

**MATTERS IN PROGRESS ARISING FROM PREVIOUS COUNCIL MEETINGS**

Contact Person: Craig Milburn – General Manager

File: F12/1930

**Director Operations and Planning**

	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
211	2017.370 Item 15.2 2017-11-21	Development of Strategy to Upgrade Unsealed Roads	That Council considers resourcing a cost benefit analysis of constructing and sealing each of Councils unsealed roads that have a traffic volume in excess of 150 vehicles per day as part of the 2018/2019 Operating Plan.	December 2017  To be considered in developing the draft operating plan document for 2018/2019  Traffic data will be progressively updated following road grading as the opportunities arise.  1 May 2018  Included in draft Operating Plan. Data is being collected.  10 August 2018  Action incorporated in 2018/19 Operating Plan. Data is being collected.  <b>25 October 2018</b>  <b>Data continues to be collected.</b>
226	2017.397 Item 15.1 2017-11-21	Development of Long Term Energy Strategy	That Council develops a long-term energy strategy, with a draft strategy to be considered in the next delivery program of Council.	December 2017  Development of a draft strategy will be considered as part of the draft 2018/2019 Operating Plan.  April 2018

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	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
				<p>A staff member attended the Renewable Energy workshop in late March to better understand the available opportunities applicable to Kempsey.</p> <p>13 August 2018</p> <p>Action not currently incorporated in 2018/19 Operating plan.</p> <p><b>25 October 2018</b></p> <p><b>Action proposed to be included in draft 2019/20 Operating Plan.</b></p>
228	2017.399 Item 15.4 2017-11-21	Unmaintained Council Roads	<p>That Council be provided with a report that lists Council Roads that are currently unmaintained that service at least three residential dwellings. That the report details the following information for each road:</p> <p>a Length of road from a road maintained by Council to last residential dwelling.</p> <p>b Estimated annual cost to maintain the road.</p> <p>c Number of residential dwellings on unmaintained section of road.</p> <p>d Number of dwellings approved by Council in the past five years.</p> <p>to be considered for resourcing as part of the 2018/2019 Operating Plan.</p>	<p>December 2017</p> <p>Collection of data has commenced.</p> <p>Development of the report will be considered as part of the draft 2018/2019 Operating Plan.</p> <p>1 May 2018</p> <p>Included in draft Operating Plan.</p> <p>10 August 2018</p> <p>Action incorporated in 2018/19 Operating Plan. Data is being collected.</p> <p><b>25 October 2018</b></p> <p><b>Data continues to be collected.</b></p>
261	2018-3-20 Item 13.3 2018.55	Classification of Land Recently Acquired Off	<p>1 That Pursuant to Section 34 of the Local Government Act 1993 public notice be given for a period of 28 days of the draft resolution "It is</p>	<p>1 May 2018</p> <p>Advertising is underway.</p>

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	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
		Baker Drive, Crescent Head	<p>intended to classify Lots 1, 2 &amp; 3 DP1222868 (land off Baker Drive, Crescent Head) as Operational Land”</p> <p>2 That any submissions made in response to the draft resolution be considered prior to classifying the land.</p>	<p><b>13 November 2018</b></p> <p><b>Process has been completed. Land is now classified as Operational. Recommend removal.</b></p>
272	2018-4-17 Item 13.9 2018.92	Grant Funding Opportunities	<p>1 That the following projects to be submitted for funding under the Stronger Country Communities Fund and the Regional Sporting Infrastructure Fund 2018 be:</p> <p>Stronger Country Communities Fund Community Proposals Value ex GST</p> <p>a West Kempsey: Bandbox Theatre repurpose to a flexible space for art, theatre, cultural events, upgrade kitchen to commercial standards, upgrade carparking and access. 450,000</p> <p>b SWRs Back Creek: Public amenity block near footbridge, BBQ shelters, electric BBQ, trees, turf 300,000</p> <p>c Frederickton: Public toilet block at boat ramp, new playground, BBQs 275,000</p> <p>d Total - If all projects are approved Council may need to provide the additional funds of \$172,498 1,025,000</p> <p>e Stronger Country Communities Fund Sporting Infrastructure Proposals (Local and District) Value ex GST</p> <p>f South Kempsey: Jim Stirling Oval install lighting for cricket and AFL on existing field to</p>	<p>7 May 2018</p> <p>Grant applications were submitted on 3 May 2018. Based on advice from the NSW Government at a Workshop held on 17 April 2018, the project submitted for Verge/Eden Street Sporting Fields was for an increased project scope; however, Council’s capital contribution is unchanged. Operating costs were able to be included as part of Council’s contribution, allowing leverage to expand the project scope.</p> <p>Recommend removal of point 1.</p> <p>10 August 2018</p> <p>Awaiting advice on Stronger Country Communities applications.</p> <p>Detailed applications due at the end of August for Regional Sporting Infrastructure grant.</p> <p><b>25 October 2018</b></p> <p><b>Grants announced in September and outcome reported to Council in October.</b></p>

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			<p>competition standard by installing 4 lighting towers to provide for night AFL and cricket competitions and night training. This oval has been identified within Council's Sport Strategy as the sole district level facility for AFL competition matches. 310,000</p> <p>g Kempsey: Verge St/Eden St Fields install lighting for Soccer on existing field to competition standard. 310,000</p> <p>h Crescent Head Baker Drive: amenities inside swimming pool fence, and fence realignment 320,000</p> <p>i South West Rocks lighting upgrade in line with the sports strategy 350,000</p> <p>j Total - If all projects are approved Council may need to provide the additional funds of \$397,269 1,290,000</p> <p>and Regional Sporting Infrastructure Fund 2018 Proposal Value ex GST</p> <p>k SWRs Sporting Facility Grandstand, change rooms etc development, upgrade all existing infrastructure to provide a Regional Sports Facility 2,640,000</p> <p>l Verge St/Eden St Sporting Fields upgrade all existing infrastructure to provide a Regional Sports Facility Stage 1 1,333,000</p>	<p><b>The matter is recommended to be removed.</b></p>

