



4 December 2024

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 in the Council Chambers, on Wednesday, 11 December 2024 at 6.30pm, for the purposes of transacting the undermentioned business.

AGENDA:

PAGE NO.

- (1) **ACKNOWLEDGEMENT OF TRADITIONAL LAND OWNERS**
- (2) **OPENING PRAYER**
- (3) **RECEIPT OF APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE , OR ATTENDANCE BY AUDIO-VISUAL LINK**
- (4) **CONFIRMATION OF MINUTES OF PREVIOUS MEETING**
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- (5) **DISCLOSURES OF INTEREST**
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- (6) **PETITIONS**
- (7) **PUBLIC ADDRESS**
- (8) **CONSIDERATION AND ADOPTION OF ALL REPORTS BY ENGLOBO**
- (9) **MAYORAL MINUTES**
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(16) COUNCILLORS' REPORTS

(17) REPORT OF THE CONFIDENTIAL SESSION OF THE ORDINARY COUNCIL MEETING ON 11 DEC 2024

‡ - 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 Code of Conduct

Council adopted its current Code of Conduct on 23 October 2024. 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. Councillors took an oath or affirmation at the commencement of their term of office under section 233A of the *Local Government Act 1993* (NSW) and are therefore obligated under Council's Code of Conduct to disclose and appropriately manage their conflicts of interest.

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 as soon as practicable and to refrain from being involved in any consideration or to vote on any such matter where required and out outlined in the Code of Conduct.
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 disclosure.
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 disclosures of interest shall be recorded in the minutes of the meeting.
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 IN COUNCIL CHAMBERS ON WEDNESDAY, 20 NOVEMBER 2024,
COMMENCING AT 6.30PM**

PRESENT: His Worship the Mayor, Councillor D Watton (in the Chair) and Councillors Dixon, Grine, Harrington, Hill, Jurd, King, Lea, Madden, Mason, Palmowski, Pascoe and Suvaal.

IN ATTENDANCE: General Manager
Director Planning and Environment
Director Corporate and Community Services
Director Works and Infrastructure
Chief Financial Officer
Development Services Coordinator
Strategic Planning Manager
People and Culture Manager
Senior Business Partner – People and Culture
Infrastructure Manager
Wollombi Road Project Team
Communications & Engagement Manager
Principal Community Engagement Officer
Help Desk Support Officer
Council Services Team Leader
Senior Business Support Officer – Council Services

Council Prayer:

The Council Prayer was conducted by Reverend Nicole Baldwin.

APOLOGY/LEAVE OF ABSENCE / ATTENDANCE BY AV LINK: *Nil*

MINUTES:

MOTION **Moved:** Councillor Lea
 Seconded: Councillor Dixon

41

RESOLVED that the Minutes of the Ordinary Meeting of Council held on 23 October 2024, as circulated, be taken as read and confirmed as a correct record.

FOR	AGAINST
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Suvaal	
Councillor Watton	
Total (13)	Total (0)

CARRIED UNANIMOUSLY

DISCLOSURES OF INTEREST

DISCLOSURES OF INTEREST NO. DI9/2024

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.

PE25/2024 - Planning Proposal 18 2024 1 1 - Huntlee Local Water Centre 2 - Post Exhibition – Councillor Palmowski declared a Non Pecuniary Interest – Less Than Significant Conflict for the reason that she currently resides in Huntlee and she is a customer of the first Huntlee Water Centre. Councillor Palmowski advised that she would remain in the Chamber and take part in discussion and voting as the new centre will not affect her and her residence.

CC64/2024 - North Rothbury and Branxton Locality Change – Councillor Palmowski declared a Non pecuniary Interest – Less Than Significant Conflict for the reason that she owns two properties, one in Branxton and one in North Rothbury. Councillor Palmowski advised that she would remain in the Chamber and take part in discussion and voting as neither property is affected by the locality change.

PE22/2024 - Development Application No. 8/2024/178/1 Proposing a Phased Development: Phase 1 - Two (2) Lot Subdivision; Phase 2 - Dual Occupancy; Phase 3 - Strata Subdivision of Dual Occupancy - 65 Rawson Street, Aberdare – Councillor Harrington declared a Non Pecuniary Interest – Less Than Significant Conflict for the reason that the occupier of 65 Rawson Street, Aberdare is known to her. Councillor Harrington advised that she will remain in the Chamber and participate in discussion and voting as the conflict has not influenced her in carrying out her public duty.

WI26/2024 - Tender: EOI T2024-21 - Wollombi Road Upgrade Project - Construction - Stage 1 – Councillor Harrington declared a Pecuniary Interest for the reason that she owns a business and commercial property on Wollombi Road. Councillor Harrington advised that she would leave the chamber and take no part in discussion and voting.

MM8/2024 – Wollombi Road Upgrade Project – Councillor Harrington declared a Pecuniary Interest for the reason that she owns a business and commercial property on Wollombi Road. Councillor Harrington advised that she would leave the chamber and take no part in discussion and voting.

PETITIONS

Nil

ADDRESS BY INVITED SPEAKERS

The following people addressed the meeting of Council:

Speakers	Company	For / Against	Report	Page No.	Duration
Jennifer Hayes	Independent Chair - Audit risk and Improvement Committee	For	GMU10/2024 - Audit, Risk and Improvement Committee Annual Report 2023-2024	54	3 mins

GENERAL MANAGER'S UNIT NO. GMU10/2024

SUBJECT: **AUDIT, RISK AND IMPROVEMENT COMMITTEE ANNUAL REPORT 2023-2024**

MOTION **Moved:** Councillor Hill **Seconded:** Councillor Harrington
42
RESOLVED

That Council receives and notes the Audit, Risk and Improvement Committee Annual Report for the period from 1 July 2023 to 30 June 2024.

FOR	AGAINST
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Suvaal	
Councillor Watton	
Total (12)	Total (0)

CARRIED UNANIMOUSLY

Alex Hardy	Representative of NSW Audit Office	For	CC68/2024 - Annual Financial Statements for the Year Ended 30 June 2024	102	3 mins
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Councillor Jurd left the meeting, the time being 6.42pm

Councillor Jurd returned to the meeting, the time being 6.43pm

EXTENSION OF TIME **Moved:** Councillor Suvaal
Seconded: Councillor Mason

43

RESOLVED

That an extension of time be given to the speaker to complete his presentation.

FOR	AGAINST
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Suvaal	
Councillor Watton	
Total (13)	Total (0)

CARRIED UNANIMOUSLY

CORPORATE AND COMMUNITY NO. CC68/2024

SUBJECT: ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

MOTION **Moved:** Councillor Grine **Seconded:** Councillor Madden

44

RESOLVED

That the Annual Financial Statements, incorporating the Auditor's Reports for the year ended 30 June 2024, be received and the information be noted.

FOR	AGAINST
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Suvaal	
Councillor Watton	
Total (13)	Total (0)

CARRIED UNANIMOUSLY

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

MOTION **Moved:** Councillor Lea **Seconded:** Councillor Grine
45
RESOLVED

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

CC64/2024	North Rothbury and Branxton Locality Change	89
‡ CC67/2024	Annual Report 2023-24 State of the City Report	100
‡ CC69/2024	Local Government Remuneration Tribunal 2025 Annual Review	107
‡ CC70/2024	Investment Report - October 2024.....	110
‡ CC71/2024	Resolutions Tracking Report.....	117

Council adopt the recommendations as printed in the business papers for those items.

FOR	AGAINST
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Suvaal	
Councillor Watton	
Total (13)	Total (0)

CARRIED UNANIMOUSLY

MAYORAL MINUTES

Councillor Harrington declared a Pecuniary Interest for the reason that she owns a business and commercial property on Wollombi Road. Councillor Harrington advised that she would leave the chamber and take no part in discussion and voting.

Councillor Harrington left the meeting, the time being 7.00pm

Councillor Watton

WOLLOMBI ROAD PROJECT

MOTION **Moved:** Councillor Watton

1. That Council seek a funding variation from the State Government through the NSW Accelerated Infrastructure Fund to extend the project timeline, ensuring that updated plans and community needs are adequately incorporated into the Wollombi Road upgrade strategy.
2. That Council utilise this extended timeframe to arrange a mediation session involving developers, relevant Council staff, relevant State Government Ministers, and other key stakeholders to:
 - Review and refine the necessity of upgrading intersections, as well as the overall road quality and safety requirements for Wollombi Road.
 - Explore all feasible and mutually acceptable options, in consultation with all key stakeholders—including our community—for the future development of Wollombi Road and potential bypasses, as an alternative to implementing what is currently presented

Proviso:

These recommendations are to proceed only on the condition that grant funding remains accessible to Council under a potential variation to the funding agreement with the State Government.

By pursuing these actions, Council can ensure a more balanced, transparent, and inclusive approach to addressing the infrastructure demands of our rapidly growing LGA while preserving the quality of life for our long-term residents and businesses.

Under the Code of Meeting Practice the time for debate on this item has expired and the Motion will be Put.

FOR	AGAINST
Councillor Dixon	Councillor Grine
Councillor Jurd	Councillor Hill
Councillor King	Councillor Lea
Councillor Mason	Councillor Madden
Councillor Watton	Councillor Palmowski
	Councillor Pascoe
	Councillor Suvaal
Total (5)	Total (7)

The Motion was **PUT** and **LOST**

Councillor Harrington returned to the meeting, the time being 7.48pm

**NOTICE OF INTENTION TO DEAL WITH MATTERS IN
CONFIDENTIAL SESSION**

NOTICE OF INTENTION NO. NI4/2024

SUBJECT: **NOTICE OF INTENTION TO DEAL WITH MATTERS IN
CONFIDENTIAL SESSION - REPORT WI26/2024 - TENDER (EOI
T2024-21) WOLLOMBI ROAD UPGRADE PROJECT –
CONSTRUCTION STAGE 1**

MOTION **Moved:** Councillor Grine **Seconded:** Councillor Hill
46
RESOLVED

That Council considers in Confidential Session the following matters in accordance with Sections 10A (2) (c) & (d) of the *Local Government Act 1993*:

- Report WI26/2024 – Tender (EOI T2024-21) Wollombi Road Upgrade Project – Construction Stage 1 as the report deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it.

FOR	AGAINST
Councillor Grine	Councillor Dixon
Councillor Hill	Councillor Harrington
Councillor Lea	Councillor Jurd
Councillor Madden	Councillor King
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Suvaal	
Councillor Watton	
Total (9)	Total (4)

CARRIED

MOTIONS OF URGENCY

MOTIONS OF URGENCY NO. MOU8/2024

SUBJECT: MOTIONS OF URGENCY

Nil

GENERAL MANAGER'S UNIT

GENERAL MANAGER'S UNIT NO. GMU9/2024

SUBJECT: CHILD SAFE POLICY

MOTION **Moved:** Councillor Hill **Seconded:** Councillor Pascoe
47
RESOLVED

That Council endorse and adopt the draft Child Safe Policy.

FOR	AGAINST
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Suvaal	
Councillor Watton	
Total (13)	Total (0)

CARRIED UNANIMOUSLY

PLANNING AND ENVIRONMENT

PLANNING AND ENVIRONMENT NO. PE22/2024

**SUBJECT: DEVELOPMENT APPLICATION NO. 8/2024/178/1 PROPOSING A PHASED DEVELOPMENT:
PHASE 1 - TWO (2) LOT SUBDIVISION
PHASE 2 - DUAL OCCUPANCY
PHASE 3 - STRATA SUBDIVISION OF DUAL OCCUPANCY**

65 RAWSON STREET, ABERDARE

Councillor Harrington declared a Non Pecuniary Interest – Less Than Significant Conflict for the reason that the occupier of 65 Rawson Street, Aberdare is known to her. Councillor Harrington remained in the Chamber and participated in discussion and voting.

MOTION Moved: Councillor Hill **Seconded:** Councillor Grine

That Development Application No. 8/2024/178/1 proposing development in three (3) phases: Phase 1 consisting of a two (2) lot subdivision, Phase 2 consisting of a dual occupancy (attached), and Phase 3 consisting of the strata title subdivision of the dual occupancy, at 65 Rawson Street, Aberdare be refused pursuant to Section 4.16 of the Environmental Planning and Assessment act 1979, subject to the following reasons for refusal:

1. The proposed development is inconsistent with the objectives of the R2 Low Density Residential zone of the *Cessnock Local Environmental Plan 2011*, resulting in a development which is considered to be of a medium density scale (Section 4.15(1)(a)(i) *Environmental Planning and Assessment Act 1979*).
2. The proposed development is inconsistent with Clause 4.6 Exceptions to development standards of the *Cessnock Local Environmental Plan 2011*, for the following reasons:-
 - a. The proposed development is inconsistent with the objective of the clause and will result in an undesirable outcome with regard to the density being inconsistent with the character of development within the local area, and
 - b. The application fails to satisfy the provisions of Cause 4.6(3)(a) in that the applicant has failed to demonstrate that non-compliance is reasonable and necessary (Section 4.15(1)(s)(i) *Environmental Planning and Assessment Act 1979*).
3. The subject site is not considered suitable, resulting in an overdevelopment of the site (section 4.15(1) (c) *Environmental Planning and Assessment Act 1979*).
4. The proposed development is not considered to be in the public interest (section 4.15(1)(e) *Environmental Planning and Assessment Act 1979*)

FOR	AGAINST
Councillor Grine	Councillor Dixon
Councillor Harrington	Councillor Jurd
Councillor Hill	Councillor King
Councillor Lea	Councillor Madden
Councillor Suvaal	Councillor Mason
	Councillor Palmowski
	Councillor Pascoe
	Councillor Watton
Total (5)	Total (8)

The Motion was **PUT** and **LOST**

Councillor Jurd left the meeting, the time being 7.54pm

MOTION **Moved:** Councillor King **Seconded:** Councillor Palmowski
48
RESOLVED

1. **That:**

- (i) **Development Application No. 8/2024/178/1 proposing development in three (3) phases: Phase 1 consisting of a two (2) lot subdivision, Phase 2 consisting of a dual occupancy (attached), and Phase 3 consisting of the strata title subdivision of the dual occupancy, at 65 Rawson Street Aberdare be approved pursuant to Sections 4.16 and 4.17 of the *Environmental Planning and Assessment Act 1979* subject to the conditions contained in this report.**

