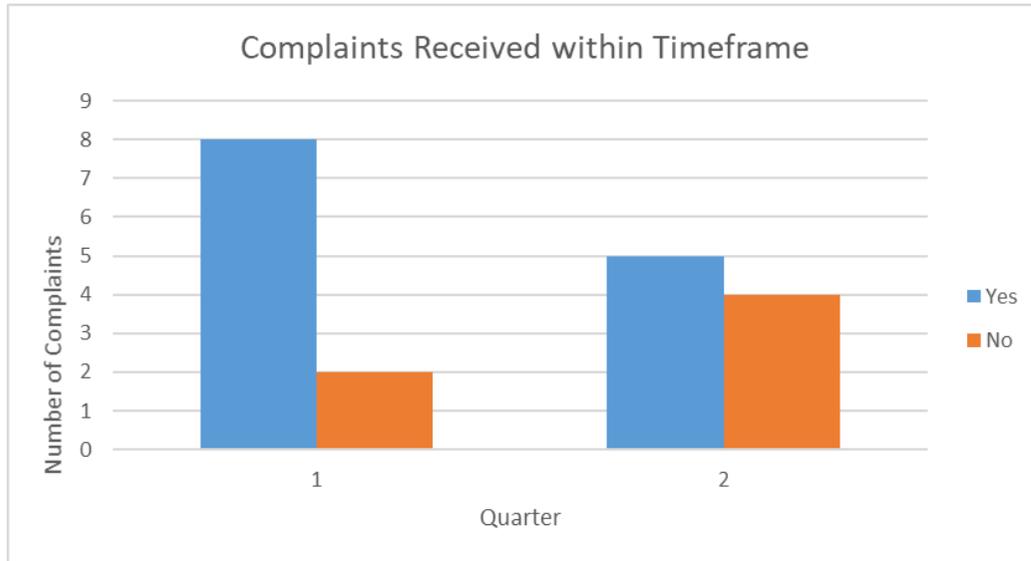
This report provides a high level analysis of all complaints received for the first six months of the calendar year 2021 for noting by the elected Council.

ENCLOSURES

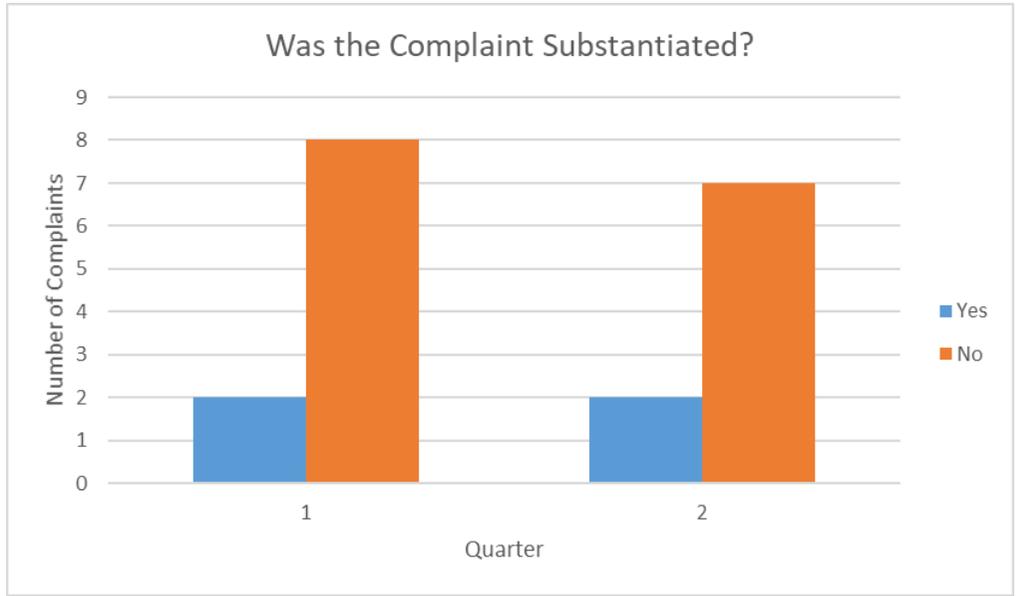
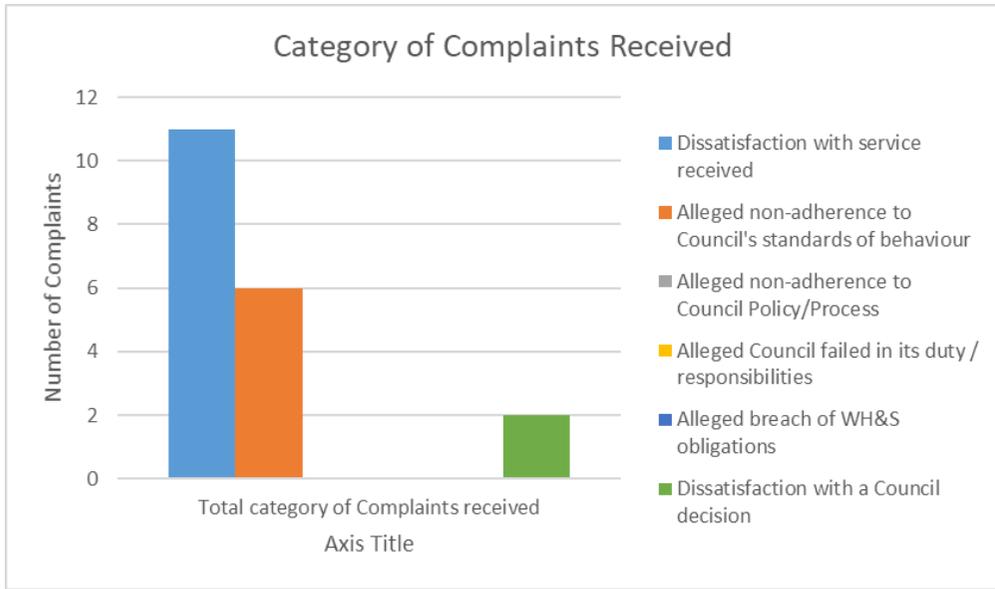
[1↓](#) Complaints Handling Dashboard Q1 & Q2 2021

Complaints Handling Dashboard – Q1 & Q1 2021

Is council responsive to the complainant and how many were substantiated?



What category were the complaints received and are they substantiated?



SUBJECT: *DISCLOSURES OF INTERESTS IN WRITTEN RETURNS*
RESPONSIBLE OFFICER: *Chief Finance and Administration Manager - Matthew Plumridge*

SUMMARY

Clause 4.24 of Council's Code of Conduct (the Code) requires the General Manager to keep a register of returns lodged by Councillors and designated persons and to table them at a meeting of Council, with Clause 4.21 requiring that such returns are to be lodged with the General Manager within 3 months after becoming a Councillor or a designated person.

The purpose of this report is to table returns received from designated persons and Councillors.

RECOMMENDATION

That Council notes the tabling of the Annual Disclosures of Interests in written returns received from designated persons and Councillors within 3 months of 30 June 2021 by the General Manager in accordance with Council's Code of Conduct.

BACKGROUND

The Code governs matters concerning pecuniary interests and disclosures of interests in written returns. The General Manager must keep a register of returns lodged and table them at a meeting of Council.

REPORT/PROPOSAL

Clause 4.21 of the Code requires Councillors and designated persons to lodge a written return in the form set out in schedule 2 of the Code within three months after becoming a Councillor or a designated person.

Clause 4.8 of the Code provides that designated persons are:

- (a) *The General Manager;*
- (b) *Senior staff for the purposes of section 332 of the Act;*
- (c) *A person (other than a member of the senior staff of the council) who is a member of staff of the council or a delegate of the council and who holds a position identified by the council as the position of a designated person because it involves the exercise of functions under this or any other Act (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest;*
- (d) *A person (other than a member of the senior staff of the council) who is a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of the council's functions under this or any other Act (such as regulatory functions or*

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contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interest.

Clause 4.24 of the Code requires the General Manager to keep a register of returns lodged and clause 4.25 requires the General Manager to table such returns at the first meeting of Council after the last day the return is required to be lodged.

Returns in this period have been received from:

Staff	Councillors
General Manager	Mayor Pynsent
Director Corporate & Community Services	Councillor Dunn
Director Works & Infrastructure	Councillor Lyons
Director Planning & Environment	Councillor Stapleford
Human Resources Manager	Councillor Olsen
Infrastructure Manager	Councillor Suvaal
Open Spaces & Community Facilities Manager	Councillor Fitzgibbon
Environment & Waste Services Manager	Councillor Fagg
Works & Operations Manager	Councillor Sander
Information Technology Manager	Councillor Gray
Community & Cultural Engagement Manager	Councillor Burke
Development Services Manager	Councillor Doherty
Strategic Planning Manager	
Business Support & Customer Relations Manager	
Economic Development & Tourism Manager	
Principal Engineer – Design & Project Manager	
Internal Auditor	
Compliances Services Manager	

The register of returns is available for public inspection at Council's Administration Centre at 62-78 Vincent St, Cessnock in accordance with the *Government Information (Public Access) Act 2009* (NSW) and as prescribed by clause 4.27 of the Code of Conduct. Due to current Public Health Orders, Councils administration centre is not open to the public for face to face meetings, with any requests for inspection of the register needing to be made to governance@cessnock.nsw.gov.au.

OPTIONS

N/A

CONSULTATION

All designated persons were provided the Self-Help Guide from the Office of Local Government to assist them in the completion of their returns.

STRATEGIC LINKS

a. Delivery Program

Completion of the written returns for the period links to the community's desired outcome of "Civic Leadership and Effective Governance", and in particular, it links to:

- strategic direction 5.3.7 within the Delivery Program 2017-2021 – *continue to educate staff on statutory compliance obligations*, and
- strategic action 5.3.7 within the Operational Plan 2020-2021 – *continue to educate staff on statutory compliance obligations*.

b. Other Plans

N/A

IMPLICATIONS

a. Policy and Procedural Implications

Clause 4.24 of the Code requires the General Manager to keep a register of returns lodged and clause 4.25 requires the General Manager to table such returns at the first meeting of Council after the last day the returns are required to be lodged.

On the day following the meeting, the register of returns may be accessed by members of the public (at Council's Administrative Centre) during business hours without an appointment. Due to current Public Health Orders, Council's administration centre is not open to the public for face to face meetings, with any requests for inspection of the register needing to be made to governance@cessnock.nsw.gov.au.

At all other times, the register of returns is available for inspection in accordance with the *Government Information (Public Access) Act 2009* (NSW). Council requires a person to make an appointment to view the register of returns during business hours.

b. Financial Implications

N/A

c. Legislative Implications

N/A

d. Risk Implications

Failure to table the register of pecuniary interest returns would constitute a breach of the Code.

e. Environmental Implications

N/A

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f. Other Implications

Tabling the register of returns and allowing access to it demonstrates Council's commitment to openness and transparency, and is a crucial element of Council's civic leadership and effective governance.

CONCLUSION

Tabling of the register of returns satisfies Council's requirements under the Code.

ENCLOSURES

There are no enclosures for this report

SUBJECT: *INVESTMENT REPORT - AUGUST 2021*
RESPONSIBLE OFFICER: *Chief Finance and Administration Manager - Matthew Plumridge*

SUMMARY

Section 625 of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2005* and Council's Investment Policy requires a monthly report to Council detailing all money invested.

RECOMMENDATION

That Council receives the Investment Report for August 2021 and notes that:

- Investments are held in accordance with Council's Investment Policy, which accords with the Ministerial Investment Order.
- Council's month end cash and investments balance was \$62,355,538 with August interest earned of \$28,719 and year to date interest earned of \$45,694.

BACKGROUND

The *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Council's Investment Policy requires a monthly report to Council detailing all money invested.

REPORT

Statement by the Responsible Accounting Officer

The Responsible Accounting Officer has certified that this report is produced in accordance with Clause 212 of the *Local Government (General) Regulation 2005* and that all investments have been made in accordance with the *Local Government Act 1993*, *Local Government (General) Regulation 2005* and Council's Investment Policy.

General Investment Commentary

Council monitors and manages its cash and investment portfolio by taking into consideration credit ratings of financial institutions; interest rates offered for periods of investment; counterparty exposures; and cash flow requirements.

Following assessment of projected cash flow requirements, surplus funds are invested in accordance with Council's Investment Policy. Investment revenues of the portfolio to the end of August 2021 were 0.50%, exceeding the benchmark of 0.02% in the Investment Policy, which is also favourable to the year to date budget.

Interest rates remain at historical lows, with current investment rates being below 1.00% p.a. consistent with the official cash rate of the Reserve Bank of Australia (RBA) which has been

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held at 0.10% since November 2020. Returns will continue to be monitored and any adjustment to budgeted income will be reported in future quarterly budget reviews.

Investment Portfolio Information

Table 1 Total cash and investments held by Council as at 31 August 2021

Invest No	Financial Institution Investment Held With	Invest Type	Interest Coupon Term	Maturity / Next Coupon Date	Current Coupon Rate	Par Value \$'000
	Commonwealth Bank	CASH			0.00%	10,815
	Commonwealth Bank	At Call			0.01%	41
1243	AMP Bank	At Call			0.50%	500
1341d	AMP Bank	TD	365	10-Nov-21	0.75%	1,000
1358d	National Bank	TD	330	25-May-22	0.36%	1,000
1361c	AMP Bank	TD	405	19-Jan-22	0.75%	1,000
1362c	AMP Bank	TD	419	08-Feb-22	0.75%	1,000
1369c	National Bank	TD	367	20-May-22	0.37%	1,000
1371c	Members Equity Bank	TD	388	11-Mar-22	0.45%	1,000
1381b	Macquarie bank	TD	360	01-Apr-22	0.40%	1,000
1384b	Macquarie bank	TD	282	27-Jan-22	0.40%	1,000
1405b	Suncorp Bank	TD	231	22-Oct-21	0.30%	1,000
1407b	Commonwealth Bank	TD	219	28-Oct-21	0.35%	1,000
1409a	National Bank	TD	275	16-Dec-21	0.33%	1,000
1410a	National Bank	TD	308	29-Sep-21	0.50%	1,000
1417b	Commonwealth Bank	TD	309	08-Dec-21	0.38%	1,000
1432	Westpac Bank	TD	371	19-Oct-21	0.70%	1,000
1433	National Bank	TD	365	03-Nov-21	0.55%	1,000
1434	Macquarie bank	TD	309	22-Sep-21	0.50%	1,000
1435	National Bank	TD	286	09-Sep-21	0.50%	1,000
1436	National Bank	TD	292	15-Sep-21	0.50%	1,000
1437	National Bank	TD	310	06-Oct-21	0.50%	1,000
1438	National Bank	TD	317	13-Oct-21	0.50%	1,000
1441	Suncorp Bank	TD	336	12-Jan-22	0.35%	1,000
1443a	Suncorp Bank	TD	289	02-Jun-22	0.33%	1,000
1445b	Commonwealth Bank	TD	350	09-Jun-22	0.41%	1,000
1446a	Suncorp Bank	TD	378	08-Sep-22	0.35%	1,000
1447	Suncorp Bank	TD	233	18-Nov-21	0.30%	1,000
1448	Macquarie bank	TD	358	07-Apr-22	0.40%	1,000
1449a	Commonwealth Bank	TD	364	07-Jul-22	0.42%	1,000
1450	National Bank	TD	371	12-May-22	0.37%	1,000
1451	Commonwealth Bank	TD	199	16-Dec-21	0.34%	1,000
1452	Commonwealth Bank	TD	206	23-Dec-21	0.34%	1,000
1453a	Commonwealth Bank	TD	286	14-Apr-22	0.40%	1,000
1454a	Commonwealth Bank	TD	293	21-Apr-22	0.40%	1,000
1455	Bank of Queensland	TD	199	06-Jan-22	0.40%	1,000
1456	Bank of Queensland	TD	241	17-Feb-22	0.40%	1,000
1457	Macquarie bank	TD	360	16-Jun-22	0.40%	1,000
1458a	Commonwealth Bank	TD	357	23-Jun-22	0.42%	1,000
1459a	Commonwealth Bank	TD	363	29-Jun-22	0.42%	1,000
1460	Macquarie bank	TD	369	29-Jun-22	0.40%	1,000

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Invest No	Financial Institution Investment Held With	Invest Type	Interest Coupon Term	Maturity / Next Coupon Date	Current Coupon Rate	Par Value \$'000
1461	Macquarie bank	TD	302	28-Apr-22	0.40%	1,000
1462	Bank of Queensland	TD	278	04-May-22	0.40%	1,500
1463	NSW Treasury Corporation	Growth Fund			5.99%	4,000
1464	Macquarie bank	TD	329	14-Jul-22	0.40%	1,000
1465	Macquarie bank	TD	217	24-Mar-22	0.40%	1,000
1466	National Bank	TD	329	14-Jul-22	0.32%	1,000
1467	Suncorp Bank	TD	364	18-Aug-22	0.35%	1,500
1468	Commonwealth Bank	TD	198	17-Mar-22	0.35%	1,000
1469	Commonwealth Bank	TD	324	21-Jul-22	0.39%	1,000
TOTAL						62,356

The cash balance of \$10.81m held as at 31 August 2021 is higher than usual due to rates instalments received as well as funds received from Transport NSW at the end of the month.

Table 2 Level of funds held and the percentage invested with financial institutions

Financial Institution	Rating	Maximum Counterparty	Amount \$'000	% of Portfolio
Commonwealth Bank	A1+	25%	12,000	23.29%
Westpac Bank	A1+	25%	1,000	1.94%
National Bank	A1+	25%	11,000	21.36%
Suncorp Bank	A1	25%	6,500	12.62%
Macquarie Bank	A1	25%	9,000	17.48%
AMP Bank	A2	10%	3,500	6.80%
Members Equity Bank	A2	10%	1,000	1.94%
Bank of Queensland	A2	10%	3,500	6.80%
T Corp	Unrated	10%	4,000	7.77%
TOTAL			51,500	100.00%

In accordance with the current Investment Policy, figures in Table 2 above exclude cash balances in Council's main operating account held with Commonwealth Bank of Australia.

Investment in NSW Treasury Corporation (TCorp)

During the month of August, Council invested an amount of \$4m in TCorp's Investment Management Medium Term Growth Fund, in line with Council's Investment Policy. TCorpIM Funds are specifically designed to meet the needs of NSW public sector clients. The fund strategy is to provide a balanced exposure to growth and defensive assets, with medium return potential over the medium term and with moderate risk of negative annual returns. The minimum suggested timeframe for investment in the fund is 3-7 years however Council may redeem its investment at any time.

TCorp operates pooled funds, whereby its clients' investments are comingled with those of other investors. This pool is used to buy investments that are managed on behalf of all investors in the fund. TCorpIM Funds are unit trusts. Upon investing in a fund, investors are allocated units in the fund. The value of an investment in the fund will vary as the fund's daily unit price changes to reflect increases or decreases in the market value of the fund's underlying assets.

Distributions are made annually and are automatically reinvested into the fund to buy additional units.

Council had a calculated return for August of \$12,469 or 0.31% which translates to an annualised return of 5.99%. Rates of return will fluctuate each month and possibly be negative from time to time with the medium term investment horizon. The fund performance summary as at 31 August 2021 is below. The benchmark used by TCorp is CPI + 2.00% p.a. (over rolling 7 years).

Table 3 NSW Treasury Corporation Performance Summary

	10 year	7 year	3 year	1 year	FYTD	1 month
	(% p.a.)	(% p.a.)	(% p.a.)	%	%	%
TCorpIM Medium Term Growth Fund	6.18	5.26	5.40	9.58	2.42	0.86
Benchmark: CPI + 2.0% p.a. (over rolling 7 years)	3.99	3.81	3.75	3.99	0.67	0.33
Return above benchmark p.a.	2.19	1.45	1.65	5.59	1.75	0.53

Table 4 Investment types, risk assessment, amount and percentage invested compared to the total

Investment Type	Risk Assessment		Amount	% of
	Capital	Interest	\$'000	Portfolio
Term Deposits	Low	Low	47,000	75.37%
Cash/At Call Deposits	Low	Low	11,356	18.22%
Capital Growth fund	Medium	Medium	4,000	6.41%
TOTAL			62,356	100.00%

Table 5 Comparison of interest rates, earnings and balances this year to last year

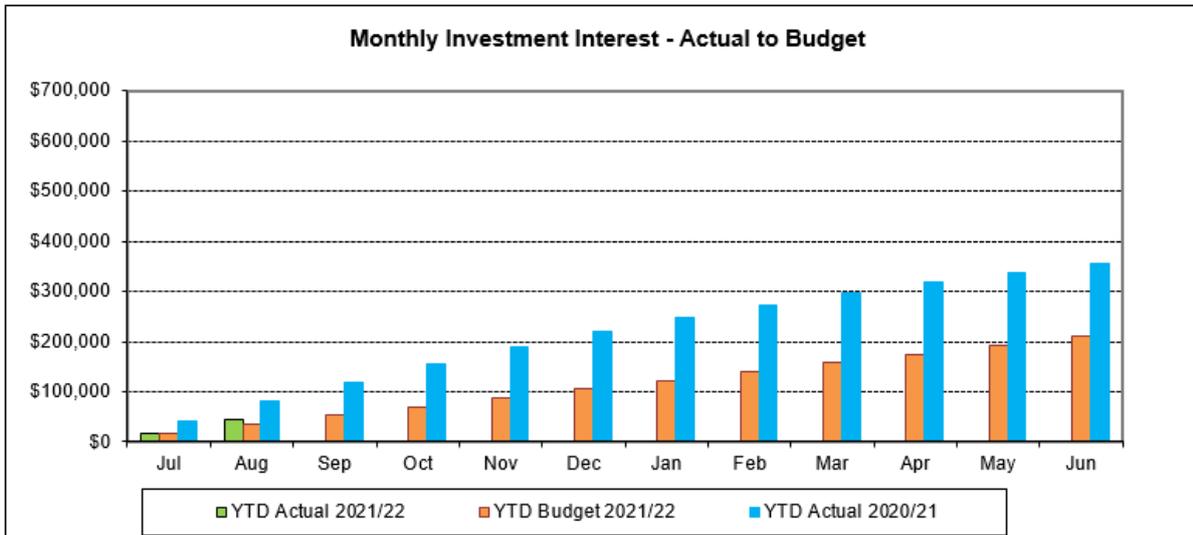
Performance Measures	This Year	Last Year
Portfolio Average Interest Rate (year to date)	0.50%	1.09%
BBSW Average Interest Rate (year to date) *	0.02%	0.10%
Actual Investment Interest Earned (for the month)	\$28,719	\$39,184
Actual Investment Interest Earned (year to date)	\$45,694	\$81,414
Budget Investment Interest (year to date)	\$35,000	\$54,166
Original Budget Investment Interest (annual)	\$210,000	\$325,000

Investment and Cash Balances (Par Value)	This Year	Last Year
Opening Balance as at 1 July	\$54,388,548	\$47,140,822
Month End Balance as at 31 August	\$62,355,538	\$44,850,207

* BBSW 90 day Bank Bill Reference Rate (performance measure as per Council's Investment Policy)



Graph 1 Actual interest earned compared to budget for this year and last year



Graph 2 Current year portfolio performance to prior year performance

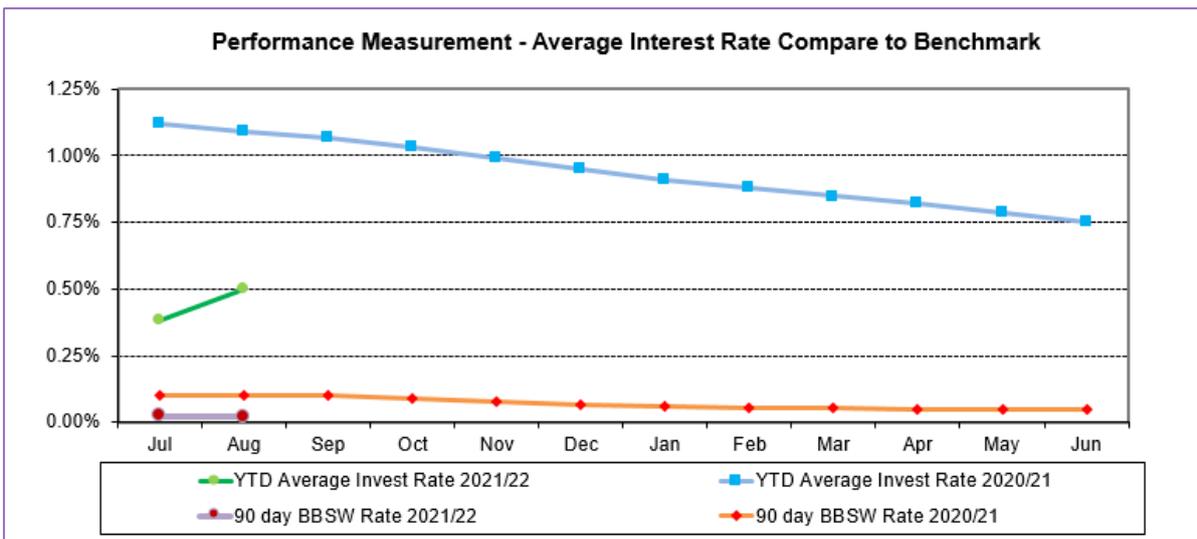


Table 6 Internal and external restrictions over cash and investments held

Month End Totals \$'000	August 2021	July 2021	June 2021*	May 2021	Apr 2021	Mar 2021
Developer contributions	18,688	17,853	16,748	15,810	15,645	15,435
Committed developer contributions	2,717	2,721	2,793	1,464	1,439	1,592
RMS contributions	1,436	1,437	1,454	1,625	1,711	1,711
Specific purpose unexpended grants	3,157	2,094	1,489	6,762	3,966	5,294
Domestic waste management reserve	430	430	430	430	430	430
Stormwater management	219	234	236	323	365	443
External Restrictions	26,647	24,769	23,150	26,414	23,556	24,905
Month End Totals \$'000	August 2021	July 2021	June 2021*	May 2021	Apr 2021	Mar 2021
Plant and vehicle replacement	2,548	2,548	2,525	1,707	1,580	1,580
Employees leave entitlement	2,974	2,974	2,974	2,891	2,891	2,891
Carry over works	1,300	1,573	1,573	814	940	954
Bridge replacement	687	672	672	1,120	519	369
Financial Assistance Grant in Advance	-	-	3,753	-	-	-
Energy efficiency	-	-	-	-	-	32
Insurance provisions	1,301	1,301	1,242	1,089	1,092	1,095
Miscellaneous and property	169	169	386	349	349	525
Grant Fund Leverage	179	189	0	294	560	570
Operations and programs	412	412	452	627	404	404
Property investment fund	356	246	389	2,342	2,351	1,679
Rezoning fees	-	-	-	85	85	85
Civil Works	1,883	1,901	1,825	1,060	1,137	1,164
Waste depot and rehabilitation	6,833	6,833	6,833	5,218	5,218	5,218
Unexpended loan funds	963	1,229	1,235	1,178	1,163	646
Committed projects (SRV)	1,186	1,236	1,549	720	731	748
Security deposits and bonds	3,645	3,467	3,560	3,136	3,043	3,038
Internal Restrictions	24,436	24,750	28,968	22,630	22,063	20,998
Unrestricted	11,273	3,580	2,648	2,864	2,003	3,938
Total Cash & Investments	62,356	53,099	54,766	51,908	47,622	49,841

* June figures reported in Table 6 above have been updated to represent closing balances for the draft 2020-21 Annual Financial Statements due to be audited in September 2021.

Externally restricted funds increased by \$1.9m during August due to additional income collected related to developer contributions and grants.

Internally restricted fund balances have remained fairly stable during August.

Unrestricted cash increased by \$7.7m from July directly as a result of income received from the general rates and annual charges instalment that was due on 31 August 2021. Council levies rates up front in July with the option of quarterly payments due at the end of August, November, February and May, driving higher levels of cash balances at those times.

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Restrictions over cash and investments are subject to change and will only be final once audited and published in the annual financial statements.

CONSULTATION

Director Corporate and Community Services
Chief Finance and Administration Manager
Management Accountant
Financial Accountant

STRATEGIC LINKS

a. Delivery Program

Investment returns are an integral part of funding sources for future services and community expectations within the Delivery Program and Operational Plan. This report is a part of the organisation's governance framework – providing feedback on the progress against the investment policy and budget adopted by Council. This is in line with the community's desired outcome of: "*Civic Leadership and Effective Governance*" and more specifically links to strategic direction:

5.3.7: Continue to educate staff on statutory compliance obligations.

5.3.8: Carry out governance functions to comply with legislation and best practice.

IMPLICATIONS

a. Policy and Procedural Implications

Investments are held in accordance with Council's Investment Policy.

b. Financial Implications

Investment returns are included in Council's Delivery Program and Operational Plan. Amendments are effected through the Quarterly Budget Review process. Investment portfolio performance is detailed within the report with comparisons to prior year and budget.

A portion of the portfolio and its associated investment income is restricted as it relates to funds from developer contributions, payments in advance for grant projects, Domestic Waste Management, and stormwater management income to be applied to specific purposes and not available for general operational projects.

c. Legislative Implications

This report meets Council's statutory obligations under the *Local Government (General) Regulation 2005* and the *Local Government Act 1993*.

d. Risk Implications

Investment risks are detailed within this report.

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e. Other Implications

There are no environmental, community, consultative or other implications to this report.

CONCLUSION

The report details investments held at month end and meets Councils reporting obligations.

ENCLOSURES

There are no enclosures for this report.

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SUBJECT: *RESOLUTIONS TRACKING REPORT*
RESPONSIBLE OFFICER: *Corporate Governance Officer - Robyn Larsen*
Chief Finance and Administration Manager - Matthew Plumridge

SUMMARY

The enclosure contains pending actions from previous meetings as well as completed actions for period 10 August, 2021 to 13 September 2021.

RECOMMENDATION

That Council receives the report and notes the information in the Resolutions Tracking Report.

