

# Action Register

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## Search Criteria

**Showing Completed Items:** Yes

**Include Items Completed From:** 11/05/2021

## Applied Filters

**Meeting Types:** Ordinary Council Meeting, Ordinary Council Meeting - 2019

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Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
15/05/2018	Ordinary Council Meeting - 15 May 2018	13.2	Proposed Sale of Council Land – South West Rocks and West Kempsey	Commenced	<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>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>	Director Operations & Planning	<p><b>11/08/2020 Manager – Governance and Information Services</b> Previous updates from Matters in Progress</p> <p><b>14 August 2018</b> 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> Lot 81 DP805382 (Arthur Street) and Lot 132 DP829565 (Victor Perry Place) at South West Rocks were sold at auction in August 2018. 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. Owners adjoining to Lot 122 DP1051855 (Dennis Crescent) at South West Rocks have been approached. Valuation of land in progress. Adjoining owner of Lot 10 DP2007 (Perrins Lane), West Kempsey, is not interested in acquiring land. Owner adjoining to Lot 4 DP1100421 (River Street) at West Kempsey has been approached. Valuation of land in progress.</p> <p><b>30 January 2019</b> Lot 19 DP 20694 (Clarence Ryan Avenue) and Lots 40, 41 and 42 DP 1676 (Tabrett Street) at West Kempsey have had market valuations</p>

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							<p>completed and are planned to be marketed for sale. Proposals from agents being sought. Owners adjoining to Lot 122 DP1051855 (Dennis Crescent) at South West Rocks have been approached. Valuation of land received. Discussion with adjoining owners continuing. Adjoining owner of Lot 10 DP2007 (Perrins Lane), West Kempsey, is not interested in acquiring land. Owner adjoining to Lot 4 DP1100421 (River Street) at West Kempsey has been approached. Valuation of land received. Zoning impacts on land also being reviewed.</p> <p><b>9 August 2019</b> No further update.</p> <p><b>8 November 2019</b> No further update</p> <p><b>7 February 2020</b> Internal resourcing has recently been allocated to resume sale process of listed lots.</p> <p><b>5 May 2020</b> Council considered the draft Community Infrastructure Strategy at its April meeting and endorsed it to move to the community engagement phase. This will assist in informing point 1 of the resolution.</p> <p><b>11 August 2020</b> Action will be reviewed on the adoption of the Community Infrastructure Strategic Plan</p>

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							<p><b>5/11/2020 Director Operations and Planning</b> Community Infrastructure Strategic Plan now adopted providing framework for consideration of land sales.</p> <p><b>10/02/2021 Director Operations &amp; Planning</b> Forward action plans for the lots identified are being developed with due consideration of the Community Infrastructure Strategic Plan and past actions undertaken or completed.</p> <p><b>7/05/2021 Executive Officer</b> No further update</p> <p><b>6/08/2021 Executive Officer</b> Action plans for each lot identified have been developed to prioritise and progress.</p>
21/08/2018	Ordinary Council Meeting - 21 August 2018	20.1	Central Kempsey Wastewater Treatment Plant - Revised Procurement Model	Commenced	<ol style="list-style-type: none"> <li>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</li> <li>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</li> <li>3. Invites expressions of interest for the construction of the Central Kempsey Wastewater Treatment Plant, allowing for alternative design proposals to be submitted</li> <li>4. Receive a report on the outcome of the expressions of interest process for endorsement prior to inviting tenders from the selected (shortlisted) persons</li> </ol>	Manager Water & Sewer	<p><b>11/08/2020 Manager – Governance and Information Services</b> Previous updates from Matters in Progress</p> <p><b>9 November 2018</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. The Sequence Batch Reactor reference design is being developed with the assistance of consultant Hunter H2O. Once the reference design is complete</p>