- (ii) **The reasons for the decision (having regard to any statutory requirements applying to the decision), are as follows:**
 - **The proposal is a permitted land use in the R2 Low Density Residential zone under the *Cessnock Local Environmental Plan 2011*;**

 - **The proposal is consistent with the objectives of the R2 Low Density Residential zone under the *Cessnock Local Environmental Plan 2011*;**

 - ***The proposal is consistent with the relevant State Environmental Planning Policies;***

 - ***The proposal is generally compliant with the relevant provisions under the *Cessnock Development Control Plan 2010*, with any variation considered to be justified;***

- *The proposal incorporates adequate measures to ensure the development does not result in any adverse impacts on the natural and built environment;*
 - *The proposal will not result in any adverse social or economic impacts;*
 - *The site is considered suitable for the proposed development; and*
 - *The development proposal is considered to be in the public interest.*
- (iii) **The details contained above be publicly notified pursuant to Section 2.22 and Clause 20(2) of Schedule 1 of the *Environmental Planning and Assessment Act 1979***

Councillor Jurd returned to the meeting, the time being 7.56pm

FOR	AGAINST
Councillor Dixon	Councillor Grine
Councillor King	Councillor Harrington
Councillor Madden	Councillor Hill
Councillor Mason	Councillor Jurd
Councillor Palmowski	Councillor Lea
Councillor Pascoe	Councillor Suvaal
Councillor Watton	
Total (7)	Total (6)

CARRIED

PLANNING AND ENVIRONMENT NO. PE23/2024

**SUBJECT: DEVELOPMENT APPLICATION NO. 8/2024/144/1 PROPOSING A PHASED DEVELOPMENT:
PHASE 1 - TWO (2) LOT SUBDIVISION AND DEMOLITION
PHASE 2 - DUAL OCCUPANCY
PHASE 3 - STRATA SUBDIVISION OF DUAL OCCUPANCY
37 RAILWAY STREET KURRI KURRI**

MOTION **Moved:** Councillor King **Seconded:** Councillor Palmowski

1. That:

- (i) Development Application No. 8/2024/144/1 proposing development in three (3) phases: Phase 1 consisting of a two (2) lot subdivision and demolition of outbuilding, Phase 2 consisting of a dual occupancy (attached), and Phase 3 consisting of the strata title subdivision of the dual occupancy, at 37 Railway Street Kurri Kurri be approved pursuant to Sections 4.16 and 4.17 of the *Environmental Planning and Assessment Act 1979* subject to the conditions contained in this report.
- (ii) The reasons for the decision (having regard to any statutory requirements applying to the decision), are as follows:
- The proposal is a permitted land use in the R2 Low Density Residential zone under the *Cessnock Local Environmental Plan 2011*;
 - The proposal is consistent with the objectives of the R2 Low Density Residential zone under the *Cessnock Local Environmental Plan 2011*;
 - *The proposal is consistent with the relevant State Environmental Planning Policies;*
 - *The proposal is generally compliant with the relevant provisions under the Cessnock Development Control Plan 2010, with the variations considered to be justified;*
 - *The proposal incorporates adequate measures to ensure the development does not result in any adverse impacts on the natural and built environment;*
 - *The proposal will not result in any adverse social or economic impacts;*
 - *The site is considered suitable for the proposed development; and*
 - *The development proposal is considered to be in the public interest.*

- (iii) The details contained above be publicly notified pursuant to Section 2.22 and Clause 20(2) of Schedule 1 of the *Environmental Planning and Assessment Act 1979*

FOR	AGAINST
Councillor King	Councillor Dixon
Councillor Mason	Councillor Grine
Councillor Palmowski	Councillor Harrington
Councillor Pascoe	Councillor Hill
Councillor Watton	Councillor Jurd
	Councillor Lea
	Councillor Madden
	Councillor Suvaal
Total (5)	Total (8)

The Motion was **PUT** and **LOST**.

FORESHADOWED MOTION

MOTION **Moved:** Councillor Hill **Seconded:** Councillor Lea
49

RESOLVED

That Development Application No. 8/2024/144/1 proposing development in three (3) phases: Phase 1 consisting of a two (2) lot subdivision and demolition of outbuilding, Phase 2 consisting of a dual occupancy (attached), and Phase 3 consisting of the strata title subdivision of the dual occupancy, at 37 Railway Street Kurri Kurri be refused pursuant to Section 4.16 of the Environmental Planning and Assessment act 1979, subject to the following reasons for refusal:

1. The proposed development is inconsistent with the objectives of the R2 Low Density Residential zone of the *Cessnock Local Environmental Plan 2011*, resulting in a development which is considered to be of a medium density scale (Section 4.15(1)(a)(i) *Environmental Planning and Assessment Act 1979*).
2. The proposed development is inconsistent with Clause 4.6 Exceptions to development standards of the *Cessnock Local Environmental Plan 2011*, for the following reasons:-
 - a. The proposed development is inconsistent with the objective of the clause and will result in an undesirable outcome with regard to the density being inconsistent with the character of development within the local area, and
 - b. The application fails to satisfy the provisions of Cause 4.6(3)(a) in that the applicant has failed to demonstrate that non-compliance is reasonable and necessary (Section 4.15(1)(s)(i) *Environmental Planning and Assessment Act 1979*).
3. The subject site is not considered suitable, resulting in an overdevelopment of the site (section 4.15(1) (c) *Environmental Planning and Assessment Act 1979*).
4. The proposed development is not considered to be in the public interest (section 4.15(1)(e) *Environmental Planning and Assessment Act 1979*)

FOR

Councillor Dixon
Councillor Grine
Councillor Harrington
Councillor Hill
Councillor Jurd
Councillor Lea
Councillor Madden
Councillor Suvaal

Total (8)**AGAINST**

Councillor King
Councillor Mason
Councillor Palmowski
Councillor Pascoe
Councillor Watton

Total (5)***CARRIED***

PLANNING AND ENVIRONMENT NO. PE24/2024

SUBJECT: PLANNING PROPOSAL 18 2022 6 1 - RECLASSIFICATION AND REZONING OF COUNCIL LAND - POST EXHIBITION

MOTION **Moved:** Councillor Hill **Seconded:** Councillor Pascoe
50

RESOLVED

1. That Council note the outcomes of community consultation for Planning Proposal 18/2022/6/1 - Reclassification and Rezoning of Land at Bellbird and Abermain.

2. That Council forwards the Planning Proposal for Reclassification and Rezoning of Council Land to the Minister for Planning and Public Spaces with a recommendation that the plan be made pursuant to Section 3.36 of the *Environmental Planning and Assessment Act 1979*.

3. That Council remove the Public Reserve Status from Part of Lot 3 DP 624793.

FOR	AGAINST
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Suvaal	
Councillor Watton	
Total (13)	Total (0)

CARRIED UNANIMOUSLY

PLANNING AND ENVIRONMENT NO. PE25/2024

SUBJECT: PLANNING PROPOSAL 18 2024 1 1 - HUNTLEE LOCAL WATER CENTRE 2 - POST EXHIBITION

Councillor Palmowski declared a Non Pecuniary Interest – Less Than Significant Conflict for the reason that she currently resides in Huntlee and she is a customer of the first Huntlee Water Centre. Councillor Palmowski remained in the Chamber and took part in discussion and voting.

MOTION **Moved:** Councillor Pascoe **Seconded:** Councillor Suvaal
51

RESOLVED

- 1. That Council note the outcomes of community consultation for Planning Proposal 18/2024/1/1 - Huntlee Local Water Centre 2**
- 2. That Council forwards the Planning Proposal for Huntlee Local Water Centre 2 to the Minister for Planning and Public Spaces with a recommendation that the plan be made pursuant to Section 3.36 of the *Environmental Planning and Assessment Act 1979*.**

Councillor Jurd left the meeting, the time being 8.44pm

Councillor Jurd returned to the meeting, the time being 8.46pm

FOR	AGAINST
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Suvaal	
Councillor Watton	
Total (13)	Total (0)

CARRIED UNANIMOUSLY

PLANNING AND ENVIRONMENT NO. PE26/2024

SUBJECT: PLANNING PROPOSAL 18 2024 6 1 - RECLASSIFICATION OF PART LOT 312 DP 566724 OLD MAITLAND ROAD CESSNOCK

MOTION **Moved:** Councillor Harrington **Seconded:** Councillor Hill
52

RESOLVED

1. That Council resolves to reclassify part Lot 312 DP 566724 (Old Maitland Road, Cessnock) from Community Land to Operational Land pursuant to Section 30 of the *Local Government Act, 1993*;
2. That Council requests a Gateway determination for a Planning Proposal from the NSW Department of Planning, Housing and Infrastructure pursuant to Section 3.34 of the *Environmental Planning and Assessment Act 1979* to Reclassify part of Lot 312 DP 566724 (Old Maitland Road, Cessnock) from Community Land to Operational land;
3. 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;
4. That Council undertakes consultation with public authorities and the community as determined by the Gateway Determination;
5. That Council undertake the necessary Public Hearing and public notification requirements for the proposed reclassification of Council owned land, pursuant to the provisions of Sections 29 and 34 of the *Local Government Act, 1993, and*;
6. That Council receives a report back on the outcomes of the community consultation and findings of the Public Hearing and any submissions received in response to the notification of the reclassifications.

FOR

AGAINST

Councillor Dixon
Councillor Grine
Councillor Harrington
Councillor Hill
Councillor Jurd
Councillor King
Councillor Lea
Councillor Madden
Councillor Mason
Councillor Palmowski
Councillor Pascoe
Councillor Suvaal
Councillor Watton
Total (13)

Total (0)

CARRIED UNANIMOUSLY

CORPORATE AND COMMUNITY

CORPORATE AND COMMUNITY NO. CC64/2024

SUBJECT: NORTH ROTHBURY AND BRANXTON LOCALITY CHANGE

Councillor Palmowski declared a Non pecuniary Interest – Less Than Significant Conflict for the reason that she owns two properties, one in Branxton and one in North Rothbury. Councillor Palmowski remained in the Chamber and took part in discussion and voting.

MOTION **Moved:** Councillor Lea **Seconded:** Councillor Grine
53

RESOLVED

- 1. That Council endorse the proposed locality boundary change of Branxton and North Rothbury as illustrated on 'Enclosure 1'.**
- 2. That Council submits an application to the Geographical Names Board of NSW requesting the locality boundary change of Branxton and North Rothbury located in the commercial precinct at Huntlee.**

FOR	AGAINST
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Suvaal	
Councillor Watton	
Total (13)	Total (0)

CARRIED UNANIMOUSLY

CORPORATE AND COMMUNITY NO. CC65/2024

SUBJECT: QUARTERLY BUDGET REVIEW STATEMENT - QUARTER 1, 30 SEPTEMBER 2024

MOTION **Moved:** Councillor Pascoe **Seconded:** Councillor Hill
54

RESOLVED

1. That Council receives the September 2024 Quarterly Budget Review Statement in accordance with Clause 203 of the Local Government (General) Regulation 2021.
2. That Council approves proposed changes to the 2024-25 operating and capital budgets as presented in the Quarterly Business Report September 2024.

FOR	AGAINST
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Suvaal	
Councillor Watton	
Total (13)	Total (0)

CARRIED UNANIMOUSLY

CORPORATE AND COMMUNITY NO. CC66/2024

SUBJECT: SEPTEMBER 2024 REVIEW OF THE 2022-26 DELIVERY PROGRAM

Councillor Palmowski declared a Non pecuniary Interest – Less Than Significant Conflict for the reason that she owns two properties, one in Branxton and one in North Rothbury. Councillor Palmowski remained in the Chamber and took part in discussion and voting.

MOTION **Moved:** Councillor Pascoe **Seconded:** Councillor Harrington
55

RESOLVED

- 1. That Council notes the progress in implementing the 2022-26 Delivery Program as at 30 September 2024.**
- 2. That Council approves changes to the Operational Plan actions and targets as outlined in the report.**

FOR

AGAINST

Councillor Dixon
Councillor Grine
Councillor Harrington
Councillor Hill
Councillor Jurd
Councillor King
Councillor Lea
Councillor Madden
Councillor Mason
Councillor Palmowski
Councillor Pascoe
Councillor Suvaal
Councillor Watton
Total (13)

Total (0)

CARRIED UNANIMOUSLY

CORPORATE AND COMMUNITY NO. CC67/2024

**SUBJECT: ANNUAL REPORT 2023-24
STATE OF THE CITY REPORT**

MOTION **Moved:** Councillor Lea **Seconded:** Councillor Grine
56

RESOLVED

1. That Council receives and notes the Annual Report 2023-24 and the State of City report for the past term of council.
2. That Council notes the link to the reports will be forwarded to the Minister for Local Government as required by Section 428 of the *Local Government Act 1993*.

FOR	AGAINST
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Suvaal	
Councillor Watton	
Total (13)	Total (0)

CARRIED UNANIMOUSLY

CORPORATE AND COMMUNITY NO. CC69/2024

SUBJECT: LOCAL GOVERNMENT REMUNERATION TRIBUNAL 2025 ANNUAL REVIEW

MOTION **Moved:** Councillor Lea **Seconded:** Councillor Grine
57
RESOLVED

That Council notes that the Local Government Remuneration Tribunal has commenced the review for the 2025 annual determination of Councillor fees and Council categorization, and that the current categorization of Council as a Regional Centre is considered appropriate.