ENCLOSURES

- 1  Completed Actions
- 2  Outstanding Actions

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 21/10/2020	Conner, Martin	Minutes of the Floodplain Management Committee 2 September 2020	23/03/2022	23/10/2020	10/09/2021
WI81/2020 1472		Moloney, David				
<p>28 Oct 2020 4:10pm O'Hara, Rachael Item 1 - Noted , FLOCLM14/2020, Item 2.2 - Prepared for exhibition of the draft Cessnock City Wide Flood Study 2020., FLOCLM16/2020, Item 3.2 - Commenced grant application for April 2021 NSW Floodplain Management Program.</p> <p>30 Nov 2020 3:46pm O'Hara, Rachael FLOCLM16/2020, Item 3.2 - Commenced grant application for April 2021 NSW Floodplain Management Program.</p> <p>04 Mar 2021 2:27pm O'Hara, Rachael FLOCLM16/2020 Item 3.2 - Continued preparing grant application for April 2021 NSW Floodplain Management Program.</p> <p>13 Apr 2021 9:24am Bates, Kelly Item 2.2 - Exhibited Flood Study, Item 3.2 - On hold, pending Climate Strategy adoption.</p> <p>03 May 2021 4:28pm O'Hara, Rachael Item 2.2. - Currently on Exhibition.</p> <p>25 Jun 2021 1:07pm O'Hara, Rachael Item 2.2. Exhibition complete, flood study adopted.</p> <p>10 Sep 2021 2:43pm Conner, Martin - Completion Action completed by O'Hara, Rachael</p>						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 17/02/2021	Forsyth, Karen	Class 4 appeal (2020/2833859) in the NSW Land and Environment Court against the validity of Council's City Wide Infrastructure Contributions Plan 2020	30/09/2021	19/02/2021	30/08/2021
PE7/2021		Mickleson, Peter				
<p>01 Mar 2021 10:29am Forsyth, Karen The matter was before Pepper J on 26 February 2021, all parties consented to an adjourned to enable the application to be amended to re-plead Ground 2 of the summons. The applicant is to file and serve the amended summons by 5 March 2021. The matter is listed for a directions hearing on 12 March.</p> <p>04 Mar 2021 10:11am Forsyth, Karen Amended Summons filed and served on 1 March 2021</p> <p>05 Mar 2021 8:21am Blake, Yvonne - Reallocation Action reassigned to Rush, Iain by Blake, Yvonne - Assigned to Senior Strategic Planner to oversee. Awaiting information from TfNSW to move forward with report.</p> <p>22 Mar 2021 12:16pm Forsyth, Karen On 12 March 2020 the matter came before Pain J in the LEC. The applicant's solicitor confirmed that he wished to seek leave for expert evidence for traffic, s7.11 and QS report. Pain J ordered that the applicant is to file and serve a notice of motion to seek leave for the expert evidence by 7 May 2020. The matter is listed for a Directions Hearing on 28 May 2020.</p> <p>22 Mar 2021 3:45pm Blake, Yvonne - Target Date Revision Target date changed by Blake, Yvonne from 17 March 2021 to 01 June 2021 - To be reviewed after directions hearing being held on 28 May 2021.</p> <p>21 Jun 2021 11:03am Forsyth, Karen The matter is set down for hearing on 1 September 2021. We are working with Council's Lawyers, Lindsay Taylor Lawyers, preparing evidence in readiness for the hearing</p> <p>21 Jun 2021 11:09am Blake, Yvonne - Target Date Revision Target date changed by Blake, Yvonne from 01 June 2021 to 30 September 2021 - The matter is set down for hearing on 1 September 2021. We are working with Council's Lawyers, Lindsay Taylor Lawyers, preparing evidence in readiness for the hearing</p> <p>09 Aug 2021 9:57am Forsyth, Karen Hearing set down for 1 September 2021, evidence for the hearing is currently being prepared.</p> <p>30 Aug 2021 11:18am Forsyth, Karen The applicant has filed a Notice of Discontinuance. Orders were made on 27 August 2021 and the matter has been finalised.</p>						

30 Aug 2021 12:19pm Forsyth, Karen - Completion
Action completed by Forsyth, Karen

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 21/04/2021	Vandermeer, Warren	Minutes of Roads Review Committee of 11 December 2020	19/05/2021	23/04/2021	10/08/2021
WI20/2021 1659		Moloney, David				
<p>03 May 2021 10:40am Waugh, Vivian Item 2 - Preparing draft report</p> <p>10 Aug 2021 9:55am Waugh, Vivian Report prepared for Roads Review Committee 13/08/2021</p> <p>10 Aug 2021 9:56am Vandermeer, Warren - Completion Action completed by Waugh, Vivian</p>						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 19/05/2021	Corken, Robert	Cessnock Development Control Plan 2010 - Various controls for exhibition	16/10/2021	24/05/2021	10/08/2021
PE25/2021 1680		Mickleson, Peter				
<p>21 Jun 2021 10:59am Corken, Robert - Target Date Revision Target date changed by Corken, Robert from 16 June 2021 to 16 August 2021 - DCP amendments are currently on exhibition.</p> <p>26 Jul 2021 4:43pm Corken, Robert - Target Date Revision Target date changed by Corken, Robert from 16 August 2021 to 16 September 2021 - Awaiting Council meeting August 2021.</p> <p>10 Aug 2021 7:28am Corken, Robert - Completion Action completed by Larsen, Robyn</p>						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 16/06/2021	Gambotto, Daniela	Planning Proposal - 8 Kerlew Street and 39 Pinchen Street, Nulkaba	30/09/2021	18/06/2021	3/09/2021
PE33/2021 1710		Mickleson, Peter				
<p>30 Jun 2021 7:47am Brown, Keren - Target Date Revision Target date changed by Brown, Keren from 14 July 2021 to 14 August 2021 - Proposal sent to DPIE to make the Plan</p> <p>27 Jul 2021 12:20pm Blake, Yvonne - Target Date Revision Target date changed by Blake, Yvonne from 14 August 2021 to 30 September 2021 - Awaiting planning proposal to be gazetted.</p> <p>03 Sep 2021 3:19pm Gambotto, Daniela - Completion Action completed by Blake, Yvonne</p>						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 16/06/2021	Johnson, Elki	Draft Youth Engagement Strategy 2021-2025	31/08/2021	18/06/2021	23/08/2021
CC44/2021 1718		Maginnity, Robert				
<p>28 Jun 2021 9:36am Johnson, Elki - Target Date Revision Target date changed by Johnson, Elki from 14 July 2021 to 31 August 2021 - Out on Public Exhibition welcoming submissions until the 19th of July.</p> <p>27 Jul 2021 4:18pm Keegan, Robyn No submissions were received during the public exhibition period. The Strategy will be tabled to Council seeking adoption.</p> <p>23 Aug 2021 11:00am Johnson, Elki</p>						

YES adopted by Council AUG 18 meeting
23 Aug 2021 11:01am Johnson, Elki - Completion
 Action completed by Johnson, Elki

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 16/06/2021	Allan, Tony	Airport Policy and New Airport Operational User Guideline	23/07/2021	18/06/2021	6/09/2021
WI38/2021 1722		Moloney, David				
18 Jun 2021 9:06am Paterson, Kelly Item 1 - Placed on public exhibition - submissions closing 16 July 2021, Item 2 - Report to be drafted, Item 3 - Noted 06 Sep 2021 1:39pm Allan, Tony - Completion Action completed by Paterson, Kelly						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 16/06/2021	Harris, Kate	Draft Off Leash Dog Exercise Area Plan	10/09/2021	18/06/2021	10/09/2021
WI39/2021 1723		Moloney, David				
28 Jun 2021 1:16pm Harris, Kate 1. Public exhibition of the document commenced on Monday 28 June 2021 and will close on 8 August 2. Noted 3. Complete and the Plan has been amended 4. Complete and the Plan has been amended. 28 Jun 2021 1:18pm Harris, Kate - Target Date Revision Target date changed by Harris, Kate from 14 July 2021 to 10 September 2021 - To allow for public exhibition of the Plan and evaluation of submissions. 10 Sep 2021 11:02am Harris, Kate 1. Public exhibition of the document is complete, 2. Complete - A report has been prepared for the 22 September meeting for Council's consideration. 10 Sep 2021 11:05am Harris, Kate - Completion Action completed by Harris, Kate						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 21/07/2021	Forsyth, Karen	City Wide Local Infrastructure Plan, Planning Agreements and Contributions Register	30/09/2021	23/07/2021	10/08/2021
PE40/2021		Mickleson, Peter				
27 Jul 2021 12:22pm Blake, Yvonne - Target Date Revision Target date changed by Blake, Yvonne from 18 August 2021 to 30 September 2021 - Council resolved that the report be deferred to come back in a simpler form 02 Aug 2021 11:00am Forsyth, Karen New simplified report has been completed for August Council meeting. 10 Aug 2021 7:29am Forsyth, Karen - Completion Action completed by Larsen, Robyn						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 21/07/2021	Harris, Kate	Rezoning and Reclassification of Varty Park and Weston Bears Park Masterplan	30/09/2021	23/07/2021	10/09/2021
WI53/2021 1762		Moloney, David				
<p>29 Jul 2021 8:42am Benson, Nicole - Target Date Revision Target date changed by Benson, Nicole from 18 August 2021 to 30 September 2021 - Report being prepared for September meeting.</p> <p>10 Sep 2021 11:06am Harris, Kate 1. Noted 2. Complete - a report outlining the ramifications has been prepared for the 22 September meeting for Council's consideration.</p> <p>10 Sep 2021 11:08am Harris, Kate - Completion Action completed by Harris, Kate</p>						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 21/07/2021	Bent, Geoffrey	Additional Operational Plant Operator	18/08/2021	23/07/2021	6/09/2021
WI55/2021 1765		Moloney, David				
<p>27 Jul 2021 11:03am Bent, Geoffrey Resolved plant requested to procure plant and recruitment request prepared for HR.</p> <p>06 Sep 2021 1:49pm Bent, Geoffrey - Completion Action completed by Paterson, Kelly</p>						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 21/07/2021	Moodley, Sid	Tender T2021-08 Yango Creek Road Wollombi - Bridge Replacement	18/08/2021	23/07/2021	10/08/2021
WI57/2021 1767		Moloney, David				
<p>09 Aug 2021 12:45pm Larsen, Robyn Tender for Yango Creek Road Bridge closed this week. Only one submission received. Currently under assessment and is within budget.</p> <p>10 Aug 2021 8:36am Bates, Kelly Letter of Acceptance sent 3/8/2021</p> <p>10 Aug 2021 8:37am Moodley, Sid - Completion Action completed by Bates, Kelly</p>						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 21/07/2021	Vandermeer, Warren	Minutes of Roads Review Committee Meeting held on 7 April 2021	18/08/2021	23/07/2021	10/08/2021
WI58/2021 1768		Moloney, David				
<p>10 Aug 2021 9:53am Waugh, Vivian Report prepared for Roads Review Committee 13/08/2021</p> <p>10 Aug 2021 9:54am Vandermeer, Warren - Completion Action completed by Waugh, Vivian</p>						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 18/08/2021	Johnson, Elki	Youth Engagement Strategy 2021-2025	15/09/2021	23/08/2021	23/08/2021
CC56/2021 1786		Maginnity, Robert				
23 Aug 2021 11:01am Johnson, Elki - Completion Action completed by Johnson, Elki						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 18/08/2021	Miller, Jo	Request for fee waiver for use of Marthaville Arts and Cultural Centre from Kiray Putjung Aboriginal Corporation	15/09/2021	23/08/2021	23/08/2021
CC57/2021 1787		Maginnity, Robert				
23 Aug 2021 1:08pm Miller, Jo Kiray Putjung Aboriginal Corporation (KAPC) notified ph call 20/8, Formal correspondence to KPAC DOC2021/126149, Correspondence sent to , Marthaville Management Committee DOC2021/126011, Marthaville Guildry DOC2021/126032 23 Aug 2021 2:29pm Miller, Jo - Completion Action completed by Miller, Jo						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 18/08/2021	Maginnity, Robert	Election of Deputy Mayor - for 2021 Following Postponement of Council Elections	15/09/2021	23/08/2021	23/08/2021
CC58/2021 1788		Maginnity, Robert				
23 Aug 2021 10:47am Maginnity, Robert - Completion Action completed by Maginnity, Robert						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 18/08/2021	Chadwick, Teressa	Council Meeting Dates for the Remainder of 2021 and Immediately Post the December 2021 Election	15/09/2021	23/08/2021	23/08/2021
CC59/2021		Maginnity, Robert				
23 Aug 2021 11:43am Chadwick, Teressa - Completion Action completed by Chadwick, Teressa						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 18/08/2021	Chadwick, Teressa	Draft Councillor Training and Development Policy 2021	15/09/2021	23/08/2021	24/08/2021
CC60/2021		Maginnity, Robert				
24 Aug 2021 4:48pm Chadwick, Teressa - Completion Action completed by Chadwick, Teressa						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 18/08/2021	Eveleigh, Nathan	2020/21 Aquatic Season Review	15/09/2021	23/08/2021	23/08/2021
WI64/2021 1794		Moloney, David				
23 Aug 2021 8:22am Eveleigh, Nathan - Completion Action completed by Eveleigh, Nathan						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 18/08/2021	Harris, Kate	Installation of practice cricket net at Crawfordville Park, Millfield	15/09/2021	23/08/2021	10/09/2021
WI65/2021		Moloney, David				
10 Sep 2021 11:09am Harris, Kate 1. Noted., 2. Complete - Council Officers contacted Bellbird Cricket Club in regards to assistance with a grant application for the practice cricket net. The outcome was provided to all Councillors via a Councillor memo. 10 Sep 2021 11:14am Harris, Kate - Completion Action completed by Harris, Kate						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 18/08/2021	Bent, Geoffrey	Adoption of Draft Airport Operational Policy	15/09/2021	23/08/2021	6/09/2021
WI66/2021 1796		Moloney, David				
06 Sep 2021 2:40pm Paterson, Kelly 1. noted, 2. noted, 3. noted 06 Sep 2021 2:40pm Bent, Geoffrey - Completion Action completed by Paterson, Kelly						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 18/08/2021	Waerner, Catherine	Cessnock, Kurri Kurri & Weston - Re-establishment of expiring Alcohol Free Zones	15/09/2021	23/08/2021	13/09/2021
WI67/2021 1797		Moloney, David				
13 Sep 2021 9:17am Waerner, Catherine The 30 day consultation period for the Alcohol Free Zone reestablishment is currently open and is finalised on 24 September 2021. Consultation results will be presented in a subsequent Report to Council. 13 Sep 2021 9:23am Waerner, Catherine - Completion Action completed by Waerner, Catherine						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 18/08/2021	Jackson, Lotta	Motion of Urgency - COVID19	15/09/2021	23/08/2021	23/08/2021
CO13/2021 1800		Jackson, Lotta				
23 Aug 2021 12:16pm Lorenzen, Cherie All correspondence sent as per resolution. 23 Aug 2021 12:18pm Jackson, Lotta - Completion Action completed by Lorenzen, Cherie						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
BN17/2021	Ordinary Council 21/07/2021	Allan, Darrylen	Business With Notice	Supporting Secure Local Jobs	29/10/2021	
1774 MOTION 1774 RESOLVED	Moved:	Jackson, Lotta Councillor Suvaal	Seconded:	Councillor Burke		
1.	That Council notes the need for more secure, stable jobs in our community, especially during the current Covid-19 pandemic, so that people can choose to live and work in our LGA;					
2.	That Council requests the General Manager to continue to actively apply for grant funding for local projects, which creates extra work in our LGA;					
3.	That Council notes the high quality of works undertaken recently by our local work teams on recent projects like the Bridges Hill Park and the Gingers Lane / Hart Road projects and the value that having a strong local workforce brings to our community;					
4.	That Council notes Council's Procurement Policy which states "Council prefers to buy from local suppliers and contractors where possible, as this supports Council's local economic development initiatives";					
5.	That the General Manager continue to hold and promote "Doing business with Council" programs to ensure local businesses are aware of Council's tender process and how they can apply to undertake work for Council; and					
6.	That the General Manager bring back a report to Council within 4 months on how Council could update its policies to better protect local jobs, including ensuring no forced redundancies of Council's local workforce due to the use of contractors.					
26 Jul 2021 2:37pm Hottes, Kylie - Reallocation Action reassigned to Allan, Darrylen by Hottes, Kylie - Please see point 6 in this resolution for your action.						
31 Aug 2021 3:33pm Allan, Darrylen - Target Date Revision Target date changed by Allan, Darrylen from 18 August 2021 to 29 October 2021 - Report to be prepared for the October 2021 Council meeting to address dot point 6 of this resolution.						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
BN18/2021	Ordinary Council 21/07/2021	Harris, Kate	Business With Notice	Cessnock Netball Complex	18/08/2021	
1775 MOTION 1775 RESOLVED	Moved:	Moloney, David Councillor Fitzgibbon	Seconded:	Councillor Burke		
That the General Manager report back to Council on:-						
1.	The condition of the Cessnock Netball Complex, including identified upgrades and repairs.					
2.	The cost of the identified upgrades and repairs.					
3.	Potential funding options including grant opportunities to complete the works.					
29 Jul 2021 8:28am Benson, Nicole - Reallocation Action reassigned to Harris, Kate by Benson, Nicole Report being prepared.						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
BN19/2021	Ordinary Council 21/07/2021	Jeffery, Warren	Business With Notice	East Branxton Footpath Cycleway Project	17/09/2021	
1776 MOTION 1776 RESOLVED	Moved:	Moloney, David Councillor Sander	Seconded:	Councillor Fitzgibbon		
<p>That the General Manager bring back a report to the new Council for the East Branxton Footpath/Cycleway to be added to the Strategic Plan.</p> <p>23 Jul 2021 1:54pm Moloney, David - Reallocation Action reassigned to Kerr, Katrina by Moloney, David - Hi Katrina, Can you please action the resolution for the footpath. David</p> <p>05 Aug 2021 10:03am Cocking, Tracey Item 1 - Scheduled 2 reports to Ordinary meeting of Council for September 2021 in response to the 2 petitions tabled at July's Ordinary meeting relating to pathway at Branxton and East Branxton.</p> <p>03 Sep 2021 8:48am Cocking, Tracey Item 1 - Progressed 2 reports in response to 2 petitions in line with available resources.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
BN20/2021	Ordinary Council 18/08/2021	Kerr, Katrina	Business With Notice	Retaining Wall Chinaman's Hollow Weston	15/09/2021	
MOTION 1798 RESOLVED	Moved:	Moloney, David Councillor Sander	Seconded:	Councillor Gray		
<p>1. That the General Manager bring a report back to Council detailing options and costings for the repair or replacement of the retaining wall located on the north side, Clark Street side of Chinaman's Hollow to enable consideration for the works to be included in the 2022-2023 Operational Plan.</p> <p>2. That the report come back to Council at the first Ordinary Meeting of Council in February 2022.</p> <p>23 Aug 2021 8:23am Larsen, Robyn - Reallocation Action reassigned to Kerr, Katrina by Larsen, Robyn</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
BN21/2021	Ordinary Council 18/08/2021	Jeffery, Warren	Business With Notice	Pedestrian Access Elizabeth Street, Abermain	15/09/2021	
1799 MOTION 1799 RESOLVED	Moved:	Moloney, David Councillor Gray	Seconded:	Councillor Suvaal		
<p>That Council moves that the General Manager investigates, in consultation with local residents, options to reinstate pedestrian access under the South Maitland Rail viaduct at Elizabeth Street, Abermain.</p> <p>03 Sep 2021 9:08am Cocking, Tracey Item 1 - Commenced investigation in preparation of consultation.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
BN33/2020	Ordinary Council 18/11/2020	Kerr, Katrina	Business With Notice	Laneway Access to Units/Granny Flats etc	31/12/2021	
1514 MOTION 1514 RESOLVED	Moved:	Moloney, David Councillor Olsen	Seconded:	Councillor Dunn		
<p>That the General Manager provide a report to Council regarding options that council could change as it relates to development applications for the approval of units, granny flats or houses that will only have access off laneways to have the following conditions included,</p> <ol style="list-style-type: none"> 1. The laneway, if it has no name, be named with all costs to the developer 2. The laneway be sealed by the developer so as not to create dust issues for existing residents 3. All costs to be borne by the developer 4. The Council's preference is for access off existing roads, not laneways <p>23 Nov 2020 11:38am Blake, Yvonne - Reallocation Action reassigned to Kerr, Katrina by: Blake, Yvonne for the reason: This report relates to Council Policy D5.3 - Development Applications Adjacent to Rear Lanes, which is the responsibility of the Roads, Bridges & Drainage Manager in W&I.</p> <p>30 Nov 2020 11:50am Kerr, Katrina Commenced drafting report to Council.</p> <p>13 Apr 2021 9:28am Bates, Kelly Item 1 - Commenced drafting report to Council.</p> <p>10 Aug 2021 9:30am Bates, Kelly - Target Date Revision Target date changed by Bates, Kelly from 30 June 2021 to 31 December 2021 - due to the Principal Engineer Road leaving the organisation.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
CC24/2021	Ordinary Council 21/04/2021	Waghorn, Peter	Corporate and Community	Authorisation For Sale Of Land; 62 -76 Cessnock Street, Aberdare (8 Lots) - Details of Implications of Proposed Capital Works	17/12/2021	
1647 MOTION 1647 RESOLVED	Moved:	Maginnity, Robert Councillor Fitzgibbon	Seconded:	Councillor Dunn		
<ol style="list-style-type: none"> 1. That Council undertake the works on Cessnock Street, Caledonian Street and Colliery Street, Aberdare as outlined in the report. 2. That funding for the work be taken from the Strategic Property Reserve. 3. That Council endorse the listing and sale of the lots after the completion of the works. 4. The additional costs of the works be distributed among the 8 lots and be added to the market valuation that Council currently has. 5. That the General Manager has delegation to accept not less than 95% of the sale price. <p>28 Apr 2021 10:34am Rathborne, Michael - Target Date Revision Target date changed by Rathborne, Michael from 19 May 2021 to 30 November 2021 - Design and construct plans being prepared for final tender of works and acceptance of quote.</p> <p>19 May 2021 12:14pm Rathborne, Michael - Target Date Revision Target date changed by Rathborne, Michael from 30 November 2021 to 30 November 2021 - Council works department cannot do the work. Scope of works being finalised for Tender of Work.</p> <p>25 Jun 2021 12:31pm Keegan, Robyn Awaiting quote from Public Works Advisory for Design & Construct project management of road infrastructure works.</p>						

29 Jul 2021 5:17pm Keegan, Robyn
 Public Works Advisory engaged to undertake detailed design 13 July 2021. Per submitted program schedule, PWA design tender will be awarded and design works are scheduled to commence 27 September 2021.

02 Sep 2021 3:13pm Keegan, Robyn - Target Date Revision
 Target date changed by Keegan, Robyn from 30 November 2021 to 17 December 2021 - Public Works Advisory design tender has closed and the successful consultants have commenced geo-technical investigations. The design phase is one week behind the submitted program timeline and delivery of a detailed design for kerb, gutter and drainage works is scheduled for 15 November.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
CC30/2019	Ordinary Council 1/05/2019	Waghorn, Peter	Corporate and Community	Acquisition of land for road widening - Sandy Creek Road, Mt Vincent	29/10/2021	
893 MOTION 893 RESOLVED	Moved:	Maginnity, Robert Councillor Suvaal	Seconded:	Councillor Fitzgibbon		
1.	That Council acquire the land part Lot 120 and part Lot 122 of DP 755244 being land currently comprised in Conveyance Book 3144 No 987 and Conveyance Book 3333 No 5 for road purposes and dedicate the land to the public as public road;					
2.	That Council authorise the General Manager to negotiate compensation with the property owners by private agreement for acquisition of the Land subject to an independent valuation report and in accordance with the <i>Land Acquisition (Just Terms Compensation) Act 1991</i> ;					
3.	That in the event that negotiations with the property owners cannot be satisfactorily finalised, that Council make application to the Office of Local Government for approval of the Minister and the Governor to proceed with compulsory acquisition of the Land being part Lot 120 and Part Lot 122 DP 755244;					
4.	That Council authorise the Common Seal of Cessnock City Council to be affixed to the plan of subdivision dedicating the land to be acquired as public road and Deed of Agreement for the acquisition of the Land between Cessnock City Council and the Estate of Amy Augusta Lewis and Thomas William Lewis and if necessary to the application to the Minister and the Governor for the compulsory acquisition of the Land part Lot 120 and part Lot 122 DP 755244;					
5.	That Council authorise the General Manager and Mayor/Councillor to execute the Plan of subdivision dedicating the land to be acquired as public road and Deed of Agreement for the acquisition of the Land between Cessnock City Council and the Estate of Amy Augusta Lewis and Thomas William Lewis and if necessary to the application to the Minister and the Governor for the compulsory acquisition of the Land part Lot 120 and part Lot 122 DP 755244.					
04 Jun 2019 11:44am Brinkworth, Susanne - Target Date Revision						
Revised Target Date changed by: Brinkworth, Susanne From: 29 May 2019 To: 28 Jun 2019, Reason: Awaiting advice from landowner						
09 Aug 2019 9:04am Brinkworth, Susanne - Target Date Revision						
Revised Target Date changed by: Brinkworth, Susanne From: 31 Jul 2019 To: 30 Aug 2019, Reason: Owner has agreed to compensation. Deed of agreement prepared and surveyor engaged to prepare plan of subdivision						
03 Sep 2019 9:23am Brinkworth, Susanne - Target Date Revision						
Revised Target Date changed by: Brinkworth, Susanne From: 30 Aug 2019 To: 21 Sep 2019, Reason: Awaiting owner to execute agreement to lodge plan of subdivision						
09 Mar 2020 3:41pm Rathborne, Michael - Target Date Revision						
Revised Target Date changed by: Rathborne, Michael From: 31 Oct 2019 To: 31 Mar 2020, Reason: waiting on amendments to plans						
12 Mar 2020 11:01am Rathborne, Michael						
Email sent to Solicitor for owners requesting owners consent, and agreement to be returned to CCC.						
08 Apr 2020 10:50am Keegan, Robyn - Target Date Revision						
Revised Target Date changed by: Keegan, Robyn From: 31 Mar 2020 To: 30 Jun 2020, Reason: Still awaiting response from land owner. Additional letter sent to their solicitor 6.4.2020.						
27 Apr 2020 12:38pm Rathborne, Michael - Target Date Revision						
Revised Target Date changed by: Rathborne, Michael From: 30 Jun 2020 To: 30 Jun 2020, Reason: waiting on surveyors to identify the land in question so that the easement can be completed.						
28 May 2020 3:21pm Rathborne, Michael - Target Date Revision						
Revised Target Date changed by: Rathborne, Michael From: 30 Jun 2020 To: 30 Jun 2020, Reason: Requested plans from surveyor to finalise the matter.						
25 Jun 2020 11:53am Keegan, Robyn - Target Date Revision						

Revised Target Date changed by: Keegan, Robyn From: 30 Jun 2020 To: 30 Sep 2020, Reason: Still waiting on Surveyor for the plans to create the acquisitions. Will follow up again 25/6/20.

04 Aug 2020 1:27pm Rathborne, Michael - Target Date Revision
 Revised Target Date changed by: Rathborne, Michael From: 30 Sep 2020 To: 30 Sep 2020, Reason: MR contacted by owners who want this matter finalised. Surveyor has been contacted to respond asap.

31 Aug 2020 12:27pm Keegan, Robyn
 CCC Property Officer has spoken with the solicitor for the owners of the land we are to acquire last week and he has an issue with probate over the land ownership. Apparently when this matter commenced the site was owned by mother and son, after the passing of the father. Now, more recently, like late 2019, mother has passed and there are issues with the ownership transfer, which he is resolving now. Once this is in the son's name we can finalise the acquisition.

30 Sep 2020 9:18am Larsen, Robyn
 still pending resolution of ownership before we can proceed to finalise acquisition. I spoke with the solicitor for the "owners" this morning again and he believes the matter should be resolved within a week.

28 Oct 2020 2:46pm Keegan, Robyn - Target Date Revision
 Revised Target Date changed by: Keegan, Robyn From: 30 Sep 2020 To: 27 Nov 2020, Reason: Awaiting on ownership to be finalised by their Solicitor.

25 Nov 2020 4:25pm Keegan, Robyn - Target Date Revision
 Revised Target Date changed by: Keegan, Robyn From: 27 Nov 2020 To: 26 Mar 2021, Reason: Owners solicitors have not responded to sorting out their ownership issues, due to probate and death of a party some time back.

19 Jan 2021 11:48am Keegan, Robyn - Target Date Revision
 Revised Target Date changed by: Keegan, Robyn From: 26 Mar 2021 To: 30 Apr 2021, Reason: Solicitor for the owners is still working through complex probate issues.

23 Feb 2021 10:22am Rathborne, Michael - Target Date Revision
 Target date changed by Rathborne, Michael from 30 April 2021 to 30 April 2021 - Email sent to Mark Gibbs lawyer today as a follow up.

24 Mar 2021 4:45pm Keegan, Robyn - Target Date Revision
 Target date changed by Keegan, Robyn from 30 April 2021 to 30 May 2021 - Awaiting response from Solicitor. Will follow up again.

28 Apr 2021 10:26am Rathborne, Michael - Target Date Revision
 Target date changed by Rathborne, Michael from 30 May 2021 to 30 June 2021 - No response from clients solicitor after repeated requests to complete the matter. Letter being sent directly to client.

25 Jun 2021 12:27pm Keegan, Robyn - Target Date Revision
 Target date changed by Keegan, Robyn from 30 June 2021 to 31 August 2021 - As at 27 May 2021, the lack of response from the parties is understood to be due to disputed ownership of the property to be acquired and there has still been no response to correspondence and other attempts to contact the solicitor or their client. W&I project managers advised accordingly.

02 Sep 2021 3:09pm Keegan, Robyn - Target Date Revision
 Target date changed by Keegan, Robyn from 31 August 2021 to 29 October 2021 - Peter Waghorn advised that there is no further update.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
CC55/2021	Ordinary Council 21/07/2021	Waghorn, Peter	Corporate and Community	Vineyard Grove Estate - Stage 8 Development and Minutes of the Strategic Property & Community Facilities Committee Meeting held 5 May 2021	17/12/2021	
1741 MOTION 1741 RESOLVED	Moved:	Maginnity, Robert Councillor Suvaal	Seconded:	Councillor Gray		
1.	That Council proceed to stage two of the expressions of interest process and invite Select Tenders for unconditional acquisition of Council land, Lot 1210 DP 1102977 (Vineyard Grove Estate - Stage 8 residential land).					
2.	That the Minutes of the Strategic Property and Community Facilities Committee of 5 May 2021 be adopted as a resolution of the Ordinary Council.					
02 Sep 2021 3:15pm Keegan, Robyn - Target Date Revision	Target date changed by Keegan, Robyn from 18 August 2021 to 17 December 2021 - Documentation is complete and invites have been issued to all respondents to the EOI campaign conducted in February this year. A Selective Tender is scheduled to open Monday 6 September for a 21 day period and invites the selected parties to submit unconditional offers for englobo purchase of Council-owned DA-approved residential development land at O'Shea Circuit Cessnock.					

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE21/2021	Ordinary Council 21/04/2021	Dennerley, Heath	Planning and Environment	Development Application No. 8/2020/20870/1 proposing extension of trading hours at an existing service station and food and drink premises to 24 hours, 7 days per week 247 Wine Country Drive, Nulkaba	18/10/2021	
1642 MOTION 1642 RESOLVED	Moved:	Mickleson, Peter Councillor Suvaal	Seconded:	Councillor Fitzgibbon		
1.	That:					
	(i)	Development Application No. 8/2020/20870/1 proposing extension of trading hours at an existing service station and food and drink premises to 24 hours, 7 days a week, at 247 Wine Country Drive Nulkaba, be refused pursuant to Section 4.16 of the <i>Environmental Planning and Assessment Act 1979</i> , subject to the reasons contained in this report.				
	(ii)	The reasons for the decision (having regard to any statutory requirements applying to the decision), are as follows:				
		<ul style="list-style-type: none"> <input type="checkbox"/> The development is likely to have an adverse impact on the amenity of the surrounding residential neighbourhood with regards to noise and no noise mitigation measures have been proposed. Specific concerns relate to noise generated from trucks, engine braking, reverse alarms, and anti-social behaviour. <input type="checkbox"/> The noise assessment report submitted in support of the proposed development does not accurately identify all relevant receptors including the impact on the residential properties still under construction and proposed to be built and was not undertaken in real time considering various nights or weather conditions nor did it include noise from reversing alarms, truck parking or anti-social behaviour including car stereos, and therefore, cannot appropriately make recommendations to mitigate any identified noise impacts. <input type="checkbox"/> The development is likely to have an adverse impact on the amenity of the surrounding residential neighbourhood with regards to light spill and no light spill mitigation measures have been proposed. <input type="checkbox"/> The proposed development is not consistent with the aims and objectives of the Cessnock Development Control Plan 2010 Chapter C.4 – Land Use Conflict and Buffer Zones, in that the development is likely to be in conflict with the use of both adjoining residential and rural land. Primarily in relation to the significantly progressed 81 lot residential sub-division and the RU4 vineyard tourism zone and the impact extended trading hours may have to the local amenity. <input type="checkbox"/> The proposed development is inconsistent with the advice on social impacts, crime and anti-social behaviour from NSW Police who have recommended a pay window be installed. It is not considered reasonable a full service station and food and beverage premises would operate from a single pay window that the applicant has installed and is therefore more likely the applicant would open the premises contrary to NSW Police advice. <input type="checkbox"/> The development is likely to have an adverse impact on the amenity of the broader Nulkaba and Lovedale communities with regards to traffic and noise generation by attracting trucks to the area and surrounding road network. <input type="checkbox"/> The determination of DA 8/2015/545/1 which authorised the construction and use of the service station and food and drink premises prohibits trading between 11pm and 5am. There has been no change in circumstances justifying the extension of the operating hours. <input type="checkbox"/> The proposal is not considered to be in the wider public interest. 				
	(iii)	In considering the community views, the following is relevant:				
		<ul style="list-style-type: none"> <input type="checkbox"/> The issues and concerns raised by the community in relation to traffic, noise, light spill, anti-social behaviour, impact on residential housing and the impact on the rural amenity have been taken into consideration in the assessment of the application, and the community's concerns are reflected in the recommendation to refuse to issue consent to the proposed development. 				
	(iv)	The details contained above be publicly notified pursuant to Section 2.22 and Clause 20(2) of Schedule 1 of the <i>Environmental Planning and Assessment Act 1979</i> .				
2.	That Council notify in writing the persons who made a submission with regard to the proposed development, of Council's decision.					
3.	That the General Manager review the non-compliance with conditions of consent relating to DA 8/2015/545/1 and if non-compliance is determined a complaint be lodged with the private certifier and Fair Trading NSW.					
4.	That following the actions being completed in point 3, a report be presented to Council outlining the current compliance situation and the options available to Council to pursue compliance.					
28 Apr 2021 2:26pm Dennerley, Heath						

Points 1 and 2 addressed - objectors have been notified of Councils decision to refuse the application. , Points 3 and 4 are being progressed.