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	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
			2 That as projects are announced Council review the priority of the projects and allocate additional funds where required.	
274	2018-4-17 Item 15.3 2018.94	Open Spaces Policy	<p>1 That Council undertake a community infrastructure strategic plan.</p> <p>2 That Council reviews the budget allocation with an intention of allocating \$120,000 for this purpose in the 2018/2019 budget.</p> <p>3 That where it is proposed to sell land acquired under the provision of a contribution to a Section 94 contribution that a plan is developed that outlines the improvements / benefits that will be delivered to the Community.</p>	<p>4 May 2018</p> <p>Funding allocation is being considered as part of the 2018/19 draft Operating Plan.</p> <p>10 August 2018</p> <p>Action incorporated into the 2018/19 Operating Plan to commence.</p> <p><b>25 October 2018</b></p> <p><b>Brief prepared with tenders to be sought in the near future.</b></p>
282	2018.122 2018-5-15 Item 13.2	Proposed Sale of Council Land – South West Rocks and West Kempsey	<p>That Council:</p> <p>1 retain Lot 39 DP819591 (Albert Harrower Crescent) and Lot 26 DP844106 (Rafferty Crescent) at South West Rocks at this time and the future of these parcels be considered as part of the Community Infrastructure Strategic Plan.</p> <p>2 proceed with listing the following parcels of land for sale:</p> <p>a) Lot 81 DP805382 (Arthur Street) and Lot 132 DP829565 (Victor Perry Place) at South West Rocks.</p>	<p>14 August 2018</p> <p>Lot 81 DP805382 (Arthur Street) and Lot 132 DP829565 (Victor Perry Place) at South West Rocks will be auctioned on 23 August 2018. Proceeds of the sale directed to Section 94 fund for open spaces improvements in South West Rocks.</p> <p><b>25 October 2018</b></p> <p><b>Lot 81 DP805382 (Arthur Street) and Lot 132 DP829565 (Victor Perry Place) at South West Rocks were sold at auction in August 2018.</b></p>

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			<p>b) Lot 19 DP20694 (Clarence Ryan Avenue) and Lots 40, 41 and 42 DP1676, (Tabrett Street) at West Kempsey.</p> <p>3 affix the seal of Council to all documentation if the agreed sale price is at least 90% of the independent valuation.</p> <p>4 approach the adjoining property owners of Lot 122 DP1051855 (Dennis Crescent) at South West Rocks to seek expressions of interest for the acquisition of part of the reserve.</p> <p>5 approach the adjoining owners of Lot 10 DP2007 (Perrins Lane) and Lot 4 DP1100421 (River Street) at West Kempsey to seek expressions of interest for the acquisition of these parcels of land.</p> <p>6 direct the net proceeds of sale for lots in South West Rocks to the Section 94 fund for use on improvements to open spaces in South West Rocks specifically for supplementary funding for the grant application the development for the sporting infrastructure.</p>	<p><b>Lot 19 DP 20694 (Clarence Ryan Avenue) and Lots 40, 41 and 42 DP 1676 (Tabrett Street) at West Kempsey will soon be marketed for sale.</b></p> <p><b>Owners adjoining to Lot 122 DP1051855 (Dennis Crescent) at South West Rocks have been approached. Valuation of land in progress.</b></p> <p><b>Adjoining owner of Lot 10 DP2007 (Perrins Lane), West Kempsey, is not interested in acquiring land.</b></p> <p><b>Owner adjoining to Lot 4 DP1100421 (River Street) at West Kempsey has been approached. Valuation of land in progress.</b></p>
286	2018.139 2018-6-26 Item 13.2	Planning Proposal - 600 Macleay Valley Way, South Kempsey	<p>1 That the planning proposal which seeks to permit the land use highway service centre at 600 Macleay Valley Way, South Kempsey, be submitted to the Minister for Planning for Gateway consideration pursuant to section 3.34 of the Environmental Planning and Assessment Act 1979.</p> <p>2 That the Secretary of the Department of Planning and Environment be requested to issue Council with written authorisation to exercise plan making</p>	<p>10 August 2018 Planning proposal forwarded to DP&amp;E for Gateway Determination.</p> <p><b>25 October 2018</b></p> <p><b>Gateway determination issued. Planning Proposal currently on public exhibition until Tuesday 4<sup>th</sup> December 2018.</b></p>

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	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
			<p>delegations in relation to this proposal.</p> <p>3 Subject to the Gateway determination, community consultation for the planning proposal be undertaken.</p>	
287	2018.142 Item 13.12 2018-6-26	Acquisition of Land - Replacement of Saleyards Creek Road Bridge	<p>That Council:</p> <p>1 Pay compensation in the amount of \$6,425 (GST exclusive) to the owners of Lot 1297 DP737258 for the acquisition of part Lot 1297 DP737258, more particularly described as Lot 3 in the plan of acquisition DP1239823.</p> <p>2 Delegate authority to the General Manager to sign:</p> <p>a) The Contract for Sale/Deed of Acquisition  b) Land Registry Services Transfer Form  c) Revenue NSW Purchaser Declaration Form  d) Letter to Revenue NSW seeking exemption from the payment of stamp duty.</p> <p>3 On completion of the acquisition, pursuant to Section 10 of the Roads Act 1993, dedicate Lot 3 DP1239823 as a public road.</p>	<p>Not yet paid. Awaiting landowner to sign Acquisition Deed. Completed.</p> <p>Acquisition not yet complete.</p> <p><b>13 November 2018</b></p> <p><b>Council's solicitor is seeking signature from land owners so agreed compensation can be paid.</b></p>
291	2018.153 2018-6-26 Item 13.13	Planning Proposal - Neville Morton Drive, Crescent Head	<p>1 That the planning proposal, which seeks to rezone approximately 12 hectares of land from RU2 – Rural Landscape and E2 - Environmental Conservation to R5 - Large Lot Residential at Lot 3 DP 1164661 Neville Morton Drive, Crescent Head, be submitted to the Minister for Planning for Gateway consideration pursuant to section 3.34 of the Environmental Planning and Assessment Act 1979.</p> <p>2 That the Secretary of the Department of Planning and Environment be requested to issue Council with</p>	<p>9 August 2018</p> <p>Planning proposal forwarded to DP&amp;E for Gateway Determination.</p> <p><b>25 October 2018</b></p> <p><b>Gateway determination issued. Public exhibition period for the Planning Proposal recently completed.</b></p>