FOR	AGAINST
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Suvaal	
Councillor Watton	
Total (13)	Total (0)

CARRIED UNANIMOUSLY

CORPORATE AND COMMUNITY NO. CC70/2024

SUBJECT: INVESTMENT REPORT - OCTOBER 2024

MOTION **Moved:** Councillor Lea **Seconded:** Councillor Grine
58
RESOLVED

That Council receives the Investment Report for October 2024 and notes that:

- **Investments are held in accordance with Council’s Investment Policy, which is in accordance with the Ministerial Investment Order.**
- **Council’s month end cash and investments balance was \$64,563,557.**

FOR	AGAINST
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Suvaal	
Councillor Watton	
Total (13)	Total (0)

CARRIED UNANIMOUSLY

CORPORATE AND COMMUNITY NO. CC71/2024

SUBJECT: RESOLUTIONS TRACKING REPORT

MOTION **Moved:** Councillor Lea **Seconded:** Councillor Grine
59
RESOLVED

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

FOR	AGAINST
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Suvaal	
Councillor Watton	
Total (13)	Total (0)

CARRIED UNANIMOUSLY

WORKS AND INFRASTRUCTURE

WORKS AND INFRASTRUCTURE NO. WI25/2024

**SUBJECT: **REVOCATION OF INTERIM KERB AND GUTTER REQUIREMENTS
(WI72/2018)****

MOTION **Moved:** Councillor Hill **Seconded:** Councillor Pascoe
60
RESOLVED

That Council revokes the Interim Kerb and Gutter Requirements (WI72/2018).

FOR	AGAINST
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Suvaal	
Councillor Watton	
Total (13)	Total (0)

CARRIED UNANIMOUSLY

COUNCILLOR REPORTS

Councillor Pascoe

Cessnock Womens Connect

On 19 November, Councillors Harrington, Dixon, along with Mrs Courtney Watton and I attended a joint networking and charity event put together by the local group Cessnock Womens Connect. The event was a joint charity fundraiser for Jodies Place and Share the Dignity's - "Its in the bag" campaign.

Share the Dignity's campaign "Its in the bag" runs from 15 November until the 1 December and encourages those who can to donate a bag filled with the 7 essentials to help make someone's Christmas shine a little brighter. Share the Dignity aims to collect 85,000 bags and so far have collected a little over 10 thousand. Last night saw women from all over the LGA come together to network and raise awareness for this cause and we managed to donate a further 35 bags towards the cause.

The group also raised approximately \$700 from a raffle and ticket sales on the night to go to Jodies Place.

If anyone in the community is interested in more information or would like to donate they can find more information and a collection point at Cessnock Bunnings, during their regular trading hours or at Sharethedignity.org.au

Councillor Grine left the meeting, the time being 8.55pm

8.55PM

Confidential reports (closed session)

MOTION **Moved:** Councillor Hill **Seconded:** Councillor Palmowski
61

RESOLVED

That the meeting move into closed session in order to consider confidential items.

FOR	AGAINST
Councillor Dixon	Councillor King
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Suvaal	
Councillor Watton	
Total (11)	Total (1)

CARRIED

Councillor Madden left the meeting, the time being 8.56pm

Councillor Grine returned to the meeting, the time being 8.56pm

Councillor Madden returned to the meeting, the time being 8.58pm

9.22PM

Open Session

The meeting moved back into open session and the Mayor reported on the outcome.

Councillor Pascoe left the meeting, the time being 9.23pm

Councillor Pascoe returned to the meeting, the time being 9.24pm

WORKS AND INFRASTRUCTURE NO. WI26/2024

SUBJECT: TENDER: EOI T2024-21 - WOLLOMBI ROAD UPGRADE PROJECT - CONSTRUCTION - STAGE 1

Councillor Harrington declared a Pecuniary Interest for the reason that she owns a business and commercial property on Wollombi Road. Councillor Harrington left the chamber and took no part in discussion and voting.

Councillor Harrington left the meeting, the time being 8.56pm

MOTION Moved: Councillor Hill **Seconded:** Councillor Lea
62
RESOLVED

1. That Council accepts the Tender (EOI T2024-21) Wollombi Road Upgrade Project – Construction Stage 1 from Symal Infrastructure Pty Ltd – Alternative Offer for the lump sum of \$38,950,524.93 (excluding GST), subject to Council entering into a Deed of Agreement with Hunter Water to facilitate their contribution of funds towards the construction contract and asset upgrades.
2. That Council authorises the General Manager to execute the Deed of Agreement with Hunter Water.
3. That Council delegates authority to the General Manager to approve tender variations within the project budget.

FOR	AGAINST
Councillor Grine	Councillor Dixon
Councillor Hill	Councillor Jurd
Councillor Lea	Councillor King
Councillor Madden	Councillor Mason
Councillor Palmowski	Councillor Watton
Councillor Pascoe	
Councillor Suvaal	
Total (7)	Total (5)

CARRIED

The Meeting Was Declared Closed at 9.25pm

CONFIRMED AND SIGNED at the meeting held on 11 December 2024

.....CHAIRPERSON

.....GENERAL MANAGER

Disclosures Of Interest

Report No. DI10/2024

Corporate and Community Services



SUBJECT: *DISCLOSURES OF INTEREST*

RESPONSIBLE OFFICER: *Chief Finance Officer*

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. MM9/2024

General Manager's Unit



MAYORAL MINUTE No. MM9/2024

SUBJECT: *MINUTES OF THE ORGANISATIONAL AND GENERAL MANAGERS REVIEW PANEL MEETING HELD 25 NOVEMBER 2024*

RECOMMENDATION

That the Minutes of the Organisational and General Manager's Performance Review Committee of 25 November 2024 be adopted as a resolution of the Ordinary Council.

REPORT/PROPOSAL

PRESENT: The Mayor, Councillor Daniel Watton (Chair)
Councillor Mitchell Hill (Deputy Mayor)
Councillor Sarah Pascoe

IN ATTENDANCE: Michelle Honeyman – People and Culture Manager (Panel Coordinator)
Christian Morris – LGNSW – Local Government Management Solutions
Tracey Cocking – Executive Assistant to the Mayor (Minute taker)

APOLOGIES: Councillor Rosa Grine
Councillor Tracey Harrington (General Managers Nominated Councillor)

LISTED MATTERS

General Managers Performance Agreement Draft document review

RESOLUTIONS

1. That the committee endorses the Mayor to finalise documentation in relation to the General Manager's Performance Agreement in consultation with General Manager for the period of employment being 31 August 2024 to 30 August 2025.
2. That the committee meet for the General Managers Annual review in September 2025.

Moved: Councillor Pascoe

Seconded: Councillor Hill

Mayoral Minute

Report No. MM9/2024

General Manager's Unit



GENERAL BUSINESS

Nil

Meeting Closed at 2:00 pm.

ENCLOSURES

There are no enclosures for this report

Mayoral Minute

Report No. MM10/2024

General Manager's Unit



MAYORAL MINUTE No. MM10/2024

**SUBJECT: MINUTES OF THE COUNCIL INITIATED AWARDS COMMITTEE
HELD 2 DECEMBER 2024**

RECOMMENDATION

That Council endorse the recommendations of the Council Initiated Awards Committee for Cessnock City Council Australia Day Awards

REPORT/PROPOSAL

The Council Initiated Awards Committee (The Committee) met on 2 December 2024 to consider the nominations for Cessnock City Council's Australia Day Awards. Each year, we celebrate Australia Day by hosting an awards ceremony to recognise those in our community who make a difference.

The residents of the Cessnock Local Government Area are invited to nominate fellow citizen/s and/or organisations for Cessnock City Australia Day Awards. These awards aim to recognise outstanding achievement during the past year and/or contribution to the local community over a number of years.

Nominations for the 2025 Australia Day Awards opened 9 September 2024 with thirteen nominations being received.

The Committee's recommendations for Cessnock City Councils Australia Day Awards are detailed in the enclosed confidential meeting minutes at **Enclosure 1**.

ENCLOSURES

- 1 Minutes of Council Initiated Awards Committee meeting held Monday, 2 December 2024 - *This matter is considered to be confidential under Section 10A(2) (j) of the Local Government Act, as it deals with Council Policy. (This information has been submitted by third parties.)*

Motions of Urgency

Report No. MOU9/2024

Corporate and Community Services



SUBJECT: *MOTIONS OF URGENCY*

RESPONSIBLE OFFICER: *Chief Finance Officer*

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. GMU11/2024
General Manager's Unit



SUBJECT: *APPOINTMENT OF AUDIT, RISK AND IMPROVEMENT COMMITTEE INDEPENDENT CHAIRPERSON*

RESPONSIBLE OFFICER: *Internal Auditor*

SUMMARY

The purpose of this report is to appoint the Independent Chairperson of Council's Audit, Risk and Improvement Committee.

RECOMMENDATION

1. That Council appoints Shane Hubble as the Independent Chairperson of the Audit, Risk and Improvement Committee for the period 1 January 2025 to 31 December 2028 in accordance with section 5.3 of the Audit, Risk and Improvement Committee Charter.
2. That Council thanks Jenni Hayes, retiring Independent Chairperson for her leadership and dedicated service to the Audit, Risk and Improvement Committee.

BACKGROUND

Council has an established Audit, Risk and Improvement Committee (ARIC) in compliance with section 428A of the *Local Government Act 1993* (the Act), the *Local Government (General) Regulation 2021* (Regulation) and the Office of Local Government's *Guidelines for risk management and internal audit for local government in NSW*.

In April 2024, Council undertook the recruitment process for two independent members to:

- Ensure the continuity of knowledge and the consistency of the ARIC on the completion of the Chairperson's tenure, and
- Facilitate the appointment of a new Chairperson from the existing three independent members creating efficiencies and cost savings for Council in not having to undertake a separate recruitment process.

On 19 June 2024, Council approved the ARIC Charter (GMU05/2024, Resolution 767) which sets out the objectives, authority, composition and tenure, roles and responsibilities, reporting and administrative arrangements.

Section 5.6 of the Charter states that the,

"...total period of continuous membership cannot exceed eight years. This includes any term as Chairperson of the Committee. Members who have served an eight-year term (either as a member or as Chairperson) must have a two-year break from serving on the Committee before being appointed again."

General Manager's Unit

Report No. GMU11/2024

General Manager's Unit



The term of appointment for Council's current Chairperson, Jenni Hayes, expires 31 December 2024 and a new Chairperson is required to be appointed. The ARIC meeting scheduled for Thursday 5 December 2024 will be Chairperson's final meeting for Council and Council acknowledges her service and commitment to Council and the ARIC over the past 8 years. Ms Hayes has made significant contributions to Council as both an independent member and Chairperson of the ARIC, leading the committee through the significant changes to ARIC structures to improve the independent advice to Council's governing body and General Manager on the performance and governance of Council.

REPORT/PROPOSAL

In order to appoint a new ARIC Chairperson, the General Manager has consulted with both the Mayor and non-voting Council Member, in accordance with section 5.3 of the Charter and section 216D of the Regulation.

Shane Hubble, independent ARIC member, was identified as meeting the required eligibility criteria in reference to section 216D of the Regulation, with experience including:

- 20 years' experience working as a corporate governance, enterprise risk and internal audit specialist,
- Professional member of the Chartered Accountants Australia and New Zealand as a chartered accountant and enterprise risk specialist;
- Certified fellow of the Institute of Internal Auditors as a certified internal auditor; and
- Fellow of the Governance Institute of Australia.

The General Manager recommends Mr Hubble be appointed the new Independent Chair of the ARIC under section 5.3 of the Charter for the period of 1 January 2025 to 31 December 2028, a period of four (4) years. Mr Hubble's experience in governance, compliance, risk management, financial management and internal audit combined with his effective communication and leadership skills were determined and make him a suitable candidate for the appointment. The decision is further supported by the outgoing Chairperson.

OPTIONS

Nil

CONSULTATION

General Manager
Mayor – Daniel Watton
ARIC non-voting Councillor – Mark Mason
Exiting Independent Chair – Jenni Hayes

STRATEGIC LINKS

a. Delivery Program

The ARIC is crucial to the organisation's corporate governance framework. The appointment of the Independent Chairperson will enable the ARIC to continue to operate effectively. 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

The appointment of the Independent Chair was conducted in accordance with section 5.3 of the ARIC Charter.

b. Financial Implications

Funds are available within the Operational Plan and internal audit budget.

c. Legislative Implications

[Section 428A](#) to the *Local Government Act 1993* mandates Councils to have an Audit, Risk and Improvement Committee.

[Section 216D](#) (Division 6A) of the *Local Government (General) Regulation 2021* requires Council to appoint a person as Chairperson of the ARIC who satisfies the eligibility criteria as outlined in the Regulation.

d. Risk Implications

Not appointing an independent Chairperson in accordance with the Charter and Regulation exposes Council to

e. Environmental Implications

Nil

f. Other Implications

Nil

CONCLUSION

Council's ARIC requires the appointment of a new Chairperson at the cessation of the current Chairperson's tenure as at 31 December 2024 and the General Manager recommends the appointment of Shane Hubble as the new Independent Chair from 1 January 2025 to 31 December 2028.

ENCLOSURES

There are no enclosures for this report.



SUBJECT: ***ABORIGINAL CULTURAL HERITAGE MANAGEMENT PLAN
- PUBLIC EXHIBITION REPORT AND ADOPTION***

RESPONSIBLE OFFICER: *Senior Environmental Planner*

SUMMARY

The Aboriginal Cultural Heritage Management Plan (ACHMP) is the continuation of a longer-term objective of Council to enhance and improve the recognition, conservation and management of cultural heritage within the Cessnock Local Government Area. The draft ACHMP was developed in consultation with the Aboriginal community and provides a series of actions to assist with improving conservation practices and assessment for cultural heritage in the Cessnock Local Government Area.

The draft ACHMP was publicly exhibited from 23 August to 21 November 2024. No submissions were received regarding the plan during the exhibition period. No changes have been made to the publicly exhibited plan and this report is seeking adoption of the Aboriginal Cultural Heritage Management Plan.

RECOMMENDATION

That Council adopt the Aboriginal Cultural Heritage Management Plan.

BACKGROUND

The Aboriginal Cultural Heritage Management Plan (ACHMP) project commenced in June 2022 and is co-funded by Council and the NSW State Government through the Community Heritage Grants program.

The objectives of the ACHMP project are:

- a. Ensure Aboriginal cultural heritage is appropriately considered and assessed in applications for development
- b. Ensure appropriate best practice consultation with the local Aboriginal community is being undertaken in the development process
- c. Recommend how Aboriginal cultural heritage can be better recognised within the local planning framework
- d. Increase awareness, understanding and respect of cultural heritage significance in the local government area
- e. Foster and enhance relationships with the local Aboriginal community
- f. Develop effective systems and frameworks for the protection, conservation and management of Aboriginal cultural heritage.