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					5. That the funding model with sources and timeframes be reported to a future Council meeting as soon as ascertained		<p>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. A report on funding will be provided to an upcoming Council meeting.</p> <p><b>30 January 2019</b> Status unchanged.</p> <p><b>8 May 2019</b> Work on progressing the reference design continues. A review of the Sewer Fund is underway.</p> <p><b>11 August 2020</b> Status unchanged</p> <p><b>6/11/2020 Director Operations and Planning</b> Status unchanged. Project update provided at Councillor Workshop on 4 November 2020.</p> <p><b>8/02/2021 Manager Water &amp; Sewer</b> Status unchanged. Council is working with consultant Hunter H2O, NSW Environmental Protection Authority and the Department Planning Infrastructure and Environment to develop the Principles Project Requirements and Concept Design.</p> <p><b>4/05/2021 Manager Water &amp; Sewer</b> Status unchanged</p> <p><b>19/07/2021 Manager Water &amp; Sewer</b> Status unchanged</p>

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16/10/2018	Ordinary Council Meeting - 16 October 2018	13.10	Closure of Council Roads at West Kempsey and Nulla Nulla	Commenced	<p>That Council:</p> <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> <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> </ol> </li> </ol>	Director Operations & Planning	<p><b>11/08/2020 Manager – Governance and Information Services</b> Previous updates from Matters in Progress</p> <p><b>7 November 2018</b> Quotes being sourced for survey works. Advice in writing is being provided to applicable landowners.</p> <p><b>30 January 2019</b> Advice has been provided to applicable landowners. Surveyor has been appointed to undertake surveys.</p> <p><b>9 May 2019</b> Awaiting surveys.</p> <p><b>9 August 2019</b> Marraman Street – plan of road closure lodged for registration McIntyres Road &amp; Nulla Nulla Creek Road – final surveys underway to prepare the plan of road closure.</p> <p><b>8 November 2019</b> No further update</p> <p><b>4 February 2020</b> Awaiting delivery of survey from Surveyor</p> <p><b>5 May 2020</b> No further update</p> <p><b>11/08/2020 Executive Officer Operations &amp; Planning</b> No further update.</p> <p><b>3/11/2020 Executive Officer</b></p>

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					d. Revenue NSW letters seeking exemption from the payment of Stamp Duty on the lands acquired for road.		<p><b>Operations &amp; Planning</b> Marramah Street, West Kempsey - subdivision plan lodged early November. Nulla Nulla Creek Road - awaiting the survey plans.</p> <p><b>11/02/2021 Executive Officer</b> No change, matter is still with the Surveyor for action.</p> <p><b>4/05/2021 Executive Officer</b> No further update.</p> <p><b>3/08/2021 Executive Officer</b> No further update</p>
20/11/2018	Ordinary Council Meeting - 20 November 2018	15.1	Facilitator for Macleay Valley Well-being Centre	Commenced	That: 1. Council host a meeting of all the concerned parties in relation to mental health, crime and other social issues in the valley. 2. Subsequent to that report be provided to Council on an update on what is happening and a way forward.	Manager Community Partnerships	<p><b>11/08/2020 Manager – Governance and Information Services</b> Previous updates from Matters in Progress</p> <p><b>8 February 2019</b> Workshop raised with key stakeholders convened by local member Melinda Pavey. Listed as agenda item for the February 'Breaking the Cycle' meeting to confirm update of services mapping being carried out by Mid North Coast Local Health District (MNCLHD), ahead of confirming a date for March workshop.</p> <p><b>9 May 2019</b> Awaiting confirmation of further alignment with planned engagement and workshop being carried out by MNCLHD. Further information to come from Breaking the Cycle meeting in June.</p>

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							<p><b>4 August 2019</b> Breaking the Cycle meeting for June was deferred. Direct correspondence with PHN has been commenced.</p> <p><b>6 November 2019</b> No further confirmation received on Breaking the Cycle meetings for 2019. Collating information and updates from PHN, Suicide Prevention Plan, Kempsey Place Plan on similar projects to develop an effective meeting. Further confirmation to be provided in 2020 if this can be achieved in conjunction with the review of Council's Community Strategic Plan.</p> <p><b>6 February 2020</b> No further update as meeting planning disrupted by Bushfire Emergency demands on resources.</p> <p><b>6 May 2020</b> No further update as internal resource availability and engagement capacity impacted by COVID-19</p> <p><b>6 August 2020</b> Confirmation received that Kempsey Place Plan funding model and staffing has been discontinued by Department of Communities and Justice. No further advice has been received regarding the status of Breaking the Cycle Committee. Seeking confirmation from PHN regarding opportunity to present findings of research into mental health services in order to guide a workshop.</p>