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	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
			<p>written authorisation to exercise plan making delegations in relation to this proposal.</p> <p>3 Subject to the Gateway determination, community consultation for the planning proposal be undertaken.</p>	
292	2018.154 2018-6-26 Item 13.4	Planning Proposal - Old Station Road, Verges Creek	<p>1 That the planning proposal which seeks to rezone Lot 7 DP 255922, 145 Old Station Road, Verges Creek from RU1 Primary Production to R5 Large Lot Residential and reduce the minimum lot size from 40 hectares to 1 hectare, be progressed to making the amendment to the local environmental plan, to be described as KLEP 2013 (Amendment 20).</p> <p>2 Parliamentary Counsel's Office be requested to draft the legal instrument, KLEP 2013 (Amendment 20), under s 3.36(1) of the Environmental Planning and Assessment Act 1979 to give effect to the final planning proposal.</p> <p>3 The General Manager exercise delegation from the Minister for Planning to make the amending instrument, KLEP 2013 (Amendment 20).</p> <p>4 Upon the making of KLEP 2013 (Amendment 20), the Department of Planning &amp; Environment be requested to notify the plan on the NSW Legislation webpage.</p>	<p>9 August 2018</p> <p>Mapping has been finalised and currently preparing the s59 report and other required documents for lodging with the Parliamentary Counsel Office to draft the legal instrument.</p> <p><b>25 October 2018</b></p> <p><b>Making of KLEP 2013 Amendment 20 complete. Published 21 September 2018.</b></p> <p><b>The matter is recommended to be removed.</b></p>
293	2018.155 2018-6-26 Item 13.5	Planning Proposal - Residential Rezoning at Frederickton	<p>1 That the planning proposal which seeks to rezone land from RU1-Primary Production, RU2-Rural Landscape and RU5-Village to R1-General Residential in the vicinity of Great North Road and Yarrabandini, Frederickton, be submitted to the</p>	<p>9 August 2018</p> <p>The planning proposal has been forwarded to the Department of Planning and Environment for gateway consideration.</p>



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			<p>Minister for Planning for Gateway consideration pursuant to section 3.34 of the Environmental Planning and Assessment Act 1979.</p> <p>2 That the Secretary of the Department of Planning and Environment be requested to issue Council with written authorisation to exercise plan making delegations in relation to this proposal.</p> <p>3 Subject to the Gateway determination, community consultation for the planning proposal be undertaken.</p>	<p><b>25 October 2018</b></p> <p><b>Gateway determination issued 24 August 2018. Further investigations occurring as conditions of determination prior to public exhibition, including;</b></p> <ul style="list-style-type: none"> <li>• <b>Preliminary potential contamination assessment of the land, and</b></li> <li>• <b>Clarification on whether the proposal seeks to rezone any flood prone land</b></li> </ul>
296	2018.159 Item 13.11 2018-6-26	Land Acquisition - Rudder Street, East Kempsey	<p>1 That compensation in the amount of \$80,000 (GST Exclusive) be paid to the owners of Lot 2 DP112504 (36 Rudder Street, East Kempsey) for the acquisition of that part of Lot 2 DP112504 depicted in the aerial photograph titled "AERIAL 12/6/18".</p> <p>2 That Council pay the costs incurred by the owners of Lot 2 DP112504 arising from the acquisition.</p> <p>3 That the General Manager be delegated authority to sign:</p> <p>a Deed of Acquisition/Contract for the Sale of Land</p> <p>b Land Registry Services Transfer Form</p> <p>c Letter to Revenue NSW seeking exemption from payment of Stamp Duty.</p> <p>4 That, pursuant to Section 10 of the Roads Act 1993, the acquired land be dedicated as a public road.</p>	<p>9 August 2018</p> <p>Quotations for land acquisition survey sought. Surveyor appointed.</p> <p><b>13 November 2018</b></p> <p><b>Draft survey has been prepared. Draft acquisition deed has been prepared.</b></p>
299	2018.165 2018-6-26	Local Traffic Committee	<p>That Council:</p> <p>1 Note the minutes and adopt the recommendations</p>	<p>9 August 2018</p>

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	Item 17.1	Meeting held on 5 June 2018	<p>of the Local Traffic Committee meeting of 5 June 2018.</p> <p>2 Complete minor enhancement works to improve the safety of the existing pedestrian crossing in Ocean Avenue, Stuarts Point, arising from further investigation and consideration of the matter following the Local Traffic Committee meeting of 5 June 2018.</p>	<p>Detailed plan in progress based on concept presented to Committee. On completion of this a plan for when the work will be scheduled will then be made.</p> <p><b>13 November 2018</b></p> <p><b>Line marking has been completed. Sandbags will be used temporarily for kerb extensions until concrete works are completed.</b></p>
306	2018.184 2018-7-17 Item 13.5	Lower Macleay Flood Levee Audit	<p>1. Council note the submissions received during public exhibition of the Lower Macleay Flood Levee Audit reports.</p> <p>2. Council Complete further survey and investigation of McCabes Drain off Summer Island Road to confirm levee levels and incorporate this data in the Smithtown to Jerseyville Flood Levee Audit Report.</p> <p>3. on completion of this process adopt the Lower Macleay Flood Levee Audit Reports.</p> <p>4. Council revise the 10 year works program based on the recommendations of the audits.</p>	<p>9 August 2018</p> <p>Additional survey work for McCabes Drain is being arranged.</p> <p><b>25 October 2018</b></p> <p><b>Survey of McCabes Drain has occurred. Audit Report to be updated as a result of the survey work. Update of 10 Year Works Program in response to audit results commenced.</b></p>
301	218.174 2018-7-17 Item 13.6	Acquisition of Land – Replacement of Saleyards Creek Road Bridge	<p>That Council:</p> <p>1 Pay compensation in the amount of \$4,000 (GST exclusive) to the owners of Lot 1 DP623073 for the acquisition of part Lot 1 DP623073, more particularly described as Lot 4 in plan of acquisition DP1239823.</p> <p>2 Delegate authority to the General Manager to sign:</p> <p>a) The Contract for Sale/Deed of Acquisition</p> <p>b) Land Registry Services Transfer Form</p>	<p>9 August 2018</p> <p>Land acquisition per resolution in progress</p> <p><b>13 November 2018</b></p> <p><b>Compensation has been paid to owner. Waiting for Land Registry Services to register property transfer.</b></p>