30 Apr 2021 10:35am Blake, Yvonne - Target Date Revision

Target date changed by Blake, Yvonne from 19 May 2021 to 31 May 2021 - Points 1 and 2 addressed - objectors have been notified of Councils decision to refuse the application. , Points 3 and 4 are being progressed.

18 Jun 2021 2:07pm Blake, Yvonne - Target Date Revision

Target date changed by Blake, Yvonne from 31 May 2021 to 31 August 2021 - Matter still under consideration.

25 Jun 2021 11:56am Maher, Janine

The issues outlined in Points 3 and 4 are being investigated and progressed. Once complete, a report will be referred to a meeting of Council.

03 Aug 2021 3:39pm Dennerley, Heath - Target Date Revision

Target date changed by Dennerley, Heath from 31 August 2021 to 18 October 2021 - Legal advice received regarding potential PCA breach of condition. Currently preparing lodgement of complaint to NSW Fair Trading. Council report to be prepared once complaint finalised.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE26/2020	Ordinary Council 15/07/2020	Rush, Iain	Planning and Environment	Planning Proposal: Reclassification and rezoning of Council owned land.	28/01/2022	
1345 MOTION 1345 RESOLVED	Moved:	Mickleson, Peter Councillor Gray	Seconded:	Councillor Burke		
1.	That Council requests a Gateway determination for the Planning Proposal – Reclassification and rezoning of properties at Cessnock, East Branxton, Greta, Pelaw Main, and Weston from the Department of Planning, Industry and Environment pursuant to the <i>and Assessment Act 1979</i>.					
2.	That Council requests authorisation under Section 3.31 of the <i>Environmental Planning and Assessment Act 1979</i> to act as the local plan-making authority to make the Local Environmental Plan.					
3.	That Council undertakes consultation with public authorities and the community as determined by the Gateway determination.					
4.	That Council receives a report back on the Planning Proposal if unresolved written objections are received during consultation with the community; otherwise forward the Planning Proposal to the Department of Planning, Industry and Environment requesting that the Plan be made.					
5.	That Item 7 Maitland Street and Part of 107 Lang St Kurri Kurri be moved as per resolution to operational Land, with the rezoning being deferred for a further briefing to Council regarding future options regarding this site.					
27 Jul 2020 9:50am McCauley, Hannah	1. Planning Proposal sent to the DPIE on 24 July 2020 seeking Gateway determination. 2. Staff are working on briefing. Currently assessing Strategic Planning workload and prioritising tasks.					
27 Jul 2020 9:53am McCauley, Hannah - Target Date Revision	Revised Target Date changed by: McCauley, Hannah From: 12 Aug 2020 To: 30 Nov 2020, Reason: Date revised to allow for processing times at the DPIE.					
26 Oct 2020 10:04am McCauley, Hannah	1. Councillor Briefing was held on 14 October 2020 2. Gateway determination not yet received.					
27 Jan 2021 5:33pm McCauley, Hannah	Gateway determination received. Staff working to satisfy Gateway conditions.					
03 Jun 2021 3:34pm Rush, Iain	Public exhibition of the planning proposal commenced on 26 April 2021 with an initial end date of 24 May 2021. However, the exhibition period was extended by two weeks to allow further time for the public to comment on the Planning Proposal. The exhibition period will now end at 5:00pm on Monday 7 June 2021. Council moved a Notice of Motion on 19 May 2021 to exclude the proposed rezoning and reclassification of 9 Abermain Street Pelaw Main, known as Jacobs Park. Upon completion of the exhibition period, the planning proposal will be amended and, in accordance with Section 3.35 of the Act, a revised planning proposal will be forwarded to DPIE. DPIE has been contacted to clarify its consultation requirements for the planning proposal, in accordance with Section 3.35(3) of the Act and in consideration of Council's resolution to exclude Jacobs Park from the planning proposal.					
30 Jun 2021 7:51am Brown, Keren	Public exhibition has concluded. Public Hearing currently being organised.					

27 Jul 2021 7:52am Rush, Iain - Target Date Revision
 Target date changed by Rush, Iain to 28 January 2022 - Public hearings scheduled for 10 and 12 August 2021 at Branxton and Weston. Following the public hearing a Council report will be prepared for the October or November Council meeting outlining the outcomes of exhibition and the public hearing.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE27/2021	Ordinary Council 19/05/2021	Brown, Keren	Planning and Environment	18 2020 2 _ Administrative Planning Proposal to Amend Various Aspects of the Cessnock Local Environmental Plan 2011	16/12/2021	
1682 MOTION 1682 RESOLVED	Moved:	Mickleson, Peter Councillor Doherty	Seconded:	Councillor Burke		
<ol style="list-style-type: none"> That Council requests a Gateway determination for the Planning Proposal (Distributed under separate cover) from the NSW Department of Planning, Industry and Environment pursuant to the <i>Environmental Planning and Assessment Act 1979</i>. That Council requests authorisation under Section 3.31 of the <i>Environmental Planning and Assessment Act 1979</i> to act as the local plan-making authority to make the Local Environmental Plan. That Council undertakes consultation with public authorities and the community as determined by the Gateway determination. That Council receives a report back on the Planning Proposal if unresolved written objections are received during consultation with the community, otherwise, forwards the Planning Proposal to the Department of Planning, Industry and Environment requesting that the Plan be made. 						
<p>24 Jun 2021 11:55am Brown, Keren - Target Date Revision Target date changed by Brown, Keren from 16 June 2021 to 16 December 2021 - Part 1 and 2 of the resolution complete. Gateway determination requested from DPIE. Part 3 and 4 of the resolution waiting on Gateway Determination</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE34/2021	Ordinary Council 16/06/2021	McDermott, Emma	Planning and Environment	Exhibition of Draft Environmental Zoning Framework Report	31/10/2021	
1711 MOTION 1711 RESOLVED	Moved:	Mickleson, Peter Councillor Sander	Seconded:	Councillor Suvaal		
<ol style="list-style-type: none"> That Council places the draft Environmental Zoning Framework Report on public exhibition for a period of twenty-eight (28) days. That Council receives a further report following public exhibition of the draft Environmental Zoning Framework Report. 						
<p>18 Jun 2021 12:08pm McDermott, Emma - Target Date Revision Target date changed by McDermott, Emma from 14 July 2021 to 31 August 2021 - Draft Report will be placed on public exhibition from the 28 June until the 6 August.</p> <p>29 Jul 2021 9:11am McDermott, Emma - Target Date Revision Target date changed by McDermott, Emma from 31 August 2021 to 30 September 2021 - Exhibition of the draft document is expected to end of the 6th August 2021. Depending on the number/complexity of submissions and changes required to the report, further report will be sent to Council in September.</p> <p>13 Sep 2021 8:30am McDermott, Emma - Target Date Revision Target date changed by McDermott, Emma from 30 September 2021 to 31 October 2021 - Council report is being prepared for the October 2021 Council meeting.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE36/2020	Ordinary Council 21/10/2020	Corken, Robert	Planning and Environment	Amended Planning Proposal for the Cessnock Commercial Precinct	17/12/2021	
1456 MOTION 1456 RESOLVED	Moved:	Mickleson, Peter Councillor Gray	Seconded:	Councillor Fitzgibbon		
1.	That Council requests an amended Gateway determination from the Department of Planning, Industry and Environment for the Planning Proposal – Cessnock Commercial Precinct.					
2.	That Council undertakes consultation with public authorities and the community as determined by the Department of Planning, Industry and Environment’s amended Gateway determination.					
3.	That Council receives a report back on the Planning Proposal if unresolved written objections are received during consultation with the community; otherwise forward the Planning Proposal to the Department of Planning, Industry and Environment requesting the Plan be made.					
03 Nov 2020 10:35am Corken, Robert Sent to DPIE 27/10 for revised gateway determination.						
04 Mar 2021 4:20pm Brown, Keren Still awaiting Gateway Determination						
09 Mar 2021 10:39am Corken, Robert Addressing issues including flooding in CBD.						
23 Mar 2021 12:16pm Brown, Keren Discussions regarding flooding continuing with DPIE						
24 May 2021 11:04am Corken, Robert The DoPE has withdrawn the current gateway determination for the planning proposal and will reissue a new gateway determination because the planning proposal is substantially different from the original planning proposal. The implications of the new gateway, when issued, will be assessed in terms of this action and this action will be updated accordingly.						
21 Jun 2021 10:56am Corken, Robert - Target Date Revision Target date changed by Corken, Robert from 21 June 2021 to 21 August 2021 - We have not received the revised gateway determination from the Department of Planning, Infrastructure and Environment.						
26 Jul 2021 4:32pm Corken, Robert Still negotiating with DIPE on matters of flooding.						
04 Aug 2021 8:50am Corken, Robert - Target Date Revision Target date changed by Corken, Robert from 21 August 2021 to 19 November 2021 - Still negotiating with DPIE re: flooding.						
27 Aug 2021 1:20pm Corken, Robert - Target Date Revision Target date changed by Corken, Robert from 19 November 2021 to 17 December 2021 - Still negotiating with DPIE and BCD over flood concerns.						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE39/2021	Ordinary Council 21/07/2021	Corken, Robert	Planning and Environment	Amendment to the Cessnock Development Control Plan 2011 - Tree Management	18/10/2021	
1747 MOTION 1747 RESOLVED	Moved:	Mickleson, Peter Councillor Doherty	Seconded:	Councillor Suvaal		
1.	That Council pursuant to clause 18 of the Environmental Planning and Assessment Regulation 2000, exhibit the proposed amendments to the Cessnock Development Control Plan 2011 for a period of 28 days.					
2.	That Council receive a further report following public exhibition of the Cessnock Development Control Plan 2011.					
26 Jul 2021 4:44pm Corken, Robert - Target Date Revision						

Target date changed by Corken, Robert from 18 August 2021 to 18 October 2021 - Awaiting exhibition period.

27 Aug 2021 1:24pm Corken, Robert - Target Date Revision

Target date changed by Corken, Robert from 18 October 2021 to 18 October 2021 - Amended DCP to be notified.

27 Aug 2021 1:44pm Corken, Robert - Target Date Revision

Target date changed by Corken, Robert from 18 October 2021 to 18 October 2021 - Currently on exhibition. Exhibition ends 30/08/2021

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE41/2021	Ordinary Council 18/08/2021	Corken, Robert	Planning and Environment	Amendment to the Cessnock Development Control Plan 2010 - The Vintage	28/10/2021	
1782 MOTION 1782 RESOLVED	Moved:	Mickleson, Peter Councillor Doherty	Seconded:	Councillor Gray		
1.	That Council, pursuant to clause 18 of the Environmental Planning and Assessment Regulation 2000, exhibit the proposed amendments to the Cessnock Development Control Plan 2010 for a period of 28 days.					
2.	That Council notify the amendments to the Cessnock Development Control Plan 2011 in accordance with clause 22 of the Environmental Planning and Assessment Regulation 2000, should no submissions against the amendment be received during the exhibition period.					
3.	That Council receive a further report if submissions against the amendment are received during the exhibition period.					
27 Aug 2021 1:24pm Corken, Robert - Target Date Revision						
Target date changed by Corken, Robert from 15 September 2021 to 28 October 2021 - Currently on exhibition.						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE42/2021	Ordinary Council 18/08/2021	Corken, Robert	Planning and Environment	Amendment to the Cessnock Development Control Plan 2010 - Various Controls - Post exhibition report	15/09/2021	
1783 MOTION 1783 RESOLVED	Moved:	Mickleson, Peter Councillor Doherty	Seconded:	Councillor Gray		
That Council, pursuant of clause 22 of the Environmental Planning and Assessment Regulation 2000 adopts the amendments to the following chapters of the Cessnock Development Control Plan 2010:						
<input type="checkbox"/>	Cessnock Airport					
<input type="checkbox"/>	Development on Flood Prone Land					
<input type="checkbox"/>	Contaminated Lands					
27 Aug 2021 1:45pm Corken, Robert - Target Date Revision						
Target date changed by Corken, Robert from 15 September 2021 to 15 September 2021 - Awaiting notification.						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE44/2021	Ordinary Council 18/08/2021	Forsyth, Karen	Planning and Environment	City Wide Local Infrastructure Plan, Planning Agreements and Contributions Register	15/09/2021	
1785 MOTION 1785 RESOLVED	Moved:	Mickleson, Peter Councillor Fitzgibbon	Seconded:	Councillor Sander		

1. That Council notes the information contained within this report relating to a breakup of the Citywide Contributions Plan by Section 7.11 per current development and Voluntary Planning Agreements per development, and what is being done to have a public register available for the public to access to a “City Wide Register of Contributions”.
 2. That the General Manager bring a report back to Council every 6 months providing details of Developer Contributions received and expended.
- 30 Aug 2021 11:21am Forsyth, Karen - Completion**
Action completed by Forsyth, Karen
- 30 Aug 2021 12:19pm Forsyth, Karen**
Draft register being finalised and working with Communications to upload the document onto the website. Next report regarding contributions will be made in the November meeting

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE45/2020	Ordinary Council 9/12/2020	Rush, Iain	Planning and Environment	18 2020 5 - Planning Proposal to Grant a Dwelling Entitlement for Lot 686 DP 619758, Known as 58 Taylors Road Black Hill	31/03/2022	
1522 MOTION 1522 RESOLVED	Moved:	Mickleson, Peter Councillor Suvaal	Seconded:	Councillor Gray		
1.	That report PE45/2020 be deferred until after point 4 below is undertaken and if adopted, application number 18/2020/5 can be assessed against these new interim guidelines.					
2.	That Council notes the preferred option for addressing dwelling entitlements is through a holistic approach as part of the upcoming LEP review and commits to undertaking this process as a priority.					
3.	That Council recognises that prior to the completion of the LEP review there may be individual applications for Gateway determination of dwelling entitlements that are required to be assessed.					
4.	That the General Manager develop interim guidelines to assess individual applications for Gateway determination of dwelling entitlements while the LEP review is underway and report them to Council for adoption in February 2021.					
19 Jan 2021 8:36am Corken, Robert - Target Date Revision						
Revised Target Date changed by: Corken, Robert From: 6 Jan 2021 To: 06 May 2021, Reason: Because the first resolution of the council reports defers the further actions until after a policy is completed.						
04 Mar 2021 3:57pm Brown, Keren						
Interim dwelling entitlement guidelines adopted at Council meeting on 17 Feb 2021. Application 18/2020/5 now being assessed against the guidelines						
22 Mar 2021 12:58pm Corken, Robert						
Letter sent to applicant requesting additional information.						
22 Mar 2021 1:00pm Corken, Robert - Target Date Revision						
Target date changed by Corken, Robert from 06 May 2021 to 06 May 2021 - Awaiting additional information from applicant.						
28 Apr 2021 9:11am Corken, Robert - Target Date Revision						
Target date changed by Corken, Robert from 06 May 2021 to 01 August 2021 - Waiting for additional information from proponent.						
03 Jun 2021 3:22pm Rush, Iain						
Awaiting submission of further information from proponent to address matters outlined in the adopted Guidelines for Planning Proposals requesting a dwelling entitlement.						
27 Jul 2021 7:49am Rush, Iain - Target Date Revision						
Target date changed by Rush, Iain from 01 August 2021 to 31 March 2022 - Awaiting submission of further information from proponent to address matters outlined in the adopted Guidelines for Planning Proposals requesting a dwelling entitlement. Following submission of additional information the matter will be further considered.						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE46/2020	Ordinary Council 9/12/2020	Gambotto, Daniela	Planning and Environment	18 2020 4 - Planning Proposal to Rezone Part of Lot 10 DP 1085485, known as 261 Averys Lane Buchanan	17/05/2022	
1520 MOTION 1520 RESOLVED	Moved:	Mickleson, Peter Councillor Doherty	Seconded:	Councillor Gray		
1.	That Council requests a Gateway determination for the Planning Proposal to rezone part of Lot 10 DP 1085485, from RU2 Rural Landscape Zone to R2 Low Density Residential Zone and amend the minimum lot size, to the NSW Department of Planning, Industry and Environment pursuant to the <i>Environmental Planning and Assessment Act 1979</i> .					
2.	That Council requests authorisation under Section 3.31 of the <i>Environmental Planning and Assessment Act 1979</i> to act as the local plan-making authority to make the Local Environmental Plan.					
3.	That Council undertakes consultation with public authorities and the community as determined by the Gateway determination.					
4.	That Council receives a report back on the Planning Proposal if unresolved written objections are received during consultation with the community, otherwise, forwards the Planning Proposal to the Department of Planning, Industry and Environment requesting that the Plan be made.					
14 Dec 2020 2:22pm Gambotto, Daniela Commencing resolved actions.						
14 Dec 2020 2:24pm Gambotto, Daniela - Target Date Revision Revised Target Date changed by: Gambotto, Daniela From: 6 Jan 2021 To: 31 Mar 2021, Reason: DPIE administrative process.						
18 Jan 2021 2:44pm Gambotto, Daniela - Target Date Revision Revised Target Date changed by: Gambotto, Daniela From: 31 Mar 2021 To: 31 Mar 2021, Reason: Planning Proposal sent to DPIE for Gateway Determination on 23/12/21.						
04 Mar 2021 11:46am Gambotto, Daniela Recommendations 1 and 2 complete. Recommendations 3 and 4 pending subject to Gateway Determination being issued by DPIE.						
31 May 2021 2:27pm Gambotto, Daniela - Target Date Revision Target date changed by Gambotto, Daniela from 01 November 2021 to 17 May 2022 - DPIE requested further information and resubmittal of planning proposal. 12 month deadline to resubmit.						
30 Jun 2021 7:46am Brown, Keren - Target Date Revision Target date changed by Brown, Keren from 17 May 2022 to 17 May 2022 - Resolution 1 and 2 complete. DPIE requested further information. Resolution 3 cannot be completed until the additional information is provided by the proponent.						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
PE7/2020	Ordinary Council 19/02/2020	Rush, Iain	Planning and Environment	Heddon Greta and Clifftleigh Urban Corridor Masterplan Project Update	30/12/2021	
1164 MOTION 1164 RESOLVED	Moved:	Mickleson, Peter Councillor Gray	Seconded:	Councillor Burke		
1.	That Council notes the update regarding the Heddon Greta Clifftleigh Urban Corridor Masterplan Project.					
2.	That the General Manager bring back a report at the end of August updating Councillors on the RMS traffic study and timeline for the completion of the Heddon Greta Clifftleigh Urban Corridor Masterplan Project.					
06 Mar 2020 3:11pm Taylor, Holly Movement and Place Workshop scheduled. Exhibition anticipated to occur mid year						
01 Jun 2020 12:11pm Blake, Yvonne - Target Date Revision Revised Target Date changed by: Blake, Yvonne From: 1 Jun 2020 To: 30 Sep 2020, Reason: Delays relating to Covid						

28 Jul 2020 8:24am Taylor, Holly
 Report to Council once reviewed in accordance with the TfNSW regional corridor strategy. This has been delayed, however, revised release is for early October

29 Sep 2020 12:33pm Taylor, Holly
 Revised Target date due to additional modelling work being undertaken. Will be publically available in early 2021

30 Nov 2020 9:25am Taylor, Holly - Completion
 Action completed by: Taylor, Holly, Matter on hold (revised target date set). TfNSW MR195 Corridor Plan has not yet been finalised. Update project once this is complete (anticipated early 2021)

05 Mar 2021 8:23am Blake, Yvonne - Reallocation
 Action reassigned to Rush, Iain by Blake, Yvonne - Assigned to Senior Strategic Planner to oversee. Awaiting information from TfNSW to move forward with report

03 Jun 2021 3:37pm Rush, Iain
 Progress on the Clifftleigh Corridor Strategy is contingent on traffic modelling that is presently being carried out by Transport for NSW for MR195 and the HEX/Hart Road Interchange. The Strategy is also contingent on the HEX Strategy, which has not yet been finalised by DPIE. The absence of this information has delayed the preparation of the Strategy. TfNSW's final modelling report is anticipated to be released in June 2021. It is unclear when the final HEX Strategy will be published.

30 Jun 2021 7:50am Brown, Keren - Target Date Revision
 Target date changed by Brown, Keren from 30 June 2021 to 30 December 2021 - Progress on the Clifftleigh Corridor Strategy is contingent on traffic modelling that is presently being carried out by Transport for NSW for MR195 and the HEX/Hart Road Interchange. The Strategy is also contingent on the HEX Strategy, which has not yet been finalised by DPIE. The absence of this information has delayed the preparation of the Strategy. TfNSW's final modelling report is anticipated to be released in June 2021. It is unclear when the final HEX Strategy will be published.

27 Jul 2021 7:54am Rush, Iain
 Progress on the Clifftleigh Corridor Strategy is contingent on traffic modelling that is presently being carried out by Transport for NSW for MR195 and the HEX/Hart Road Interchange. The Strategy is also contingent on the HEX Strategy, which has not yet been finalised by DPIE. The absence of this information has delayed the preparation of the Strategy. TfNSW's draft modelling report for HEX/Hart Road was released in July 2021. It is unclear when the final HEX Strategy will be published.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
W113/2021	Ordinary Council 17/03/2021	Kerr, Katrina	Works and Infrastructure	Stanford Road Heddon Greta - Transfer from Council to Crown Lands	20/08/2021	
1625 MOTION 1625 RESOLVED	Moved:	Moloney, David Councillor Doherty	Seconded:	Councillor Lyons		
That Council grants consent to the transfer of Stanford Road to the Crown and seek their concurrence to accept the transfer.						
12 Apr 2021 2:34pm Waugh, Vivian - Target Date Revision Target date changed by Waugh, Vivian from 14 April 2021 to 22 April 2021 - Investigation being undertaken						
03 May 2021 10:38am Waugh, Vivian - Target Date Revision Target date changed by Waugh, Vivian from 22 April 2021 to 30 June 2021 - Drafting letter to Crown Lands						
10 Aug 2021 10:28am Waugh, Vivian Letter drafted for review						
10 Aug 2021 10:29am Waugh, Vivian - Target Date Revision Target date changed by Waugh, Vivian from 30 June 2021 to 20 August 2021 - Letter drafted for review						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
W118/2018	Ordinary Council 7/03/2018	Harris, Kate	Works and Infrastructure	Options for Cessnock Pool	26/11/2021	
441 MOTION 441 RESOLVED	Moved:	Moloney, David Councillor Gray	Seconded:	Councillor Sander		
1.	That Council notes the Report and endorses Option C (relocate to Turner Park) as the long term strategic direction for Cessnock Pool.					
2.	That Council undertakes further work to determine the scope, design and cost of Option C (relocate to Turner Park), incorporating indoor and outdoor water and play features, with an estimated capital cost of up to \$20M to be partly funded through development contributions.					
3.	That Council endorses Option B (upgrade at current location) as an interim strategic direction for Cessnock Pool.					
4.	That Council undertakes further work to develop the scope, design and cost of upgrades identified in Option B (upgrade at current location).					
5.	That Council receives a further report on how Options B (upgrade at current location) and C (relocate to Turner Park) will be staged and funded with consideration to the outcomes and recommendations of the Review of Plant at the existing Cessnock Pool.					
19 Mar 2018 3:19pm Bailey, Rebecca						
Work on upgrade to current location has commenced. Work on scope design, and cost for relocation to Turner Park is presently unfunded. Report to Council on these matters scheduled for late 2018., Item 1: Complete, Item 2: Pending budget allocation, Item 3: Noted, Item 4: Cessnock Pool Masterplan has been adopted. Detailed designs for the splashpad currently being prepared , Item 5: Reliant on resolution 4 to be finalised						
14 Jun 2018 9:52am Meyers, Kristy						
Ongoing.						
31 Oct 2018 10:48am McCloy, Natalie - Target Date Revision						
Revised Target Date changed by: McCloy, Natalie From: 1 Nov 2018 To: 06 Mar 2019, Reason: Design Brief currently being developed with a view to finalise in November 2019						
05 Mar 2019 11:44am Stovell, Vickie - Target Date Revision						
Revised Target Date changed by: Stovell, Vickie From: 6 Mar 2019 To: 29 Mar 2019, Reason: Design brief advertised and closes on 22 March 2019. Once a consultant has been engaged the timeframes will be added.						
17 Apr 2019 12:43pm McCloy, Natalie - Target Date Revision						
Revised Target Date changed by: McCloy, Natalie From: 29 Mar 2019 To: 19 Apr 2019, Reason: Design brief closed. Consultant to be engaged.						
07 Jun 2019 8:40am McCloy, Natalie - Target Date Revision						
Revised Target Date changed by: McCloy, Natalie From: 19 Jun 2019 To: 19 Jun 2019, Reason: Facility Design Group has been engaged. Community engagement has commenced.						
10 Jul 2019 9:17am Benson, Nicole						
Item 3: Complete, Item 4: Works underway and report to Council due September						
03 Sep 2019 12:20pm Benson, Nicole						
Item 4: Council briefed on 28 August and report to be considered on 18 September						
15 Oct 2019 7:22am Harris, Kate						
Item 4: Draft Cessnock Pool Masterplan placed on Public Exhibition. Exhibition period closes on 22 October 2019.						
03 Nov 2019 10:25am Harris, Kate						
Item 4: Draft Cessnock Pool Masterplan placed on Public Exhibition. Submissions currently being collated with a view to report to Council before the end of the year.						
03 Nov 2019 10:26am Harris, Kate - Target Date Revision						
Revised Target Date changed by: Harris, Kate From: 31 Oct 2019 To: 06 Dec 2019, Reason: Masterplan has not yet been adopted by Council						
21 Jan 2020 2:40pm Stovell, Vickie - Target Date Revision						
Revised Target Date changed by: Stovell, Vickie From: 31 Mar 2020 To: 31 Mar 2020, Item 4: Cessnock Pool Masterplan has been adopted. Detailed designs for the splashpad currently being prepared.						
02 Apr 2020 10:58am Harris, Kate						
Item 4: Cessnock Pool Masterplan has been adopted. Construction plans and estimate delayed by consultant until April 2020. Report continues to be drafted inclusive of funding options.						

02 Apr 2020 11:00am Harris, Kate - Target Date Revision
Revised Target Date changed by: Harris, Kate From: 31 Mar 2020 To: 04 May 2020, Reason: Detailed designs are currently being finalised.

02 Apr 2020 11:11am Harris, Kate - Target Date Revision
Revised Target Date changed by: Harris, Kate From: 4 May 2020 To: 30 Jun 2020, Reason: Awaiting consultants to complete detailed designs

28 May 2020 3:13pm Benson, Nicole
Item 4: Cessnock Pool Masterplan has been adopted. Construction plans and estimate reviewed by staff and back with consultants for final changes. Report continues to be drafted inclusive of funding options for July meeting.

03 Aug 2020 6:54am Harris, Kate
Item 4: Cessnock Pool Masterplan has been adopted. Construction plans and estimate are complete. A report was provided to Council outlining funding options in July 2020 and was deferred pending a Councillor briefing. A further report will be provided to Council in September following the briefing.

09 Oct 2020 11:56am Benson, Nicole - Target Date Revision
Revised Target Date changed by: Benson, Nicole From: 30 Sep 2020 To: 30 Oct 2020, Reason: Councillor briefing scheduled for 14 October and report included in 21 October Ordinary Council meeting agenda to address Item 4.

29 Oct 2020 12:14pm McCloy, Natalie - Target Date Revision
Revised Target Date changed by: McCloy, Natalie From: 30 Oct 2020 To: 31 Dec 2020, Item 4: Complete, Item 2: Reliance on resourcing and workloads, Item 5: Reliance on resourcing and workloads

06 Nov 2020 1:48pm Benson, Nicole
2 Reliant on a dedicated budget and additional resources, 5 Reliant on a dedicated budget and additional resources

18 Jan 2021 11:15am Benson, Nicole
2 Reliant on a dedicated budget and additional resources, 5 Reliant on a dedicated budget and additional resources

09 Mar 2021 7:31am Harris, Kate
2 Reliant on a dedicated budget and additional resources, 5 Reliant on a dedicated budget and additional resources

28 Apr 2021 11:36am Benson, Nicole
2 Reliant on a dedicated budget and additional resources, 5 Reliant on a dedicated budget and additional resources

28 Jun 2021 1:30pm Harris, Kate
Item 2: Reliance on resourcing and workloads, Item 5: Reliance on resourcing and workloads

28 Jun 2021 1:32pm Harris, Kate - Target Date Revision
Target date changed by Harris, Kate from 30 June 2021 to 26 November 2021 - Completion of outstanding items is reliant upon additional budget and resourcing.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI2/2021	Ordinary Council 17/02/2021	Waghorn, Peter	Works and Infrastructure	Sale of Land to Bellbird Bowling Club	31/12/2021	
1571 MOTION 1571 RESOLVED	Moved:	Maginnity, Robert Councillor Dunn	Seconded:	Councillor Fitzgibbon		
1.	That Council authorises the General Manager to undertake the process to reclassify the seven metre strip of land along the southern boundary of the Bellbird Park Bowling Club from Community to Operational.					
2.	That Council agrees to sell the subject parcel of land once reclassified to Bellbird Park Bowling Club at the nominal cost of one dollar (\$1.00) provided the Bellbird Park Bowling Club fund associated costs for the land transfer.					
3.	That Council authorises the General Manager to execute documents related to the reclassification and transfer of land between Cessnock City Council and the Bellbird Park Bowling Club.					
04 Mar 2021 11:58am Benson, Nicole - Reallocation Action reassigned to Rathborne, Michael by Benson, Nicole - Michael please commence the actions as per the resolution. Liaise with my team if required. Thanks						
24 Mar 2021 4:49pm Keegan, Robyn - Target Date Revision Target date changed by Keegan, Robyn from 17 March 2021 to 30 June 2021 - Information sent to surveyor for the club to prepare and lodge forms,						
29 Mar 2021 4:04pm Rathborne, Michael - Target Date Revision Target date changed by Rathborne, Michael from 30 June 2021 to 30 August 2021 - Surveyor preparing documents for registration.						

28 Apr 2021 10:33am Rathborne, Michael - Target Date Revision

Target date changed by Rathborne, Michael from 30 June 2021 to 30 September 2021 - Pending survey and documentation being prepared by surveyor.

25 Jun 2021 12:30pm Keegan, Robyn - Target Date Revision

Target date changed by Keegan, Robyn from 30 September 2021 to 31 December 2021 - Bellbird Park Bowling Club has taken responsibility for survey registration. Further work by Council Property Services to effect the transfer of land is deferred pending Strategic Property obtaining Council approval for a site-specific planning proposal to reclassify the land.