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							<p><b>6 November 2020</b> No further advice has been received from Public Health Network and three current vacancies within the Community Development Team have impacted resource availability to progress this item.</p> <p><b>11/02/2021 Executive Officer - Corporate and Commercial</b> With resources now available, planning has recommenced to address this action.</p> <p><b>29/04/2021 Manager Community Partnerships</b> <b>8 May 2021</b> - Planning has recommenced noting further fluctuations of mental health resources due to natural disaster declaration from March flood.</p> <p><b>9/08/2021 Manager Community Partnerships</b> August 2021 Awaiting confirmation of Council's role to participate in programs funded by State and Federal agencies to review issues and opportunities, including summit being coordinated by Durri and larger shire wide program being established. Both of these initiatives are likely to meet the objectives identified by this resolution.</p>
18/12/2018	Ordinary Council Meeting -	13.1	Saltwater Urban Release Area Options	Completed	That the report is noted and that Council proceed to prepare a Development Control Plan for the entire Saltwater precinct.	Manager Strategic & Asset Planning	<b>11/08/2020 Manager – Governance and Information Services</b> Previous updates from Matters in

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	18 December 2018						<p>Progress</p> <p><b>24 January 2019</b> Quotations to prepare DCP being sought.</p> <p><b>9 May 2019</b> Quotations received and consultant to be engaged.</p> <p><b>5 August 2019</b> Preferred consultant selected. Coordinating start date for the project.</p> <p><b>22 October 2019</b> Consultant engaged. Inception meeting 10 September. Information being reviewed by consultant. Waiting on information from court mediation on Saltwater DA.</p> <p><b>3 February 2020</b> Project delayed by court mediation decision. Consultant no longer available. Options to complete the project are being reviewed.</p> <p><b>6 May 2020</b> The proposed South West Rocks Structure Plan is scheduled for the 20/21 Operating Plan year. It will incorporate this action and has a broader project scope.</p> <p><b>11/08/2020 Coordinator Strategic and Environmental Planning</b> No change. New project with broader scope is scheduled to start in the 20/21 Operating Plan year.</p>

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							<p><b>4/02/2021 Manager Strategic &amp; Asset Planning</b> No further update.</p> <p><b>5/05/2021 Manager Strategic &amp; Asset Planning</b> Procurement currently underway to engage suitable consultant to prepare the South West Rocks Structure Plan.</p> <p><b>9/08/2021 Executive Officer</b> This item has been superseded by the South West Rocks Structure Plan project which incorporates the Urban Release Area while also dealing strategically with the entire South West Rocks area.</p>
18/12/2018	Ordinary Council Meeting - 18 December 2018	13.2	Stuarts Point Sewerage Scheme	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Progress with design and investigation work for the proposed alternative option for the Stuarts Point Sewerage Scheme of a Sewage Treatment Plant (STP) near Stuarts Point, with dunal discharge of treated effluent, in parallel with pursuing the grant funding Deed.</li> <li>2. Authorise the General Manager to negotiate and amend the Restart NSW Funding Deed to reflect a revised project scope, noting that the revised option delivers the same overall outcome of that originally intended under the grant.</li> <li>3. Revert from progressing the proposed sewer charge for the Stuarts Point area for the 2019/20 financial year to the annual septic charge listed within Council's Fees and Charges.</li> <li>4. Inform the community of this decision.</li> </ol>	Manager Water & Sewer	<p><b>11/08/2020 Manager – Governance and Information Services</b> Previous updates from Matters in Progress</p> <p><b>29 January 2019</b> Stuarts Point Sewerage Scheme has had a full options review completed and Council determination to proceed with a sewage treatment plant near Stuarts Point. KSC is working with NSW EPA for discharge license parameters and Infrastructure NSW for Deed amendments. Community update to occur in February.</p> <p><b>8 May 2019</b> Stuarts Point STP has had a treatment option assessment completed. Survey work is being conducted on the treatment plant site and within the village. The community update</p>