The draft Aboriginal Cultural Heritage Management Plan that was presented to Council at its meeting on 21 August 2024. Council resolved to place the draft Aboriginal Cultural Heritage Management Plan on public exhibition for comment from the community and receive a further report after exhibition of the plan.

This report outlines the outcomes of the public exhibition of the draft Aboriginal Cultural Heritage Management Plan and seeks adoption of the Plan.



REPORT/PROPOSAL

The draft Aboriginal Cultural Heritage Management Plan was publicly exhibited from 23 August to 21 November 2024 (90 days).

No submissions were received during the public exhibition period from the Together Cessnock webpage or postal submissions.

No changes have been made to the draft ACHMP that was publicly exhibited and the Aboriginal Cultural Heritage Management Plan proposed for adoption is provided in **Enclosure 1**.

CONSULTATION

External consultation

Consultation regarding the ACHMP project and draft ACHMP document has been undertaken with the following stakeholders:

- LALCs including Mindaribba, Awabakal, Biraban, Darkinjung, Metropolitan and Wanaruah
- Registered knowledge holders
- Aboriginal groups including Wonnarua Aboriginal Corporation, Wonnarua Elders Council Inc, Culturally Aware, Barkuma Neighbourhood Centre and Kiray Putjung Aboriginal Corporation.

Consultation regarding the draft ACHMP was also undertaken at the Rising from the Embers Festival held at the University of Newcastle on 24 May 2024.

Internal consultation

Consultation regarding the draft ACHMP has been undertaken with the following internal departments

- Community and Cultural Development
- Development Services

Consultation was conducted with Council's Aboriginal and Torres Strait Islander Committee in a number of Committee meetings over the course of the ACHMP project.

Public exhibition

The draft Aboriginal Cultural Heritage Management Plan was publicly exhibited from 23 August to 21 November 2024 (90 days) through Council's Together Cessnock webpage.

STRATEGIC LINKS

a. Delivery Program

5.3.3 – Efficiently and effectively process development applications and respond to planning enquiries

5.3.7 – Continue to manage Council governance functions and statutory requirements

b. Other Plans

Innovate Reconciliation Action Plan

2.2) Engage Council in continuous cultural learning opportunities to increase understanding and appreciation of Aboriginal and Torres Strait Islander cultures, histories and achievements

2.7) Promote cultural learning throughout the Cessnock Local Government Area

Local Strategic Planning Statement 2036

Action 63: Prepare and Aboriginal Cultural Heritage Management Strategy in consultation with local Aboriginal people and groups

Action 5: Review the Cessnock Local Environmental Plan to consider how Aboriginal cultural heritage and cultural landscapes can be protected

IMPLICATIONS

a. Policy and Procedural Implications

The adoption of the ACHMP by Council would represent a significant step in meeting the objectives of Cessnock City Council's Heritage Policy 2023 while also providing a mandate to advocate for reform in NSW State Government legislation including the National Parks and Wildlife Act 1974.

The adoption of the draft ACHMP by Council would result in internal procedural changes in Council's assessment of applications under the *Environmental Planning and Assessment Act 1979*. This would require procedural change in both strategic planning, development controls for development applications and assessment of infrastructure projects.

b. Financial Implications

Adoption of the ACHMP will involve minimal financial implications. However, the implementation of actions will require further analysis to ensure appropriate functioning of assessment systems and processes within development applications and internal Council operations. These changes should be able to be accommodated within existing operational budgets and staffing levels.

c. Legislative Implications

The ACHMP would not result in legislative changes, but would increase awareness of legislative requirements and the application during the planning process.

d. Risk Implications

Nil

e. Environmental Implications

Nil



f. Other Implications

The adoption of the ACHMP and the identified actions has the potential to result in a positive social outcome by demonstrating a commitment by Council to work with the Aboriginal community to increase awareness and conservation of cultural heritage with the local area.

The ACHMP will assist in preserving cultural heritage in the local area and develop collaborative relationships with the Aboriginal community. These collaborative relationships will enhance the ability of parties, both the Aboriginal community and Council, to attract grant funding through State and Federal programs to protect Aboriginal cultural heritage and assist in its preservation within the landscape and throughout the community.

CONCLUSION

The ACHMP is the continuation of a longer-term objective of Council to enhance and improve the recognition, conservation and management of cultural heritage within the Cessnock Local Government Area. The ACHMP has been developed in consultation with the Aboriginal community and provides a series of actions to assist with improving conservation practices and assessment for cultural heritage in the Cessnock Local Government Area. It is recommended that the Plan be adopted by Council.

ENCLOSURES

- [1](#) Aboriginal Cultural Heritage Management Plan

Corporate and Community

Report No. CC72/2024

Corporate and Community Services



SUBJECT: *REVISED COMMUNITY ENGAGEMENT STRATEGY FOR PUBLIC EXHIBITION*

RESPONSIBLE OFFICER: *Communications and Engagement Manager*

SUMMARY

The purpose of this report is to seek Council's endorsement to place the revised Community Engagement Strategy on public exhibition following review.

RECOMMENDATION

1. That Council places the revised Community Engagement Strategy (incorporating the Community Participation Plan) on public exhibition for a minimum period of 60 days and invite public submissions.
2. That a report on the outcomes of the exhibition be provided to Council prior to Council considering adopting the revised Community Engagement Strategy.

BACKGROUND

Council adopted its existing Community Engagement Strategy on 16 September 2020. This was the first such Community Engagement Strategy adopted for the Cessnock LGA and supported Council to provide more structured and consistent opportunities for community members to share their views on Council policies, projects and strategies. It is now due for review and update.

Operational Plan action 5.2.1b directs Council to prepare and adopt an updated Community Engagement Strategy for the period 2025-29.

The Community Engagement team has been collecting insights and data to inform the development of the revised Community Engagement Strategy (the Strategy) (*Enclosure 1*) over the past 12 months. This has included an internal staff workshop, community pop up sessions, and assessment of past engagement campaigns, along with reviews of equivalent strategies of other councils and results of the 2022 Community Satisfaction Survey.

Key themes identified by internal and external stakeholders included:

- The need for more support, training, and resources for project and other council teams to improve their engagement practices
- Staff would also like residents to have a clearer understanding of project goals and timelines to help manage community expectations and enhance the value of engagement efforts
- Use of more accessible language
- Increase visibility of outcomes of contributions
- Better understanding on timing of engagement
- Clarity on specific issues community members can have input and influence over.

REPORT/PROPOSAL

The Strategy guides how Council engages with our community in meaningful, transparent, and effective ways, and is designed to encourage increased community participation and ensure Council is more responsive to the community.

The objectives and associated actions within the Strategy are designed to address key themes raised by stakeholders during its development, and continue to improve engagement practices and outcomes.

The four objectives are:

- Engagement Culture: Support a culture of community engagement within the Council, emphasising the importance of community input in decision-making
- Honest Conversation: Facilitate honest and open conversations with the community, promoting mutual respect and understanding
- Relationship Building: Strengthen and build positive relationships with the community, fostering trust and collaboration
- Insight and Learning: Enhance community understanding of Council's decision-making through clear communication, and use feedback and data to drive continuous improvement.

The Strategy provides a more granular view of Council's approach to community engagement than the existing Community Engagement Strategy, including methods to utilise when designing engagement campaigns for individual projects.

Council's Community Participation Plan (CPP) is now incorporated into the revised Strategy, consistent with the NSW Office of Local Government's Integrated Planning and Reporting guidelines. The CPP sets out how and when Council engages the community across its planning functions as required under the *Environmental Planning and Assessment Act 1979*. The current version of the CPP was adopted by Council on 19 April 2023.

Bringing these documents together gave council staff an opportunity to make some alterations in the CPP. Those minor changes are outlined below:

- To remove the requirement for DA notifications to be sent to the neighbouring property, where that property is owned by the DA applicant. There have been occasions where multiple neighbouring properties have been developed by the same owner and the CPP has required that a letter be sent to applicant notifying them of their DA on the neighbouring lot.
- To include a requirement that DA notifications be carried out for development that proposes to vary a development standard under clause 4.6 of Cessnock Local Environmental Plan. Clause 4.6 allows approval of development that does not meet the standards set by the LEP (such as maximum building height or minimum lot size), in instances where the development is demonstrated to achieve the objectives of the LEP.
- To include the MU1 Mixed Use zone to the list of zones where notification of dual occupancies and secondary dwellings is not required, provided the development meets specific standards. This ensures consistency with the approach taken in the R1 General Residential, R2 Low Density, and R3 Medium Density zones

Corporate and Community

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Corporate and Community Services



Overall, the Strategy significantly builds on the existing Community Engagement Strategy, reflecting the growth of Council's capacity and maturity in the function over recent years.

OPTIONS

Endorse the revised Community Engagement Strategy for public exhibition or make changes to the revised Community Engagement Strategy and endorse for public exhibition.

CONSULTATION

In the review of the existing Community Engagement Strategy, consultation included:

Internal staff workshop with representatives of the following teams:

- Integrated Planning and Reporting
- Customer Relations and Business Support
- Customer Experience
- Open Spaces and Community Facilities
- Sustainability and Waste Services
- Community and Cultural Development
- Infrastructure
- CYCOS
- Strategic Planning
- Economic Development and Tourism

12 community pop up sessions

- Kurri Curry Festival (x2)
- Our Bushland Festival, Kitchener
- Coffee with a Councillor sessions at Kurri Kurri, Cessnock, Branxton and Weston
- Wollombi Markets
- Cessnock Marketplace (x4)

A Councillor briefing and presentation to the Management team were held on 13 November and 23 October 2024 respectively.

STRATEGIC LINKS

a. Delivery Program

The report aligns to the Delivery Plan outcome 'Civic Leadership and Effective Governance' and Objective 5.2 'Encouraging more community participation in decision making'.

b. Other Plans

Nil



IMPLICATIONS

a. Policy and Procedural Implications

Nil

b. Financial Implications

The Strategy has no direct financial implications. Any costs associated with engagement activities will be funded through the relevant Operational Plan project or service budgets.

c. Legislative Implications

Section 402a of the *Local Government Act 1993*, provides:

*“A council must establish and implement a strategy (called its **community engagement strategy**) for engagement with the local community when developing its plans, policies and programs and for the purpose of determining its activities (other than routine administrative matters).”*

d. Risk Implications

Nil

e. Environmental Implications

Nil

f. Other Implications

Nil

CONCLUSION

Operational Plan action 5.2.1b directs Council to prepare and adopt an updated Community Engagement Strategy for the period 2025-29. This report seeks to have the Strategy endorsed for public exhibition.

ENCLOSURES

- [1](#) Revised Community Engagement Strategy

Corporate and Community

Report No. CC73/2024

Corporate and Community Services



SUBJECT: *MINUTES OF THE COUNCIL INITIATED AWARDS COMMITTEE MEETING HELD 7 NOVEMBER 2024*

RESPONSIBLE OFFICER: *Community & Cultural Development Manager*

RECOMMENDATION

1. That Council notes the minutes of the Council Initiated Awards Committee Meeting held on 7 November 2024 include recommendations to offer opportunities for induction into the City of Cessnock Hall of Fame and Freeman of the City.
2. That Council adopts the minutes of the Council Initiated Awards Committee Meeting held on 7 November 2024.
3. That the City of Cessnock Hall of Fame Guidelines be amended with the following changes:
 - a. Removal of reference to 'Nominations to the Hall of Fame will be called for every two years' and replace with 'Nominations can be submitted at any time'.
 - b. Removal of reference to 'Community Engagement Awards and Grants Committee' and replace with 'Council Initiated Awards Committee'.
4. That the amended City of Cessnock Hall of Fame Guidelines be adopted.

The Council Initiated Awards Committee (The Committee) met on 7 November 2024 to consider nominations received for the City of Cessnock Hall of Fame. The Hall of Fame celebrates individuals and families who have a strong association with the City of Cessnock and have attained significant prominence in their field of endeavour.

The call for nominations opened July 2024 and closed 9 September 2024. The Committee assessed the nominations in accordance with the Hall of Fame Guidelines and the Freeman of the City Guidelines.

The Committee's recommendations for induction into the Cessnock City Hall of Fame and Freeman of the City are detailed in the enclosed confidential minutes at **Enclosure 1** and the City of Cessnock Hall of Fame Nominations are provided as confidential **Enclosure 2**.