02 Sep 2021 3:11pm Keegan, Robyn - Target Date Revision

Target date changed by Keegan, Robyn from 31 December 2021 to 31 December 2021 - Peter Waghorn advised that there is no further update.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI24/2021	Ordinary Council 21/04/2021	Donnelly, Patricia	Works and Infrastructure	Electricity Supply Contracts	30/11/2021	
1663 MOTION 1663 RESOLVED	Moved:	Moloney, David Councillor Doherty	Seconded:	Councillor Gray		
1.	That Council joins the Lake Macquarie group process to secure new electricity supply contracts for street lighting and contestable sites from 1 January 2022.					
2.	That Council delegates authority to the General Manager to accept the preferred tenderer due to the limited timeframe of pricing offers by retail electricity suppliers.					
3.	That the General Manager presents a report to Council on the outcome of the tender process with details of pricing achieved.					
30 Apr 2021 1:24pm Donnelly, Patricia						
Hunter and Central Coast Councils - Renewable Energy Buyers Group have been advised of Councils resolution to participate in their process to secure new electricity supply contracts. , Stage 1 - Request for Information (RFI) process is the first phase of this initiative, is currently open through Lake Macquarie Council's Tenderlink Portal (closing 7 May 2021). , Stage 2 - the formal tender process is planned for release in August following assessment of the stage 1 process.						
25 May 2021 11:34am Donnelly, Patricia						
26 responses received in Request for Information process which are currently being reviewed by the group.						
06 Jul 2021 2:01pm Donnelly, Patricia						
Preparing tender documents for opening in September						
09 Sep 2021 11:12am Donnelly, Patricia						
Tender released 7 September and closes 29 September 2021.						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI30/2021	Ordinary Council 19/05/2021	Rush, Iain	Works and Infrastructure	Molly Worthington Netball Courts	31/12/2021	
1696 MOTION 1696 RESOLVED	Moved:	Mickleson, Peter Councillor Gray	Seconded:	Councillor Dunn		
1.	That Council notes the information contained within the report in regards to the Councillor workshop and consultation with Kurri Kurri Netball Association on the relocation of Molly Worthington Netball Courts to Booth Park at Kurri Kurri.					
2.	That Council endorses Booth Park as the alternate location for the relocation of the Kurri Kurri Netball Courts.					
3.	That Council prepares a planning proposal and request a Gateway determination from the Department of Planning, Industry and Environment pursuant to the provisions of the Environmental Planning and Assessment Act 1979 seeking the reclassification of Lot 5 and Part of Lot 7 DP1140055 – 101 and 107 Maitland St, Kurri Kurri – from Community to Operational Land.					

4.	That Council requests authorisation under section 3.31 of the Environmental Planning and Assessment Act 1979 to act as the local plan-making authority to make the Local Environmental Plan.
5.	That the General Manager investigates the development of a concept plan and associated estimated cost for the establishment of new netball courts at Booth Park Kurri Kurri and a further Report comes back to Council for the July meeting.
25 May 2021 12:40pm McCloy, Natalie	
1. Copy of report and resolution provided to the Kurri Kurri Netball Association via email on 25 May 2021. 5. Report drafted for July meeting.	
29 Jul 2021 8:37am Benson, Nicole	
Resolutions 1, 2 & 5 complete. Report WI52/2021 was considered by Council at the July meeting.	
29 Jul 2021 8:39am Benson, Nicole - Reallocation	
Action reassigned to Johnson, Martin by Benson, Nicole - Hi Martin - for your actions to resolutions 3 & 4.	
29 Jul 2021 8:57am Johnson, Martin - Target Date Revision	
Target date changed by Johnson, Martin from 16 June 2021 to 31 December 2021	
29 Jul 2021 8:57am Johnson, Martin - Reallocation	
Action reassigned to Rush, Iain by Johnson, Martin	

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI47/2021	Ordinary Council 21/07/2021	Chadwick, Tony	Works and Infrastructure	Economic Growth Agenda - Infrastructure Priorities	17/09/2021	
MOTION 1756 RESOLVED	Moved:	Jackson, Lotta Councillor Burke	Seconded:	Councillor Gray		
1.	That Council endorses the creation of a Economic Growth Agenda – Infrastructure Priorities that includes the following:					
a.	Funding for Local Road network to renew condition 4 and/or 5 assets					
b.	Fund concept plans for the northern and southern Cessnock CBD By-Pass					
c.	Upgrade Wollombi Road between Bellbird and Cessnock to a four lane, two way corridor					
d.	Fund a purpose built netball precinct at Booth Park, Kurri Kurri					
e.	Upgrade Maitland Road between Cessnock and East Cessnock Public School to a four lane, two way corridor					
f.	Widening Main Road to four lanes between Cliftleigh and Kurri Kurri CBD					
g.	Fund the construction of Richmond Vale Rail Trail					
h.	Resolve the Richmond Main legacy mining issues by funding site remediation works					
2.	That the General Manager create the Economic Growth Agenda – Infrastructure Priorities based on the topics listed in recommendation 1.					
27 Jul 2021 4:44pm Chadwick, Tony						
The Infrastructure Priorities Advocacy Agenda has been completed (refer DOC2021/128537). The agenda has been sent to the printer for printing.						
27 Jul 2021 4:46pm Chadwick, Tony - Target Date Revision						
Target date changed by Chadwick, Tony from 18 August 2021 to 27 August 2021 - The content and graphic design of the document cannot be completed by the original date.						
30 Aug 2021 8:37am Chadwick, Tony - Target Date Revision						
Target date changed by Chadwick, Tony from 27 August 2021 to 17 September 2021 - Final review required before printing can occur.						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI56/2021	Ordinary Council 21/07/2021	Jeffery, Warren	Works and Infrastructure	Cessnock CBD Bypasses - Reprioritisation of Operational Plan 2021-22	18/08/2021	
1766 MOTION 1766 RESOLVED	Moved:	Moloney, David Councillor Suvaal	Seconded:	Councillor Dunn		
<ol style="list-style-type: none"> 1. That Council notes the availability of \$132,000 of repealed development contributions to part fund preparation of the Concept Plan for the Cessnock CBD Bypasses; 2. That Council notes in Report WI47/2021 that Council will be seeking grant opportunities to fund concept plans for the northern and southern Cessnock CBD Bypass; 3. That Council brings forward the review of the Cessnock LGA Traffic and Transport Strategy and Concept Plan for the Cessnock CBD Bypasses by including it in the Operational Plan 2021/22 with funding allocated as outlined in point 4; 4. That Council allocates funding (if grant opportunities are not available as noted in point 2) by using \$132,000 of repealed developer contributions, and \$793,000 from the profits from the sale of stage 8 of Vineyard Grove Estate and 62-76 Cessnock Street, Aberdare. 5. That Council endorses investigation and liaison into suitability of the Austar / South Maitland Railways railway corridor for the City's future transport needs. <p>03 Sep 2021 8:57am Cocking, Tracey Item 1 - Noted, Item 2 - Noted, Item 3 - Recorded request for review of Strategy and preparation of Concept Plan for inclusion in future 1/4ly review Item 4 - Recorded request to allocation funding of \$132,000 and \$793,000 for inclusion in future 1/4ly review Item 5 - Drafted letter to invite liaison.</p>						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI62/2021	Ordinary Council 21/07/2021	Conner, Martin	Works and Infrastructure	Minutes of the Floodplain Management Committee Meeting held 2 June 2021	22/12/2021	
1772 MOTION 1772 RESOLVED	Moved:	Moloney, David Councillor Doherty	Seconded:	Councillor Gray		
<ol style="list-style-type: none"> 1. That the Minutes of the Floodplain Management Committee of 2 June 2021 be adopted as a resolution of the Ordinary Council. 2. FLOCLM11/2021 <ol style="list-style-type: none"> (i) That the General Manager writes on behalf of Council to the Hunter Joint Organisation seeking support for a pricing review of the NSW Stormwater Levy. (ii) That the General Manager writes on behalf of Council to the Floodplain Management Association seeking advocacy on a pricing review for the NSW Stormwater Levy. (iii) That Council submits a motion to the Local Government NSW Conference seeking an increase in the NSW Stormwater Levy. 3. FLOCLM13/2021 <ol style="list-style-type: none"> (i) That Council adopts the Cessnock City Wide Flood Study. (ii) That the General Manager updates relevant flood mapping and associated property notifications for flood related development controls, planning certificates and flood certificates. (iii) That Council applies for a Floodplain Management grant in 2022 for an overland flood study to replace the Cessnock City Wide Flood Study in urban catchments. 4. FLOCLM15/2021 						

- (i) That Council investigates flood marker signage requirements for bridges and culverts.
- (ii) That Council allocates \$50,000 (from the Strategic Asset Planning budget) in 2021-2022 to identify and prioritise the location of new flood marker signs.
- (iii) That the Committee receives a report on the outcomes of the consultancy.

5. FLOCLM16/2021

- (i) That Council starts the recruitment process for a new Floodplain Management Committee following the September 2021 Council Elections.
- (ii) That Council notes the Floodplain Management Committee meetings of 1 September and 1 December 2021 be rescheduled to a single meeting on 3 November 2021.
- (iii) That Council recognise the community members of the Floodplain Management Committee for commitment, knowledge and skills brought to the Committee.

30 Jul 2021 11:58am O'Hara, Rachael

Item 1 - Noted, Item 2 - FLOCLM11/2021, (i) Drafted letter. , (ii) Drafted letter., (iii) Prepared memo., Item 3 - FLOCLM13/2021, (i) Adopted Study. , (ii) Updated flood mapping., (iii) Preparing for a Floodplain Management grant in 2022 for an overland flood study to replace the Cessnock City Wide Flood Study in urban catchments., Item 4 - FLOCLM15/2021, (i) Investigating flood marker signage requirements for bridges and culverts., (ii) Allocated funding., (iii) Drafted a report., Item 5 - FLOCLM16/2021, (i) Consulted Governance., (ii) Rescheduled meeting to 3 November 2021., (iii) Noted

10 Sep 2021 2:44pm O'Hara, Rachael

Item 1 - Noted
 Item 2 - FLOCLM11/2021
 (i) Drafted letter.
 (ii) Drafted letter.
 (iii) Prepared memo.
 Item 3 - FLOCLM13/2021
 (i) Adopted Study.
 (ii) Updated flood mapping.
 (iii) Preparing for a Floodplain Management grant in 2022 for an overland flood study to replace the Cessnock City Wide Flood Study in urban catchments.
 Item 4 - FLOCLM15/2021
 (i) Investigating flood marker signage requirements for bridges and culverts.
 (ii) Allocated funding.
 (iii) Drafted a report.
 Item 5 - FLOCLM16/2021
 (i) Consulted Governance.
 (ii) Rescheduled meeting to 3 November 2021.
 (iii) Noted

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI63/2021	Ordinary Council 21/07/2021	Conner, Martin	Works and Infrastructure	Confidential Minutes of the Floodplain Management Committee Meeting held 2 June 2021	15/12/2021	
1742 MOTION 1742 RESOLVED	Moved:	Moloney, David Councillor Suvaal	Seconded:	Councillor Burke		
1.	That the Minutes of the Confidential Floodplain Management Committee of 2 June 2021 be adopted as a resolution of the Ordinary Council.					
2.	FLOCLM9/2021 That Council ascertain Austar Mine's and Hunter Water's interest in investigating the opportunity to repurpose Austar Mine infrastructure for groundwater reuse and flood mitigation.					

<p>3. FLOCLM10/2021</p> <p>(i) That the General Manager writes on behalf of Council to Subsidence Advisory NSW seeking a response to Council's request for the preparation of the South Cessnock Flood Mitigation Scheme Funding Agreement.</p> <p>(ii) That that Council notes the successful National Flood Mitigation Infrastructure Program grant application.</p> <p>(iii) That Council notes ongoing funding negotiations with Hunter Water.</p> <p>30 Jul 2021 12:03pm O'Hara, Rachael Item 1 - Noted. , Item 2 - FLOCLM9/2021, (i) Drafted letter. , Item 3 - FLOCLM10/2021, (i) Drafted letter. , (ii) Drafted letter. , (iii) Noted.</p> <p>10 Sep 2021 2:43pm O'Hara, Rachael Item 2 - FLOCLM9/2021 (i) Progressed letter. Item 3 - FLOCLM10/2021 (i) Funding Agreement received.</p>
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Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
W174/2020	Ordinary Council 16/09/2020	Benson, Nicole	Works and Infrastructure	Shared Pathways and Trails	30/06/2022	
1446 MOTION 1446 RESOLVED	Moved:	Moloney, David Councillor Fitzgibbon	Seconded:	Councillor Gray		
1.	That Council notes the status of the design for the shared pathway along Wine Country Drive Nulkaba, the Pokolbin Cycling Improvements, and eight recreational trails.					
2.	That Council notes the total estimated costs of \$2,500,000 to progress to Preliminary Designs for the shared pathway along Wine Country Drive Nulkaba, the Pokolbin Cycling Improvements, and eight recreational trails.					
3.	That Council endorses the sources of funding identified as suitable to progress to Preliminary Designs with the further investigation and finalised scoping to inform the cost of Final Designs.					
4.	Determining the feasibility of trails 1, 3, 6 and 7 are included as well as the Abermain to Weston link and the Chinaman's Hollow and Maybury Peace Park Trails as an action in the 2021/2022 Operational Plan					
5.	A report back to Council with results of the feasibility study.					
<p>23 Sep 2020 12:33pm Kerr, Katrina Item 1 - Noted, Item 2 - Noted, Item 3 - Requested allocation of funding., Item 4 - Listed Feasibility Study of Trails for inclusion in 2021-22 Operational Plan. , Item 5 - Commenced draft report for completion in financial year 2021-22.</p> <p>18 Jan 2021 11:09am Benson, Nicole Item 5 - Report to be prepared once feasibility studies are complete.</p> <p>09 Mar 2021 9:58am Benson, Nicole - Target Date Revision Target date changed by Benson, Nicole from 14 October 2020 to 30 June 2021 - Tasks to be completed in line with Operational Plan timeframes.</p> <p>29 Apr 2021 9:56am Benson, Nicole Item 4 - Feasibility Study of Trails has been included in the draft 2021-22 Operational Plan. , Item 5 - Commenced draft report for completion in financial year 2021-22.</p> <p>06 Jul 2021 3:04pm McCloy, Natalie - Target Date Revision Target date changed by McCloy, Natalie from 30 June 2021 to 15 July 2021 - Item 4 - Complete</p> <p>29 Jul 2021 8:22am Benson, Nicole Item 4 - Complete - Feasibility Study of Trails has been included in the draft 2021-22 Operational Plan. , Item 5 - Commenced draft report for completion in financial year 2021-22.</p>						

29 Jul 2021 8:23am Benson, Nicole - Target Date Revision
 Target date changed by Benson, Nicole from 15 July 2021 to 30 June 2022 - Date in line with resolution 4.

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
W178/2020	Ordinary Council 21/10/2020	Harris, Kate	Works and Infrastructure	Multipurpose Half Courts and Outdoor Exercise Equipment in Council Open Space	24/09/2021	
1469 MOTION 1469 RESOLVED	Moved:	Moloney, David Councillor Doherty	Seconded:	Councillor Dagg		
1.	That Council notes the outcome of the investigation into a multipurpose half court or outdoor exercise equipment in Ellalong Park.					
2.	That the General Manager writes to the organiser of the petition regarding Ellalong Park to advise the outcome of the investigation.					
3.	That Council lists construction of a pathway connecting the existing multipurpose half court at Ellalong Park for consideration in the Recreation Facilities Renewal Program of the 2021-22 Operational Plan.					
4.	That Council lists preparation of an Open Space Guideline for Multipurpose Courts and Outdoor Exercise Equipment as an action for inclusion in the 2021-22 Operational Plan.					
5.	That the General Manager prepares a report to present the completed Open Space Guideline for Multipurpose Courts and Outdoor Exercise Equipment including proposed locations and costs.					
09 Nov 2020 11:20am Harris, Kate						
1. Noted, 2. A response has been drafted , 3. To be completed when the 2021-22 Recreation Facilities Renewal Program has been drafted, 4. To be completed when the 2021-2022 Operational Plan has been drafted, 5. To commence following the completion of item 4.						
10 Dec 2020 2:24pm Harris, Kate						
2. A response has been provided to the organiser of the petition (DOC2020/191234)						
19 Feb 2021 3:02pm Harris, Kate						
5. To commence following the completion of item 4.						
28 Apr 2021 11:48am Benson, Nicole						
5. To commence following the completion of item 4.						
28 Jun 2021 1:26pm Harris, Kate						
5. To commence following the completion of item 4.						
28 Jun 2021 1:29pm Harris, Kate - Target Date Revision						
Target date changed by Harris, Kate from 30 June 2021 to 24 September 2021 - The action is unable to commence until the 2021/2022 financial year in line with the 2021/2022 operational plan.						
29 Jul 2021 8:43am Benson, Nicole						
1. Noted. , 2. Complete., 3. Complete. , 4. Complete. , 5. To be scheduled.						

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
W186/2020	Ordinary Council 18/11/2020	Waghorn, Peter	Works and Infrastructure	New England Highway, Greta - Easement for Stormwater	29/10/2021	
1509 MOTION 1509 RESOLVED	Moved:	Maginnity, Robert Councillor Doherty	Seconded:	Councillor Burke		
1.	That Council acquires, by agreement with the landowner in accordance with the independent valuation, an easement for the purpose of storm water drainage comprising 3,227m ² burdening Lot 61 DP809738 at 1951 New England Highway, Greta.					

2. That Council acquires, by agreement with the landowner in accordance with the independent valuation, land for the purpose of road widening comprising 645.4m² of part Lot 61 DP809738 at 1951 New England Highway, Greta.
3. That Council authorises the General Manager to execute the documents relating to the acquisition of the drainage easement and road widening over Lot 61 DP809738.

CARRIED UNANIMOUSLY

30 Nov 2020 9:43am O'Hara, Rachael

Action to be transferred to Senior Property Officer for execution of documents.

19 Jan 2021 11:48am Keegan, Robyn - Target Date Revision

Revised Target Date changed by: Keegan, Robyn From: 16 Dec 2020 To: 30 Mar 2021, Reason: Documents with owners being signed.

24 Mar 2021 4:46pm Keegan, Robyn - Target Date Revision

Target date changed by Keegan, Robyn from 30 March 2021 to 30 May 2021 - Documents with solicitors, for the owners pending return.

29 Mar 2021 4:02pm Rathborne, Michael - Target Date Revision

Target date changed by Rathborne, Michael from 30 May 2021 to 30 July 2021 - Pending signature from owners, then registration

28 Apr 2021 10:28am Rathborne, Michael - Target Date Revision

Target date changed by Rathborne, Michael from 31 May 2021 to 31 May 2021 - 88b instrument amended 26.4.2021 for client signature and completion.

19 May 2021 12:13pm Rathborne, Michael - Target Date Revision

Target date changed by Rathborne, Michael from 31 May 2021 to 30 June 2021 - Awaiting invoice and plan registration.

25 Jun 2021 12:28pm Keegan, Robyn - Target Date Revision

Target date changed by Keegan, Robyn from 30 June 2021 to 31 August 2021 - Awaiting invoice and plan registration.

02 Sep 2021 3:10pm Keegan, Robyn - Target Date Revision

Target date changed by Keegan, Robyn from 31 August 2021 to 29 October 2021 - Waiting on plan registration and invoice

Type	Meeting	Officer/Director	Section	Subject	Est. Compl.	Completed
WI90/2020	Ordinary Council 18/11/2020	Waghorn, Peter	Works and Infrastructure	Paynes Crossing Bridge - Acquisition of Land	29/10/2021	
MOTION	Moved:	Maginnity, Robert Councillor Dunn	Seconded:	Councillor Suvaal		
RESOLVED						
1.	That Council acquire, by agreement with the landowner in accordance with an independent valuation including a swap of Council owned road reserve of approximately 3,046m ² for the purpose of road widening over part of Lot 61 DP 755272 being an area of 3,710m ² and part of Lot 14 DP 664533 being an area of 868.9m ² being a total of 4,578m ² at Paynes Crossing.					
2.	That Council authorises the General Manager to execute the documents relating to the acquisition and land swap for road widening over part Lot 61 DP 755272, and Lot 14 DP 664533.					
30 Nov 2020 11:52am Kerr, Katrina						
Item 1 – Progressed acquisition., Item 2 – Awaited acquisition to execute documents.						
01 Apr 2021 5:19pm Leayr, Renae - Email						
Action Item - Paynes Crossing Bridge - Acquisition of Land						
28 Apr 2021 10:29am Rathborne, Michael - Target Date Revision						
Target date changed by Rathborne, Michael from 17 March 2021 to 30 June 2021 - Easement documentation sent to client for signature after final plans provided.						
25 Jun 2021 12:28pm Keegan, Robyn - Target Date Revision						
Target date changed by Keegan, Robyn from 30 June 2021 to 31 August 2021 - Survey requirements for private land acquisition deferred until W&I project managers establish if land acquisition or consent is required for works planned on a portion of existing road situated on land owned by Rail Authority.						
02 Sep 2021 3:11pm Keegan, Robyn - Target Date Revision						
Target date changed by Keegan, Robyn from 31 August 2021 to 29 October 2021 - Requirement for land acquisition/consent for works planned on Rail Authority land not yet determined.						

Works and Infrastructure

Report No. WI68/2021

Works and Infrastructure



SUBJECT: *WESTON BEARS PARK MASTERPLAN*

RESPONSIBLE OFFICER: *Open Space and Community Facilities Manager – Nicole Benson*

SUMMARY

The purpose of this report is to outline the ramifications on the Weston Bears Park Masterplan as a result of Weston Junior Football Club no longer relocating to Weston Bears Park.

RECOMMENDATION

That Council notes the information contained within the report in regards to ramifications on the Weston Bears Park Masterplan with Weston Junior Football Club no longer relocating to Weston Bears Park.

BACKGROUND

On 21 July 2021 Council considered Report No. WI53/2021, Rezoning and Reclassification of Varty Park and Weston Bears Park Masterplan, and resolved as follows:

- 1. That Council notes the information contained within the report in regards to the site meeting held with Weston Junior Football Club and Weston Bears Football Club regarding the Weston Bears Park Masterplan, and proposed rezoning and reclassification of Varty Park.**
- 2. The General Manager report back to Council on the ramifications of this report on the Weston Bears Park Masterplan.**

This report addresses item number 2 of the above resolution.

REPORT/PROPOSAL

Weston Bears Park Masterplan (Enclosure 1) was adopted in September 2020 and was developed on the basis of Weston Junior Football Club and Weston Bears Football Club (WBFC) operating out of this site.

With Weston Junior Football Club no longer relocating to Weston Bears Park, a site meeting was held with Council Officers and the Executive Committee of WBFC on Wednesday 4 August 2021 (see Enclosure 2). The purpose of the meeting was to discuss the existing Masterplan and what potential amendments need to be undertaken in consideration of WBFC being the sole users of the site.

WBFC confirmed that despite Weston Junior Football Club not relocating to the site, minimal amendments are required to the Masterplan and additional sports facilities and infrastructure for WBFC are supported. Justification for this is outlined below.

Works and Infrastructure

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Works and Infrastructure



Club Profile

At its senior level the club participates in the National Premier League Northern NSW competition, the highest tier of Northern New South Wales Football and the second tier of Australian football after the A-League. WBFC are the only club within the Cessnock LGA able to provide young players and aspiring coaches the platform to learn and develop in a State Competition (National Premier League). The club had four young players move into the Newcastle Jets system this year which demonstrates established pathways.

Utilising the fields and infrastructure previously allocated to Weston Junior Football Club in the Masterplan will ensure WBFC have a facility reflective of the high quality of football that is played.

Club Growth

In 2021 WBFC had 180 players (not including coaches, officials, volunteers etc.) and fielded 13 teams across U9's, U10's, U11's, U12's, U13's-16's, U18's age groups, reserve grade and first grade. The club are anticipating continued growth with team numbers increasing to 15 in 2022.

Demand

WBFC currently utilise Weston Bears Park to capacity. This includes training at the site six days per week from January to September with an average of four hours per day. The site is also utilised out of season from October to December, three days per week for three hours a day.

In addition to utilising Weston Bears Park, WBFC are also utilise additional sporting facilities within the LGA for training purposes. Centenary Park, Pelaw Main was utilised this season by the club four nights a week (three hours per session). It is the preference of the WBFC to see the proposed development in the Masterplan continue as they then would be able to train at one location based on their current demand for additional sporting fields.

Female Participation

There is currently no pathway for female football players in the Cessnock LGA to the Women's Premier League. WBFC confirmed it will become a requirement in future seasons that all National Premier League teams have a female program.

Existing facilities at Weston Bears Park do not cater for female participation and there are currently not enough fields to support a female program. Additional fields and supporting infrastructure will enable the club to introduce a female premier league program with teams from U'9's through to first grade (essentially mirroring the current program for males).

Outlined below are additional factors supporting the existing Masterplan remain unchanged:

- Council's Recreation and Open Space Strategic Plan 2019 demonstrates there is a current and future deficit of Regional Sportsgrounds within the Kurri Kurri Planning Area. Implementation of the Weston Bears Park Masterplan (as is) will see Weston Bears Park transform from a District Sportsground to a Regional one reducing the current deficit.

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- A \$95,000 grant was submitted via the Resources for Regional Round 8 grant program in July 2021 for a business case and concept plan/detailed designs for Weston Bears Park. Concept plans and detailed designs are the next level of detail from a Masterplan and will clearly demonstrate what can be achieved at the site. Should any minor changes be required to the Masterplan it will occur as part of this process with involvement from WBFC.

In summary and based on the high level of football played, demand for facilities and their ability to develop a female program, WBFC demonstrate continued growth and development of the Club.

Implementation of the Masterplan in its current form will continue to support this growth, however, there are financial and timing ramifications on the Masterplan with Weston Junior Football Club not relocating to Weston Bears Park.

As outlined in the Financial Implications section of the report, one of the key funding sources, that was the potential sale of Council land, no longer exists. This may mean slower implementation of the Masterplan which will now be reliant on other funding sources such as Council general funds, partnerships with user groups, external grant opportunities, and developer contributions.

OPTIONS

Nil

CONSULTATION

Open Space and Community Facilities Manager
Parks & Reserves Coordinator
Principal Recreation and Community Facilities Planner
Recreation and Community Facilities Planner
Weston Bears Football Club

STRATEGIC LINKS

a. Delivery Program

This report aligns with Objective 1.2 – strengthening community culture, and Objective 3.2 – better utilisation of existing open space.

b. Other Plans

- Weston Bears Park Masterplan 2020
- Recreation and Open Space Strategic Plan 2019

IMPLICATIONS

a. Policy and Procedural Implications

Nil.

Works and Infrastructure

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b. Financial Implications

At its 16 November 2016 meeting Council resolved (inter alia):

That Council consider a report on the options that would allow the sale of Varty Park; the proceeds from which would be restricted to the development of Weston Bears Park.

As it involved the development and sale of Council land, the matter was reported through the Strategic Property and Community Facilities Committee. Since 2016 the Committee had considered options on the proposed sale of Varty Park and had commenced the process to reclassify the land north of Swamp Creek within Lot 260 DP1160174 from Community to Operational land and to rezone the area to R2 Residential during this process. As Varty Park has been removed from the Gateway process there will be no funds from this source to implement the Masterplan.

Without the funds from the sale of the land at Varty Park the implementation of the plan is expected to take longer to deliver. Consequently, implementation of the Masterplan will have implications for Council's long-term financial plan as each element of the Masterplan will compete against other projects within Council's Delivery Program and subsequent annual Operational Plans and then finding suitable grants to leveraging these funds for greater returns.

It is also expected that requests will come from the WJFC for additional infrastructure at Varty Park which is not programmed due to the earlier plans for the sale of the site.

c. Legislative Implications

Nil

d. Risk Implications

Nil

e. Environmental Implications

Nil

f. Other Implications

Nil

Works and Infrastructure

Report No. WI68/2021

Works and Infrastructure



CONCLUSION

There are financial and timing ramifications on the Weston Bears Park Masterplan with Weston Junior Football Club not relocating to Weston Bears Park. These ramifications can be managed by including elements of the Masterplan in Council's Delivery Program and subsequent annual Operational Plans and identification of funds through partnerships, grants and developer contributions.

ENCLOSURES

- [1](#) ↓ Enclosure 1: Weston Bears Park Masterplan
- [2](#) ↓ Enclosure 2: Minutes from Site Meeting - Weston Bears Football Club

WESTON BEARS PARK MASTER PLAN



LEGEND

- BUILDINGS + STRUCTURES
- TURF
- PLAYING FIELDS
- ARTIFICIAL TURF
- FOOTPATHS + PAVED AREAS
- PROPOSED TREES
- MASS PLANTING
- FENCE
- CAR PARKING
- INFORMAL CAR PARKING
- FLOODLIGHTING

- 01** ARTIFICIAL TURF FOOTBALL FIELD
- 02** NEW FULL SIZE FOOTBALL FIELD
- 03** EXISTING TRAINING FIELD
- 04** NEW AMENITIES BUILDING
- 05** SPECTATOR BLEACHER
- 06** NEW SEALED CAR PARKING
- 7A** ADDITIONAL STORAGE
- 7B** ADDITIONAL STORAGE
- 08** WORKERS CLUB (PRIVATE LAND)
- 09** INFORMAL OVERFLOW CAR PARK
- 10** REGRADED EMBANKMENT
- 11** EXISTING STORM WATER CHANNEL TO BE PIPED UNDER EMBANKMENT
- 12** EXISTING CAR PARK
- 13** ENTRY SIGNAGE
- 14** ACCESSIBLE RAMP ACCESS
- 15** LOW RETAINING WALL
- 16** GRAVEL MAINTENANCE ACCESS
- 17** RAISED ACCESSIBLE SEATING
- 18** ENDANGERED ECOLOGICAL COMMUNITY
- 19** ADDITIONAL TRAINING GROUND
- 20** FUTSAL AREA/COURT (TO BE DETERMINED IN DETAIL DESIGN)
- 21** ADDITIONAL SPECTATOR SEATING
- 22** ADDITIONAL SYNTHETIC TURF TRAINING GROUND



MINUTES

Weston Bears Park Masterplan and Successful Regional Sports Facility Fund Grant

Weston Bears Park, Weston
9am, Wednesday 4 August 2021

Attendees: **Weston Bears Football Club**
Rod Henderson, President
Darren Rockley, Football Operations Manager
Colin Foster, Life Member

Cessnock City Council
Nicole Benson, Manager Open Space and Community Facilities
Kate Harris, Principal Recreation and Community Facilities Planner
Matt Gordon, Parks and Reserves Coordinator
Emma Crosdale, Recreation and Community Facilities Planner

MINUTES FROM SITE MEETING	
Weston Bears Park Masterplan	
Background and general discussion	<ul style="list-style-type: none"> • The Council resolution of 21 July 2021 was outlined to Weston Bears Football Club (the Club) in that a report is required to come back for Council's consideration regarding the implications on the adopted Weston Bears Park Masterplan 2020 with the Weston Junior Football Club no longer relocating to the site. • It was confirmed with the Club that a \$95,000 grant was recently submitted via the Resources for Regions Fund Round 8 in regards to the completion of a business case and concept/detailed designs for the site. • Council staff advised that the concept plans and detailed designs are the next level of detail from a Masterplan and will clearly demonstrate what can be achieved at the site. Should any changes be required to the Masterplan it will occur as part of this process with involvement from the Club. • The Club confirmed there are no significant changes required to the adopted Masterplan. The development on the western side of the site is required to support the continued growth of the Club.