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			c) Revenue NSW Purchaser Declaration Form d) Letter to Revenue NSW seeking exemption from the payment of stamp duty. 3 On completion of the acquisition, pursuant to Section 10 of the Roads Act 1993, Lot 4 DP1239823 be dedicated as public road.	
302	2018.175 2018-7-17 Item 13.7	Classification of Land Containing Sewer Infrastructure	1 That pursuant to Section 34 of the Local Government Act 1993 public notice be given for a minimum period of 28 days of the draft resolution "It is intended to classify Lot 1 DP1166488 (land at the southern end of East Street, Kempsey) as operational land". 2 That any submissions made in response to the draft resolution be considered by Council prior to adopting a land classification.	9 August 2018  Currently out for public consultation. Report planned for September Council meeting to advise on result of consultation.  <b>25 October 2018</b> <b>Public notice period complete. Outcome reported to Council.</b>  <b>The matter is recommended to be removed.</b>
304	2018.181 2018-7-17 Item 13.1	Planning Proposal - Gilbert Cory Street, South West Rocks	That: 1. the planning proposal which seeks to rezone Lot 10 DP754396 Gilbert Cory Street, South West Rocks from RU2 Rural Landscape and E2 Environmental Conservation to R1 Residential and E2 Environmental Conservation, be progressed to making the amending local environmental plan, to be described as KLEP 2013 (Amendment 3). 2. the draft Planning Agreement be finalised and executed by the General Manager. 3. Parliamentary Counsel's Office be requested to draft the legal instrument, KLEP 2013 (Amendment 3), under s 3.36(1) of the EP&A Act 1979 to give effect	13 August 2018 The mapping has been drafted and sent to DP&E for review. The relevant information has been sent to the Parliamentary Counsel to request for the Draft LEP. The remaining documentation is being prepared to request notification from the department once the final LEP is received from Parliamentary Counsel Office and maps reviewed by DP&E and finalised.  <b>25 October 2018</b>

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			<p>to the final planning proposal.</p> <p>4. the General Manager exercise delegation from the Minister for Planning to make the amending instrument, KLEP 2013 (Amendment 3).</p> <p>5. upon the making of KLEP 2013 (Amendment 3), the Department of Planning &amp; Environment be requested to notify the plan on the NSW Legislation webpage.</p>	<p><b>Making of KLEP 2013 Amendment 3 complete - published 21 September 2018. Planning agreement for amendment executed 23 August 2018.</b></p> <p><b>The matter is recommended to be removed.</b></p>
307	2018.185 2018-7-17 Item 15.1	Request for NSW Government to repaint – Refurbish the Kempsey Traffic Bridge	<p>That:</p> <p>1 a letter of request be sent to Roads and Maritime Services through the Local Member to:</p> <p>a have the Kempsey Traffic Bridge reassessed for refurbishment/ b inform Council as to the scheduling of this work c request prioritised action on this historic and essential bridge.</p> <p>2 Council request an urgent replacement of the handrailing on the walkways on each side as a safety measure. Council request that this be complementary with that in Smith Street.</p>	<p><b>9 August 2018</b> RMS have been written to via the Local Member on the issue. Further discussion has also occurred with relevant staff within RMS involved in bridge maintenance and also the Regional Director. A formal response from RMS is expected in the near future.</p> <p><b>25 October 2018</b> <b>RMS have provided a response to Council advising that the KTB is not expected to be repainted for approximately 10 years due to other bridges in the region that are of higher priority for repainting. Some structural rehabilitation works are planned in the next 3-5 years however.</b> <b>The response also refers to the handrailing and suggests it is Council's responsibility to the truss structure. Discussions are occurring with RMS regarding the possibility of contribution to replacement of this given the current handrailing is insufficient.</b></p>
310	Item 13.1 2018.203 21.8.2018	Detached Dual Occupancy and Subdivision - 17 First Avenue, Stuarts Point	That consent be granted for development application T6-18-177, which seeks to establish a Detached Dual Occupancy and Subdivision (one lot into two lots) at 17 First Avenue, Stuarts Point, subject to the conditions contained in the attachment (T6-18-177 Draft	<p><b>12 November 2018</b> <b>Consent issued.</b></p> <p><b>The matter is recommended to be removed.</b></p>

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			Conditions).	
311	Item 13.2 2018.204 21.8.2018	T6-18-192 Dwelling at Greenhill	That Council: 1 Support the requested variation to Clause 4.2A of KLEP 2013; 2 Grant development consent for development application T6-18-192 for a dwelling at 316B River Street, Greenhill, subject to the conditions contained in the attachment (T6-18-192 – Conditions of Consent); and 3 Authorise the withdrawal of the terms of restriction referred to thirdly and fourthly in Deposited Plan 863942, being restrictions relating to the Non-Directional Beacon.	<b>12 November 2018</b> <b>Consent issued.</b>  <b>The matter is recommended to be removed.</b>
312	Item 13.3 2018.205 21.8.2018	Developer Contribution Moratorium - Subdivision Certificate T6- 16-86	1 That the Developer Contributions Moratorium – Townships of Kempsey and Frederickton be varied to apply to DA T6-16-86 and T6-16-251. 2 That public notice of Council's resolution be publicly notified in accordance with Section 356 of the Local Government Act, 1993. 3 To vary the developer contribution moratorium to include any other land that was eligible (modified under LEP Amendment No. 15) at the time of adoption of the Developer Contribution Moratorium - Townships of Kempsey and Frederickton	<b>12 November 2018</b>  <b>Variation was publicly notified between the dates of 4 to 25 September 2018 and no submissions were received. Subdivision certificate issued 4 October 2018.</b>  <b>There are no other applicable development applications that relate to land that was eligible at the time of adoption.</b>  <b>The matter is recommended to be removed.</b>
315	Item 13.6 2018.209 21.8.2018	Fee for Private Applications for the Closure of Council Roads	That Council place the fee of \$330 GST inclusive for a status report related to a private request to close a Council road on public exhibition for 28 days and that this fee be adopted following this period if no objections are received.	<b>8 November 2018</b> <b>Public exhibition period closes 4 December 2018.</b>  <b>The matter is recommended to be removed.</b>