ENCLOSURES

- 1** Minutes of the Council Initiated Awards Committee Meeting held 7 November 2024 - *This matter is considered to be confidential under Section 10A(2) (j) of the Local Government Act, as it deals with Council Policy. (The minutes list the names of individuals for acceptance and non-acceptance into the Cessnock City Hall of Fame and Freeman of the City. This information has been submitted by third parties.)*
- 2** Nominations to 2025 Cessnock City Council Hall of Fame - *This matter is considered to be confidential under Section 10A(2) (j) of the Local Government Act, as it deals with Council Policy. (Contains addresses of people nominated for the City City Hall of Fame Program and other personal information submitted by third parties.)*

Corporate and Community

Report No. CC74/2024

Corporate and Community Services



SUBJECT: *MINUTES OF THE GRANTS ADVISORY COMMITTEE HELD ON 13 NOVEMBER 2024*

RESPONSIBLE OFFICER: *Community Development Officer - Jessica Elliott*

RECOMMENDATION

1. That the Minutes of the Grants Advisory Committee Meeting of 13 November 2024 be adopted as a resolution of the Ordinary Council.
2. That Council provides funds through the Community and Cultural Development Grant Scheme to:
 - ArtsNational Hunter in the amount of \$2,910
 - Barkuma Neighbourhood Centre in the amount of \$7,018
 - Branxton Community Hall in the amount of \$2,500
 - Carries Place Domestic Violence and Homelessness Services in the amount of \$2,436
 - Cessnock Family Support Service in the amount of \$1,676
 - Kiray Putjung Aboriginal Corporation in the amount of \$500
 - Lions Club of Branxton Inc. in the amount of \$1,480
 - Prelude Australia in the amount of \$2,536
 - Sunnyfield Disability Services in the amount of \$1,800
 - Wollombi Valley Arts Council Inc. in the amount of \$3,000.
3. That the \$856 shortfall in funding be allocated from the Sustainable Communities Tidy Towns Scheme and be used to assist in funding Barkuma Neighbourhood Centre's project.
4. That Council provides funds through the Community Facilities Grant Scheme to:
 - Branxton Pre-School in the amount of \$7,167
 - Cessnock Multipurpose Children's Centre in the amount of \$21,309
 - Hunter Prelude Ltd in the amount of \$1,649
 - Wollombi Community Hall section 355 committee in the amount of \$2,114
 - Wollombi Valley Community Association in the amount of \$1,091
5. That Council transfers \$3,330 from the Sporting Facilities Grant Scheme to fund all Community Facilities Grant Scheme applications.
6. That Council provides funds through the Sporting Facilities Grant Scheme to:
 - Branxton District Netball Club in the amount of \$2,413
 - Cessnock District Hockey Association in the amount of \$2,700
 - Cessnock District Netball Association in the amount of \$1,778
 - Cessnock Dog Club in the amount of \$4,045
 - Kurri Kurri Minor Rugby League Football Club in the amount of \$2,717
 - Kurri Kurri Rugby League Football Club in the amount of \$2,399
 - Wollombi Valley Tennis Club in the amount of \$512

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Corporate and Community Services



7. That Council transfers \$3,330 from the Sporting Facilities Grant Scheme to the Community Facilities Grant Scheme to fund all applications.
8. That Council advertises a Round 2 of the Sporting Facilities Grant Scheme in February 2025 to expend the remaining \$10,106.
9. That Council provides funds through the Sustainable Communities - Tidy Towns Environment Grant Program to:
 - Cessnock Community Garden in the amount of \$2,792
 - North Rothbury Bushcare in the amount of \$3,058.11
 - Barkuma Neighbourhood Centre in the amount of \$856
10. That Greta Sustainable Communities/Tidy Towns be informed that their application for funding is not supported in this round
11. That the General Manager writes to all applicants advising the outcome of their application and thanking them for their ongoing support and commitment to the enhancement of Council's sporting facilities.

MINUTES OF GRANTS ADVISORY COMMITTEE MEETING OF THE CESSNOCK CITY COUNCIL HELD IN ANTE ROOM ON WEDNESDAY, 13 NOVEMBER 2024, COMMENCING AT 1:36PM

PRESENT: The Mayor, Councillor Watton
Councillor Pascoe
Director Corporate & Community Services

ABSENT: Councillor Dixon

IN ATTENDANCE: Cameron Clark - Acting Director Works & Infrastructure (Infrastructure Manager)
Jessica Elliott - Community Development Officer
Megan Barnes - Principal Community Planner
Kate Hicks - Recreation Officer
Alena Pople - Recreation Planner
Daniela Gambotto - Sustainability Officer
Sidnee Harris - Sustainability Officer
Tricia Donnelly - Environment and Sustainability Coordinator
Kate McNally - Open Space and Community Facilities Manager
Alisha Moore - Senior Business Support Officer - Council Services
Robyn Larsen - Council Services Team Leader

INVITEES: Nil

APOLOGIES

Natalie Drage - Community and Cultural Development Manager.

CONFIRMATION OF MINUTES

MINUTES: **MOTION** *Moved:* Director Corporate & Community Services
 Seconded: Mayor Watton

RECOMMENDED that the Minutes of the Grants Advisory Committee held on 20 March 2024, as circulated, be taken as read and confirmed as a correct record.

CARRIED UNANIMOUSLY

DISCLOSURES OF INTEREST

COMMITTEE DISCLOSURE OF INTEREST NO. GACCDI1/2024

SUBJECT: *DISCLOSURES OF INTEREST*

NIL

LISTED MATTERS

LISTED MATTERS - COMMITTEE NO. GACCLM4/2024

SUBJECT: *COMMUNITY AND CULTURAL DEVELOPMENT GRANT SCHEME
2024-25*

MOTION *Moved:* Director Corporate & Community Services
 Seconded: Councillor Pascoe

RECOMMENDATION

1. That Council provides funds through the Community and Cultural Development Grant Scheme to:
 - ArtsNational Hunter in the amount of \$2,910
 - Barkuma Neighbourhood Centre in the amount of \$7,018
 - Branxton Community Hall in the amount of \$2,500
 - Carries Place Domestic Violence and Homelessness Services in the amount of \$2,436
 - Cessnock Family Support Service in the amount of \$1,676
 - Kiray Putjung Aboriginal Corporation in the amount of \$500
 - Lions Club of Branxton Inc. in the amount of \$1,480
 - Prelude Australia in the amount of \$2,536
 - Sunnyfield Disability Services in the amount of \$1,800
 - Wollombi Valley Arts Council Inc. in the amount of \$3,000.

Corporate and Community

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Corporate and Community Services



2. That the \$856 shortfall in funding be allocated from the Sustainable Communities Tidy Towns Scheme and be used to assist in funding Barkuma Neighbourhood Centre's project.
3. That the General Manager writes to all applicants advising them of the outcome of their application and thanking them for their contribution to the development of community, arts and culture in the Cessnock Local Government Area.

CARRIED UNANIMOUSLY

LISTED MATTERS - COMMITTEE NO. GACCLM5/2024

SUBJECT: 2024-25 COMMUNITY FACILITIES GRANT SCHEME

MOTION **Moved:** Councillor Pascoe **Seconded:** Mayor Watton

RECOMMENDATION

That the Grants Advisory Committee recommends:

1. That Council provides funds through the Community Facilities Grant Scheme to:
 - Branxton Pre-School in the amount of \$7,167
 - Cessnock Multipurpose Children's Centre in the amount of \$21,309
 - Hunter Prelude Ltd in the amount of \$1,649
 - Wollombi Community Hall section 355 committee in the amount of \$2,114
 - Wollombi Valley Community Association in the amount of \$1,091
2. That Council transfers \$3,330 from the Sporting Facilities Grant Scheme to fund all Community Facilities Grant Scheme applications.
3. That the General Manager writes to the applicants advising them of the outcome of their application and thanking them for their ongoing support and commitment to the enhancement of Council's community facility.

CARRIED UNANIMOUSLY

LISTED MATTERS - COMMITTEE NO. GACCLM6/2024

SUBJECT: 2024-25 SPORTING FACILITIES GRANT SCHEME

MOTION **Moved:** Councillor Pascoe **Seconded:** Mayor Watton

RECOMMENDATION

That the Grants Advisory Committee recommends:

1. That Council provides funds through the Sporting Facilities Grant Scheme to:
 - Branxton District Netball Club in the amount of \$2,413
 - Cessnock District Hockey Association in the amount of \$2,700
 - Cessnock District Netball Association in the amount of \$1,778
 - Cessnock Dog Club in the amount of \$4,045
 - Kurri Kurri Minor Rugby League Football Club in the amount of \$2,717
 - Kurri Kurri Rugby League Football Club in the amount of \$2,399
 - Wollombi Valley Tennis Club in the amount of \$512
2. That Council transfers \$3,330 from the Sporting Facilities Grant Scheme to the Community Facilities Grant Scheme to fund all applications.
3. That Council advertises a Round 2 of the Sporting Facilities Grant Scheme in February 2025 to expend the remaining \$10,106.
4. That the General Manager writes to all applicants advising the outcome of their application and thanking them for their ongoing support and commitment to the enhancement of Council's sporting facilities.

CARRIED UNANIMOUSLY

Corporate and Community

Report No. CC74/2024

Corporate and Community Services



LISTED MATTERS - COMMITTEE NO. GACCLM7/2024

SUBJECT: SUSTAINABLE COMMUNITIES - TIDY TOWNS ENVIRONMENT GRANTS 2024-25

MOTION **Moved:** Councillor Pascoe **Seconded:** Mayor Watton

RECOMMENDATION

The Grants Advisory Committee recommends:

1. That Council provides funds through the Sustainable Communities - Tidy Towns Environment Grant Program to:
 - Cessnock Community Garden in the amount of \$2,792
 - North Rothbury Bushcare in the amount of \$3,058.11
 - Barkuma Neighbourhood Centre in the amount of \$856
2. That Greta Sustainable Communities/Tidy Towns be informed that their application for funding is not supported in this round
3. That the General Manager writes to all applicants advising them of the outcome of their application and thanking them for their contribution to the community and environment in the Cessnock Local Government Area.

CARRIED UNANIMOUSLY

The Meeting Was Declared Closed at 1:54pm

ENCLOSURES

There are no enclosures for this report.

SUBJECT: *ANNUAL CODE OF CONDUCT COMPLAINTS REPORT*
RESPONSIBLE OFFICER: *Governance and Council Support Coordinator*

SUMMARY

The purpose of this report is to report Council's annual Code of Conduct complaints statistics for the period 1 September 2023 to 31 August 2024 in accordance with Office of Local Government (OLG) requirements.

RECOMMENDATION

That Council notes the Annual Code of Conduct Complaints Report for the period 1 September 2023 to 31 August 2024.

BACKGROUND

Part 11 of the Procedures for the Administration of the Code of Conduct (Procedures) requires the Complaints Coordinator to provide a report to Council on Code of Conduct complaints and statistics for the period 1 September 2023 to 31 August 2024.

REPORT/PROPOSAL

The annual Code of Conduct statistics report is provided in the format required by the OLG.

OPTIONS

N/A

CONSULTATION

General Manager

STRATEGIC LINKS

a. Delivery Program

This report links to the Delivery Program; *Action 5.3.7 – Continue to manage Council governance functions and statutory requirements.*

b. Other Plans

Part 11 of the Procedures requires an Annual Code of Conduct Complaint Report to the Council and to the OLG.

Corporate and Community

Report No. CC75/2024

Corporate and Community Services



IMPLICATIONS

a. Policy and Procedural Implications

The Code of Conduct complaints statistics are submitted to the OLG and made publicly available on its 'Your Council' website.

b. Financial Implications

The total cost of dealing with Code of Conduct complaints, including staff costs, for the period 1 September 2023 to 31 August 2024 was \$8,378.

c. Legislative Implications

Noting and submitting Code of Conduct complaints statistics to the OLG ensures compliance with legislative requirements.

d. Risk Implications

Following the reporting requirements reduces the risk of damage to public confidence in local government associated with complaints and breaches of the Code of Conduct.

e. Environmental Implications

N/A

f. Other Implications

N/A

CONCLUSION

The report is provided for Council's information in accordance with the Procedures.

ENCLOSURES

[1](#) Code of Conduct Annual Statistics

Corporate and Community

Report No. CC76/2024

Corporate and Community Services



SUBJECT: *ANNUAL REPORT ON UNREASONABLE CONDUCT BY CUSTOMERS*

RESPONSIBLE OFFICER: *Governance Advisor
Governance and Council Support Coordinator*

SUMMARY

The purpose of this report is to present the Annual Report on Unreasonable Conduct by Customers for the period 1 October 2023 to 30 September 2024 in accordance with the Unreasonable Customer Conduct (UCC) Policy.

RECOMMENDATION

That Council notes the Annual Report of Unreasonable Conduct by Customers report for the period 1 October 2023 to 30 September 2024.

BACKGROUND

The Unreasonable Customer Conduct (UCC) Policy was last adopted by Council on 22 May 2023. The purpose of the UCC Policy is to support Council staff in managing instances where a customer conducts themselves in an unreasonable manner.

The UCC Policy is based on the model policy provided by the NSW Ombudsman (which is available on [their website](#)). Unreasonable conduct is categorised into:

- **Unreasonable persistence** – continued, incessant and unrelenting conduct by a Customer that has a disproportionate and unreasonable impact on Council, Council Officials, Council services, the time and/or resources allocated to provide these services.
- **Unreasonable demands** – demands (express or implied) that are made by a Customer that have a disproportionate and unreasonable impact on Council, Council Officials, Council services, time and/or resources allocated to deliver these services.
- **Unreasonable lack of cooperation** – an unwillingness and/or inability by a customer to cooperate with Council, Council Officials, or the complaints system and processes that result in a disproportionate and unreasonable use of Council services, time and/or Council resources.
- **Unreasonable arguments** – arguments that are not based on any reason or logic, that are incomprehensible, false or inflammatory, trivial or delirious and that disproportionately and unreasonably impact upon Council, Council Officials, services, time, and/or resources.
- **Unreasonable behaviours** – conduct that is unreasonable in all circumstances – regardless of how stressed, angry or frustrated a Customer is – because it unreasonably compromises the health, safety and security of Council Officials, other service users or the Customer themselves.

Examples and more information on the categories of unreasonable conduct can be found in the UCC Policy.



The UCC Policy is supported by a UCC Guideline. The UCC Guideline steps out the required actions and considerations that must be addressed when implementing the provisions of the UCC Policy.

REPORT/PROPOSAL

This report is provided in accordance with clause 24.3 of the UCC Guideline, which provides for an annual information report to the elected Council. This includes:

- Summary of restrictions implemented within the reporting period;
- Summary of the nature of restrictions imposed;
- Summary of restrictions reviewed and removed within the reporting period; and
- Summary of ongoing restrictions.

Restrictions implemented

For the October 2023 – September 2024 reporting period, the UCC Register showed that one individual was deemed to have displayed unreasonable behaviour as defined in the UCC Policy.

The table below shows the number of UCCs dealt with in the current and previous reporting periods.

UCC Category	Reporting Period	1 Oct 2023 – 30 Sept 2024	1 Oct 2022 – 30 Sep 2023	1 Oct 2021 – 30 Sep 2022	1 Oct 2020 – 30 Sep 2021
	Unreasonable persistence		1	0	0
Unreasonable behaviours		0	2	2	7
	Total	1	2	2	7

Nature of restrictions

For the October 2023 – September 2024 reporting period, the Public Officer imposed one restriction. The restriction was in relation to correspondence on matters that Council will no longer respond to. The table below shows restrictions imposed in the current and previous reporting periods.