MINUTES FROM SITE MEETING	
	<ul style="list-style-type: none"> • The Club stated that their current grounds are at capacity with Centenary Park in Pelaw Main also being regularly utilised. The proposed development works on the western side of the complex will allow for the Club to cater for additional training and competition and allow the introduction of female sides based on having adequate facilities and grounds. • Council staff advised for the purposes of the Council report, information is required from the Club including current club membership numbers, projected participation/team numbers, frequency of training and competition that occurs at the site (as well as the frequency of training that occurs off site – at other sports fields in the LGA). The club confirmed this would be undertaken and that the Club has a sound strategic plan which could be provided to demonstrate their longer term plans. • The Club reiterated that Weston Bears Park is a community facility and all works completed by the club are in effort to improve this great community asset.
Regional Sports Facility Fund – Successful Grant Application - Seating and Lighting Upgrade (\$498,892)	
Background and general discussion	<ul style="list-style-type: none"> • Works to be completed with successful grant funds include: <ul style="list-style-type: none"> - Removal of existing spectator seating at the southern end of the main field and replaced with new tiered seating; - Construction of an accessible raised seating area on the eastern side of the main field; and - Replace metal halide lights on existing floodlight poles with high efficiency LED lighting. • Discussion was held in regards to the successful grant application and how Council could potentially assist the club in delivering the project. • Council staff confirmed that whilst the seating and lighting projects are not identified within the 2021/2022 Operational Plan, the projects are proposed to be included within the September quarterly review. • Works to be completed by the Club include procurement of LED lights. • Proposed works to be completed by Council include: <ul style="list-style-type: none"> - Removal of existing spectator seating at the southern end of the main field and replaced with new tiered seating; - Construction of an accessible raised seating area on the eastern side of the main field; and - Project management of the electrical contractor to remove existing metal halide lights and install new LED lighting.



MINUTES FROM SITE MEETING	
	<ul style="list-style-type: none"> It was discussed that based on the limited supply of metal halide lights these could be utilised within alternate sporting venues in the LGA. Centenary Park at Pelaw Main where the Club are currently training was identified as a potential option.
General Business	<ul style="list-style-type: none"> The Club confirmed they have always had a positive relationship with Council however in the last couple of years the relationship in regards to operational support could be improved. Whilst the Club recognise they are in a licence agreement for the facility, technical support from Council staff and the odd provision of materials (e.g, topsoil) would be greatly appreciated by the Club. Council staff confirmed a continued strong partnership with the club is supported and if there is any support (technical or other) that can be provided to the Club then Council would be open to discussing this.
Actions	<ul style="list-style-type: none"> The Club to provide information in regards to club membership and usage data for Weston Bears Park to inform the September 2021 Council Report. The Club and Council staff continue to liaise regarding the implementation of grant funded projects at Weston Bears Park.
Next Steps	<ul style="list-style-type: none"> As per Council Resolution Item 2 of Council's Ordinary Meeting of 21 July 2021, a report will be presented to Council at the September 2021 meeting outlining the outcomes of the meeting held as well as ramifications on the adopted Masterplan for Weston Bears Park.

SUBJECT: *ADOPTION OF OFF LEASH DOG EXERCISE AREA PLAN*
RESPONSIBLE OFFICER: *Open Space and Community Facilities Manager – Nicole Benson*

SUMMARY

The purpose of this report is to outline submissions received during the public exhibition of the draft Off Leash Dog Exercise Area Plan and seek Council's adoption of the final Plan.

RECOMMENDATION

1. That Council adopts the draft Off Leash Dog Exercise Area Plan.
2. That the General Manager notifies those who made submissions during the public exhibition of Council's decision.
3. That Council makes provisions for the implementation of the Off Leash Dog Exercise Plan in consideration of future Operational Plans and available resources, including grant funding and development contributions.

BACKGROUND

At its ordinary meeting of 21 July 2021 Council resolved:

1. *That Council places the draft Off Leash Dog Exercise Area Plan on public exhibition for a minimum period of 28 days and invite public submissions.*
2. *That a report on the outcomes of the exhibition be provided to Council prior to adopting the final Off Leash Dog Exercise Area Plan.*
3. *That Hall Park and Miller Park be moved from being decommissioned as a Dog Exercise Area and are to be placed in the proposed list to be retained.*
4. *That the Bridges Hill Off Leash Dog Exercise Area be fenced.*

This report has been prepared in response to Item 2 of the above resolution, noting that the final Off Leash Dog Exercise Area Plan (the Plan) has been provided under separate cover.

REPORT/PROPOSAL

Aims and Objectives

The aim of the Plan is to guide the provision, improvement and management of off leash dog exercise areas (OLDEA) within the Cessnock LGA.

The key objectives of the Plan are to:

- Balance the needs of dog owners with the needs of the general community;

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- Determine the adequacy of existing OLDEA's, both in supply and condition;
- Identify gaps and ensure equitable distribution across Council's four Planning Areas; and
- Plan for OLDEA's in line with current needs, expected population growth and ownership trends.

Public Exhibition

The Plan was placed on public exhibition from Monday 28 June to Sunday 8 August, 2021.

A number of methods were utilised to engage with the community during the exhibition period including a designated 'Have Your Say' page linked to an interactive map, the Plan was incorporated within the July 2021 Cessnock City Rates Newsletter Article, eNews article and a media release was developed. The Plan was also located on Council's website during the exhibition period and advertised on Council's social media platforms (Facebook, Twitter and Instagram).

Outlined below are key outcomes from these platforms:

- The designated 'Have Your Say' webpage for the Plan received 1,004 page views during the exhibition period and 560 visits to the interactive map.
- Three Facebook posts reached 17,681 people resulting in 1,091 post engagements.

Submissions & Comments

Five written submissions were received during the public exhibition period and 57 comments from 40 individuals were made on the interactive map. A total of 118 informal likes and dislikes were received.

A full outline of submissions and comments can be found in Enclosure 1, however outlined below is a summary of feedback separated into each proposed direction in the Plan. Note, comments referring to matters already addressed in the Plan are not outlined below.

- *Decommission Varty Park OLDEA, Weston*

Submission Comments	Response To Submission
Three submissions were received requesting that Varty Park not be decommissioned due to dogs liking access to the creek, current use by the community and not wanting the site to become a housing estate.	Noted. A new fenced OLDEA is proposed opposite the creek in Chinaman's Hollow. The site is to be fenced due to the ecological significance of the creek and restricting dog access in this area. The retention of Varty Park will duplicate the OLDEA in close proximity to each other and the same ecological issues are inherent at the Varty Park site and therefore the Plan could not support keeping the OLDEA in its current form. Varty Park is no longer identified as a site to be reclassified and rezoned. <u>No amendments required to the Plan</u>

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- *Retain Manning Park, Cessnock*

Submission Comments	Response To Submission
Possibility of parking that services the site as well as pedestrian access from Anzac Avenue and Lightfoot Street.	Noted. Design Criteria established for Local OLDEA's (such as Manning Park) aim to serve a catchment of 2km, i.e. people walking from their homes. Although limited, off street parking is available in Blackwood and Newton Avenue. A shared pathway linking Manning Park and Anzac Avenue is identified within Council's Cycling Strategy 2016 assisting with the link to the OLDEA. <u>No amendments required to the Plan.</u>
Supportive of fencing along stormwater channel but not supportive of fully enclosed area.	The proposal to fence Manning Park was directly informed by a community survey undertaken prior to the development of the Plan. <u>No amendments required to the Plan.</u>

- *Retain Hall Park OLDEA, Cessnock*

No issues were identified, comments made are already addressed in the draft Plan.

- *Retain Stanford Merthyr OLDEA*

Submission Comments	Response To Submission
Fencing of the site.	Noted. The Plan aims to provide a mix of OLDEA facilities within each Planning Area including fully enclosed and open/bollards. The Plan identifies fencing of the site (via bollards). A fenced OLDEA is to be provided at Cliftleigh Meadows, Cliftleigh. <u>No amendments required to the Plan.</u>
Consideration of a children's playground and picnic area.	While this is out of scope for this plan. This suggestion is addressed in Council's Recreation and Open Space and Strategic Plan 2019, where there are no future plans to install playground equipment/picnic area at this site. <u>No amendments required to the Plan.</u>

- *Retain Miller Park OLDEA, Branxton*

Submission Comments	Response To Submission
Additional fencing is required within the existing OLDEA to prevent dogs from accessing the highway.	Noted. Additional fencing will be considered during the completion of the site assessment and design for the site. <u>No amendments required to the Plan.</u>

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- *Retain Greta Central Oval OLDEA*

No issues were identified, comments made are already addressed in the draft Plan.

- *Retain Huntlee OLDEA, North Rothbury*

No submissions were made.

- *New OLDEA at Bellbird North, Bellbird*

No issues were identified, comments made are already addressed in the draft Plan.

- *New OLDEA at Bridges Hill, Cessnock*

Submission Comments	Response To Submission
There are stands of Blueberry Ash that grow adjacent to Millfield St near the proposed OLDEA. This area needs to be protected for native birdlife.	Agreed. The site assessment and detailed design completed for the Bridges Hill OLDEA will ensure the OLDEA is not located within the Blueberry Ash stand. <u>No amendments required to the Plan.</u>

- *New OLDEA at Cliftleigh Meadows, Cliftleigh*

Submission Comments	Response To Submission
Public amenities are needed near the OLDEA and for the playground.	Noted. In line with the 2021/2022 Operational Plan Council Officers will undertake a Needs Assessment for Public Amenities within the Cessnock LGA. Cliftleigh is being considered within this assessment. <u>No amendments required to the Plan.</u>
Concerns the OLDEA will be fenced with no supporting infrastructure provided at a later date.	Noted. It is Council's intention following the completion of site assessments and detailed designs that future works will be incorporated within Council's Capital Works Programs as well as seeking grant funding opportunities. <u>No amendments required to the Plan.</u>
Not supportive of an OLDEA in the proposed location. A commercial space providing a café/takeaway would be ideal.	Noted. Results from the community survey demonstrated demand for an OLDEA in Cliftleigh, with Cliftleigh Meadows being the only viable location. The proposed OLDEA is complimentary to other facilities and activities at the reserve. <u>No amendments required to the Plan.</u>

- *New OLDEA at Chinaman's Hollow, Weston*

No issues were identified, comments made are already addressed in the Plan.

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- *New OLDEA at Ellalong Park, Ellalong*

No issues were identified, comments made are already addressed in the Plan

Alternate Proposals

A number of additional OLDEA's were identified through submissions however based on the proposed high provision level of OLDEA's within the Cessnock LGA, additional locations have not been incorporated within the Plan. Details regarding these sites and responses provided can be viewed within Enclosure 1.

Overall submissions were positive with community members looking forward to improvements at Council's OLDEA's.

Based on the submissions and comments received the Plan has been finalised without the need for amendments. A number of suggestions made during the public exhibition period will be realised through the site assessment and design for each OLDEA.

OPTIONS

N/A

CONSULTATION

Internal stakeholders

- Open Space and Community Facilities Manager
- Principal Recreation and Community Facilities Planner
- Recreation and Community Facilities Planner
- Community Engagement Officer

External Stakeholders

A link to the draft Plan was provided to a number of stakeholders in the canine industry. As mentioned previously within the report, a number of exhibition platforms were utilised to engage external stakeholders including the 'Have Your Say' page, interactive map, social media, newsletters and Council's website.

Five written submissions were received during the public exhibition period and 57 comments from 40 individuals were made on the interactive map.

STRATEGIC LINKS

a. Delivery Program

The draft OLDEA Plan is directly related to Objective 3.2 Better utilisation of existing open space and the actions:

- 3.2.1 Implement the Recreation & Open Space Strategic Plan 2017.
- 3.2.1a Commence implementation of high priority recommendations from the Recreation and Open Space Strategic Plan 2017.

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b. Other Plans

The draft Plan has links to the following strategic documents:

- Cessnock Local Strategic Planning Statement 2036
- Draft Greener Places Design Guide 2020
- Cessnock Recreation and Open Space Strategic Plan 2019

IMPLICATIONS

a. Policy and Procedural Implications

New policies and procedures may be developed to support the implementation of the Plan.

b. Financial Implications

To successfully achieve the vision of the Plan a number of actions need to occur over the short, medium and long term. An Implementation Action Plan which prioritises actions based on need/demand, resource requirements, location and benefit and will be used to develop future works programs within Council's next Delivery Program and Long term Financial Plan.

c. Legislative Implications

In line with the *Companion Animals Act 2016*, the development of the Plan relates to Council's requirement to provide a minimum of one OLDEA within the LGA.

d. Risk Implications

Nil

e. Environmental Implications

Environmental implications for OLDEA's have been considered and addressed within the Implementation Action Plan developed.

f. Other Implications

Nil

CONCLUSION

The Plan provides a strategic framework for the future management and development of OLDEA's within the Cessnock LGA. The Plan will further support the numerous dog owners/carers within our community and will encourage active and healthy lifestyles.

ENCLOSURES

- [1](#) Enclosure 1: Off Leash Dog Exercise Area Plan - Public Exhibition Submissions and Responses

Enclosure 1: Draft Off Leash Dog Exercise Area Plan – Public Exhibition Submissions and Responses

OLDEA	Submission Comments	Response to Submission
<p>Decommission Varty Park OLDEA, Weston</p>	<p>We use this park everyday and enjoy the out of the way position. Not all dog cope with being fenced in. There is many reports of fenced parks being dangerous. Our dogs love running through the long grass on the edge we love being able to run to the creek. Why do we need to get rid of one park to have another? We walk with 2 other families with their 4 dogs.</p>	<p>Noted. Community engagement undertaken as part of the development of Maybury Peace Park/Chinaman’s Hollow Masterplan, identified clear demand for a fenced OLDEA in Chinaman’s Hollow.</p> <p>Inherent site constraints at Varty Park including passive surveillance, presence of Endangered Ecological Communities and proximity to the new OLDEA at Chinaman’s Hollow, do not support the OLDEA being retained.</p> <p>The Chinaman’s Hollow OLDEA is to be fenced due to the ecological significance of the creek and restricting dog access in this area. Varty Park is no longer identified as a site to be reclassified and rezoned</p>
	<p>Please do not decommission the Varty park as an off leash dog park. It is a valuable asset to community as it is out of the way and in such a beautiful part of Weston. I take my dog there often and walk with my family and their dogs. We do not need the space as housing!</p>	<p>Noted. Community engagement undertaken as part of the development of Maybury Peace Park/Chinaman’s Hollow Masterplan, identified clear demand for a fenced OLDEA in Chinaman’s Hollow.</p> <p>Inherent site constraints at Varty Park including passive surveillance, presence of Endangered Ecological Communities and proximity to the new OLDEA at Chinaman’s Hollow, do not support the OLDEA being retained.</p> <p>The Chinaman’s Hollow OLDEA is to be fenced due to the ecological significance of the creek and restricting dog access in this area. Varty Park is no longer identified as a site to be reclassified and rezoned</p>
	<p>Please don’t decommission Varty park. My family and I use this park 2-3 times per week. It’s a beautiful quite area, away from roads and traffic noise. My dogs love coming here for a run.</p>	<p>Noted. Community engagement undertaken as part of the development of Maybury Peace Park/Chinaman’s Hollow Masterplan, identified clear demand for a fenced OLDEA in Chinaman’s Hollow.</p>

OLDEA	Submission Comments	Response to Submission
		Inherent site constraints at Varty Park including passive surveillance, presence of Endangered Ecological Communities and proximity to the new OLDEA at Chinaman's Hollow, do not support the OLDEA being retained.
Retain Hall Park OLDEA, Cessnock	Even if the budget is limited I would like to see some simple benches for seating. If you don't get a grant ask the Men's Shed to help your carpenters make them.	Noted. The Plan acknowledges supporting park infrastructure is required in OLDEA's. A site assessment and design will be completed for Hall Park determining park infrastructure.
	Not areas for big and little dogs. Just one good fence. Spend the extra fence money on turf and seats on one side or the corners. Don't put seats in the middle where running or frisbees and balls go.	Noted. A site assessment and design will be completed for Hall Park determining supporting infrastructure. Seats will not be located within the middle of the OLDEA.
	Think it is important to retain Hall Park as there is better parking than Newton Ave. I agree with fencing the end of Manning Park but parking is very limited there and not everyone exercising their dogs is agile or able bodied themselves to be able to walk from home to the park. If you can park close to the OLDEA you can still sit and throw a ball for your mature trained dog.	Noted. Design Criteria established for Local OLDEA's (such as Manning Park) aim to serve a catchment of 2km, i.e. people walking from their homes). Although limited, off street parking is available in Blackwood and Newton Avenue.
Retain Miller Park OLDEA, Branxton	I have read all that is going to happen which is great news hope to see it happen at miller park all so hope to get a much better rd in past all the good work that's going on there like a sealed rd no pot holes to the fence.	Noted. The entryway into Miller Park is outside of the scope of the Plan. Upgrades to the Entryway are identified within the adopted Masterplan for Miller Park.
	Needs fence from highway to cricket oval fence to stop dogs running onto highway.	Agreed. Additional fencing will be considered during the site assessment and design completed for Miller Park OLDEA.
Retain Manning Park OLDEA, Cessnock	If I am well enough to walk my dogs I will walk them around the streets. If I am unwell I will drive them to the dog park and throw their balls for them. Please make sure there is a couple of car parks and please install a couple of simple benches for this purpose. We don't need expensive fancy shaded seating. I would only spend 45 minutes there and can wear a hat. If I know I can park and sit I will probably go for a short play more often. I would even sit on the ground if the grass was good.	Noted. The Plan acknowledges supporting park infrastructure is required in OLDEA's. A site assessment and design will be completed for Manning Park determining park infrastructure. Design Criteria established for Local OLDEA's (such as Manning Park) aim to serve a catchment of 2km, i.e. people walking from their homes. Although limited, off street parking is available in Blackwood and Newton Avenue.

OLDEA	Submission Comments	Response to Submission
	<p>I agree with fencing the Southern end. Because this area is currently long and thin it is a worry when the dogs run the full length anyway as they go out of earshot and the gate is always open. The Southern end only as an OLDEA would be better than the current area. Is it possible for Council to create a cul de sac to create a couple of parking spots. Newton Ave is very small. Please don't assume everyone walks to the park from home.</p>	<p>Noted. Design Criteria established for Local OLDEA's (such as Manning Park) aim to serve a catchment of 2km, i.e. people walking from their homes. Although limited, off street parking is available in Blackwood and Newton Avenue.</p>
	<p>Just saying... we don't need separate parks for small dogs .. well socialised dogs all play nicely anyway. Enthusiastic little ones terrify nervous big ones just as much as enthusiastic big ones terrify nervous little ones. It is about getting them socialised younger and often - which is one of the biggest benefits of these OLDEAs. Doggie hover parents relax.</p>	<p>Noted.</p>
	<p>Agree this park needs some fencing because of the storm drain - and also to stop dogs running out of the area onto the road (or into people's gardens as mine did one:-o). I hope the southern end is the one with the stand of trees as this area is lovely in the summer. I understand there would also be a plan in place to keep the grass short and spray for bindis and weeds which would be a big improvement as well. Please add bins / dog poo bags and access to clean drinking water.</p>	<p>Noted. A site assessment and design will be completed for Manning Park determining supporting infrastructure.</p>
	<p>I would like to see pedestrian access to this park from Anzac St and Lightfoot St. It would serve a greater proportion of the local population. This would mean pedestrian/bike bridge over the storm water drains.</p>	<p>Noted. A shared pathway linking Manning Park and Anzac Avenue is identified within Council's Cycling Strategy 2016.</p>
	<p>Manning is a great place to let your dog off leash. A fence near the storm water channel would stop dogs from falling in. I disagree with making it a "dog pen". We have closed in yards at our homes and in Aberdare there are not enough safe roads to walk. I take my diabetic dog who is going blind to this park every morning as it helps improve her other senses. I then walk her on leash in the afternoon at Calvary as they have a large safe area to walk. Manning pk just make it safer/comfortable.</p>	<p>Noted. The proposal to fence Manning Park was directly informed by a community survey undertaken prior to the development of the Plan.</p>
<p>Retain Stanford Merthyr OLDEA</p>	<p>The promotion and upgrade of this park is needed, especially this side of CCC. I don't use it now as it's not fenced. Would also help</p>	<p>Noted. The Plan identifies about the need to increase promotion of OLDEA's and actions are identified in the Implementation Plan to achieve this.</p>

OLDEA	Submission Comments	Response to Submission
	<p>local businesses, I'd get a coffee in Kurri and let my dog run around here. I've used the Morpeth one, but too far too travel often.</p>	
	<p>Is this area going to be fenced? I would like to see an area in Kurri Kurri designed as a fenced dog park. Tuncurry has an excellent one and council should look at it. All off leash areas should be fenced for the safety of all. Many people walk dogs in the street and would love something safe for their animals to socialise in. Very pleased that council is looking into this matter.</p>	<p>Noted. The Plan identifies fencing of the site (via bollards). The Plan aims to provide a mix of OLDEA facilities within each Planning Area including fully enclosed and open/bollards. A fenced OLDEA is to be provided at Clifftleigh Meadows, Clifftleigh.</p>
	<p>This area needs to be fenced - it is too close to the road not to be fenced - as is ,it is a danger to both dogs , owners and drivers - it is not mowed on a regular basis and in summer it is a haven for snakes - check out the dog park at North Lambton - Newcastle council know how to do an excellent dog park -- by the way a few years ago I ended up in surgery in Maitland hospital after a dog ran out of this unfenced park and bit me -- it was reported to you.</p>	<p>Noted. The Plan identifies fencing of the site (via bollards). The Plan aims to provide a mix of OLDEA facilities within each Planning Area including fully enclosed and open/bollards. A fenced OLDEA is to be provided at Clifftleigh Meadows, Clifftleigh.</p>
	<p>Needs to be mowed more often and seating and shelter.</p>	<p>Noted. A site assessment and design will be completed for Stanford Merthyr OLDEA determining supporting infrastructure.</p>
	<p>Upgrading this area into a proper fenced dog park with equipment for dogs to run around and play. Also possibly a small playground for kids and a family picnic area nearby? It would improve this area 10x from the empty field it is at this point in time.</p>	<p>Noted. The Plan identifies fencing of the site (via bollards). The OLDEA Plan aims to provide a mix of OLDEA facilities within each Planning Area including fully enclosed and open/bollards. A fenced OLDEA is to be provided at Clifftleigh Meadows, Clifftleigh.</p> <p>In line with Council's Recreation and Open Space and Strategic Plan 2019, there are no future plans to install playground equipment/picnic area at this site.</p>
	<p>Agree with retaining this OLDEA. I would like to see this park maintained more regularly. Clearer signage is needed with the current sign at the Southern end basically hidden by the trees. Infrastructure would greatly improve this area, ideally including a kids playground and something for the dogs.</p>	<p>Noted. A site assessment and design will be completed for Stanford Merthyr OLDEA determining supporting infrastructure.</p> <p>In line with Council's Recreation and Open Space and Strategic Plan 2019, there are no future plans to install playground equipment/picnic area at this site.</p>

OLDEA	Submission Comments	Response to Submission
Retain Greta Oval OLDEA	Please note current fencing is not appropriate. The off leash area is hard to determine because there is no specific fencing, and is not separate from the skate board ramp or other areas. Current fencing is not secure, with no secure gates and multiple openings, which is a risk given the busy road at one end of the park.	Noted. A fenced OLDEA is identified for Greta Oval to clearly delineate this area from the rest of the reserve.
Retain Huntlee OLDEA, North Rothbury	No Submissions	
New OLDEA at Bellbird North	Could you please include bins and bags for waste. Also a tap, for water for the dogs.	Noted. The Plan acknowledges supporting park infrastructure is required in OLDEA's. A site assessment and design will be completed for the OLDEA at Bellbird North determining supporting infrastructure.
	This town desperately needs several dog enclosed dog parks, we need to make sure that there a plenty of bins, water access & preferably doggy disposal bags. Some little exercise equipment or tunnels would also be great.	Noted. A number of enclosed OLDEA's are identified in the Plan. A site assessment and design will be completed for bellbird North determining supporting infrastructure.
	I strongly support a dog park in Bellbird - and more in the area in general. Key requirements for us would be areas of shade so the park is usable in the summer months, clean drinking water / dog water bowls, bins and dog pick up bags.	Noted. The Plan acknowledges supporting park infrastructure is required in OLDEA's. A site assessment and design will be completed for the OLDEA at Bellbird North determining supporting infrastructure.
New OLDEA at Bridges Hill	We don't need separate parks for small dogs. Well socialised dogs all play nicely anyway. Enthusiastic little ones terrify nervous big ones just as much as enthusiastic big ones terrify nervous little ones. It is about getting them socialised younger and often - which is one of the biggest benefits of these OLDEAs. Doggie hover parents should relax and enjoy.	Noted.
	It appears from the map that the area designated for the Bridges Hill off-leash dog park will include the stands of Blueberry Ash that grow adjacent to Millfield St. This stand is the only remnant rainforest left on Bridges Hill Easter side and needs to be protected to ensure that it is safely accessible to the many native birds who eat it's fruit. Hundreds of parrots also frequent the hill area where grasses provide food. Please ensure this area remains available to native birdlife, not dogs.	Agreed. The site assessment and detailed design completed for the Bridges Hill OLDEA will ensure the OLDEA is not located within the Blueberry Ash stand.
	An off leash dog area would be a great addition to this park and allow dog owners to enjoy the space with their fur babies without having to	Noted.

OLDEA	Submission Comments	Response to Submission
	worry about hassling other park users. This is a lovely park and would be a great place to meet up with other dog owners for socialisation.	
	Fabulous idea, it will be a wonderful addition to the park. The best part is that it will be properly fenced, which is essential for everyone's peace of mind, both dog owners and other park users. Having enjoyed OLDEAs in Sydney I can only say YIPPEE, can't wait!	Noted.
New OLDEA at Cliftleigh Meadows	Great Idea, especially if there are separate spaces for big/small dogs and also an "anxious" dogs section. To make it a wonderful holistic area for the whole community, the children's playground should also be repaired and shade installed, plus public toilets would be a fantastic addition.	Noted. In line with the 2021/2022 Operational Plan Council Officers will undertake a Needs Assessment for Public Amenities within the Cessnock LGA. Cliftleigh is being considered within this assessment.
	Area for small dogs. Area for big dogs. Gym equipment for dogs (tunnel, ramps etc) More bins. Shade area and seating. BBQs. Toilets!!!!!! Lighting. Security cameras!	Noted. The Plan acknowledges supporting park infrastructure is required in OLDEA's. A site assessment and design will be completed for the OLDEA at Cliftleigh determining supporting infrastructure. In line with the 2021/2022 Operational Plan Council Officers will undertake a Needs Assessment for Public Amenities within the Cessnock LGA. Cliftleigh is being considered within this assessment.
	Was there meant to be a daycare/preschool going into that spot? What will this fence be made of? If it's its only infrastructure you'll commit to at this stage, it'll want to be good! The fence around the nearby children's playground is weak, frequently vandalised and rarely repaired. It's a mess. Will this be any better? If not, good luck keeping the dogs in.	Noted. As identified within the Plan, a purpose built fence 1200mm high with top and bottom rails and double gated entry/exit is to be provided.
	Bins essential. Signage for those who don't know the laws. Tough fence which won't be trashed. Separate areas so I can exercise my big dog away from the little dogs who attack him. Water. Toilets. Lighting. Security.	Noted. The Plan acknowledges supporting park infrastructure is required in OLDEA's. A site assessment and design will be completed for the OLDEA at Cliftleigh determining supporting infrastructure. In line with the 2021/2022 Operational Plan Council Officers will undertake a Needs Assessment for Public

OLDEA	Submission Comments	Response to Submission
	<p>Not good enough! This states you will merely erect a fence. In a place that was meant to already have public toilets and BBQs installed. No bins? People won't walk to the bins at the playground for waste disposal. No parking? The road is narrow. Infrastructure to be assessed and added later if you have future suitable incentives to pay for it? Need to rethink that. No shade? There's not a single tree in that spot. So Seating? The elderly or less mobile can lean on the fence?</p> <p>Could think of nothing worse, give the residence something that the residence can use not their mangy pets. Some commercial space that could be let to a Small Cafe / takeaway where the local families could get a bite to eat while watching the kids play at the current playground. Or even provide what was originally promised, a day care / community centre, this is a community that is full of young families, how about you think of the humans that are living here and paying the rates to fund this.</p>	<p>Amenities within the Cessnock LGA. Cliftleigh is being considered within this assessment.</p> <p>Noted. The Plan acknowledges supporting park infrastructure is required in OLDEA's. A site assessment and design will be completed for the OLDEA at Cliftleigh determining supporting infrastructure.</p> <p>It is Council's intention following the completion of site assessments and detailed designs that future works will be incorporated within Council's Capital Works Programs as well as seeking grant funding opportunities.</p> <p>Public amenities have not previously been identified for Cliftleigh Meadows. In line with the 2021/2022 Operational Plan, Council Officers will undertaking a Needs Assessment for Public Amenities within the Cessnock LGA. Cliftleigh is being considered within this assessment.</p> <p>Noted. Results from the community survey demonstrated demand for an OLDEA in Cliftleigh, with Cliftleigh Meadows being the only viable location. The proposed OLDEA is complimentary to other facilities and activities at the reserve.</p>
<p>New OLDEA at Chinaman's Hollow</p>	<p>Love the idea of a fenced dog park here! Use to always go to the cricket part to let dogs off until signs went up not allowed. It's open and for a female taking dogs out on my own it's a safer park then somewhere hidden behind storm water drains like some of the current ones. I have both a big and small dog but I could also see the benefit for small dog owners to have a separate part just for small dogs so owners will feel safe to take their dogs out. Great work putting more of leash areas.</p>	<p>Noted</p>

OLDEA	Submission Comments	Response to Submission
	<p>I love the idea of an off leash dog park, but think it would be most beneficial to have both a small dog section and a large dog run. Similar to the Acacia Avenue reserve in North Lambton.</p>	<p>Noted</p>
	<p>Also handy to have the public amenities nearby, I hope there will be seating and shelter as well as water access.</p>	<p>Noted. The Plan acknowledges supporting park infrastructure is required in OLDEA's. A site assessment and design will be completed for the OLDEA at Chinaman's Hollow determining supporting infrastructure.</p>
<p>New OLDEA at Ellalong Park</p>	<p>I would suggest the fence area to be near the bush for more shade in summer. Could add some agility infrastructure like at warmers bay dog park. Drinking station for dogs and couple of seating area. A bin to dispose of dog poo to encourage people to pick them up. It would be nice to have more walking tracks also around Ellalong in bush area to have places to take them for a walk as there is nothing at the moment.</p>	<p>Noted. During the site assessment and design (and engagement with the community) a location will be confirmed for the OLDEA and will consider proximity to bush. The Plan acknowledges supporting park infrastructure is required in OLDEA's which will be confirmed following the site assessment. Walking tracks are not within the scope of the OLDEA Plan.</p>
	<p>I have 2 small dogs and a larger dog. I can't let my small dogs off leash if they fit under the fence. The fence needs to go to ground level to suits all sizes. My dogs are ok with large dogs, some are not. A section just for small dogs would be good. Water is necessary. And a bin to dispose of doggy waste. A picnic table under shade is great for catching up with others even people who don't have a dog but like to watch them. And a path through the bush for on lead walks would be great.</p>	<p>Noted. The Plan acknowledges supporting park infrastructure is required in OLDEA's which will be confirmed following the site assessment.</p> <p>Paths are not within the scope of the OLDEA Plan.</p>
<p>Unrelated to CCC Proposals</p>	<p><u>Freemason's Park, Cessnock</u> - I would propose an off leash area here as there is no conflict with other park users. This park has no play equipment and could do with some infrastructure expenditure.</p>	<p>The site would support an OLDEA however due to the high provision level of OLDEA's within Cessnock (Hall Park, Manning Park, Bridges Hill, Bellbird North), this location has not been incorporated within the Plan.</p>
	<p><u>Off Northcote Street, Kurri Kurri</u> - Be great to have an off leash area somewhere along Northcote st Kurri Kurri be great to have poop bags supplied on entry aswell to encourage dog parents to pick up their business. In addition to off leash areas be great to have a walking track that's safe and secure in the Kurri area with footpaths.</p>	<p>No Locations have been identified. Based on the proximity of Chinaman's Hollow OLDEA and Cliftleigh Meadows OLDEA, further sites have not been investigated.</p>
	<p>The grassed area between Mount View Road and the Basin would make a great off leash dog area. There is already an established car</p>	<p>A Regional Skatepark is proposed in this location and is unable to accommodate an OLDEA.</p>

OLDEA	Submission Comments	Response to Submission
	<p>park and is central to Links ave, Vineyard Grove, Kelman Estate, The Vines and The Stonebridge.</p> <p>A lot of people use the Basin to exercise their dogs so having a fenced off leash area would be great in this location.</p>	
	<p><u>Mount View Park, Cessnock</u> - The area in front of the Basin would make a great Dog Off Leash Exercise Area. There's plenty of room, an existing carpark, park benches and lots of people take their dogs to the basin for a run/walk exercise. It would make for a great location. Just needs a few more bins for doggy bags.</p>	<p>A Regional Skatepark is proposed in this location and is unable to accommodate an OLDEA.</p>
	<p><u>Log of Knowledge Park, Kurri Kurri</u>. This would be a good spot for a fenced in off-leash dog park, it has playground equipment nearby and also the Kookaburra walk if you want to go for a stroll through the bush.</p>	<p>This location is identified as a future trailhead of the Richmond Vale Rail Trail. Upgrades include an amenity building, playground upgrades and additional park infrastructure. The site would not support an OLDEA.</p>
	<p><u>Log of Knowledge Park, Kurri Kurri</u> - Kurri Kurri needs a dedicated dog park. This would be a great location. Dog parks are also tourist attractions and dog parks too far from main transport routes will not support capture of regional travellers with animals.</p>	<p>This location is identified as a future trailhead of the Richmond Vale Rail Trail. Upgrades include an amenity building, playground upgrades and additional park infrastructure. The site would not support an OLDEA.</p>
	<p><u>South of Birralee Oval – off Heddon Street, Kurri Kurri</u> - This would be a good spot for an off leash for area. Close to sports grounds and playgrounds for multiuser space parking etc.</p>	<p>This site was investigated as a potential OLDEA at the preliminary stages of developing the Plan. Due to the presence of an Endangered Ecological Community it was not supported as an OLDEA.</p>
	<p><u>George Winter Park, Kurri Kurri</u> - Kurri Kurri needs off leash dog parks. This park is under-utilised, being more a walk way through an open drainage swale with little shade or infrastructure to attract kids. This would be a great place to put a small fenced dog park in Kurri that is walking distance to town and could still act as open drain area. In relation to the playground that doesn't exist: a playground should be constructed in the park/reserve on Deakin street which is under utilised as green space with amenity value.</p>	<p>This site is currently under investigation for outdoor exercise equipment and a multipurpose court. Based on the proximity of the OLDEA at Clifftleigh, the site is not supported as an OLDEA.</p>
	<p><u>Nellie Simm Park, Kurri Kurri</u> - This park would be a good place for dog park or playground relocation where a dog park may conflict with playground space.</p>	<p>There is limited passive surveillance in this location, with the site being surrounded on all sides by residents. Not considered an appropriate location for an OLDEA.</p>
	<p><u>Bridges Hill, Cessnock</u> - Hope this comes to fruition, as it's a wonderful idea and will be made great use of.</p>	<p>Noted.</p>

OLDEA	Submission Comments	Response to Submission
	<p>South of Maybury Peace Park (Hebburn Estate), Weston - Convert this disused area behind China mans hollow between the park and train tracks into a off leash dog area. Instead of developing for housing.</p>	<p>Based on a subdivision in this area and the proximity to the OLDEA at Chinaman's Hollow, this site is not supported for an OLDEA.</p>
	<p>Please consider areas fenced for small dogs and seperate areas for large dogs. It is a safety issue when you have large and small dogs running free together.</p>	<p>Noted. This will be considered within the design process for each OLDEA.</p>
	<p>Any off leash fenced area would be great, especially if they have seating and shade for owners. I would also like a water play area of some sort for dogs, during our hot summers being able to take your dogs somewhere to cool off would be great for their health.</p>	<p>There are currently no plans for a water play area for dogs within the Plan.</p>

Works and Infrastructure

Report No. WI70/2021

Works and Infrastructure



SUBJECT: *USE OF JACOBS PARK PELAW MAIN BY PELAW MAIN PUBLIC SCHOOL.*

RESPONSIBLE OFFICER: *Open Space and Community Facilities Manager - Nicole Benson*

SUMMARY

This report provides details about the ongoing use of Jacobs Park Pelaw Main by Pelaw Main Public School.