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316	Item 20.1 2018.212 21.8.2018	Central Kempsey Wastewater Treatment Plant - Revised Procurement Model	That Council: 1 No longer pursues a single supplier procurement model involving Aquatec Maxcon for the provision of "Owner's Engineer/Design Input Services" of the Central Kempsey Wastewater Treatment Plant 2 Completes a reference design, for the purposes of informing and ensuring competition during the tendering process for construction, based on the Sequence Batch Reactor process 3 Invites expressions of interest for the construction of the Central Kempsey Wastewater Treatment Plant, allowing for alternative design proposals to be submitted 4 Receive a report on the outcome of the expressions of interest process for endorsement prior to inviting tenders from the selected (shortlisted) persons 5 That the funding model with sources and timeframes be reported to a future Council meeting as soon as ascertained	<b>9 November 2018</b>  <b>The option of the single supplier procurement model involving Aquatec Maxcon for the provision of "Owner's Engineer/Design Input Services" of the Central Kempsey Wastewater Treatment Plant has ceased.</b>  <b>The Sequence Batch Reactor reference design is being developed with the assistance of consultant Hunter H2O.</b>  <b>Once the reference design is complete and necessary approvals obtained Expressions of Interest will be called for the construction of the Central Kempsey Wastewater Treatment Plant, allowing for alternative processes to be accepted.</b>  <b>A report on funding will be provided to an upcoming Council meeting.</b>
318	Item 13.2 2018.228 18.9.2018	T6-17-403 Concept Dwelling at Dondingalong Officer Leigh Cave, Town Planner	That development consent is granted to concept development application T6-17-403 for a dwelling house at Lot 382 DP1241507, 764 Gowings Hill Road, Dondingalong, subject to the conditions contained in the attachment (T6-17-403 Draft Consent Conditions).	<b>12 November 2018</b> <b>Consent issued.</b>  <b>The matter is recommended to be removed.</b>
319	Item 13.3 2018.229 18.9.2018	Section 3.22 Submission for A Minor	That the Section 3.22 submission to correct mapping errors in KLEP 2013 Land Zoning Map Sheet LZN_011B be submitted to the Minister for Planning for	<b>12 November 2018</b>

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	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
		Amendment to KLEP 2013 Officer Peter Orr, Strategic Projects Coordinator	consideration as a minor amendment pursuant to section 3.22 of the Environmental Planning and Assessment Act 1979.	<b>All documents required have been provided to the Department of Planning. We are awaiting their advice as to when the amendment will be notified.</b>
324	Item 13.10 2018.238 18.9.2018	Crescent Head Water Treatment Plant	That Council accepts the offer of grant funding of \$1,332,500 for the construction of the Crescent Head Water Treatment Plant under the Restart NSW – Safe and Secure Water Program.	<b>9 November 2018</b> <b>Council has accepted the grant funding of \$1,332,500 for the construction of the Crescent Head Water Treatment Plant under the Restart NSW – Safe and Secure Water Program. Preparation of deed documents are underway and will be submitted to Infrastructure NSW in coming months.</b>  <b>The matter is recommended to be removed.</b>
326	Item 13.12 2018.242 18.9.2018	Moratorium on Fees and Charges for the Commercial Use of Footpath Areas in the Kempsey CBD	<ol style="list-style-type: none"> <li>1 That Council extends the moratorium on the payment of fees and charges associated with the commercial use of footpath areas within the Kempsey Shire, villages and town centres until 1 July 2020.</li> <li>2 That the Economic Development and Tourism Committee provide a report no later than September 2019 for council's consideration on the effectiveness of the moratorium and how the fees could be reintroduced.</li> </ol>	<b>25 October 2018</b> <b>Mapping is being developed for inclusion in the moratorium procedure to include all village and town centre areas. In the meantime the moratorium continues to be in effect.</b>  <b>The Committee's consideration of the moratorium will occur once established.</b>
327	Item 13.13 2018.243 18.9.2018	Moratorium for Commercial Areas in Kempsey on Fees and	<ol style="list-style-type: none"> <li>1 That Council place on public exhibition for 28 days the proposed moratorium on fees and charges applied under section 138 of the Roads Act 1993 and for temporary road closures for commercial development works within the Kempsey, West</li> </ol>	<b>12 November 2018</b>  <b>The proposed moratorium extension was publicly notified between the dates of 25 September to 23 October 2018 and</b>

**Director Operations and Planning**

	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
		Charges for Section 138 Applications and Temporary Road Closures	Kempsey, South Kempsey and Frederickton CBDs. 2 That Council adopts the moratorium on these fees and charges until 1 July 2021 if no objections are received. If objections are received the matter be brought back to council.	<b>no submissions were received. As such, the extension of the moratorium to 1 July 2021 is triggered as per the resolution.</b>  <b>The matter is recommended to be removed.</b>
333	Item 13.1 2018.261 16.10.2018	Point Plomer Road	That Council: 1 Maintain Point Plomer Road on an as required basis via grading and gravel patching works within funding constraints, acknowledging that due to the high traffic volumes the road experiences there may be occasions where the road deteriorates to a poor condition. 2 Support bitumen sealing of the gravel lengths of Point Plomer Road should the application for grant funding under the NSW Government's Regional Growth – Environment and Tourism Fund be successful. 3 Pursue other grant funding opportunities if the Regional Growth – Environment and Tourism Fund application is unsuccessful. 4 Bitumen seal the road progressively if no grants are successful, with a report to consider options to be furnished to Council by mid-2019.	<b>7 November 2018</b> <b>1 - Maintain Point Plomer Road as required. Recommended removal.</b>  <b>2 - Awaiting outcome of current grant application.</b>  <b>3 - Awaiting on outcome from Regional Growth Grant.</b>  <b>4 – Awaiting outcome of current grant application.</b>
337	Item 13.9 2018.266 16.10.2018	Classification of Land Containing Sewer Infrastructure	That Council classify Lot 1 DP1166488 (land at the southern end of East Street, Kempsey) as operational land.	<b>25 October 2018</b> <b>Classification process complete.</b>  <b>The matter is recommended to be removed.</b>
338	Item 13.10 2018.267	Closure of Council Roads at	That Council:	<b>7 November 2018</b>