UCC Restrictions	Reporting Period	1 Oct 2023 – 30 Sept 2024	1 Oct 2022 – 30 Sep 2023	1 Oct 2021 – 30 Sep 2022	1 Oct 2020 – 30 Sep 2021
	Warning Issued only		0	0	0
In writing to the Public Officer		0	2	1	2
Noted / No Action		1	0	0	0
Restricted from using Council Facility		0	0	1	4
Restricted contact at all Council facilities		0	0	0	0
	Total	1	2	2	7

Corporate and Community

Report No. CC76/2024

Corporate and Community Services



Restrictions removed

The UCC Policy outlines the restrictions that Council may impose when unreasonable conduct has been established. Most restrictions have a 12-month review date after which time the customer is invited to outline any reasons to support their restriction being lifted.

For the October 2023 – September 2024 reporting period, two restrictions were lifted.

Review Date	Type of Behaviour	Type of Restriction	Review Outcome
10/10/2023	Unreasonable behaviours	In writing to Public Officer	Restriction Removed
24/11/2023	Unreasonable behaviours	In writing to Public Officer	Restriction Removed

Ongoing restrictions

There are currently six UCCs which have no expiry date for various reasons. Due to the ongoing and serious nature of the unreasonable persistence and unreasonable arguments of these six UCCs, Council has imposed restrictions to the effect that correspondence/enquiries in relation to that specific matter will be noted with no action to be taken and this has no expiry date at this stage. This is to ensure Council can manage the UCC in a manner that is safe for staff and other customers. Those affected by ongoing restrictions have the ability to request a review of the restriction; however it would need to be supported by an extended period of exemplary behaviour in accordance with the UCC Policy.

OPTIONS

N/A

CONSULTATION

Executive Leadership Team
Governance Team

STRATEGIC LINKS

a. Delivery Program

Council's UCC Policy and Guidelines are 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

This report is provided in accordance with clause 24.3 of the UCC Guidelines.

b. Financial Implications

N/A

c. Legislative Implications

N/A

d. Risk Implications

The appropriate management of UCC assists to ensure the safety of Council employees and users of Councils facilities, and outlines the expected standards of behaviour for both Council officials and customers.

e. Environmental Implications

N/A

f. Other Implications

N/A

CONCLUSION

This report is provided to Council on customers deemed to have exhibited unreasonable conduct in accordance with the UCC Policy.

ENCLOSURES

There are no enclosures for this report.

Corporate and Community

Report No. CC77/2024

Corporate and Community Services



SUBJECT: *DISCLOSURES OF INTERESTS IN WRITTEN RETURNS*

RESPONSIBLE OFFICER: *Governance and Council Support Coordinator*

SUMMARY

The purpose of this report is to table returns received from designated persons for the period 1 August 2024 to 31 October 2024 as per the Code of Conduct (the Code).

RECOMMENDATION

That Council notes the tabling of the disclosures of interests written returns for the period 1 August 2024 to 31 October 2024 in accordance with Council's Code of Conduct.

BACKGROUND

Part 4 of the Code governs matters concerning disclosures of interests in written returns. Clause 4.24 of 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.

In accordance with the Code, Councillors and designated persons are required to lodge a written return 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) *Other senior staff of Council for the purposes of section 332 of the LG Act;*
- (c) *A person (other than a member of the senior staff of Council) who is a member of staff of Council or a Delegate of Council and who holds a position identified by Council as the position of a designated person because it involves the exercise of functions (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 of Council and the person's private interest;*
- (d) *A person (other than a member of the senior staff of Council) who is a member of a committee of Council identified by Council as a committee whose members are designated persons because the functions of the committee involve the exercise of Council's functions (such as regulatory functions or 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.*

In addition, clause 4.21 of the Code requires a Councillor or designated person to lodge an updated return within three months of becoming aware of an interest not previously disclosed, where an update is required to a return previously disclosed or upon becoming or ceasing to be a Councillor or designated person.

REPORT/PROPOSAL

Returns in this period have been received from the following designated persons, including Councillors commencing the new term:



Designated person	Return
Councillor – Susanne Dixon	Commencing
Councillor – Rosa Grine	Commencing
Councilor – Tracey Harrington	Commencing
Councillor – Mitchell Hill	Commencing
Councillor – Jessica Jurd	Commencing
Councillor – Quintin King	Commencing
Councillor – Mitchell Lea	Commencing
Councilor – Chris Madden	Commencing
Councillor – Mark Mason	Commencing
Councillor – Sophie Palmowski	Commencing
Councillor – Sarah Pascoe	Commencing
Councilor – Jay Suvaal	Commencing
Mayor – Daniel Watton	Commencing

OPTIONS

N/A

CONSULTATION

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, Strategic action 5.3.7 within the Operational Plan 2024-2025 – *Continue to manage Council governance functions and statutory requirements*.

b. Other Plans

N/A

Corporate and Community

Report No. CC77/2024

Corporate and Community Services



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. At all other times, the register of returns is available for inspection in accordance with the *Government Information (Public Access) Act 2009 (NSW)*.

b. Financial Implications

N/A

c. Legislative Implications

N/A

d. Risk Implications

Failure to table the register of written returns could mean not meeting legislative obligations.

e. Environmental Implications

N/A

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 requirements under the Code of Conduct.

ENCLOSURES

There are no enclosures for this report.

Corporate and Community
Report No. CC78/2024
Corporate and Community Services



SUBJECT: *RESOLUTIONS TRACKING REPORT*
RESPONSIBLE OFFICER: *Chief Finance Officer*

SUMMARY

The enclosure contains pending actions from previous meetings as well as completed actions for period 13 November 2024 to 3 December 2024.

RECOMMENDATION

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

ENCLOSURES

- [1](#) ⇨ Completed Actions
- [2](#) ⇨ Outstanding Actions

Corporate and Community

Report No. CC79/2024

Corporate and Community Services



SUBJECT: *INVESTMENT REPORT - NOVEMBER 2024*

RESPONSIBLE OFFICER: *Finance Coordinator*

SUMMARY

Section 625 of the *Local Government Act 1993* (the Act), Clause 212 of the *Local Government (General) Regulation 2021* (the Regulation) and Council's Investment Policy (the Policy) requires a monthly report to Council detailing all money invested.

RECOMMENDATION

That Council receives the Investment Report for November 2024 and notes that:

- **Investments are held in accordance with Council's Investment Policy, which is in accordance with the Ministerial Investment Order.**
- **Council's month end cash and investments balance was \$64,246,979.**

BACKGROUND

A monthly report to Council detailing money invested as per the Act, Regulation and Policy.

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 Regulation and that all investments have been made in accordance with the Act, Regulation and Policy.

General Investment Commentary

Council officers monitors and manages the 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 returns of the portfolio to the end of November 2024 are exceeding the budget.

Council has engaged Prudential Investment Services Corp for investment advice. In summarising Council's portfolio, Prudential advises:

- Council's investment portfolio posted a marked-to-market return of 5.98% pa for the month versus the bank bill index benchmark return of 4.48%pa. Over the past 12 months, Council's portfolio has returned 5.37% versus the benchmark's 4.46%.

Corporate and Community

Report No. CC79/2024

Corporate and Community Services



- The NSW TCorp Medium Term Growth Fund recorded a strong gain for the month, +1.40% actual, aided by strong results in the Australian and US share markets. The rise in long dated interest rates reined in performance on fixed rate bonds in the fund but high running yields on floating rate notes helped offset the fixed rate bonds' impact.
- Without marked-to-market influences, Council's investment portfolio yielded 5.08% pa for the month. This is based on the actual interest rates being received on existing investments and excludes the underlying changes to the market value of the TCorp growth fund.
- During November, Council had no maturities or new investments.
- Council has a well-diversified portfolio invested predominantly among a range of term deposits from highly rated Australian banks. Council also has exposure to a wide range of asset classes, including international and domestic shares via the NSW TCorp Medium Term Growth Fund. It is expected that Council's portfolio will achieve above benchmark returns over the medium/long term with prudent investment selection.

Investment Portfolio Information

Table 1 Total cash and investments held by Council as at 30 November 2024

Invest No	Financial Institution Investment Held With	Invest Type	Interest Coupon Term	Maturity	Current Coupon Rate	Par Value \$'000
	Commonwealth Bank	CASH			4.00%	3,244
	Commonwealth Bank	At Call			4.35%	2,441
	Commonwealth Bank	At Call			4.00%	728
1243	AMP Bank	At Call			3.30%	551
1509	National Bank	TD	365	21-Jan-25	5.16%	5,000
1510	Westpac Bank	TD	365	23-Jan-25	5.20%	5,000
1512	Suncorp Bank	TD	274	03-Dec-24	5.12%	3,000
1513	Suncorp Bank	TD	274	05-Mar-25	5.21%	5,000
1514	Bank of Queensland	TD	181	03-Dec-24	5.20%	5,000
1515	AMP Bank	TD	301	03-Jun-25	5.20%	2,500
1516	National Bank	TD	253	16-Apr-25	5.07%	5,000
1517	National Bank	TD	283	16-May-25	5.07%	2,500
1518	National Bank	TD	125	31-Dec-24	4.95%	3,500
1519	AMP Bank	TD	302	26-Jun-25	5.02%	2,500
1521	Suncorp Bank	TD	273	03-Jun-25	5.01%	4,000
1522	Suncorp Bank	TD	182	25-Mar-25	5.09%	4,000
1523	National Bank	TD	363	23-Sep-25	4.90%	4,000
1524	National Bank	TD	88	23-Dec-24	4.98%	2,000
1463	Treasury Corporation	Growth Fund				4,283
TOTAL						64,247



Table 2 Level of funds held and the percentage invested with financial institutions

Financial Institution	Credit Rating	Institution Maximum	Amount \$'000	% of Portfolio
Westpac Bank	AA-	40%	5,000	8.73%
National Australia Bank	AA-	40%	22,000	38.40%
Suncorp Bank	AA-	40%	16,000	27.93%
AMP Bank	BBB+	10%	5,000	8.73%
Bank of Queensland	A-	20%	5,000	8.73%
Treasury Corporation	Unrated	10%	4,283	7.48%
TOTAL			57,283	100.00%

In accordance with the Policy, figures in Table 2 above exclude cash and at call balances in Council's main operating account held with the Commonwealth and AMP banks.

Investment in NSW Treasury Corporation (TCorp)

TCorpIM Funds are unit trusts. Distributions are made annually and are automatically reinvested into the fund to buy additional units. As this investment is held for medium to long-term capital appreciation, gains or losses will only be realised on redemption of the investment. However due to accounting requirements any unrealised gains or losses will be processed between investments and the operating statement.

The preliminary November 2024 unrealised return was a gain of \$59,095.38 or 1.40% (3.52% annualised). Rates of return fluctuate monthly and can be negative from time to time with the medium-term investment horizon. The fund performance summary for November 2024 is not yet available at the time of this report. The fund performance summary as at 31 October 2024 (performance summary for November 2024 is not released yet) is shown below. The TCorp benchmark is CPI + 2.00% p.a. (over rolling 5 years).

Table 3 NSW Treasury Corporation Performance Summary

	10 year (% pa)	7 year (% pa)	3 year (% pa)	1 year %	FYTD %	1 month %
IM Medium Term Growth Fund	4.09	3.65	2.37	9.47	2.04	(0.62)
Benchmark: CPI + 2.0% p.a. (over rolling 5 years)	4.73	5.10	6.95	5.59	1.71	0.43
Return above benchmark p.a.	(0.64)	(1.45)	(4.58)	3.88	0.33	(1.05)

Table 4 Investment types, risk, amount and percentage invested compared to total

Investment Type	Risk Assessment		Amount	% of
	Capital	Interest	\$'000	Portfolio
Term Deposits	Low	Low	53,000	82.49%
Cash/At Call Deposits	Low	Low	6,963	10.84%
Capital Growth Fund	Medium	Medium	4,283	6.67%
TOTAL			64,247	100.00%



Table 5 Comparison of interest rates, earnings and balances this year to last year

Performance Measures	This Year	Last Year
Investment Portfolio Average Interest Rate (year to date)	5.37%	4.66%
BBSW Average Interest Rate (year to date) *	4.49%	4.28%
Actual Investment Interest Earned (for the current month)	\$232,135	\$331,857
Actual Investment Interest Earned (year to date) ^	\$1,387,642	\$1,407,966
Original Budget Investment Interest (year to date)	\$1,041,667	\$945,050
Original Budget Investment Interest (annual)	\$2,500,000	\$1,380,122
Revised Budget Investment Interest (annual)	\$2,500,000	\$1,750,122
TCorp unrealised movement (year to date)	3.52%	1.49%

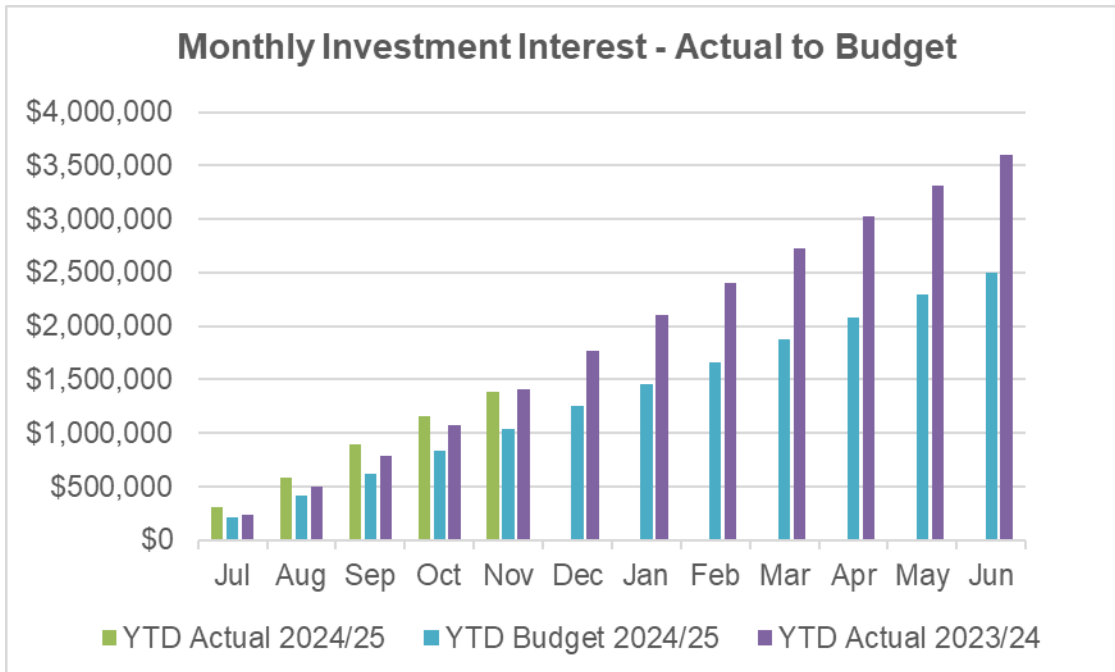
Investment and Cash Balances (Par Value) #	This Year	Last Year
Opening Balance as at 1 July	\$83,084,775	\$73,085,190
Closing Balance as at 30 November	\$64,246,979	\$91,309,331

* BBSW 90 day Bank Bill Reference Rate (performance measure as per Council's Investment Policy)

^ Excludes TCorp unrealised returns

Excludes Section 355 Committee cash held

Graph 1 Actual interest earned compared to revised budget and actual interest last year



Internal and external restrictions over cash and investments held

Reserve calculations are being finalised as part of the end of the month. Due to an early Council meeting in December 2024, these details are not included in this report and will be updated in the next report.