RECOMMENDATION

That Council notes the information contained within the report regarding use of Jacobs Park Pelaw Main by Pelaw Main Public School.

BACKGROUND

At its meeting held on 19 May 2021 Council considered report BN10/2021 Jacobs Park Pelaw Main and resolved as follows:-

- 1. That Council acknowledges the objections by the community of Pelaw Main and Pelaw Main Public School P&C to Jacobs Park Pelaw Main being considered or reclassification from community to operational land in the Planning Proposal 18/2019/1 – Rezoning and Reclassification.***
- 2. That the General Manager, pursuant to Section 3.35 of the Environmental Planning and Assessment Act 1979, vary Planning Proposal 18/2019/1/1 - proposed rezoning and reclassification of Council owned land - by excluding the proposed rezoning and reclassification of 9 Abermain Street Pelaw Main, known as Jacobs Park.***
- 3. That Council requests the General Manager write to the Department of Education and Pelaw Main Public School asking them to enter into discussions with Council about the ongoing use of Jacobs Park by Pelaw Main Public School and the possibility of entering into a lease or maintenance agreement for the site.***
- 4. That the General Manager bring a report back to Council on the outcome of the meetings with the Department of Education and Pelaw Main Public School.***

This report responds to resolutions 3 and 4 above.

REPORT/PROPOSAL

The Acting General Manager wrote to the Department of Education on 25 May 2021 and received a response back on 2 July advising that the Department would be happy to meet with Council to discuss a lease arrangement for the continued use of Jacobs Park. This meeting was to be coordinated through the Department of Education's Director of School Infrastructure.

Works and Infrastructure

Report No. WI70/2021

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Council contacted the Director of School Infrastructure and they coordinated a site meeting for 3 August. Council officers attended however School infrastructure had unintentionally forgot to invite representatives from the School. Consequently, an online Teams meeting was held on 6 August 2021.

At the meeting, the resolutions of Council were discussed with regards to the schools future use of Jacobs Park Pelaw Main. The School advised that they used the park from time to time for small group sporting activities and that their own sporting fields were undergoing a planned refurbishment in the future. It was agreed that both the School and School Infrastructure would respond in writing about their intended future use to enable the feedback to be presented to Council at its September meeting.

The feedback received is attached in Enclosure 1 & 2. School Infrastructure NSW have no requirement for use of the park in the foreseeable future. Jacobs Park is the current School evacuation site, however they do not see it as an essential space for students and have no future use for it.

OPTIONS

N/A

CONSULTATION

Councils Principal Property Specialist
School Infrastructure NSW staff
Pelaw Main Public School Relieving Principal

STRATEGIC LINKS

a. Delivery Program

Objective 5.2 Encouraging more community participation in decision making
Objective 5.3 Making Council more responsive to the community

b. Other Plans

Recreation Open Space Strategic Plan 2019

IMPLICATIONS

a. Policy and Procedural Implications

NIL

b. Financial Implications

NIL

c. Legislative Implications

NIL

Works and Infrastructure

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d. Risk Implications

NIL

e. Environmental Implications

NIL

f. Other Implications

NIL

CONCLUSION

Officers met with School Infrastructure and Pelaw Main School and neither organisation requires the future use of Jacobs Park Pelaw Main.

ENCLOSURES

- [1↓](#) Enclosure 1 _ School Infrastructure NSW
- [2↓](#) Enclosure 2 _ Pelaw Main Public School



1st September 2021

Manager Open Space & Community Facilities
62-78 Vincent St
PO BOX 152
Cessnock NSW 2325

To Nicole Benson,

Re: Department of Education Interest and Use of Jacob's Park – Pelaw Main

Thank you for meeting Mark Walmsley and I at Jacobs's Park on the 6th August 2021 about the Department's interest in the oval.

At this time, we would like to thank Cessnock City Council for their offer to use Jacob's Park. However, after review with Pelaw Main Public School we have found we would not require the use of the park in the foreseeable future.

If I can be further of assistance contact me on 0419 763 962.

Yours sincerely

 Digitally signed by
Anthony Rodwell
Date: 2021.09.01
16:25:54 +10'00'

Anthony Rodwell
Director, School Infrastructure NSW
Hunter Central Coast – Asset Management

School Infrastructure NSW | Hunter Central Coast Asset Management Unit
10 Coral Crescent Gateshead NSW 2290 | GPO Box 2325, Gateshead, NSW 2290
T 02 4088 3500 | www.schoolinfrastructure.nsw.gov.au



22nd August 2021

Dear Nicole

Pelaw Main Public School have an enrolment of 165 students currently. Over the next few years, due to zoning regulations our enrolment will fall to a cap of 91 students.

Jacobs Park sits across the road from our school. The park is used by our students and staff, however, seldomly due to the ground cover and rocky surface. We currently use the park, on occasions for a maximum of 45 minutes per week for a group of 20-25 students for sports activities. In saying this, the use of the park is not essential for our students due to our large grounds within our school. Our school grounds/field will be undergoing a refurbishment later this year which will allow for more sports activities to continue within our own school grounds. To summarise, Jacobs Park is not an essential space for the students of Pelaw Main to use now and as our school gets smaller I cannot see a need for our school to use the park in the future.

Jacobs Park is currently an evacuation space for our school.

If you require any further information please do not hesitate to contact me on 49371314.

Kind Regards

Melissa Brathwaite
Relieving Principal
Pelaw Main Public School

SUBJECT: *BRANXTON TO GRETA SHARED PATHWAY*

RESPONSIBLE OFFICER: *Infrastructure Manager - Katrina Kerr*

SUMMARY

This purpose of this report is to provide information on the design of the shared pathway.

RECOMMENDATION

1. That Council endorses the updated alignment on the south side of the shared pathway which seeks to improve safety, improve efficiency and avoid unnecessary disturbance to ecological environments and essential public utilities.
2. That a report be provided to Council after further investigations are undertaken on the south side alignment.

BACKGROUND

At its Ordinary Meeting of 11 December 2019 Council resolved to:

1. *That Council endorses the submission of an application under the Building Better Regions Fund: Infrastructure Projects Stream, Round Four – Drought Support for the Branxton to Greta Shared Pathway project,*
2. *That Council allocates a co-contribution of \$650,000 (25%) from within Council operational funding for cycleways, the grant funding leverage reserve and potential loans to fund the project, should the grant be successful.*

At its Ordinary Meeting of 17 February 2021 Council resolved the following changes to the Capital Works Program in the 2020-21 Operational Plan:

- a) *Pathway Construction Program:
Add: CPW-2018-005 Branxton to Greta Cycleway – Phase 2 Detail design to the Capital Works Program in the 2020-21 Operational Plan*

At its Ordinary Meeting of 16 June 2021 Council resolved to include in the Pathways Program of the Operational Plan 2021-2022:

- *CPW-2018-005 Branxton to Greta Cycleway - Phase 2 Detailed Design, Phase 3 Construct to \$2,498,763.*

Works and Infrastructure

Report No. WI71/2021

Works and Infrastructure



REPORT/PROPOSAL

This report:

- Describes the alignment of the shared pathway,
- Details the capacity of the New England Highway (NEH) in the locality,
- Outlines the impact on the ecology of Redhouse Creek, and
- Identifies the project budget.

Alignment

Over Redhouse Creek: In 2002, a design for the pathway was prepared which required construction of a 12m long x 150mm thick reinforced concrete slab supported by the concrete headwall of the existing culvert conveying the creek.

In 2014, the M15 Hunter Expressway (HEX) opened with direct interchange connection to Wine Country Drive and NEH, alleviating through traffic in Branxton.

In 2020, the pathway design was reviewed as required under the Building Better Regions Grant. With the resulting reduction in eastbound traffic through Branxton, one of the dual eastbound lanes was redundant due to overcapacity and was found suitable for use as the shared pathway.

At the Ordinary Meeting of Council held on the 17 February 2021, Council resolved to adopt the recommendation of the Local Traffic Committee from the meeting held on 18 January 2021, including representations from NSW Police and TfNSW, and improve safety of the road environment and accommodate the proposed shared pathway on the existing culvert.

The resulting improved alignment provides a safer road environment at a reduced cost and avoid disturbance to the environs of the creek.

South of the Interchange Link: The original alignment of the shared pathway was to travel along the Northern side of the NEH. Further investigations into this area have revealed that there are two major impediments in the way of delivering this project. These are:

1. A requirement to acquire extensive sections of private property on the original northern side route;
2. The numerous service allocations located along the northern side of the highway including a trunk watermain, power poles, drainage easements and a critical gas main (for 1.3km). There are also numerous private property driveways, 2 street intersections as well as a school bus stop on the northern side of the highway at the Greta end of the pathway.

The above impediments pose a risk to the delivery of the project on time and within budget.

The alignment of the pathway south of the HEX interchange is currently being considered for design so that the pathway route would be located along the southern side of the NEH. The realignment of the pathway along the southern side would avoid substantial property acquisitions and clashes with numerous utilities and installations.

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The photo above shows the limited area between the guard rail and the private property boundary between Chainage 1065 and Chainage 1100 (Stage 2) on the current design for the northern side of the NEH.



The photo above shows the constraints on the northern side of the highway at chainage 1490 (at the Branxton end) on which the proposed 2.5m wide pathway is currently designed to be within private property, the property fence is not located on the boundary but the boundary is on the property side of just behind the power pole alignment. The pathway cannot be moved any closer to the road because of the power pole alignment, a watermain and the offset distance required from the road edge line in an 80km/hr speed zone.



The photo above shows the constraints on the northern side of the New England Highway between Oxford Street and Devon Streets at Greta (Chainage 2560 to Chainage 3000, 440m) comprising gas main (yellow paint), bus stop impedance, drainage culverts, street intersections and driveways..

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A presentation was made to Transport for NSW in late July to pose several options for the pathway crossing to the southern side of the NEH at the T-intersection of the HEX interchange. The 3 options that were put to Transport for NSW included a tunnel, an overhead crossing and traffic signals. The only option that Transport for NSW indicated would be worthwhile for their consideration was the traffic signals. There is currently some work being done with Transport for NSW to determine the potential of justifying the installation of traffic signals. Some preliminary service locations have been undertaken on the southern side of the highway. Further investigation work including survey, environmental studies and design would be pursued should Transport for NSW provide agreement to install traffic signals at the T-intersection of the Branxton HEX interchange.

Capacity of NEH (Redhouse Creek section)

The Austroads Guide to Traffic Management, Part 3: Traffic Studies and Analysis, shows the uninterrupted mid-block capacity of a single traffic lane in a rural environment to be 1368 vehicles per hour.

Traffic classifier data for the New England Highway (Maitland Street) Branxton, for pre Hunter Expressway (HEX) traffic volumes, obtained in March/April 2014 showed an Average Daily Volume of 21087 vehicles per day, equating to approximately 659 vehicles per hour in each direction of travel.

Traffic Classifier data for the New England Highway (Maitland Street) Branxton, obtained in February 2019 (post HEX opening) showed an Average Daily Volume of 2979 vehicles per day, which equates to approximately 94 vehicles per hour, in each direction of travel.

The above figures demonstrate that a single lane in each direction adequately meets the demands of post HEX traffic volumes, with significant spare capacity available.

Council's Traffic Engineer has also designed an improved access for the entry and egress of 19m B Double vehicles to the private property of an adjacent poultry farm (refer below). The concept design provides an off road slow speed environment, which also caters for improved parking for commuters and pathway users.



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Ecology of Redhouse Creek

The resulting improved alignment avoids disturbance to the creek and has been assessed as not adversely impacting on flora or fauna, or aquatic life.

OPTIONS

The preferred option is to pursue studies on the southern side of the NEH given there are less constraints for construction and minimal (if any) property acquisition requirements as would be necessary for construction of the pathway on the northern side of the NEH.

The photo below shows the northern side of the NEH on the left with numerous driveways, power poles, drainage culverts and street intersections at the Greta end of the pathway that would need to be allowed for with the alignment. The southern side of the NEH on the right has minimal driveway access and property acquisition requirements.



NA

CONSULTATION

There is currently some work being done with Transport for NSW to determine the potential of justifying the installation of traffic signals for a crossing of the NEH at the HEX interchange. Refer to the concept design below that has been presented to Transport for NSW for consideration. Some preliminary service locations have been undertaken on the southern side of the highway. Further investigation work including survey, environmental studies and design would be pursued should Transport for NSW provide agreement to install traffic signals at the T-intersection of the Branxton HEX interchange.

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STRATEGIC LINKS

a. Delivery Program

Delivery Program 2017- 21 (Extended by 1 year due to Covid-19): The recommendation of this report aligns with the following objectives:

- 1.3 Promoting Safe Communities – Our roads are safe for motorists and pedestrians:
- 1.3.5 Improve the safety of the road network.

- 4.1 Better transport links:
- 4.1.1: Advocate for increased road, public and community transport and associated infrastructure funding; and
- 4.1.1a: Prepare applications for available grant funding to improve commuter, freight and tourism transport links.

- 4.2 Improving the road network:
- 4.2.1 Develop prioritised capital works programs in line with adopted asset management plans; and
- 4.2.2 Deliver prioritised on-ground capital works and maintenance programs.

b. Other Plans

Community Strategic Plan - Cessnock 2027: The recommendation of this report aligns with the following objectives:

- Objective 1.3 Promoting safe communities - Our roads are safe for motorists and pedestrians.
- Objective 2.3 Our local government area is attractive to visitors
- Objective 4.2 Improving the road network
 - We have a quality road network.
 - We have managed the traffic impact of the Hunter Expressway on local communities.

Operational Plan 2021-22: The recommendation of this report aligns with the following objectives:

Section 4 Better transport links

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- 4.1.1 Advocate for increased road, public and community transport and associated infrastructure funding.
- 4.1.1a Prepare applications for available grant funding to improve commuter, freight and tourism transport links.
- 4.1.1b Continue upgrade of Public Transport stops to DDA compliance and apply for available funding in accordance with grant funding guidelines.
- 4.1.2 Commence implementation of the Traffic & Transport Strategy.
- 4.1.3 Commence implementation of the Pedestrian Access & Mobility Plan.
- 4.1.4 Commence implementation of the Cycling Strategy.
- 4.2.1a Develop prioritised capital works programs in line with adopted Asset Management Plans.

Cessnock Cycling Strategy (2016): The recommendation of this report aligns with the following objectives:

The vision for cycling in Cessnock is to “Create a safe, attractive and accessible cycling network that improves the community’s connections with key destinations and each other and encourages residents of all ages to use their bicycle for recreation and everyday transport.” The vision is supported by four strategic objectives:

- Provide a cycling environment that is safe, secure and encourages residents to cycle without fear of accident or injury.
- Provide a cohesive and integrated bicycle network that is easy for cyclists to use.
- Integrate cycling into Council’s planning processes.
- Promote awareness of cycling amongst the community and road and path user groups.

Road Safety Strategic Plan 2020–24

Objective 5.1.1: Work with stakeholders to create livable communities with infrastructure that supports active transport (walking and cycling) and public transport use.

Objective 5.1.3: Submit for funding under Walking & Cycling program to construct infrastructure supporting active transport.

Cessnock LGA Pedestrian Access and Mobility Plan (PAMP): The recommendation of this report generally aligns with the objectives of the Plan.

Cessnock LGA Traffic and Transport Strategy: The recommendation of this report generally aligns with the objectives of the Strategy.

IMPLICATIONS

a. Policy and Procedural Implications

It is appropriate that the recommendations and Implementation Plan of the Cessnock Cycling Strategy be followed.

Submitted applications should be in accordance with Council’s Grants Protocol.

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b. Financial Implications

In addition to grant funding, Council has budgeted a co-contribution as per Council's adopted Operational Plan 2021-22. An assessment of costs will need to be undertaken once the final alignment is determined to ascertain if the current budget is sufficient to complete the project.

The southern alignment is the lower cost option as it does not have the high pressure gas main or the quantum of property acquisition that the northern alignment does.

If the northern alignment is still the preferred alignment then additional funding will need to be secured and the time to acquire land will also take some additional time.

c. Legislative Implications

N/A

d. Risk Implications

There are risks associated with the delivery of this project. Both the north and south side alignments require some time consuming activities to be undertaken and could have an impact on the delivery time of the project.

e. Environmental Implications

The Redhouse Creek alignment avoids disturbance to the creek and has been assessed as not adversely impacting on flora or fauna, or aquatic life.

f. Other Implications

N/A

CONCLUSION

The updated alignment of the shared pathway seeks to improve safety, improve efficiency and avoid unnecessary disturbance to ecological environments and essential public utilities.

ENCLOSURES

There are no enclosures for this report

Works and Infrastructure

Report No. WI72/2021

Works and Infrastructure



SUBJECT: *MINUTES OF THE CESSNOCK LOCAL TRAFFIC COMMITTEE MEETING HELD 16 AUGUST 2021*

RESPONSIBLE OFFICER: *Infrastructure Manager - Katrina Kerr*

RECOMMENDATION

That the Minutes of the Cessnock Local Traffic Committee Meeting of 16 August 2021 be adopted as a resolution of the Ordinary Council.

1. TC35/2021 - That Council authorises the temporary regulation of traffic for the Winery Running Festival on Lovedale Road, Wilderness Road, and Talga Road, Lovedale in accordance with Various Roads Lovedale _ Winery Running Festival TCP's.
2. TC36/2021 - That Council notes that the Broke & McDonalds Road, Pokolbin temporary regulation of traffic for the Grapevine Gathering / Red Hot Summer event has been withdrawn.
3. TC37/2021 - That Council authorises the installation of regulatory parking signage and line marking on the unnamed road off Frame Drive, Abermain, in accordance with the enclosed Frame Drive Abermain _ Signage & Line Marking Diagram.
4. TC38/2021 - That Council authorises installation of regulatory parking and intersection controls on various roads within Huntlee, in accordance with various updated Roads Huntlee - Signage & Line Marking Diagrams.
5. TC39/2021 - That Council authorises the installation of signage and line marking for a Channelised Right Turn (Short) treatment at the intersection of Wollombi Road and Abbottsford Street, Bellbird, in accordance with the enclosed Wollombi Road Bellbird _ Signage & Line Marking Diagrams.

MINUTES OF LOCAL TRAFFIC COMMITTEE MEETING OF CESSNOCK CITY COUNCIL HELD VIA ZOOM ON MONDAY 16 AUGUST 2021

OPENING: The meeting was opened at 9.31am

PRESENT: Councillor Darrin Gray (in the Chair)
Senior Constable Amy Sweeney – NSW Police Force
Mr John Markulin – Transport for NSW

IN ATTENDANCE: Tracey Cocking – Technical Support Officer (Minute Taker)
Nathan Goodbun – Engineering Officer - Traffic & Transport
Warren Jeffery – Principal Engineer, Traffic & Transport
David Moloney – Director Works & Infrastructure
Mrs Katrina Kerr – Infrastructure Manager
Ms Alison Shelton – Road Safety Officer
Mr Jamie Smoother – Transport for NSW

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Ms Catherine Waerner – Engineering Officer, Traffic & Transport
Ms Peta Waite – Transport for NSW

APOLOGIES

RESOLVED that the apology tendered for unavoidable absence be accepted on behalf of:

Mr Clayton Barr MP – NSW State Member

CONFIRMATION OF MINUTES

NOTED that the Minutes of the Local Traffic Committee held on 21 July 2021, as circulated, were previously confirmed as a true and correct record.

DISCLOSURES OF INTEREST

NIL

BUSINESS ARISING FROM PREVIOUS MINUTES

NIL

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Report No. WI72/2021

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LISTED MATTERS

SUBJECT: **VARIOUS ROADS, LOVEDALE
TEMPORARY REGULATION OF TRAFFIC
WINERY RUNNING FESTIVAL**

REPORT NO.: **TC35/2021**

REFERENCE.: **45 2021 3 1**

MATTER: Council has received an application for the temporary regulation of traffic in connection with a development application (DA) for the Winery Running Festival (8/2021/21423/1), and has assessed the application along with the associated Traffic Management Plan (TMP) and Traffic Control Plans (TCPs).

Approval is sought from Transport for NSW (TfNSW) under Section 116 of the *Roads Act 1993*, to regulate traffic on various roads in Lovedale, in connection with this event.

The temporary regulation of traffic for this event was previously recommended by the Committee as item TC29/2021 at its meeting of 17 May 2021, and the matter is resubmitted as a change of date, due to covid-19.

DISCUSSION: The matter was described as per the report, and discussed as follows:

- Noted that approval is to be conditioned to require all traffic control personnel to be appropriately qualified.

RECOMMENDATION

That Council authorises the temporary regulation of traffic for the Winery Running Festival on Lovedale Road, Wilderness Road, and Talga Road, Lovedale in accordance with Various Roads Lovedale _ Winery Running Festival TCP's.

SUPPORT: Majority

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Report No. WI72/2021

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SUBJECT: **BROKE & MCDONALDS ROADS, POKOLBIN
TEMPORARY REGULATION OF TRAFFIC
GRAPEVINE GATHERING / RED HOT SUMMER**

REPORT NO.: **TC36/2021**

REFERENCE.: **46 2021 4**

MATTER: Council has received an application for the temporary regulation of traffic in connection with an existing development consent for the Grapevine Gathering and Red Hot Summer events, and has assessed the application along with the associated Traffic Management Plan (TMP) and Traffic Control Plans (TCPs).

Approval is sought from Transport for NSW (TfNSW) under Section 116 of the *Roads Act 1993*, to regulate traffic on various roads in Lovedale, in connection with this event.

DISCUSSION: The matter was described as per the report, and discussed as follows:

- Noted that the application has been withdrawn by applicant.
- Noted that the event may be rescheduled and the application resubmitted for considered in the future.

Works and Infrastructure

Report No. WI72/2021

Works and Infrastructure



SUBJECT: *FRAME DRIVE, ABERMAIN
REGULATORY PARKING CONTROLS*

REPORT NO.: *TC37/2021*

REFERENCE.: *10/2018/872/1*

MATTER: An approved development (8/2017/474/1) for Lot 1 DP 714293, 53 Frame Drive, Abermain, has received approval for construction of an access road, by way of an unnamed side road intersecting with Frame Drive. Approval is sought for the regulatory signs and line marking associated with construction of the extension of this road.

DISCUSSION: The matter was described as per the report, and discussed as follows:

- The State Member provided a written statement to Council raise concerns regarding road widths within the development, and specifically the proposed NO STOPPING controls in the residential subdivision;
- Noted that the road widths are compliant with state planning requirements for such a development, and that Council has difficulty in enforcing higher standards than those provided for under state planning legislation;
- Agreed to replace the proposed NO STOPPING controls with NO PARKING controls to allow residents/visitors to stop temporarily to pick up/set down passengers or goods.

RECOMMENDATION

That Council authorises the installation of regulatory parking signage and line marking on the unnamed road off Frame Drive, Abermain, in accordance with the enclosed Frame Drive Abermain _ Signage & Line Marking Diagram.

SUPPORT: Majority

Works and Infrastructure

Report No. WI72/2021

Works and Infrastructure



SUBJECT: **VARIOUS ROADS, HUNTLEE
REGULATORY PARKING & INTERSECTION CONTROLS**

REPORT NO.: **TC38/2021**

REFERENCE.:

MATTER: Approval is sought for installation of regulatory parking, line marking, and intersection controls, in association with the ongoing Huntlee development.

DISCUSSION: The matter was described as per the report, and discussed as follows:

- Noted that a number of treatments require modification for compliance with Australian Standards.

- Agreed the following modifications to the submitted drawings:

Drawing No. 2C-C11.01 Revision C

- R1-3 Roundabout give way (Symbolic) signs to be located within 6m of TB GIVE WAY line (as per AS1742.2);
- R1-3 Roundabout give way (symbolic) signs to be duplicated on median islands on each approach to roundabout;
- R1-3 Roundabout give way (symbolic) signs to be included on Civic Street approach to roundabout;
- Directional Pavement arrows to be included in each lane on each approach to roundabout;
- R1-2 GIVE WAY and R1-3 Roundabout give way (symbolic) signs to be 'B' size.

Drawing No. CC-26-C13.01 Revision A

- R1-2 GIVE WAY signs to be 'B' size.

Drawing No. CC-28-C13.01 Revision B

- R1-2 GIVE WAY sign to be 'B' size;
- R5-400 (R) NO STOPPING sign on Hedley Way to be relocated to correspond with BB Centre Line marking, and R5-400 (L) NO STOPPING sign to be included to terminate the NO STOPPING zone.

- Agreed that Hazard Markers be relocated to better delineate the terminating legs of the roundabout on Tollbar Avenue.

RECOMMENDATION

That Council authorises installation of regulatory parking and intersection controls on various roads within Huntlee, in accordance with various updated Roads Huntlee - Signage & Line Marking Diagrams.

SUPPORT: Majority

Works and Infrastructure

Report No. WI72/2021

Works and Infrastructure



SUBJECT: *WOLLOMBI ROAD, BELLBIRD
PROPOSED CHR(S) INTERSECTION TREATMENT*

REPORT NO.: *TC39/2021*

REFERENCE.:

MATTER: In furtherance of the Cessnock LGA Traffic & Transport Strategy, and in line with recent Land and Environment Court of NSW rulings regarding the Bellbird North development, it is proposed to upgrade the intersection of Wollombi Road and Abbottsford Street to a channelized right turn treatment to address increased traffic movements in Abbottsford Street.

The subject intersection improvements are listed in the adopted City Wide Infrastructure Contributions Plan 2020 – Project No. 65 – Bellbird North Local Catchment. This will be an interim treatment pending the future signalisation of the intersection in accordance with growth / demand from the Bellbird North URA.

DISCUSSION: The matter was described as per the report, without further discussion.

RECOMMENDATION

That Council authorises the installation of signage and line marking for a Channelised Right Turn (Short) treatment at the intersection of Wollombi Road and Abbottsford Street, Bellbird, in accordance with the enclosed Wollombi Road Bellbird _ Signage & Line Marking Diagrams.

SUPPORT: Majority

CLOSURE

The Meeting was declared closed at 10.10am

STATE MEMBER TECHNICAL REVIEW

Following the Meeting, technical review of the matters in the form of draft minutes on the Listed Matters was provided to the State Member's representative. The State Member's representative provided no further comment regarding the recommendations on the Reports as agreed at the Meeting.