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	Min/CRM #	Subject	Resolution	Progress
	16.10.2018	West Kempsey and Nulla Nulla	<ol style="list-style-type: none"> <li>1 Close that part of Marramah Street, West Kempsey, situated between Lot 701 DP96431 and Lot 255 DP752439, with the land in the closed road to be retained as operational land.</li> <li>2 Close that part of McIntyres Road where it bisects Lot 131 DP745059, Lot 6 DP752404 and Lot 201 DP633338, and pursuant to Section 44 of the Roads Act 1993 provide the land in the closed road as compensation to the owners of Lot 131 DP745059, Lot 6 DP752404 and Lot 201 DP633338 for the acquisition of land for the purposes of the Roads Act 1993.</li> <li>3 Close that part of Nulla Nulla Creek Road where it bisects Lot 2 DP777654, and pursuant to Section 44 of the Roads Act 1993 provide the land in the closed road as compensation to the owner of Lot 2 DP777654 for the acquisition of land for the purposes of the Roads Act 1993.</li> <li>4 Affix the Common Seal to the survey plans of road closure.</li> <li>5 On acquisition of the lands for McIntyres Road and Nulla Nulla Creek Road, dedicate them as public road pursuant to Section 10 of the Roads Act 1993.</li> <li>6 Delegate to the General Manager, pursuant to Section 377 of the Local Government Act 1993, authority to sign either by electronic means or otherwise:               <ol style="list-style-type: none"> <li>a Contracts for Sale</li> </ol> </li> </ol>	<p><b>Quotes being sourced for survey works. Advice in writing is being provided to applicable landowners.</b></p>

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	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
			<ul style="list-style-type: none"><li>b Land Registry Services Request Forms for issue of certificates of title for the closed roads</li><li>c Revenue NSW Purchaser Declaration Forms</li><li>d Revenue NSW letters seeking exemption from the payment of Stamp Duty on the lands acquired for road.</li></ul>	

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	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
264	2018.63 Item 13.2 2018-3-20	Local Preference Purchasing Procedure - 5.9.7	2. That a report be provided in April 2019 outlining the benefits to the local business community as a result of the procedure.	<b>Not yet due</b>
275	2018.95 Item 16.1 2018-4-17	LGNSW Tourism Conference 2018	<p>2. That Council investigate the Campervan &amp; Motorhome Club of Australia Limited (CMCA) leased campground model by October 2018.</p> <p>3. That Council investigate opportunities for supporting the further development of the annual Slim Dusty Country Music Festival within 12 months.</p> <p>4. That a review be considered of all Kempsey Visitor Information Centre Staff training and upskilling to enable “visitor inspiration” in future operating plans.</p>	<p>9 August 2018</p> <p>2. Meeting held with CMCA Business Development Manager to investigate possible locations within Kempsey. Waiting on additional information prior to further investigations occurring.</p> <p>3 and 4. – these will be focus areas for the Coordinator Economic Development &amp; Tourism who commences in the role on 20 August 2018.</p> <p><b>2 November 2018</b> <b>No further update. The development of the Economic Development &amp; Tourism Strategy is the initial priority of the Coordinator Economic Development &amp; Tourism.</b></p>
278	2018.114 Item 13.5 2018-5-15	Consent for Community Sensory Garden	That the General Manager be authorised to offer a lease to Community Housing Limited for Lot 1 DP112462 or 16 Forth Street Kempsey so that a community sensory garden can be developed.	<p>9 August 2018</p> <p>Currently waiting on Community Housing to provide details for lease. Additionally, an assessment of what is allowable on the block as a temporary storage shed is currently being undertaken.</p> <p><b>6 November 2018</b> <b>Council’s property section have managed the document transactions to have the lease finalised. Inspection and planning has commenced from the landscape architect to design garden. To note, Community Housing Limited have now opened their Kempsey office.</b></p>

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	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
				<b>As the lease has been finalised it is recommended this matter is removed</b>
279	2018.115 Item 13.7 2018-5-15	Procedure on Payment of Expenses and Provision of Facilities to the Mayor and Councillors	That the payment of expenses and provision of facilities to the Mayor and Councillors procedure be placed on public exhibition for a period at least 28 days.	9 August 2018 Amendments to be advertised and reported to Council's ordinary meeting September 2018  <b>9 November 2018</b> <b>This matter is reported to the November meeting for adoption. Recommend removal</b>
283	2018.124 Item 13.3 2018-5-15	Saleyards Strategic Options	That; 1 Council notes the strategic options available in relation to the Kempsey Shire Council owned saleyards. 2 a workshop involving Councillors, Council management and key external stakeholders be held to discuss the available strategic options. 3 further analysis be undertaken following the workshop and an Options Paper be prepared. 4 the Options Paper be put on public exhibition for 28 days with a request for submissions. 5 a report on the submissions and Options paper be presented to a future Council Meeting.	9 August 2018 Scheduling of the workshop has been deferred until the Manager Commercial Business commenced. Planning for the workshop will commence in September 2018.  <b>2 November 2018</b>  <b>A project plan has been developed and the financial modelling of available options will shortly commence. Planning for the workshop that is scheduled to be held in early March has commenced.</b>
285	2018.126 Item 15.2 2018-5-15	Kempsey Shire Council Structural and Cultural Review	That Council receives a report quarterly, as a part of the Quarterly Budget Review on the outcomes outlining the investment made, savings generated, efficiencies and innovative solutions made and any changes to service levels resulting in benefit for the community from the Structural and Cultural Review of Council.	9 August 2018 To be addressed as part of the November 2018 QBR reporting  <b>2 November 2018</b> <b>A separate report has been included in the November 2018 Business Paper. Recommend removal.</b>
303	2018.180 Item 12.1 2018-7-17	Public Library Funding	That Council	9 August 2018