Corporate and Community

Report No. CC79/2024

Corporate and Community Services



CONSULTATION

- Director Corporate and Community Services
- Chief Financial Officer
- Finance staff

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:

5.3.2: Our Council's processes are efficient and transparent;

5.3.3: Our Council is financially sustainable.

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 affected 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 Act and Regulation.

d. Risk Implications

Investment risks are detailed within this report.

e. Other Implications

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

Corporate and Community

Report No. CC79/2024

Corporate and Community Services



CONCLUSION

The report details investments held at month end and meets Councils reporting obligations.

ENCLOSURES

There are no enclosures for this report.

Works and Infrastructure

Report No. WI27/2024

Works and Infrastructure



SUBJECT: *NAMING OF AVERYS RISE PARK*
RESPONSIBLE OFFICER: *Recreation Planne
Open Space and Community Facilities Manager*

SUMMARY

This report seeks Council's endorsement to name the new park and playground on Avery's Lane, Heddon Greta, Averys Rise Park, and submit the naming proposal to the NSW Geographical Names Board (GNB).

RECOMMENDATION

1. That Council endorses naming the new park and playground Averys Rise Park.
2. That Council supports a naming proposal be submitted to the NSW Geographical Names Board for consideration and gazettal.
3. That signage be updated following the gazettal of the Place Naming Proposal by the NSW Geographical Names Board (subject to approval).

BACKGROUND

Council has recently completed construction of a new park and playground on Avery's Lane, Heddon Greta which provides the community with new open space and play opportunities. With the new space nearing completion and ordinance signage to be finalised, consideration of the naming of the park and playground was undertaken.

In line with Council's Naming of Asset's Policy (section 4.5) where the proposal is to name a Council owned reserve, a report (including a staff recommendation) is to be submitted to the elected Council for approval and referral to the GNB.

The GNB has the role of assigning names to places and natural features. The GNB's guidelines and procedures are aimed at ensuring community input, giving all interested parties a say in a naming decision and minimising the duplication of names. The proposed name meets the requirements of the *Geographical Names Act 1966*.

REPORT/PROPOSAL

An online poll regarding the naming of the park was made available through Council's website (Together Cessnock page), and promoted through Council's social media in October 2024. 95 responses were received, with Averys Rise Park receiving the highest level of support (36 votes). In receiving the winning community vote, it is proposed the new park is formally named Averys Rise Park and a proposal is submitted to the GNB.

The alternate park names and results from the online poll are presented in the Options section of this report.

Works and Infrastructure

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Works and Infrastructure



OPTIONS

Averys Rise Park 36 votes and the most preferred option.

Rationale: This name builds on the identity of the new development, Avery's Rise, linking the park closely with the community it serves. By keeping "Avery's" in the name, it honours the historical significance of the Avery family and their ties to the area. "Rise" symbolises the park as a place of elevation—both in a physical and symbolic sense—representing growth, renewal, and a connection to the landscape.

Other options include:

Speedway Circuit Park 26 votes

Rationale: This name would commemorate the Heddon Greta Speedway, which was an important part of local entertainment and motorsport culture. The name evokes a sense of excitement and energy, qualities often associated with public parks as places for activity and fun.

Earp's Gum Park 16 votes

Rationale: This name honours the nearby Earp's Gum, a threatened species, highlighting the unique ecological value of the local flora. Naming the park after this species raises awareness of its conservation and ties the park to the natural environment.

Wattle & Gum Park 15 votes

Rationale: This combines both threatened species, Earp's Gum and Bynoe's Wattle, into a unified name. A simple way to pay tribute to the local flora while highlighting conservation efforts in the area.

Bynoe Wattle Grove 2 votes

Rationale: Inspired by Bynoe's Wattle, this name evokes a peaceful, natural setting. It suggests a place where the beauty of native flora is preserved, perfect for a family-friendly park, while honouring the local vegetation.

CONSULTATION

Internal Engagement

- Open Space & Community Facilities Manager
- Recreation Planning Coordinator
- Principal Community Engagement Officer

External Engagement

- Cessnock Local Government Area residents

The community were asked to vote on the Have Your Say page of Council's website which was also promoted on Council's social media. 5 park naming options were presented, each reflecting the area's history and environment. A total of 95 responses were recorded.

STRATEGIC LINKS

a. Delivery Program

The naming of the new park meets Council's Operational Plan by meeting the following objectives:

A connected, safe & creative community

- Objective 1.1: Promoting social connections
- Objective 1.2: Strengthening Community Culture

Civic leadership and effective governance

- Objective 5.1: Fostering and supporting community leadership
- Objective 5.2: Encouraging more community participation in decision making
- Objective 5.3: Making Council more responsive to the community

b. Other Plans

N/A

IMPLICATIONS

a. Policy and Procedural Implications

The proposal is in line with Council's Naming of Council Assets Policy. The endorsement of the name Averys Rise Park will result in an application to the Geographical Names Board.

The Geographical Names Board of NSW Policy on Place Naming July 2019 states that an apostrophe mark shall not be included in geographical names written with a possessive 's e.g. Georges River not George's River. Hence Averys Rise Park not Avery's Rise Park.

b. Financial Implications

N/A

c. Legislative Implications

The name Averys Rise Park meets the requirements of the *Geographical Names Act 1966*.

d. Risk Implications

Nil

e. Environmental Implications

Nil

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Works and Infrastructure



f. Other Implications

Nil

CONCLUSION

The delivery of new park and playground infrastructure provides an exciting opportunity for increased engagement in the local environment. Officially naming the park will provide consistent use of an accurate place name and facilitate reliable electronic searching essential for navigation systems, service delivery and public safety.

ENCLOSURES

There are no enclosures for this report

Works and Infrastructure

Report No. WI28/2024

Works and Infrastructure



SUBJECT: *KURRI KURRI NOSTALGIA FESTIVAL - MARCH 2025*

RESPONSIBLE OFFICER: *Recreation Planner
Open Space and Community Facilities Manager*

SUMMARY

Council has been approached by Towns With Heart (TWH) seeking in-kind support for the Kurri Kurri Nostalgia Festival, which is to be held on the weekend of 28, 29 and 30 March 2025.

This report details the extent and estimated cost of the assistance requested by TWH and seeks Council's endorsement to provide in-kind support to the event.

RECOMMENDATION

That Council endorse the in-kind support valued at \$11,825, for the following services: waste management, park management and amenity management at Kurri Kurri Nostalgia Festival on 28, 29 and 30 March 2025.

BACKGROUND

The 2025 Kurri Kurri Nostalgia Festival (the Festival) will be held over the weekend of 28, 29 and 30 March 2025. Council has in previous years provided in-kind support for the Festival and TWH openly acknowledges that this support has been critical to the event's success.

TWH has approached Council seeking various forms of in-kind support for the delivery of the Festival. This report details the extent of the support being requested by TWH and seeks Council's endorsement to provide the in-kind support.

REPORT/PROPOSAL

The following in-kind support for the Festival has been requested by TWH:

Waste Management

- Provision of Mobile Garbage Bins (MGB) bins for the weekend (up to 50 bins);
- Provision of bin liners;
- Delivery (Friday am) and pick up (following Monday am) of bins pre and post event;
- Emptying of bins on Saturday and Sunday night;

Park Preparation & Traffic Management Equipment

- Mowing and cleaning of Col Brown Rotary Park to be scheduled prior to the Festival weekend;
- Access to and use of Jacobs Park for car parking over the weekend;
- Waiver of all fees and charges for the use of Col Brown Rotary Park and Jacobs Park, including market stalls, food vendors and park hire for the event;

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Works and Infrastructure

- 40 waterfilled barriers delivered to site on Friday morning;
- Delivery to Kurri Kurri Visitor Centre carpark on Friday morning of:
 - 20 bollards and bases
 - 10 star pickets
 - 20 traffic cones
 - Bunting/ safety line
 - 10 barrier boards and 20 stands.

Amenity Management

- Provision and delivery of supplies to public amenities in Col Brown Rotary Park (paper towels and toilet paper);
- Servicing and cleaning of the public amenities block in Col Brown Rotary Park on a regular basis during the Saturday and Sunday of the Festival;
- Access to power and water in Col Brown Rotary Park;
- Access to the public amenities block at Booth Park;
- Access to power at the front of the Kurri Kurri Library on Sunday 30 March 2025.

The estimated cost to waive applicable fees (excl. GST) and supply the above is as follows:

• Waste Management	\$3,700
• Park Management	\$4,549
• Amenity Management	\$3,576
TOTAL REQUESTED IN-KIND SUPPORT	\$11,825
TOTAL RECOMMENDED IN-KIND SUPPORT	\$11,825

In reviewing the requests, Council officers have determined that in-kind support for the above can be provided within existing recurrent operating budgets.

TWH's request for 40 waterfilled barriers on loan could not be met, as Council does not have the number of waterfilled barriers in Stores. Council staff have advised TWH that 12 waterfilled barriers can be loaned for the event, and the remaining barriers required would need to be sourced elsewhere.

OPTIONS

N/A

CONSULTATION

In writing this report the following stakeholders have been consulted:

- Environmental & Waste Services staff
- Open Space and Community Facilities staff
- Financial Services staff
- Towns With Heart

Works and Infrastructure

Report No. WI28/2024

Works and Infrastructure



STRATEGIC LINKS

a. Delivery Program

The proposed in-kind sponsorship for this event supports:

- Objective 2.3 – Increasing Tourism Opportunities and Visitation in the Area.

b. Other Plans

Nil

IMPLICATIONS

a. Policy and Procedural Implications

The objectives of the Community Sponsorship and Fee Waiver Policy are:

- To establish a governing framework for the consideration of requests for financial and/or in-kind assistance, by way of sponsorship and/or fee waiving;
- To ensure that the administration of such requests is conducted in a consistent, equitable, transparent and financially sustainable manner to provide maximum benefit to the community of the Cessnock Local Government Area (LGA).

An assessment has been undertaken and the request from TWH is consistent with the criteria set out in the Community Sponsorship and Fee Waiver Policy.

b. Financial Implications

The estimated cost of providing the in-kind support for the requests being made by TWH is \$11,825. This estimate is primarily based on staffing cost, Council's adopted fees and charges for waste management, cleaning, park preparation and park usage. The recommended in-kind support for the above can be provided within existing recurrent operating budgets.

c. Legislative Implications

Nil

d. Risk Implications

Nil

e. Other Implications

Nil

Works and Infrastructure

Report No. WI28/2024

Works and Infrastructure



CONCLUSION

On the basis of supporting events that promote visitation across the Cessnock LGA, it is recommended that Council provides in-kind support to the 2025 Kurri Kurri Nostalgia Festival as detailed in the report.

ENCLOSURES

There are no enclosures for this report.

Works and Infrastructure

Report No. WI29/2024

Works and Infrastructure



SUBJECT: *MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD 18 NOVEMBER 2024*

RESPONSIBLE OFFICER: *Traffic and Transport Coordinator*

RECOMMENDATION

That the Minutes of the Cessnock Local Traffic Committee Meeting of 18 November 2024 be adopted as a resolution of the Ordinary Council.

- TC35/2024 - That Council authorises the temporary regulation of traffic on Wine Country Drive, Broke Road, Lovedale Road, De Beyers Road, Col Turnbull Parade and Grady Road, Pokolbin, Lomas Lane Nulkaba, Averys Lane Heddon Greta, and Mount View Road Cessnock for the Hunter Valley Airshow from 7am to 7pm, Saturday 8 February 2025 & Sunday 9 February 2025, in accordance with the Various Roads Pokolbin _ Hunter Valley Airshow Traffic Guidance Schemes.
- TC36/2024 - That Council authorises the temporary regulation of traffic on Broke Road, McDonalds Road, Palmers Lane and Wine Country Drive, Pokolbin for A Day on the Green multiple events in accordance with Various Roads Pokolbin _ A Day on the Green Traffic Guidance Scheme.
- That Council note the General Manager or the General Managers sub-delegate authorised the following Local Traffic Committee reports in accordance with Division 2 of Part 8 of the Roads Act 1993:
 - TC37/2024
 - TC38/2024
 - TC39/2024

**MINUTES OF TRAFFIC COMMITTEE MEETING OF THE CESSNOCK CITY COUNCIL
HELD IN COUNCIL CHAMBERS ANTE ROOM ON MONDAY, 18 NOVEMBER 2024,
COMMENCING AT 9:30AM**

OPENING: The meeting was opened at 9:30am

PRESENT: Councillor Quinton King (Chairperson)
Councillor Jessica Jurd (Zoom)
Sergeant Jon Cassidy - NSW Police
Mr John Markulin – TfNSW

Works and Infrastructure

Report No. WI29/2024

Works and Infrastructure



IN ATTENDANCE:

Mr Richard Ingall - Rover Coaches
Mr Warren Jeffery – Principal Engineer, Traffic & Transport
Ms Alison Shelton – Road Safety Officer
Mr Ethan Walton – Engineering Officer
Mrs Melissa Vile – Senior Business Support Officer, Traffic & Transport
Ms Jules Bosco – Principal Development Engineer
Ms Claudia Heuston – Undergraduate Engineer
Mr Alam Khan – Undergraduate Engineer

APOLOGIES

Andy Gaudiosi - TfNSW

CONFIRMATION OF MINUTES

MINUTES: That the minutes of the Local Traffic Committee held on 18 November 2024 as circulated, be taken as read and confirmed as a correct record.