Works and Infrastructure

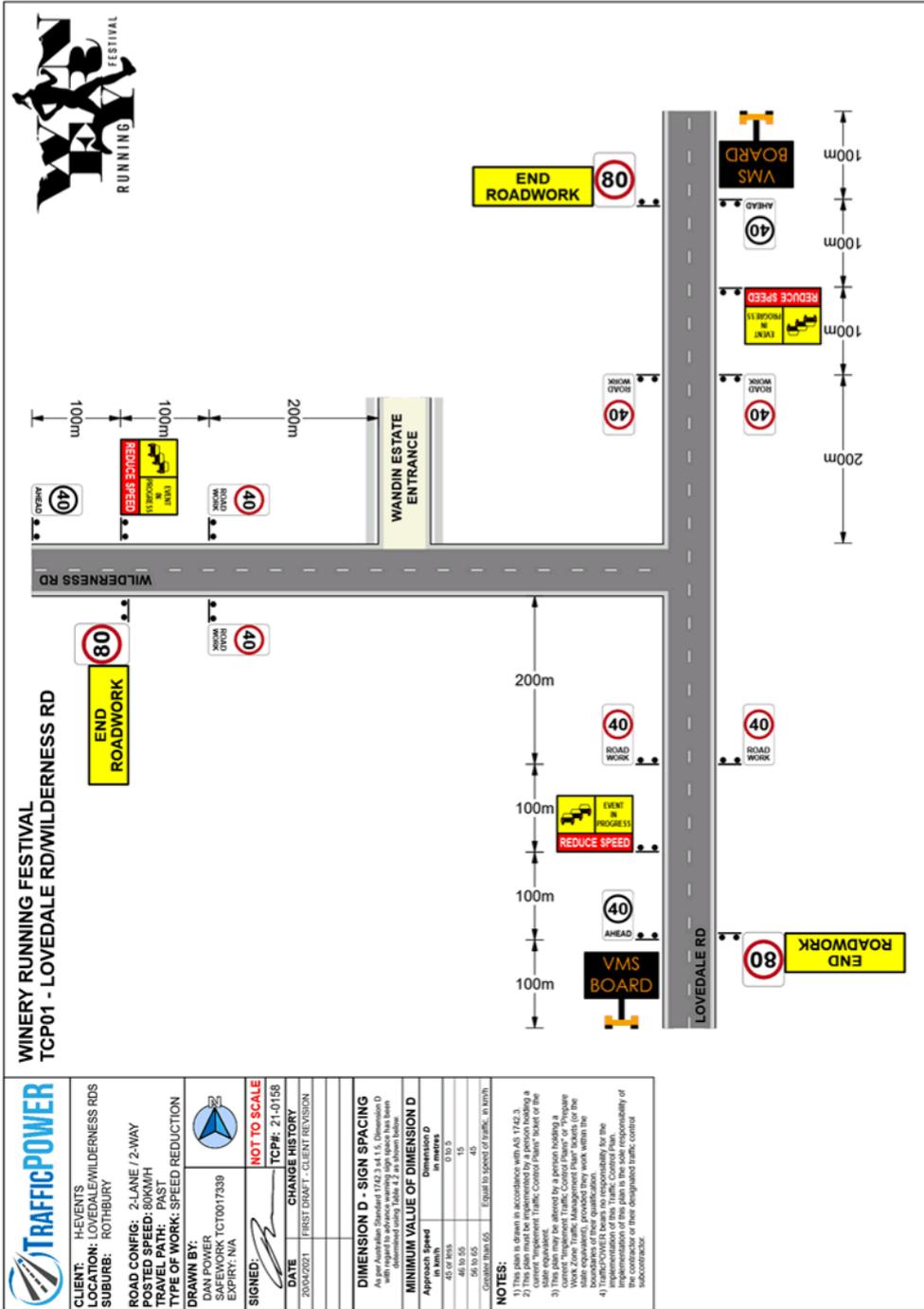
Report No. WI72/2021

Works and Infrastructure



ENCLOSURES

- [1](#) ↓ Various Roads Lovedale _ Winery Running Festival TCP's
- [2](#) ↓ Frame Drive Abermain _ Signage & Line Marking Diagram _ Ironstone Developments
- [3](#) ↓ Various Updated Roads _ Huntlee _ Signage & Line Marking Diagrams
- [4](#) ↓ Wollombi Road Bellbird _ Signage & Line Marking Diagram
- [5](#) ↓ Wollombi Road Bellbird _ Austroads Intersection Dimensions
- [6](#) ↓ Abbotsford Street and Wollombi Road Bellbird _ Intersection Upgrade - Consultation _ The Hub



TRAFFICPOWER

CLIENT: EVENTS
LOCATION: CAMP RD TALGA RDS
SUBURB: ROTHBURY

ROAD CONFIG: 2-LANE / 2-WAY
POSTED SPEED: 60KM/H
TRAVEL PATH: PAST
TYPE OF WORK: ROAD CLOSURE

DRAWN BY:
DAN POWER
SAFEWORK TCT0017339
EXPIRY: N/A

SIGNED:  **NOT TO SCALE**

DATE: 21/08/2021
CHANGE HISTORY:
FIRST DRAFT - CLIENT REVISION

DIMENSION D - SIGN SPACING
As per Traffic Control Plan Standard 1102 1.4.4, U.S. Dimension D with regard to advance warning sign spacing has been used for this plan.

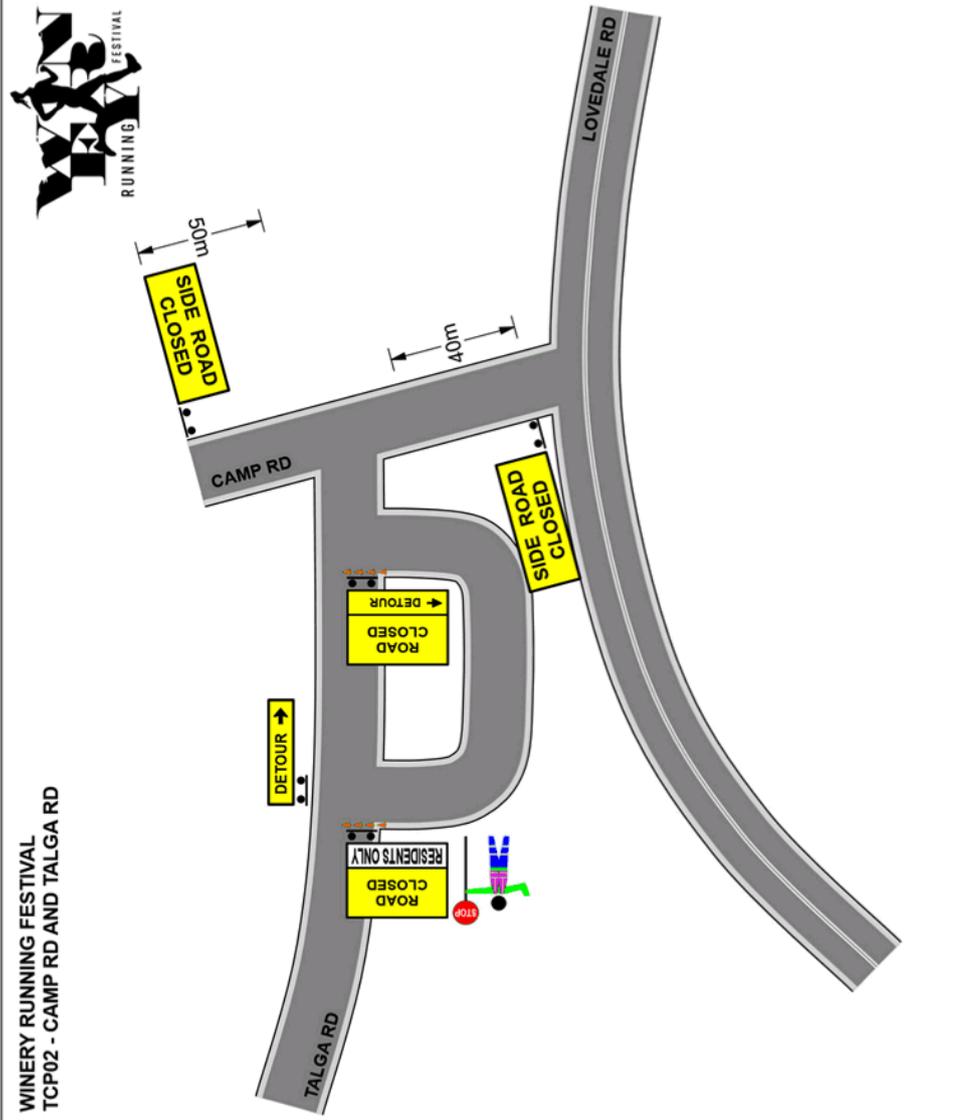
MINIMUM VALUE OF DIMENSION D

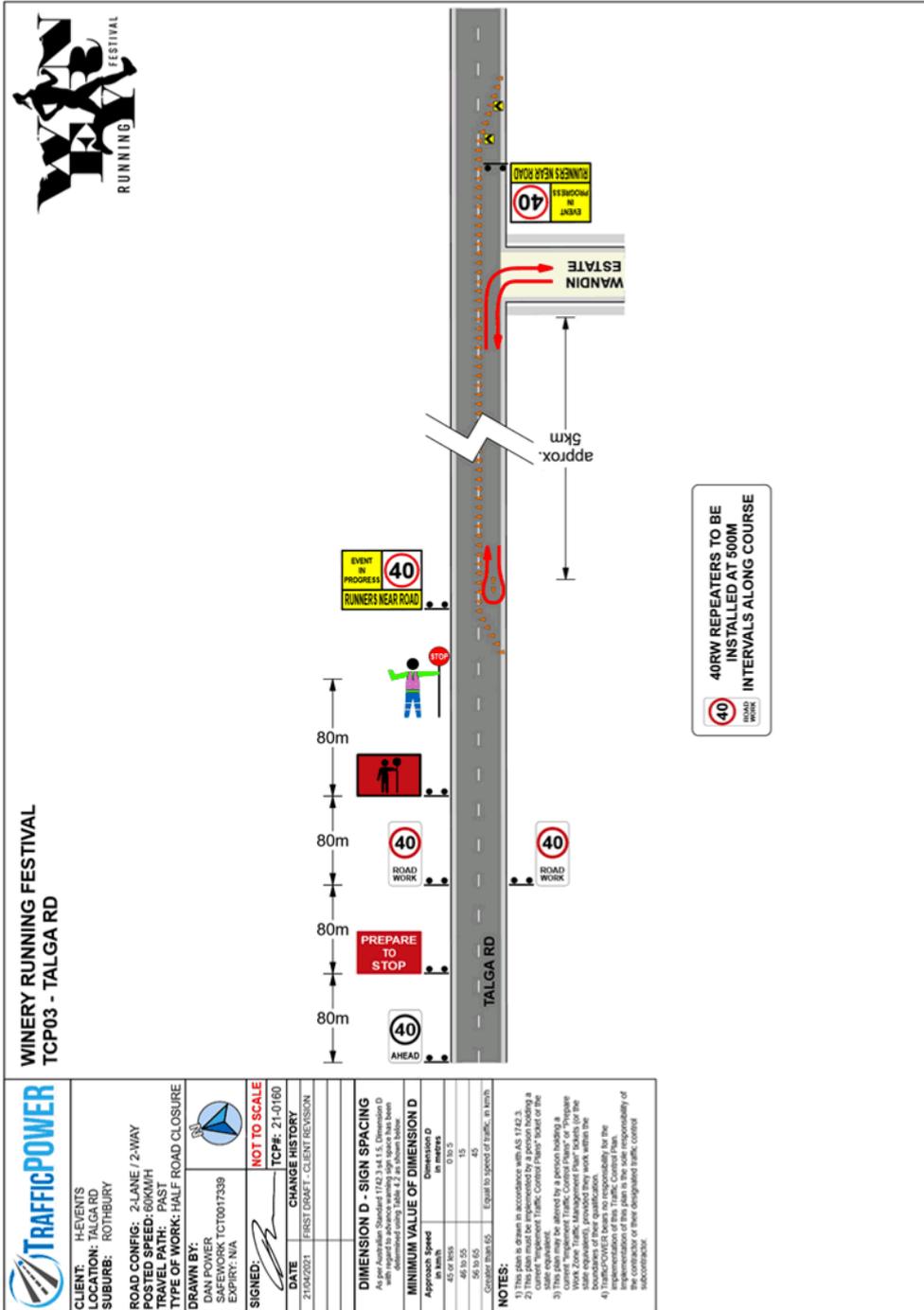
Approach speed in km/h	Minimum D in metres
42.5 or less	0 to 5
46 to 55	15
56 to 65	45

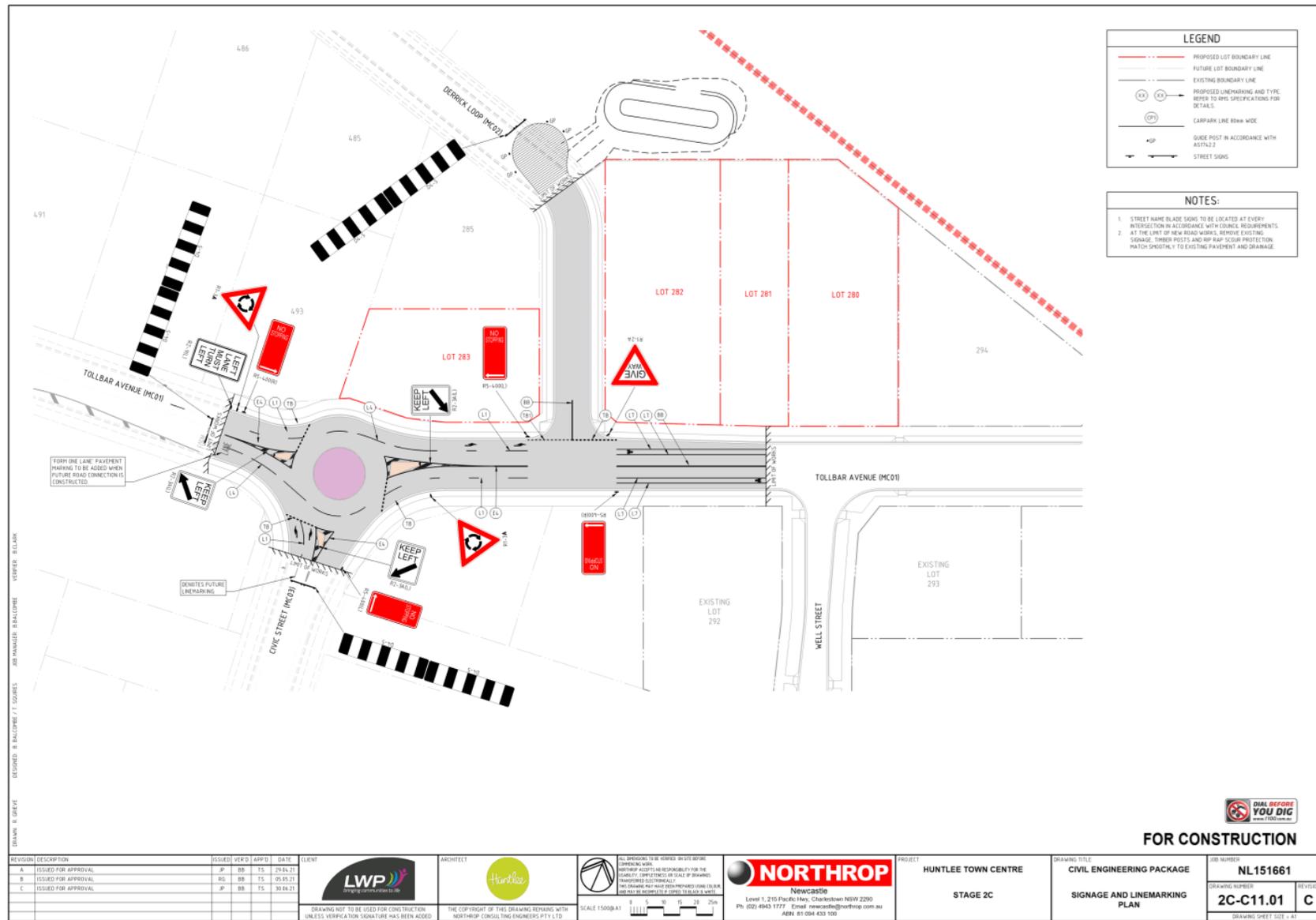
NOTES:

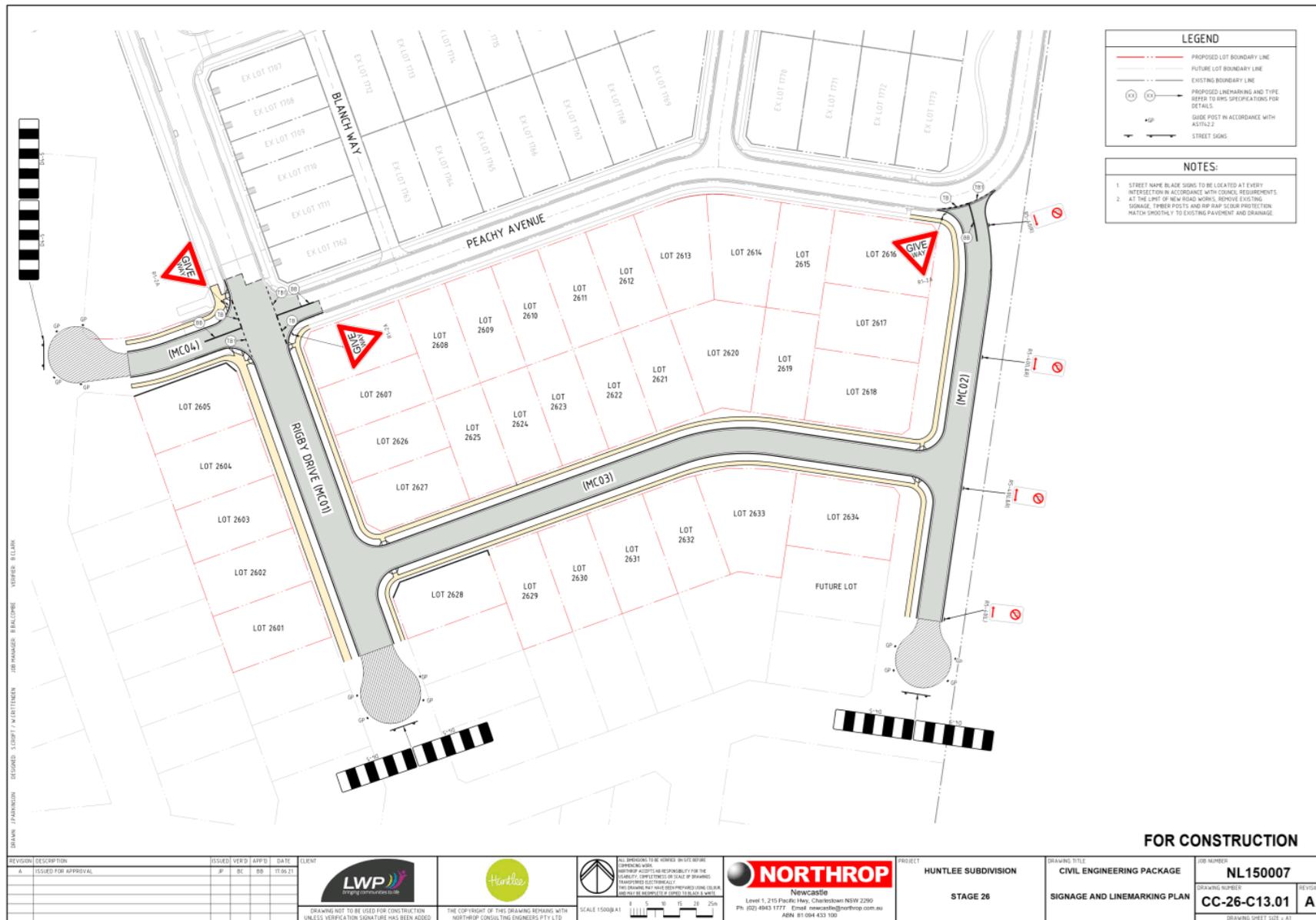
- 1) This plan is drawn in accordance with AS 1180.9
- 2) This plan must be implemented by a person holding a current 'Implement Traffic Control Plan' ticket or the current 'Implement Traffic Control Plan' ticket of the contractor.
- 3) This plan may be altered by a person holding a current 'Implement Traffic Control Plan' or 'Propose Traffic Control Plan' ticket or the contractor's own ticket (provided they are suitably qualified and equipped), provided they work within the scope of their ticket.
- 4) TRAFFICPOWER bears no responsibility for the implementation of this Traffic Control Plan. It is the responsibility of the contractor to ensure the correct implementation of the contractor or their designated traffic control subcontractor.

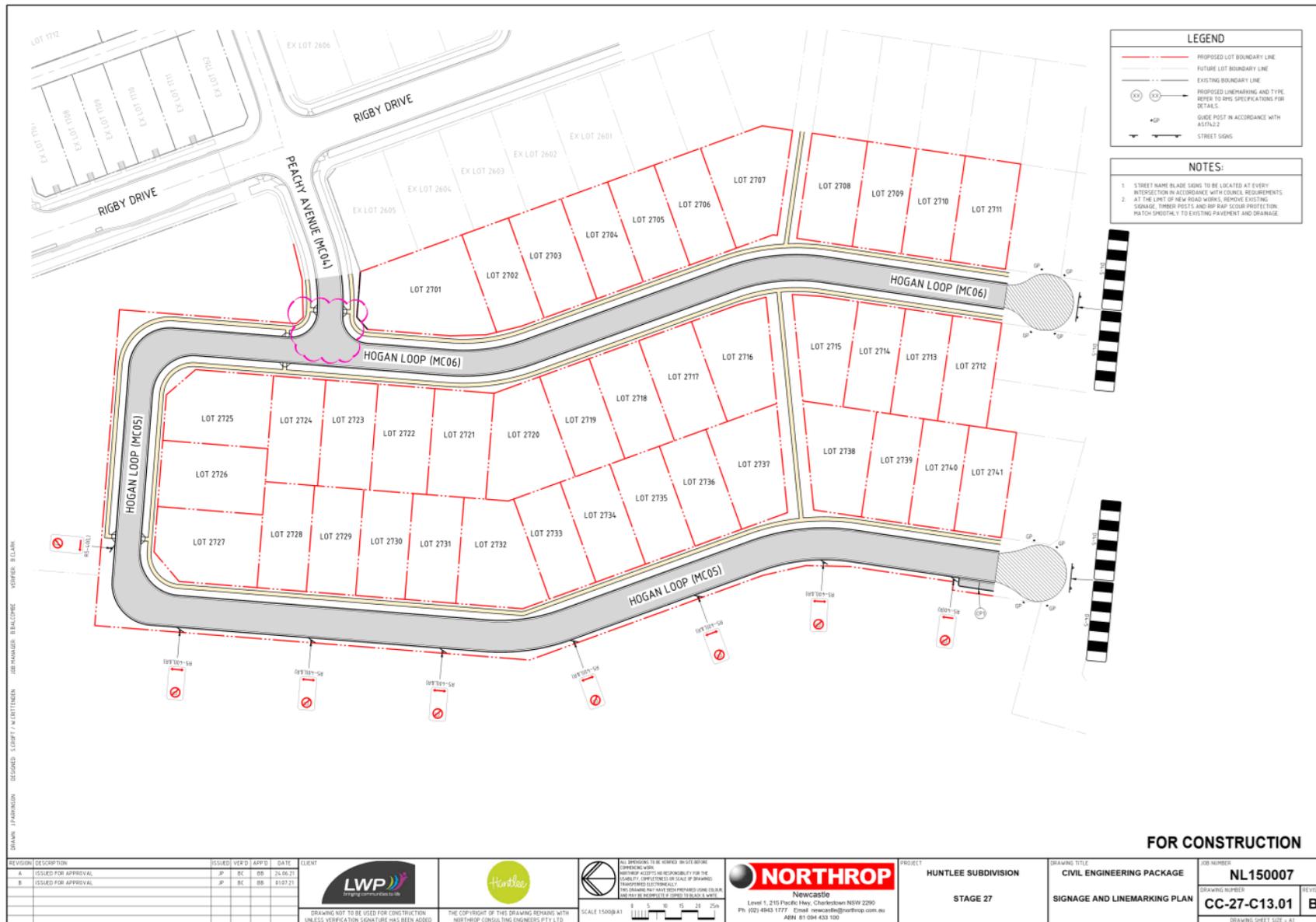
WINERY RUNNING FESTIVAL
TCP02 - CAMP RD AND TALGA RD