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							<p>occurred on 28 February 2019.</p> <p><b>9 August 2019</b> Negotiation with regard to the amendment of the Deed is continuing.</p> <p><b>8 November 2019</b> Negotiation on Deed amendment continuing.</p> <p><b>5 February 2020</b> Negotiations are occurring with the EPA and further groundwater modelling has taken place to determine dunal discharge license parameters. Detailed survey of the three villages is complete and land matters are well progressed. Negotiations on Deed amendment continuing.</p> <p><b>5 May 2020</b> Negotiations with the EPA have confirmed the discharge point and provided draft licence conditions for the site. Land matters are still progressing for the Sewage Treatment Plant site. These are critical steps to the funding deed amendment.</p> <p><b>11 August 2020</b> No further update.</p> <p><b>6/11/2020 Director Operations and Planning</b> No further update.</p> <p><b>8/02/2021 Manager Water &amp; Sewer</b> No further update</p>

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							<p><b>4/05/2021 Manager Water &amp; Sewer</b> The Stuarts Point Sewer Scheme options assessment for treatment and collection systems has gained Section 60 endorsement from NSW DPIE Water. GHD have been engaged for the preparation of the Concept Design for the treatment facility. A procurement process to engage a pressure sewer network consultant to complete the collection system Masterplan/Concept Design is underway. Negotiations to acquire Crown land for the treatment facility are continuing.</p> <p><b>19/07/2021 Manager Water &amp; Sewer</b> Council has engaged a consultant to deliver the Treatment Plant Concept Design. Council has also engaged a consultant to deliver the collection system masterplan. Negotiations to acquire the Crown land for the treatment facility are continuing</p>
19/03/2019	Ordinary Council Meeting - 19 March 2019	13.8	Mid North Coast High Performance Sports Centre, South West Rocks	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. In accordance with section 55(3)(i) of the Local Government Act, not invite tenders for a management agreement to operate the Mid North Coast High Performance Sport Centre, South West Rocks, as this would breach provisions of the current Crown Land lease in place for the South West Rocks Country Club to operate the golf course.</li> <li>2. Authorise the General Manager to negotiate a draft management agreement for the Mid North Coast High Performance Sport Centre, South West Rocks, with a view to entering a contract with the South West Rocks Country Club to operate the facility.</li> </ol>	Director Operations & Planning	<p><b>11/08/2020 Manager – Governance and Information Services</b> Previous updates from Matters in Progress</p> <p><b>9 May 2019</b> South West Rocks Country Club notified of Councils decision. Management agreement to be drafted.</p> <p><b>1 August 2019</b> No further update. Focus currently on project planning.</p>

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					3. Receive a further report to enter into the management agreement once the documents have been developed and agreed with the South West Rocks Country Club for the facility operation.		<p><b>8 November 2019</b> No further update</p> <p><b>7 February 2020</b> No further update.</p> <p><b>7 May 2020</b> No further update.</p> <p><b>11/08/2020 Director Operations and Planning</b> No further update. Informal discussion as part of project delivery only.</p> <p><b>6/11/2020 Director Operations and Planning</b> Decision to proceed with construction of the Centre made at October 2020 Council meeting. Further discussions may now occur with regard to the management agreement.</p> <p><b>10/02/2021 Director Operations &amp; Planning</b> No further update</p> <p><b>4/05/2021 Director Operations &amp; Planning</b> No further update</p> <p><b>4/08/2021 Director Operations &amp; Planning</b> Consultation with the South West Rocks Country Club is in progress in relation to the drafting of the Management Agreement and the associated conditions. Legal support engaged to assist with the drafting.</p>