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	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
			<ol style="list-style-type: none"> <li>1. endorse the NSW Public Libraries Association and Local Government NSW library funding advocacy initiative, Renew Our Libraries.</li> <li>2. make representation to the local State Member, the Member for Oxley, in relation to the need for additional funding from the NSW State Government for the provision of public library services.</li> <li>3. write to the Hon. Don Harwin, Minister for the Arts and the Hon. Walt Secord, Shadow Minister for the Arts, calling for bi-partisan support for the provision of a significant increase in state funding for NSW public libraries, supported by a sustainable future funding model.</li> <li>4. take a leading role in activating the campaign locally.</li> <li>5. endorse the distribution of the NSW Public Libraries Association and Local Government NSW library funding advocacy initiative information in Council libraries, as well as involvement in any actions arising from the initiative.</li> <li>6. formally advise the NSW Public Libraries Association and Local Government NSW that Council has endorsed the library funding advocacy initiative.</li> </ol>	<p>Campaign planning and collateral distribution underway in line with state wide PR campaign coordinated by Communications unit of LGNSW.</p> <p>Letters will be finalised and sent prior to next Council meeting.</p> <p><b>6 November 2018</b>  <b>Renew our Libraries Campaign being carried out through Library communications channels and as per LG NSW strategy. 8,000 supporters across NSW signed up.</b></p> <p><b>Both NSW Government and Labor have announced funding commitments of \$60M, but don't involve indexation or long-term solutions.</b></p> <p><b>LG NSW Communications Network providing a campaign update by end November.</b></p>
308	Item 15.2 2018.192 21.8.2018	Webcasting of Council Meetings	<ol style="list-style-type: none"> <li>1. That Council amends its Code of Meeting Practice to incorporate clauses 5.18, 5.19 and 5.20 concerning webcasting of meetings within the Draft Model Code of Meeting Practice.</li> <li>2. That clause 2.12.1 of Council Code of Meeting Practice be amended to have the words 'except were otherwise required by this code' inserted at the end of the clause.</li> </ol>	<p><b>9 November 2018</b></p> <p><b>A workshop to amend the Code of Meeting Practice will be held in the first quarter of 2019. Following this workshop, the amended code will be reported to Council for public exhibition.</b></p>

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	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
			<p>3. That these amendments be implemented with immediate effect.</p> <p>4. That Council conducts a workshop to consider the inclusion of the non-mandatory clauses included in the Model Code of Meeting Practice.</p>	
314	Item 13.5 2018.208 21.8.2018	Matters in Progress	<p>That the information be noted, with the following amendments:</p> <p>1 Item 267, remove due to today's Notice of Motion,</p> <p>2 Item 276, remove,</p> <p>3 Item 282, wording should be "will be", not "were",</p> <p>4 Item 283, the resolution is incorrect; in future reports to be corrected, and</p> <p>5 Item 287, not be removed</p>	<p><b>13 November 2018</b></p> <p><b>All items addressed. Recommend removal.</b></p>
317	Item 12.1 2018.226 18.9.2018	ALGA National Advocacy Campaign Councillor Liz Campbell, Mayor	That Council confirms the support of ALGA's National Advocacy Campaign and delegate the Mayor to complete the application process.	<p><b>13 November 2018</b></p> <p><b>Council's support has been confirmed to ALGA by the Mayor.</b></p> <p><b>Action complete - recommend removal.</b></p>
320	Item 13.6 2018.234 18.9.2018	13.6 Review Of Committees, Working Groups And Appointment Of Delegates	<p>1 That appointments to committees and working groups for the two-year period ending September 2020 be as detailed below;</p> <p>Australia Day Awards Committee - All Councillors</p> <p>Bush Fire Management - Morris and Saul (Alternate)</p> <p>Zone Liaison Committee - Morris and Saul (Alternate)</p> <p>ClubGRANTS Committee - Mayor and Deputy Mayor (Alternate)</p> <p>Flood Plain Management Australia - to be reviewed</p>	<p><b>6 November 2018</b></p> <p>1. <b>Complete – recommend removal</b></p> <p>2. <b>The Natural Resources Working Group has been disbanded. Members have been notified and thanked for their contribution. Terms of Reference for the Natural Resources Consultative Group have been drafted and are expected to be endorsed by the Executive Leadership Team in the near future. Expressions of Interest to be on the Group will then be sought. Recommend removal</b></p>

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	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
			<p>General Manager's Performance Review Panel - Mayor, Deputy Mayor, Hauville and GM selected candidate</p> <p>Local Traffic Committee - Williams</p> <p>Melville Community Centre Management Committee - Morris and Hauville</p> <p>Mid North Coast Regional Arts Board - Baxter</p> <p>Macleay Valley Economic Development and Tourism Committee - Mayor and Hauville</p> <p>Mayoral Community Fund Committee - All Councillors</p> <p>Sports Council - Williams and Patterson (Alternate)</p> <p>SWR Sport and Recreation Association - Shields and Williams (Alternate)</p> <p>Audit and Risk Committee - McGinn</p> <p>2 That the Natural Resources Working Group be disbanded and a Natural Resources Consultative Group be established to provide consultative and engagement opportunities on project specific initiatives related to natural resources.</p> <p>3 That council investigate the need for further committees and a report be brought back to the December meeting.</p>	<p><b>3. To be addressed in December 2019</b></p>
325	Item 13.11 2018.239 18.9.2018	LED Lighting Upgrade - Street Lighting GB	<p>1 That Council notes that pursuant to Section 55 (3) (b) of the Local Government Act 1993, Council does not need to go to tender for the services given that Council is entering into a contract with a State-owned corporation.</p> <p>2 That Council accept "Option 1" proposal as offered by Essential Energy for the replacement of all category P lighting (Minor Public Roads &amp; Pedestrian</p>	<p><b>6 November 2018</b></p> <p><b>These actions are currently on hold while we await an update on the state-wide proposal put to the NSW State Government by Essential Energy.</b></p>

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	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
			<p>Pathways) within the Kempsey Shire Council LGA to LED Lighting at a cost of \$676,919.93, which is estimated to result in a net return of \$1.3 million to Council over the 10-year life-cycle period.</p> <p>3 That Council fund "Option 1" above from the Community Assets Reserve with the annual recurring savings being utilised to:</p> <p>a Fund the establishment of a Kempsey Shire Council Energy Efficiency Strategy; and</p> <p>b Fund further energy efficiency projects (as appropriate) which generate additional annual recurring cost savings to Council following the completion of the Kempsey Shire Council Energy Efficiency Strategy; and</p> <p>c That they are used to rebuild the community assets reserve so that we have the capacity to do such works in the future; and</p> <p>d Decrease Council's operating deficit.</p>	
328	Item 13.15 2018.222 18.9.2018	Procedure On Payment Of Expenses And Provision Of Facilities To The Mayor And Councillors	That the procedure on payment of expenses and provision of facilities for the Mayor and Councillors are further amended and placed on public exhibition for a period of not less than 28 days.	<b>8 November 2018</b>  <b>Complete – recommend removal</b>
329	Item 13.4 2018.245 18.9.2018	Tender for The Operation And Management Of The Kempsey Airport Aviation Fuel Facility –	<p>1 That under Section 178(3) of the Local Government (General) Regulation 2005 no tenders be accepted as these offers represent a significant cost to Council.</p> <p>2 That under Section 178(3) of the Local Government Regulation 2005 negotiations be entered into with</p>	<b>8 November 2018</b>  <b>Negotiations and fair market valuations have occurred. Council is currently finalising the draft lease document with Aero Refuellers. It is expected that the facility will be operational late November 2018.</b>