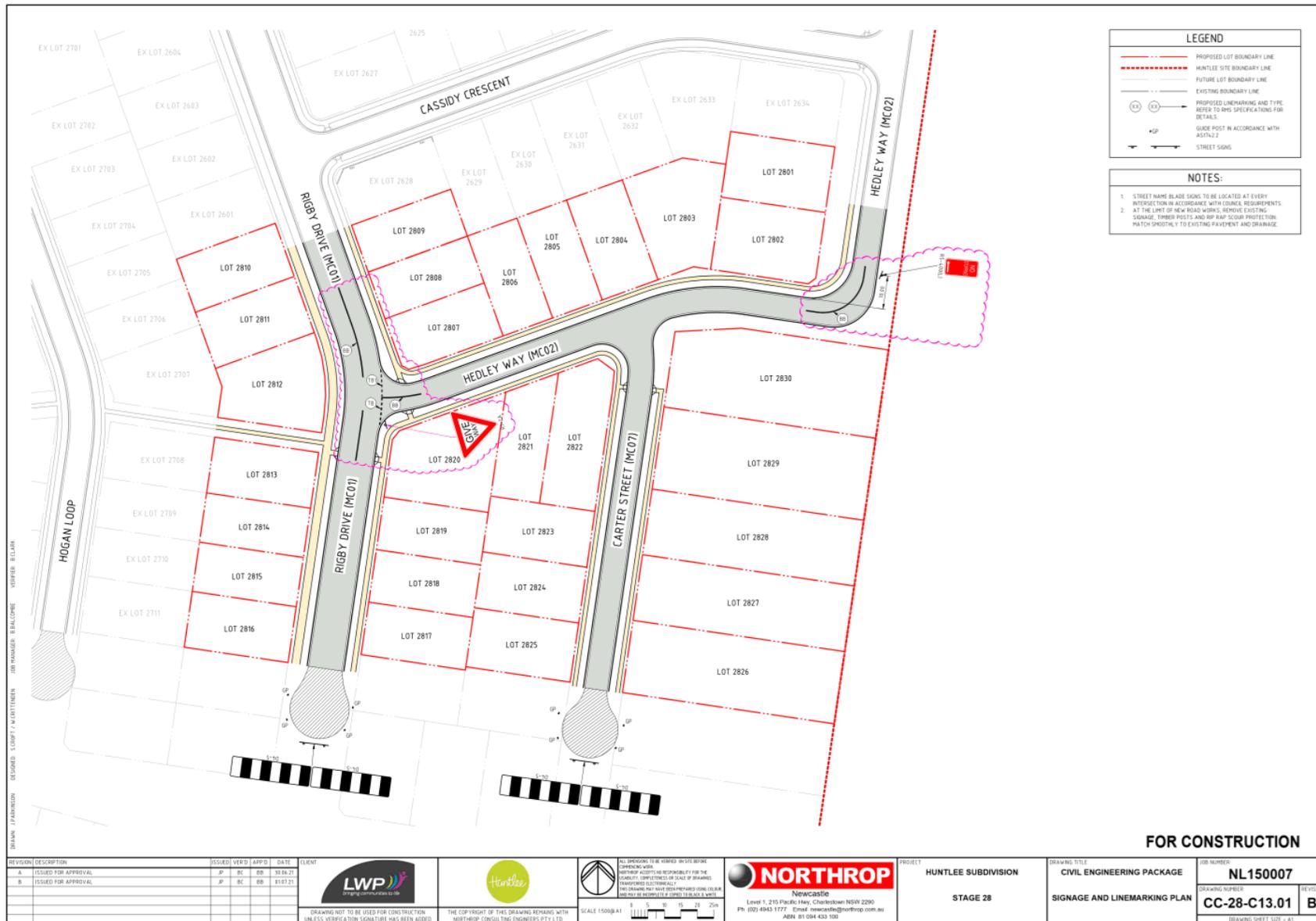


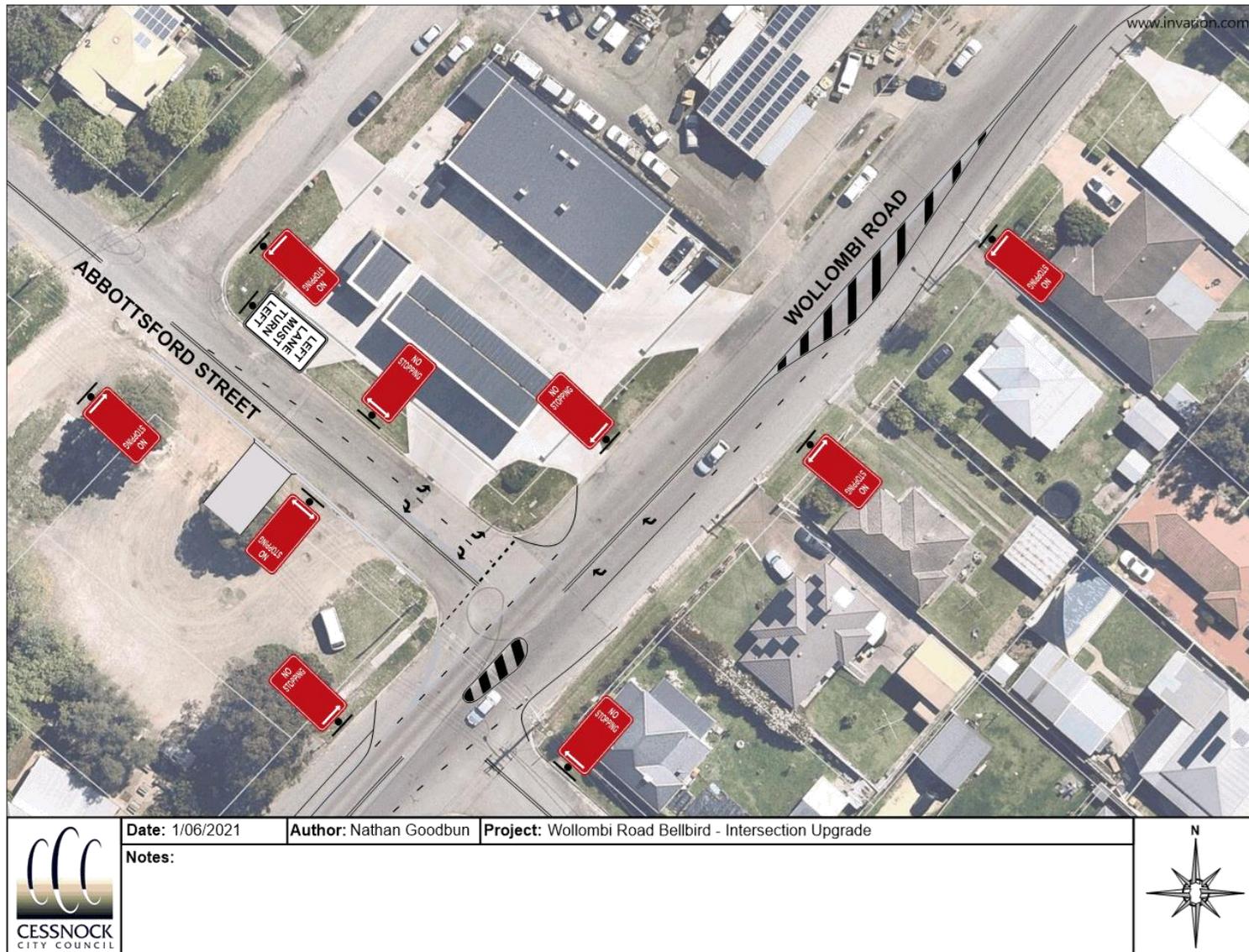


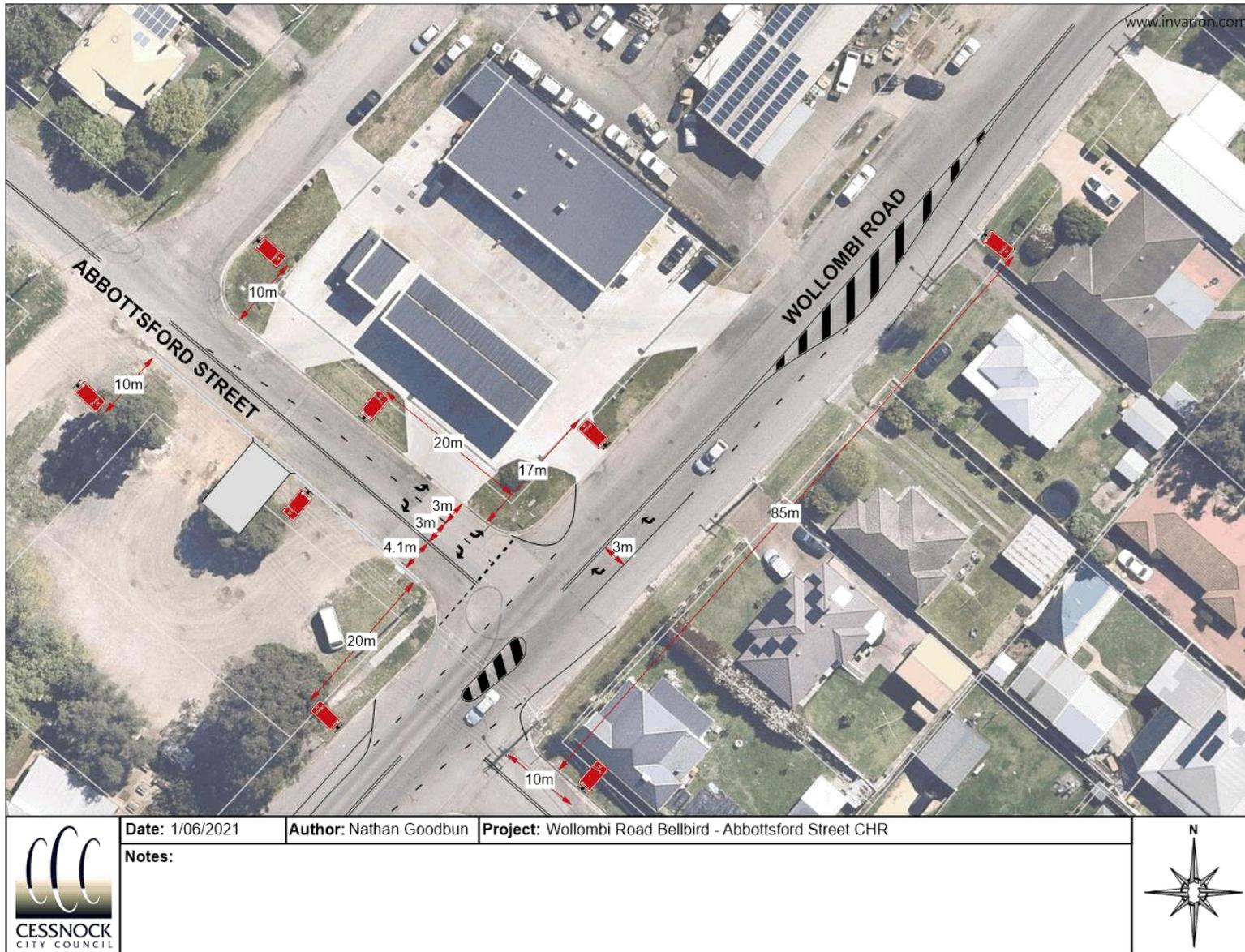


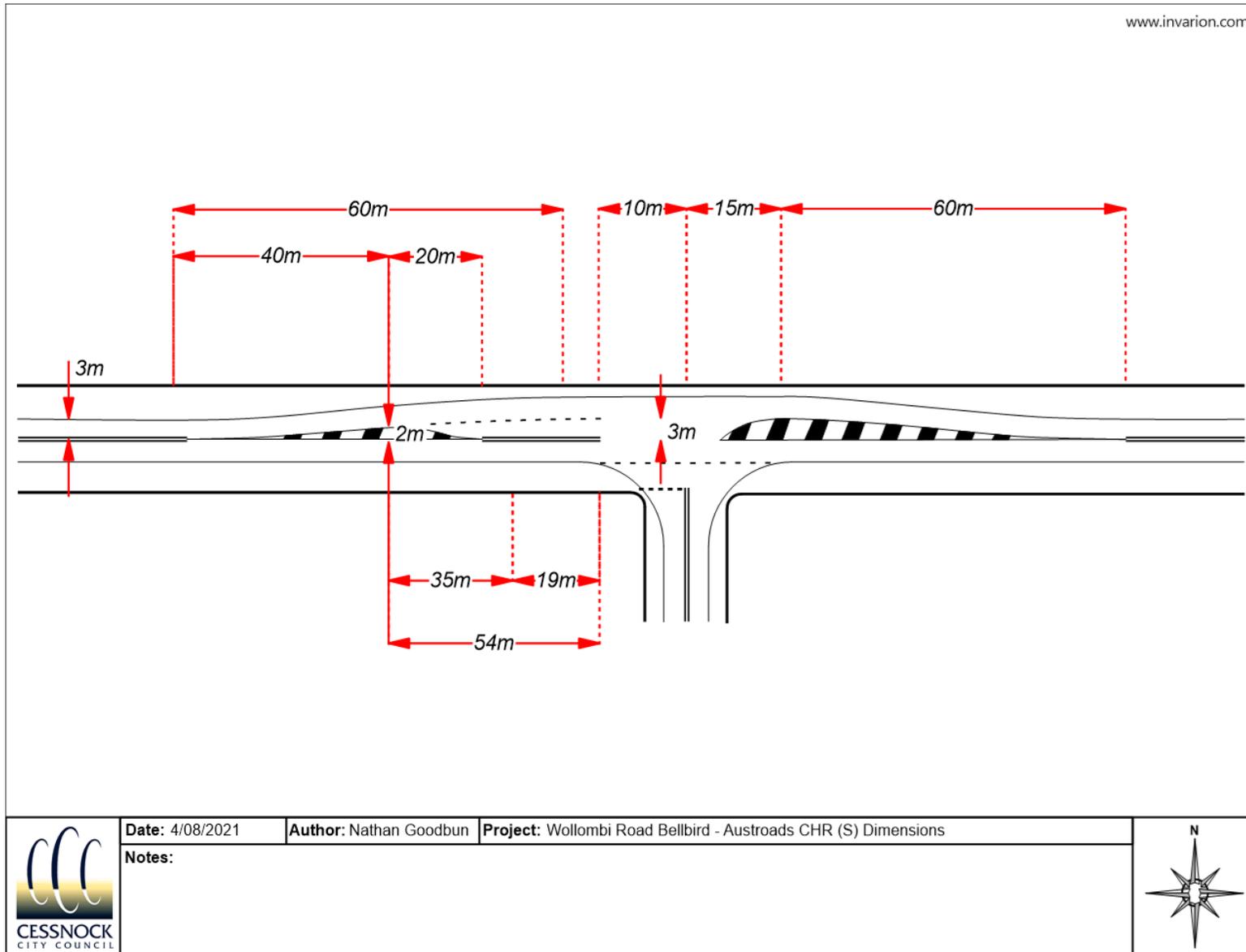














18 June 2021

«Owners»
«Address_Line_1»
«Address_Line_2»
«Address_Line_3»

Dear Sir/Madam

**Proposed Intersection Upgrade
Abbottsford Street and Wollombi Road, Bellbird**

Council proposes an upgrade to the intersection of Abbottsford Street and Wollombi Road, Bellbird which would affect motor vehicle parking adjacent some properties.

With the re-opening of Abbottsford Street to through traffic, coupled with the construction and occupation of new dwellings in the Bellbird North Urban Release Area, traffic volumes and vehicle turning movements at the intersection of Wollombi Road and Abbottsford Street have significantly increased. Accordingly, to improve traffic flow and road safety an upgrade of the intersection is proposed.

Scope of Work: As shown in the attached concept drawing, it is proposed to:

- Provide a right turn lane on Wollombi Road onto Abbottsford Street;
- Provide left and right turn lanes on Abbottsford Street onto Wollombi Road;
- Provide painted median islands on Wollombi Road on each approach to Abbottsford Street; and
- Provide GIVE WAY controls on Abbottsford Street at the intersection of Wollombi Road;

Provision of these measures will necessarily incorporate standards mandated NO STOPPING zones on Wollombi Road and Abbottsford Street, with a net loss of approximately 10 parking spaces on Wollombi Road and 2 parking spaces on Abbottsford Street.

Installation of the proposed treatments would be subject to the Local Traffic Committee process and would serve as an interim intersection treatment, pending the planned future installation of traffic control signals at the intersection.

t: 02 4993 4100 f: 02 4993 2500
p: PO Box 152 Cessnock NSW 2325 or DX 21502 Cessnock
e: council@cessnock.nsw.gov.au w: www.cessnock.nsw.gov.au
ABN 60 919 148 928

Page 2

The proposal while improve safety will impact parking as shown on the attached plan.

Should you wish to comment on the matter, please forward your written comments by either general mail or email, addressed to the General Manager, and endorsed: "Abbottsford Street and Wollombi Road Bellbird – Intersection Upgrade" to:

Mail: General Manager,
Cessnock City Council,
PO Box 152,
Cessnock NSW 2325
Email: council@cessnock.nsw.gov.au

Please be advised that full copies of submissions may be made available to the public including your name and address, unless Council receives a request for personal details to be suppressed.

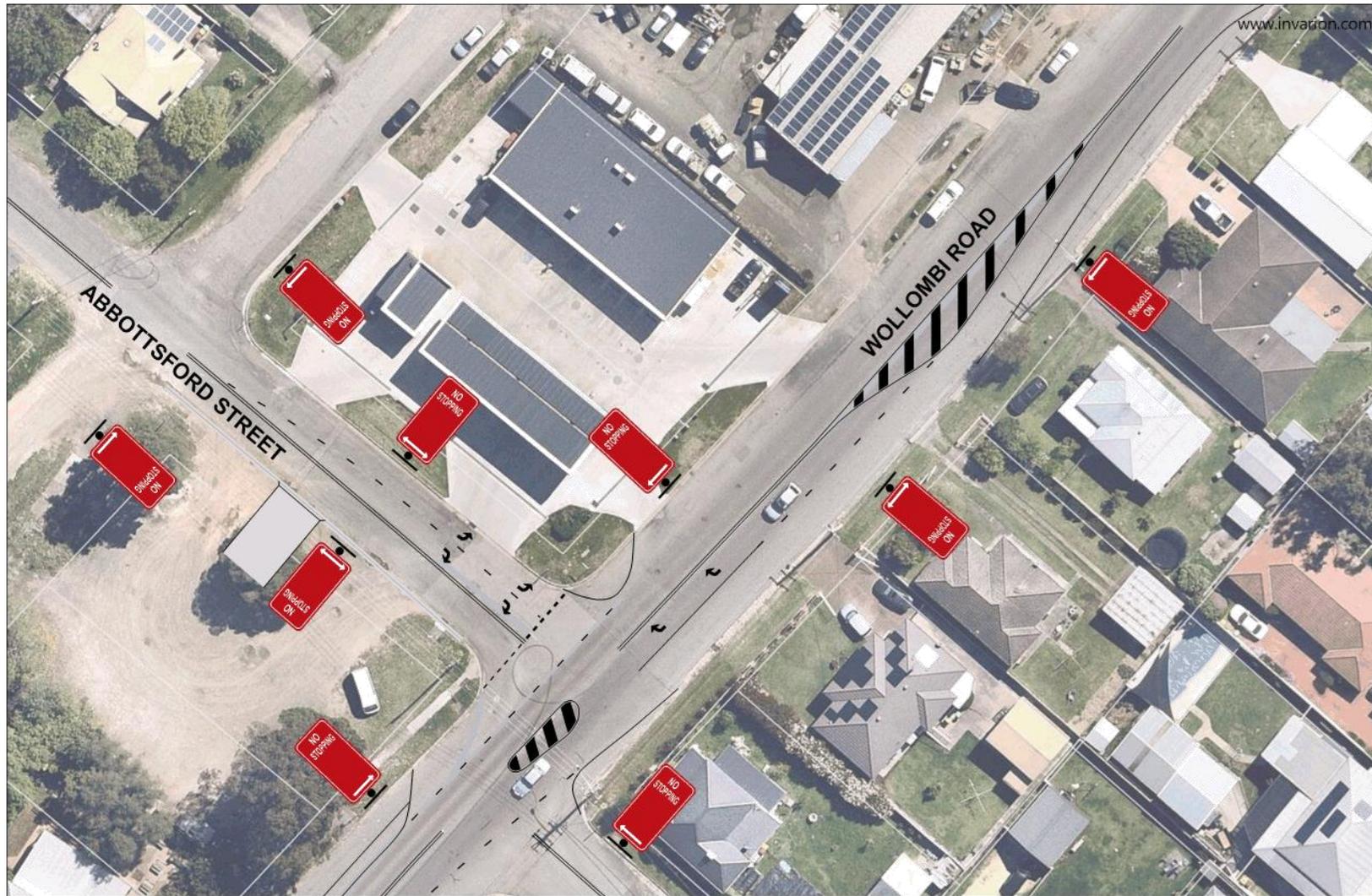
All feedback must be received by 4pm Monday 5 July 2021.

Yours faithfully,



Katrina Kerr
Infrastructure Manager

Enc.: DOC2021/082799 Concept Drawing



 CESSNOCK CITY COUNCIL	Date: 1/06/2021	Author: Nathan Goodbun	Project: Wollombi Road Bellbird - Intersection Upgrade	
	Notes: For Consultation Only			

Notices Of Motion

Report No. BN22/2021

General Manager's Unit



NOTICES OF MOTION No. BN22/2021

SUBJECT: ***REQUEST FOR ADDITIONAL MENTAL HEALTH FUNDING FOR REGIONAL AREAS***

COUNCILLOR: ***Jay Suvaal***

MOTION

1. That Council notes the impact the current lockdowns can have on mental health, especially young people trying to manage the isolation.
2. That Council requests the General Manager write to the Federal Minister for Health Greg Hunt and the NSW Minister for Mental Health Bronnie Taylor seeking more funding for regional mental health services in the Cessnock LGA, given that all of NSW is currently in lockdown.
3. That Council requests the General Manager send a copy of the letter to Member for Hunter Joel Fitzgibbon, Member for Paterson Meryl Swanson and Member for Cessnock Clayton Barr to seek their support in advocating for increased mental health funding for our local area.

It is my intention to move the above motion at the next Ordinary Meeting of Council on 22 September 2021.

RATIONALE

The current lockdowns across our area are having a significant impact on many people's mental health and especially on the mental health of young people in our community.

The Federal and NSW Governments jointly announced in July 2021 a \$17.35 million package of mental health funding but it was mainly targeted towards Sydney or for people in mandatory 14-day isolation.

Given the whole of NSW is in lockdown, which means people in regional communities like Cessnock LGA are also needing extra mental health support, we need the government to increase mental health funding to cover areas like ours.

SOURCE OF FUNDING:

N/A

Notices Of Motion

Report No. BN22/2021

General Manager's Unit



DELIVERY PROGRAM:

N/A

Sgd: Jay Suvaal

Date: 2 September 2021

ENCLOSURES

There are no enclosures for this report

Notices Of Motion
Report No. BN23/2021
General Manager's Unit



NOTICES OF MOTION No. BN23/2021

SUBJECT: *TOURISM RELATED ACTIVITIES*
COUNCILLOR: *Di Fitzgibbon*

MOTION

1. That the General Manager bring an annual report to Council, listing the projects and the amounts, funded by the \$97,600 allocated for Tourism Related Activities within the Operation Plan.
2. That any unspent money from the Tourism Related Activities be carried forward and added to the next years allocated allowance.
3. That a workshop be organized to develop a policy for determining the tourism projects suitable for this funding.

It is my intention to move the above motion at the next Ordinary Meeting of Council on 22 September 2021.

RATIONALE

At the Council meeting held 15 June 2016, Council resolved to allocate \$97,600 for tourism expenditure projects with the original intention of "increasing visitation and overnight stays in the LGA". Clearly the funding has been underspent, which is unsurprising given the impact of COVID-19 on the visitor economy. Post COVID-19 it will be needed more than ever.

SOURCE OF FUNDING:

N/A

DELIVERY PROGRAM:

2.1.4 Provide support for activation of commercial centers, business engagement, promotion and support for business growth.

Sgd: Di Fitzgibbon

Date: 6 September 2021

ENCLOSURES

There are no enclosures for this report

Notices Of Motion

Report No. BN24/2021

General Manager's Unit



NOTICES OF MOTION No. BN24/2021

SUBJECT: *ALLANDALE ROAD BARRIER FENCING*

COUNCILLOR: *Di Fitzgibbon*

MOTION

1. That the General Manager write to TfNSW asking for an update on their investigations on design concepts and funding for pedestrian safety barrier fencing on Allandale Road, Cessnock referred to in written correspondence to Council from TfNSW (our ref D0000/633352 received December 2012).
2. That a copy of the letter be sent to Clayton Barr MP, State Member for Cessnock.

It is my intention to move the above motion at the next Ordinary Meeting of Council on 22 September 2021.

RATIONALE

The pedestrian pathway adjacent to the slip lane on the corner of Wollombi Road and Allandale Road is very narrow and poses a danger to pedestrian users.

SOURCE OF FUNDING:

N/A

DELIVERY PROGRAM:

1.3.5 Improve the safety of the road network

Sgd: Di Fitzgibbon

Date: 6 September 2021

ENCLOSURES

There are no enclosures for this report

Notices Of Motion

Report No. BN25/2021

General Manager's Unit



NOTICES OF MOTION No. BN25/2021

SUBJECT: *BANNERS*

COUNCILLOR: *Di Fitzgibbon*

MOTION

That the General Manager bring a report back to Council outlining:-

- Council's annual schedule for the raising and removal of banners on the banner poles across the Local Government Area.
- The current budget for the replacement and purchase of new banners.
- Identify funding options for the replacement and purchase of new banners.

It is my intention to move the above motion at the next Ordinary Meeting of Council on 22 September 2021.

RATIONALE

Council has 33 banner poles across the LGA, most of the time displaying no banners. I believe with the correct strategy in place, banners could be displayed 365 days of the year, creating interest in local and commemorative events and annual celebrations. This is supported by the recently adopted Jobs Strategy, Economic Priority 10, Create vibrant centres, 10.10 Utilise street pole banners in activation areas to promote upcoming activity, events, landmarks to community and visitors.

SOURCE OF FUNDING:

N/A

DELIVERY PROGRAM:

2.3.3 Support major community events and festivals

Sgd: Di Fitzgibbon

Date: 7 September 2021

ENCLOSURES

There are no enclosures for this report

Notices Of Motion

Report No. BN26/2021

General Manager's Unit



NOTICES OF MOTION No. BN26/2021

SUBJECT: ***RELOCATION OF ENTRANCE TO CESSNOCK CORRECTIONAL CENTRE***

COUNCILLOR: ***Jay Suvaal***

MOTION

That the General Manager organise a Councillor Briefing prior to the October Council meeting to update Councillors on the progress of the relocation of the entrance to the Cessnock Correctional Centre including any current or planned community consultation.

It is my intention to move the above motion at the next Ordinary Meeting of Council on 22 September 2021.

RATIONALE

It has been several months since council has been made aware of any updates on this progress so I feel it important to have a briefing so Councillors are aware of any progress on this matter and can ensure the community is also kept informed.

SOURCE OF FUNDING:

N/A

DELIVERY PROGRAM:

N/A

Sgd: Jay Suvaal

Date: 9 September 2021

ENCLOSURES

There are no enclosures for this report

Questions of which Written Notice has been given

Report No. QWNG2/2021

General Manager's Unit



SUBJECT: *DISABILITY ACCESS TO CESSNOCK POOL GROUNDS*

RESPONSIBLE OFFICER: *Councillor - Di Fitzgibbon*

Detail

What is the current process to enter the Cessnock pool grounds for those people using the disability carpark adjacent to the pool and are there any proposed improvements to the process?

FOR COUNCIL'S INFORMATION

ENCLOSURES

There are no enclosures for this report

Correspondence

Report No. CO14/2021

Corporate and Community Services



SUBJECT: *GAS FIRED POWER STATION - REPORT BN31/2020*
RESPONSIBLE OFFICER: *Director Corporate and Community Services - Robert Maginnity*

RECOMMENDATION

That Council notes the correspondence forwarded by the Office of the Hon Matthew Kean MP, Minister for Energy and Environment, from the Hon. Ben Franklin MLC, Parliamentary Secretary for Energy and the Arts regarding the gas-fired power station project near Kurri Kurri.

At its Ordinary Meeting of 21 October 2020 Council considered Report No. BN31/2020 – Gas Fired Power Station and resolved:

1. That the General Manager write to the Prime Minister, The Hon Scott Morrison MP, Federal Minister for Energy, The Hon Angus Taylor MP, the Premier of NSW, The Hon Gladys Berejiklian MP, the Minister for Energy and Environment NSW, The Hon Matthew Kean MP, Cessnock State Member, Clayton Barr MP, Federal Member for Hunter, The Hon Joel Fitzgibbon MP and Meryl Swanson MP, Federal Member for Paterson and ask that they show their support for a gas-fired power generator in Kurri Kurri.
2. As part of the letter Cessnock City Council highlights the economic, employment, social and environmental benefits this project will bring to the Hunter in particular the Cessnock Local Government Area.

Correspondence has been forwarded from the office of the Hon Matt Kean, MP, NSW Minister for Energy and Environment, from the Hon. Ben Franklin MLC, Parliamentary Secretary for Energy and the Arts regarding the gas-fired power station project near Kurri Kurri.

A copy of the correspondence is attached to this report.

Council has previously noted correspondence in relation to this matter as follows:

- Council Meeting 17 February 2021:
 - o Member for Cessnock Clayton Barr, MP
 - o David Blowers, Acting General Manager, Electricity Markets Branch

ENCLOSURES

- 1↓ Parliamentary Secretary for Energy and the Arts
- 2↓ Office of the NSW Minister for Energy and Environment



The Hon. Ben Franklin MLC
Parliamentary Secretary for Energy and the Arts

Your ref: DOC 2020/174153
Our ref: MD20/8150

Mr Robert Maginnity
Acting General Manager
Cessnock City Council
PO Box 152
CESSNOCK NSW 2325

Dear Mr Maginnity

Thank you for your letter about the proposed Kurri Kurri Power Station to the Minister for Energy and Environment, Matt Kean MP. I have been asked to respond on his behalf. I apologise for the delay in my response.

The NSW Government is committed to securing a reliable, affordable and clean energy future for households and businesses in NSW. Gas fired generation is a technology that supports peak energy demand in the energy market and provides energy security to support increasing levels of renewable energy generation.

Kurri Kurri Power Station was declared as Critical State Significant Infrastructure (CSSI) given its significant economic potential for the Hunter and importance for future energy supply. The proponent, Snowy Hydro Limited, has lodged a scoping report, which is available at www.planningportal.nsw.gov.au/major-projects/project/40951.

The project is in the initial phase of the planning process and the proponent has not lodged an application and Environmental Impact Statement (EIS) for the project. Therefore, the assessment process has not commenced.

The Department of Planning, Industry and Environment (the Department) will assess the proposal in accordance with the *Environmental Planning and Assessment Act 1979* and other relevant policies and guidelines.

As four of our five coal-fired power stations will come to their scheduled end of life in the next 15 years, we need to get moving now to ensure we have the next generation of energy infrastructure in place to keep our grid cheap and reliable. Our priority is doing that in a way that creates jobs, stimulates the economy, supports our regions and protects NSW consumers.

Replacing electricity infrastructure doesn't happen overnight. It takes time, and it takes careful planning. That is why we have released the NSW Electricity Infrastructure Roadmap which sets out our 20-year plan to deliver the generation, storage, firming and transmission infrastructure we need to power NSW into the future.

The Roadmap will:

- support the private sector to bring 12 gigawatts of renewable energy and two gigawatts of storage, such as pumped hydro, online by 2030
- give industry and investors the certainty they need to invest in the infrastructure we need, with more than \$32 billion of private sector investment to be injected into the NSW economy by 2030
- help to create the jobs of the future, with 9,000 direct jobs by 2030 and more than 23,000 indirect jobs – mostly in the regions – in the next decade
- see \$1.5 billion in lease payments go to farmers and regional landowners that host new energy infrastructure by 2042
- power what BlueScope Global CEO Mark Vassella described as “a manufacturing renaissance in NSW” with some of the cheapest, most reliable electricity in the OECD.

The Roadmap is enabled by the *Electricity Infrastructure Investment Act 2020*, which passed Parliament on 27 November 2020 and became law on 2 December 2020. The legislation sets out the delivery framework, prescribes critical consumer protection mechanisms and enables us to put the right regulatory settings in place to create the competitive market that will deliver cheap, reliable electricity to NSW homes and businesses.

You may be aware that the *Electricity Infrastructure Investment Act 2020* also creates:

- a NSW renewable energy sector board which will prepare a plan to maximise the use of locally produced and supplied goods and services and the employment of suitable, qualified local workers, and to foster opportunities for apprentices and trainees
- an electricity infrastructure jobs advocate to advise on strategies and incentives to encourage investment, development, workforce development, employment, education and training in the regions where the Renewable Energy Zones (REZs) are located.

The jobs advocate will work hand-in-hand with industry to advise the Minister for Energy and Environment on strategies to encourage workforce development, employment and training in the key regions of the Hunter and Central Coast, New England, Illawarra, Far West and Central-West regions of NSW. The jobs advocate will also advise the Minister on the road, rail and port infrastructure required in the regions to promote export opportunities for generation, storage and network technology.

The Roadmap has been developed with KPMG, Aurora Energy and NAB, in consultation with the independent Australian Energy Market Operator (AEMO). In fact, AEMO's former CEO Audrey Zibelman has described the Roadmap as a “well-considered” policy which could be a “template for adoption across the national electricity market”.

For more information and to view the Roadmap, visit www.energy.nsw.gov.au/electricity-infrastructure-roadmap.

If you have any more questions about this matter, please contact Ms Colette Grigg, Director National Energy Markets at the Department on 8275 1914 or at colette.grigg@planning.nsw.gov.au.

Yours sincerely



The Hon. Ben Franklin MLC
Parliamentary Secretary for Energy and the Arts

23/8/21

Robert Maginnity

From: Public Kean Office Email <Office@kean.minister.nsw.gov.au>
Sent: Monday, 30 August 2021 11:52 AM
To: council
Subject: A letter from the Hon. Ben Franklin, Parliamentary Secretary for Energy and the Arts
- MD20/8150
Attachments: 27082021174637-0001.pdf

Hello,

Please find attached a letter from the Hon. Ben Franklin, Parliamentary Secretary for Energy and the Arts.

Yours sincerely

Office of the Hon Matthew Kean MP
Minister for Energy and Environment

e-Contact form: www.nsw.gov.au/ministerkean



For the latest COVID-19 information & advice please visit:

www.nsw.gov.au

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Correspondence

Report No. CO15/2021

Corporate and Community Services



SUBJECT: *MOTION OF URGENCY - COVID19*

RESPONSIBLE OFFICER: *Director Corporate and Community Services - Robert Maginnity*

RECOMMENDATION

That Council notes the correspondence from the Public Health Response Branch, NSW Health on behalf of the Minister for Health and the correspondence from Mark Taylor MP, Parliamentary Secretary for Police and Justice, on behalf of the Minister for Police and Emergency Services.

At its Ordinary Meeting of 21 July 2021 Council considered a Motion of Urgency regarding the COVID-19 Pandemic and resolved:

1. ***That Council notes its concern about the number of people leaving Greater Sydney for work purposes, who are potentially putting residents of the Cessnock LGA at further risk of Covid-19.***
2. ***That the General Manager writes to the Premier of NSW Hon Gladys Berejiklian, Minister for Health Hon Brad Hazzard, and Minister for Police Hon David Elliot, requesting the following:***
 - a. ***That the NSW Government review current COVID-19 orders where Greater Sydney residents only have to prove they have had a COVID test and not a negative result before leaving Greater Sydney to work in the Cessnock LGA.***
 - b. ***An increase of police patrols in the Cessnock and Hunter Regions to prevent people coming from Greater Sydney without a valid reason under the NSW Government's Public Health (COVID-19 Temporary Movement and Gathers Restrictions) Order 2021.***
3. ***That the General Manager writes to the Prime Minister of Australia Hon Scott Morrison, and Treasurer Josh Frydenburg, requesting further financial support be provided to workers like Job Keeper to prevent them having to unnecessarily leave Greater Sydney for work.***

Correspondence has been received in response to the Council resolution from:

- The Public Health Response Branch, NSW Health on behalf of the Hon Brad Hazzard MP, Minister for Health and Medical Research
- Mark Taylor MP, Parliamentary Secretary for Police and Justice, on behalf of the Minister for Police and Emergency Services

Copies of the correspondence is attached to this report.

Correspondence

Report No. CO15/2021

Corporate and Community Services



Council has previously noted correspondence in relation to this matter as follows:

- Council Meeting 18 August 2021:
 - o Parliamentary Secretary to the Premier and Western Sydney, Ray Williams MP on behalf of the NSW Premier

ENCLOSURES

- [1↓](#) Public Health Response Branch, NSW Health
- [2↓](#) Parliamentary Secretary for Police & Justice

Robert Maginnity

From: MOH-noreply-COVID19-PHRB <MOH-noreply-COVID19-PHRB@health.nsw.gov.au>
Sent: Friday, 3 September 2021 3:54 PM
To: council
Subject: NSW Health Response - COVID-19 Restrictions (Our ref: M21/11396)
Attachments: MOU62021 _ Motion of Urgency_ COVID19 _ Letter Requesting Support _ Hon Brad Hazzard _ Lotta Jackson.pdf

Importance: High

Dear Ms Jackson

Thank you for writing about COVID-19 restrictions. NSW Health has been asked to respond.

Under the [Public Health \(COVID-19 Additional Restrictions for Delta Outbreak\) Order \(No 2\) 2021](#), people from Greater Sydney cannot enter regional and rural NSW without a [reasonable excuse](#). The Central Coast and Shellharbour are now classified as regional NSW and no longer part of Greater Sydney.

People from Greater Sydney can no longer travel to their second residence outside Greater Sydney without a permit and valid reason.

In addition, Greater Sydney residents must apply for a permit before travelling to regional NSW if they are:

- travelling more than 50km outside Greater Sydney for work, and cannot work from home
- permanently moving to a new residence outside Greater Sydney
- inspecting a property because they genuinely need a place to live in (no investment properties)
- moving between residences, including travelling to your second home if you:
 - are using the home for work (if so, only the worker may travel), or
 - need to undertake urgent maintenance, repairs, or attend to animal welfare (if so, only one person may travel to the second home).

People travelling with a permit and valid reason should take the most direct route and avoid non-essential stopping. They must carry proof of home address and their permit and be prepared to explain their reason for travel to NSW Police.

The success of the NSW response to COVID-19 relies on community participation and we thank people for their cooperation. Please be assured restrictions will be eased as soon as it is safe to do so. We ask people to understand that restrictions are necessary to protect the whole community.

As the situation continues to evolve, please check the [NSW Government website](#) for updates.

Thank you again for writing.

Kind Regards
COVID-19 Ministerial Team | **Public Health Response Branch**
1 Reserve Road, St Leonards, New South Wales 2065





Mark Taylor MP
Parliamentary Secretary for Police and Justice

IM21/21429
F/2021/48189

Ms Lotta Jackson
General Manager
Cessnock City Council
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CESSNOCK NSW 2325

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Dear Ms Jackson

Thank you for your correspondence to the Hon David Elliott MP, Minister for Police and Emergency Services, concerning COVID-19 restrictions.

The Public Health Orders continue to be revised on a regular basis as the pandemic evolves and are issued under the *Public Health Act 2010* by the responsible Minister, the Minister for Health and Medical Research. The legislation and health orders surrounding COVID-19 are constantly changing and the NSW Government is responding to all issues as they arise.

A permit system to enter regional NSW was introduced from 21 August 2021, and no one may enter regional and rural NSW without a reasonable excuse. Travel to regional NSW includes travelling to a second home for specified reasons but is only allowed if a person has a permit that will be made available on the Service NSW website. Please refer to the following website for more information:

<https://www.nsw.gov.au/covid-19/rules/affected-regions#visiting-regional-and-rural-nsw>.

The reasons for travel by each individual across NSW need to be carefully assessed during this current period of restrictions in NSW. There are now cases in regional areas and, while an individual in the greater Sydney area may not be experiencing symptoms of COVID, the NSW government is urging all citizens to assess their need for travel at this time.

The NSW Police Force also launched **Operation Stay At Home** on 16 August 2021, in a significant boost to public health order enforcement efforts across the state. This compliance operation is about reducing movement across the state and protecting the health and safety of everyone.

If you have concerns or evidence of individuals or businesses operating in contravention of the Public Health Orders, you can contact Crime Stoppers on telephone 1800 333 000 or at <https://nsw.crimestoppers.com.au>.

Thank you for taking the time to write to the Minister.

Yours sincerely

A handwritten signature in black ink, appearing to read "Mark Taylor", with a date "6/9/21" written next to it.

Mark Taylor MP
Parliamentary Secretary for Police and Justice

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