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21/05/2019	Ordinary Council Meeting - 21 May 2019	15.1	Review of Dog Off-Leash Areas	Completed	<p>1. That Council review the beach access provisions for dogs at Council Beaches, including ensuring all aspects of discrimination in relation to assistance animals etc are included across the shire .</p> <p>2. That Council engages with the community in relation to these restrictions.</p> <p>3. That Council increases the enforcement action in relation to these restrictions during the school holiday periods.</p> <p>4. That Council engages with the management contractor for the Macleay Valley Coast Holiday Parks to ensure enforcement of their Dog Friendly provisions and seek clarification on how they are implementing this policy. Council review and clarify with the contractor when dogs are permitted at the caravan park.</p> <p>5. The Council champions the legislation across the shire for the provision of assistance animals</p>	Manager Development & Compliance	<p><b>4/08/2020 Manager – Governance and Information Services</b> Previous updates from Matters in Progress</p> <p><b>9 August 2019</b> A review of compliance signage is being undertaken through 2019, which will incorporate this action. Resources for enforcement are currently under review, with an additional Ranger resource currently in place to assist with undertaking compliance activities. Dog policies approved by Council are all clearly noted on the holiday parks web sites and customers are asked at time of booking if they have a dog and they also complete a dog registration card.</p> <p><b>8 November 2019</b> Review undertaken for Crescent Head with Hat Head, SWR and Kempsey remaining to due resourcing now allocated to ongoing bushfire response and recovery. Dog on leash area signage has been ordered and due to arrive by end of November.</p> <p><b>4 February 2020</b> Resources have been allocated to bushfire recovery which has resulted in a partial delay. The review has commenced and will continue once ranger resources are available. Implementation of improvements at Crescent Head are planned.</p> <p><b>7 May 2020</b></p>

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							<p>Review of physical signage is now completed and the recommendations are being drafted.</p> <p><b>10/08/2020 Manager Development &amp; Compliance</b>  <b>10 August 2020</b>            Financial considerations are being costed for the signage options and will be taken to the ELT for endorsement to be implemented.</p> <p><b>6/11/2020 Manager Development &amp; Compliance</b>            no update</p> <p><b>11/02/2021 Manager Development &amp; Compliance</b>            Dog signage project is now working through Council's Corporate Project Management framework with internal stakeholders and National Parks and Wildlife Services (NPWS) as an external stakeholder. Expected completion is mid year 2021.</p> <p><b>5/05/2021 Manager Development &amp; Compliance</b>            Recommendations from the Dog signage project scheduled for Council consideration at the June 2021 Council meeting.</p> <p><b>7/07/2021 Manager Development &amp; Compliance</b>            At the June 2021 Council Meeting, the dog signage recommendations (revised dog walking areas with appropriate signage and education material) were adopted by Council</p>



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							with the addition of a review of the success of the changes to be brought back to Council in 12 months time (June 2022). The matter is now considered closed and the new matter to remain open for the review of the dog signage changes.
25/06/2019	Ordinary Council Meeting - 25 June 2019	10.2	Tourist and Visitor Accommodation at Crescent Head	Completed	That Council await the outcome of the State led framework associated with holiday accommodation, being on-line accommodation in particular, and the completion of key activities planned by Council as outlined above, prior to further consideration of planning instruments that apply.	Manager Development & Compliance, Manager Strategic & Asset Planning	<p><b>11/08/2020 Manager – Governance and Information Services</b> Previous updates from Matters in Progress</p> <p><b>9 August 2019</b> Awaiting outcome of State led framework.</p> <p><b>5 November 2019</b> Continuing to await outcome of State led framework. Kempsey Shire Council is one of 12 councils in NSW taking part in a research project being led by Dr Tania von der Heidt of the School of Business and Tourism at Southern Cross University in relation to Short Term Holiday Letting (STHL). The findings from the survey will be used to facilitate a better understanding of the impacts STHL is having on residents, residential streets and neighbourhoods.</p> <p><b>22 January 2019</b> Continuing to await outcome of State led framework. Council received the SCU's Short-Term Holiday Letting Study results in January 2020. This is currently being reviewed to determine any appropriate actions that may be required. This will be considered in</p>