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	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
		Tender No. TQE18/3 GB	<p>Aero-Refuellers based on their alternative tender submission.</p> <p>3 That Council endorses the proposal to enter into negotiation with Aero Refuellers Pty Ltd for the lease of the Kempsey Airport Aviation Fuel Facility, subject to fair market rental for the fuel facility.</p> <p>4 That fresh tenders for the Operation and Management of the Kempsey Airport Aviation Fuel Facility not be invited as it is considered that going to the market again would more than likely produce the same results given the limited number of market suppliers.</p>	<b>Recommend removal of items 1-4.</b>
330	Item 13.5 2018.246 18.9.2018	Tender For The Supply, Delivery And Installation Of Cabin Furniture At Macleay Valley Coast Holiday Parks – Tender No. TQE18/10 GB	<p>1 That the original lump sum tender submitted by Suite Design Australia Pty Ltd for the amount of \$141,552.62 (including GST), for the supply of the nominated tender quantity and installation of Cabin Furniture at Macleay Valley Coast Holiday Parks be accepted.</p> <p>2 That in addition to recommendation 1, that a further allowance of \$152,251.83 (Inc GST) be accepted for the revised quantity cabin items at a total cost of \$293,804.45 (including GST) as per the information contained within this report.</p> <p>3 That the final contract documents be executed under the seal of Council.</p> <p>4 That the General Manager be delegated authority to negotiate a reduced unit rate given the increased volume of items with the successful tenderer.</p>	<p><b>8 November 2018</b></p> <p><b>The contract was awarded after negotiations were finalised for the additional quantity of furniture. The negotiations resulted in council saving approximately \$24,000.</b></p> <p><b>All new furniture is expected to be in place by the 17 December 2018.</b></p> <p><b>Recommend removal of items 1-4.</b></p>
331	Crescent Head Caravan	Critical Communications Enhancement	<p>1 That the Crescent Head Caravan and Recreation (R63725) Trust notify the NSW Telco Authority of its support for the Critical Communications</p>	<b>9 November 2018</b>

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	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
	And Recreation (R63725) Trust Item 22.2 2018.250 18.9.2018	Program - Crescent Head Site	Enhancement Program and endorse the consultation program to be conducted with members of the Crescent Head community. 2 That representation is made to the Member for Oxley, the Hon Melinda Pavey MP for funding to provide for the embellishment of the area near the existing water reservoir to encourage the greater public use of the Reserve at this location.	<b>The General Manager wrote to the NSW Telco Authority on 26 September 2018 to notify it of the Crescent Head Caravan and Recreation (R63725) Trust's support for the Critical Communications Enhancement Program and endorse the consultation program to be conducted with members of the Crescent Head community. Representation to the Member of Oxley will occur in conjunction with progress on part 1.</b>  <b>Recommend removal of item 1.</b>
334	Item 13.2 2018.262 16.10.2018	Kempsey Macleay Dragon Boat Club Proposed Storage Space in Riverside Park	That Council: 1 Incorporate an action within the 2019/20 Operating Plan to develop and consult the community on a Masterplan for Riverside Park. 2 Note the Kempsey Macleay Dragon Boat Club's request to establish a storage shed within Riverside Park. 3 As part of the development of the draft Masterplan for Riverside Park seek to incorporate a suitable space to enable the Club to establish a storage shed.	<b>6 November 2018</b>  <b>Action arising to develop masterplan for Riverside Park will be included in the draft 2019/20 Operating Plan when presented to Council early 2019.</b>  <b>The matter is recommended to be removed.</b>
341	Item 13.6 2018.273 16.10.2018	Financial Reports to 30 June 2018	That, subject to the satisfactory completion of the external audit of the financial statements, the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer be authorised to sign the Statement by Councillors and Management as required under Section 413(2)(c) of the Local Government Act 1993 that declares that: 1 In Council's opinion the financial statements have been prepared in accordance with: A The Local Government Act 1993 (NSW) (as amended) and the regulations;	<b>6 November 2018</b>  <b>Audited financial statements were submitted to the Office of Local Government on 31 October 2018.</b>  <b>Action complete - recommend removal.</b>

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	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
			<p>B The Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board; and</p> <p>C The Local Government Code of Accounting Practice and Financial Reporting.</p> <p>2 To the best of Council’s knowledge and belief the statements:</p> <p>A Present fairly Kempsey Council’s financial position and operating result for the year; and</p> <p>B Accord with Kempsey Council’s accounting and other records.</p> <p>3 Council is not aware of any matter that would render this report false or misleading in any way.</p>	
343	Item 15.3 2018.275 16.10.2018	Council Minutes Time-Stamped	That Council promote how to access the agenda order of business by utilising the "Show More" link on YouTube.	<p><b>13 November 2018</b></p> <p><b>All descriptions on the YouTube videos now commence with “Click Show More to see the order of business with bookmarks.”</b></p> <p><b>Action complete - recommend removal.</b></p>
344	Item 15.6 2018.277 16.10.2018	Community Petitions	<p>1 That Council develops a Policy regarding the form of, receipt and processing of petitions from the community.</p> <p>2 That this Policy be reported to Council for adoption at a future Council Meeting.</p>	<p><b>9 November 2018</b></p> <p><b>The procedure for the handling of petitions from the community to a Council meeting shall be incorporated in the Code of Meeting Practice upon review.</b></p>
345	Item 15.8 2018.278 16.10.2018	Reporting of Council Grants	That a report that lists all grant proposals that have been submitted by Council that have not been determined and all grant proposals currently being developed by Council for submission be included as a part of Council’s Quarterly Budget Review Report.	<p><b>6 November 2018</b></p> <p><b>Grants report included as an attachment to the Quarterly Budget Review included in the November Council Business Paper and will be attached to all future QBR reports.</b></p>

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	<b>Min/CRM #</b>	<b>Subject</b>	<b>Resolution</b>	<b>Progress</b>
				<b>Action complete - recommend removal.</b>