DISCLOSURES OF INTEREST

NIL

BUSINESS ARISING FROM PREVIOUS MINUTES

NIL

Works and Infrastructure

Report No. WI29/2024

Works and Infrastructure



LISTED MATTERS

SUBJECT: **VARIOUS ROADS POKOLBIN
TEMPORARY REGULATION OF TRAFFIC
HUNTER VALLEY AIRSHOW**

REPORT NO.: **TC35/2024**

REFERENCE.: **46 2024 9 1**

MATTER: Council has received an application for the temporary regulation of traffic in connection with the Hunter Valley Airshow, to be held at the Cessnock Airport, from 9.00am to 5.00pm, Saturday 8 February 2025 & Sunday 9 February 2025, and has assessed the application together with the associated Traffic Management Plan (TMP) and Traffic Guidance Schemes (TGSs).

Consent is sought under Section 116 of the *Roads Act 1993*, to regulate traffic on various roads in Pokolbin in connection with this application.

DISCUSSION: The matter was discussed with reference to the report and discussed as follows:

- Sergeant Cassidy referred to an email received on 6th September advising that the Heddon Greta Drive-In park and ride site may not be implemented. It was noted that the event proponent will liaise with stakeholders on this matter.
- It was noted that the use of portable TCS at the Wine Country Drive / Lovedale Road intersection was a refinement to previous TGS instigated at the request of police.
- Information from Council's Development Services Team indicated that the DA - Statement of Environmental Effects estimated 20,000 spectators may potentially attend this year's event. It is considered that the proposed TGS and extensive use of Park-and-Ride is amenable and adequate to cater for such attendance levels.

RECOMMENDATION

That Council authorises the temporary regulation of traffic on Wine Country Drive, Broke Road, Lovedale Road, De Beyers Road, Col Turnbull Parade and Grady Road, Pokolbin, Lomas Lane Nulkaba, Averys Lane Heddon Greta, and Mount View Road Cessnock for the Hunter Valley Airshow from 7am to 7pm, Saturday 8 February 2025 & Sunday 9 February 2025, in accordance with the Various Roads Pokolbin _ Hunter Valley Airshow Traffic Guidance Schemes.

SUPPORT: Unanimous

Works and Infrastructure

Report No. WI29/2024

Works and Infrastructure



SUBJECT: **VARIOUS ROADS, POKOLBIN
TEMPORARY REGULATION OF TRAFFIC
A DAY ON THE GREEN**

REPORT NO.: **TC36/2024**

REFERENCE.: **46 2024 10 1**

MATTER Council has received an application for the temporary regulation of traffic in connection with an existing development approval for the 'A Day on the Green' multiple outdoor concert events, and has assessed the application along with the associated Traffic Management Plan (TMP) and Traffic Guidance Schemes (TGS's).

Consent is sought under Section 116 of the *Roads Act 1993*, to regulate traffic on various roads in Cessnock in connection with this application.

DISCUSSION: The matter was discussed with reference to the report and it was confirmed that there are no significant changes from previous years event applications. Sergeant Cassidy has indicated if the trends of attendees traveling by car continues to rise then further traffic treatments will need to be discussed for future events.

RECOMMENDATION

That Council authorises the temporary regulation of traffic on Broke Road, McDonalds Road, Palmers Lane and Wine Country Drive, Pokolbin for A Day on the Green multiple events in accordance with Various Roads Pokolbin _ A Day on the Green Traffic Guidance Scheme.

SUPPORT: Unanimous

Works and Infrastructure

Report No. WI29/2024

Works and Infrastructure



SUBJECT: *HEDDON STREET, ADAMS STREET, YOUNG STREET, & STANFORD STREET HEDDON GRETA _ REGULATORY SIGNAGE & LINE MARKING*

REPORT NO.: *TC37/2024*

REFERENCE.: *RRL 2024-010*

MATTER: Approval is sought for the installation of traffic facilities, regulatory signage and line marking associated with the Heddon Street, Heddon Greta, road construction & rehabilitation works RRL 2024-010.

DISCUSSION: The matter was discussed with reference to the report. It was confirmed that the warrant for installation of Stop Signs is not triggered and that the proposed Give-way intersection controls are appropriate.

RECOMMENDATION

That the General Manager or the General Manager's Sub-Delegate, authorises installation of regulatory controls on Heddon Street, Adams Street, Young Street & Stanford Street Heddon Greta in accordance with the Heddon Street Heddon Greta Signage & Line Marking Plan C10-80 to 82 Rev 4.

SUPPORT: Unanimous

Works and Infrastructure

Report No. WI29/2024

Works and Infrastructure



SUBJECT: TOLLBAR AVENUE NORTH ROTHBURY/HUNTLEE _
REGULATORY LINE MARKING

REPORT NO.: TC38/2024

REFERENCE.: DOC2024/194904

MATTER: Approval is sought for the removal of existing and installation of new regulatory line marking as a component of the ongoing Huntlee Development.

DISCUSSION: The matter was discussed with reference to the report and it was confirmed that the requisite shared path signage and line marking will be installed on the shared path extension.

RECOMMENDATION

That the General Manager or the General Manager's Sub-Delegate, authorises installation of regulatory controls on Tollbar Avenue North Rothbury (Huntlee) in accordance with the Tollbar Avenue North Rothbury (Huntlee) signage & line marking plan drawing number TB-C08.01 Rev 1.

SUPPORT: Unanimous

Works and Infrastructure

Report No. WI29/2024

Works and Infrastructure



SUBJECT: CESSNOCK LOCAL TRAFFIC COMMITTEE MEETING SCHEDULE FOR YEAR 2025

REPORT NO.: TC39/2024

REFERENCE.: DOC2024/144900

MATTER: In accordance with the Cessnock Local Traffic Committee Charter, meetings will be conducted as required on the third Monday of the month, subject to preparation of technical reports and recommendations.

DISCUSSION: The matter was discussed with reference to the report, without further discussion.

RECOMMENDATION

That the General Manager or the General Manager's Sub-Delegate, authorises that, in accordance with the Cessnock Local Traffic Committee Charter, the 2025 meeting dates for the Cessnock Local Traffic Committee are:

- 17 February 2025
- 17 March 2025
- 14 April 2025
- 19 May 2025
- 16 June 2025
- 21 July 2025
- 18 August 2025
- 15 September 2025
- 20 October 2025
- 17 November 2025
- 15 December 2025

SUPPORT: Unanimous

CLOSURE

The Meeting Was Declared Closed at 10:01am

ENCLOSURES

There are no enclosures for this report

Works and Infrastructure

Report No. WI30/2024

Works and Infrastructure



SUBJECT: *TENDER T2024-14 KURRI KURRI NETBALL FACILITY*

RESPONSIBLE OFFICER: *Senior Open Space Project Officer
Open Space and Community Facilities Manager*

SUMMARY

Evaluation and selection of tender for Tender No. T2024-14 – Kurri Kurri Netball Facility.

RECOMMENDATION

That Council accepts the tender (T2024-14) from Glascott Landscape & Civil Pty Ltd for the lump sum of \$6,700,795.65 (including GST) for the Kurri Kurri Netball Facility.

BACKGROUND

On 19 May 2021 Council resolved that Booth Park, Kurri Kurri be identified as the preferred site for the relocation of Kurri Kurri Netball Courts. Booth Park is an existing and largely underutilised open space in Kurri Kurri. The construction of a 12-court netball facility and supporting infrastructure will activate Booth Park and provide a high-quality sporting facility for the local community, allowing sporting clubs to continue to grow, build capacity, host events, and retain local players.

The purpose of this tender is to engage a suitably experienced and qualified Contractor to construct the Kurri Kurri Netball Facility at Booth Park, Kurri Kurri.

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 Construction General works GC 21 (NSW Government) The RFT called for a lump sum tender for the Kurri Kurri Netball Facility.

Invitation

Tenders were invited on 8 October 2024 on Council's VendorPanel and advertised in the following publications:

Publication	Day	Date
Newcastle Herald	Tuesday	15 October 2024
Sydney Morning Herald	Tuesday	15 October 2024

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Addenda

The following addenda were issued via the VendorPanel Portal to all prospective tenderers during the invitation period:

No.	Date	Description
1	10/10/24	Detailed Survey, Architectural and Structural Model
2	22/10/24	12d Earthworks Model
3	28/10/24	Updated 12d Earthworks Model

Closure

Tenders closed 2pm Tuesday 5 November 2024.

TIME FRAME

The submission of a program to undertake the works formed part of the tender process with site establishment due to commence in January 2025.

The project is identified in the 2024/25 Open Space & Community Facilities Capital Works Program and project completion is expected by November 2025.

LOCAL CONTENT

Local content scoring was not applicable to this tender.

OPTIONS

Option 1: Accept the tender from Glascott Landscape & Civil Pty Ltd in the amount of \$6,700,795.65 (including GST). This is the preferred option.

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:

- Acting Infrastructure Manager, Works & Infrastructure
- Open Space & Community Facilities Manager, Works & Infrastructure
- Open Space Project Officer, Works & Infrastructure
- Senior Open Space Project Officer, Works & Infrastructure
- Contracting Project Manager, Works & Infrastructure
- Procurement Coordinator, Corporate & Community Services
- Procurement Administration Officer, Corporate & Community Services

A communications plan will be developed for the project and communication about progress of the works will be ongoing. Regular updates and information regarding the project will be provided to key stakeholders, residents and businesses through Council's website, *Community Newsletter*, and Council's Facebook Page.

STRATEGIC LINKS

a. Delivery Program

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

2022-26 Delivery Program:

- Objective 3.2 Better utilisation of existing open space
 - Objective 3.2.4 Provide and maintain recreation facilities, streetscapes and public open space

b. Other Plans

Cessnock City Council Operational Plan 2024-25
Recreation & Open Space Strategic Plan (2019)

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 Guidelines,*
- *Tendering Guidelines for NSW Local Government 2009, and*
- *NSW Government – Code of Practice for Procurement 2005.*

b. Financial Implications

The tender from Glascott Landscape & Civil Pty Ltd in the amount of \$6,700,795.65 (including GST) is within the allocated budget and the project is included in the 2024-25 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 2021*

In particular, reference is made to Part 7, Division 4, Clause 178 of the *Local Government (General) Regulation 2021 (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

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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 capacity, 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,
- Professional Indemnity, and
- Insurance of the Works.

Risks identified in relation to safety, environment and quality are mitigated by the RFT requirement for adherence to the following system standards:

- *AS/NZS ISO 45001:2018 Occupational Health and Safety Management Systems*
- *AS/NZS ISO 14001:2015 - Environment Management Systems*
- *AS/NZS ISO 9001:2008 - Quality Management Systems*

Regarding safety, the RFT requires the Contractor to prepare and implement a Site Specific Safety Management Plan including:

- Traffic Management Plan to manage broader traffic implications such as heavy vehicles and delays,

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- Traffic Control Plans to manage interactions between public and construction traffic and a staging plan to maintain access to the weighbridge and landfill,
- Requirements for on-site workers to have current general construction induction cards (white card) and licences/tickets and inducted to the site, and
- Safe Work Method Statements, kept on site, and discussed at daily tool box talks.

e. Other Implications

Nil

CONCLUSION

The tender from Glascott Landscape & Civil Pty Ltd in the lump sum amount of \$6,700,795.65 (including GST) offers the best value for money for the Kurri Kurri Netball Facility. The contract sum and contingency are fully funded from the available project budget identified in this report.

ENCLOSURES

- [1](#) ⇨ T2024-14 - Tender Evaluation Report Attachment
- 2 T2024-14 - 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.*

Notices Of Motion

Report No. BN10/2024

General Manager's Unit



NOTICES OF MOTION No. BN10/2024

SUBJECT: *OPENING OF BRIEFING SESSIONS FOR PUBLIC OBSERVATION*

COUNCILLOR: *Quintin King*

MOTION

1. That Council amend the Code of Meeting Practice, clause 3.34 to allow pre meeting briefing sessions to be open to the public except for those items allowed under clause 14.1 (grounds on which meetings can be closed to the public).
2. That Council place the revised Code of Meeting Practice on public exhibition.
3. That Council adopts the revised Code of Meeting Practice the day after the public submission period of 42 days concludes, if no unresolved submissions are received.
4. That Council rescinds the Code of Meeting Practice 2024 from the date the revised Code of Meeting Practice 2025 is adopted.

It is my intention to move the above motion at the next Ordinary Meeting of Council on 11 December 2024.

RATIONALE

As a democracy councils need to hear, consider and debate issues in an open manner. A key component is ensuring the community can observe and hold account their councillors when they debate issues of importance. A practice has recently developed in local government where councillors receive briefings from staff that are closed to the public. As an example, development applications should be considered in the public domain. However, councillors receive private briefings from the council planners before they are dealt with in the public forum of a council meeting. Consequently, members of the public impacted by the council's decision have no idea what the councillors have been told or what has been discussed.

To promote transparency, it is proposed that council will no longer hold pre-meeting briefing sessions in the absence of the public. Any briefings provided to councillors, that will affect or impact or be taken into account by councillors in their deliberations or decisions made on behalf of the community must be provided to them in a formal meeting that is open to the public unless legislation requirements prevent this from being possible. This restriction will not apply to the mayor. As the leader of the organisation, the mayor needs to have candid conversations with the general manager outside of formal meetings.

SOURCE OF FUNDING:

N/A

Notices Of Motion

Report No. BN10/2024

General Manager's Unit



DELIVERY PROGRAM:

Civic leadership and effective governance.

5.3 ensuring council is accountable and responsive to the community.

Strategic direction: Our council's processes are efficient and transparent.

Sgd: Quintin King

Date: 4 December 2024

ENCLOSURES

There are no enclosures for this report