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							<p>conjunction with any outcomes provided by the State-led framework.</p> <p><b>7 May 2020</b> No further update.</p> <p><b>11 August 2020</b> No further update.</p> <p><b>6/11/2020 Manager Development &amp; Compliance</b> No further update</p> <p><b>12/02/2021 Manager Strategic &amp; Asset Planning</b> The State Government has made changes to the Fair Trading Act with respect to short term rental accommodation (STRA). The following extracts from the NSW Department of Planning, Industry &amp; Environment website summarises these changes:</p> <p><i>The Department of Customer Service and the Department of Planning, Industry and Environment worked together to develop a framework for STRA, which includes a mandatory Code of Conduct, a property register and amended regulations.</i></p> <p>...</p> <p><i>All key documents exhibited can be accessed via the <a href="#">planning portal</a>.</i></p> <p><i>The new framework will include:</i>  <i>A new standard definition of STRA</i>  <i>A 180 day cap for non-hosted STRA</i></p>

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							<p><i>homes in Greater Sydney, with the ability for other councils to opt in</i></p> <p><i>The ability for hosted STRA homeowners to rent their homes out 365 days of the year</i></p> <p><i>Minimum fire safety standards</i></p> <p><i>A Code of Conduct that applies to hosts, guests, online booking platforms and letting agents.</i></p> <p><i>The STRA Code of Conduct and exclusion register applies from 18 December 2020.</i></p> <p>...</p> <p><i>On 18 December 2020, the new mandatory Code of Conduct and the accompanying Fair Trading Amendment (Short-term Rental Accommodation) (No 2) Regulation 2020 commenced.</i></p> <p><i>The Code creates new minimum standards of behaviour and requirements for all industry participants, including:</i></p> <ul style="list-style-type: none"> <li><i>Booking platforms</i></li> <li><i>Hosts</i></li> <li><i>Guests</i></li> <li><i>Letting agents</i></li> <li><i>Facilitators.</i></li> </ul> <p><i>For information about the new code, visit the <a href="#">NSW Fair Trading website</a>.</i></p> <p><i>The new rules applying to a statewide planning framework are yet come into force, but the website indicates that these are anticipated to be finalised in the first half of 2021.</i></p>

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							<p><b>5/05/2021 Manager Strategic &amp; Asset Planning</b></p> <p>To supplement the mandatory Code of Conduct and changes to strata legislation made by the Department of Customer Service, the NSW Government has now made amendments to <i>State Environmental Planning Policy (Affordable Rental Housing) 2009</i> and the <i>EP&amp;A Regulation</i> to introduce a new policy framework for STRA that will allow homeowners to access the benefits of the sharing economy while providing certainty and safety for communities and visitors.</p> <p>The new STRA planning policy framework comprises new standard provisions and introduces:</p> <ul style="list-style-type: none"> <li>- a new definition for STRA, hosted STRA and non-hosted STRA;</li> <li>- an exempt development pathway for: <ul style="list-style-type: none"> <li>- hosted STRA in a dwelling, 365 days per year;</li> <li>- non-hosted STRA in a dwelling, 180 days per year in Greater Sydney and nominated regional NSW LGAs and 365 days per year in all other locations; and</li> </ul> </li> <li>- an exemption of bookings of 21 consecutive days or more from day limits for non-hosted STRA.</li> </ul> <p>The new planning rules won't take effect until 1 November 2021 to allow STRA hosts, councils and industry</p>

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							<p>participants sufficient time to familiarise themselves with the new rules before the policy takes effect.</p> <p>The fire safety standards are enacted by the EP&amp;A Regulation which:</p> <ul style="list-style-type: none"> <li>- introduce minimum fire safety standards for STRA dwellings and associated penalty notice offences for non-compliance;</li> <li>- require all STRA dwellings to comply with the relevant fire safety standards, including the requirement for all STRA dwellings to an evacuation plan and interconnected smoke alarms; and</li> <li>- require all STRA dwellings to be registered on the Government-run STRA register to confirm compliance with the new fire safety standards.</li> </ul> <p>Further information is available at <a href="https://www.planning.nsw.gov.au/Policy-and-Legislation/Under-review-and-new-Policy-and-Legislation/Short-term-rental-accommodation">https://www.planning.nsw.gov.au/Policy-and-Legislation/Under-review-and-new-Policy-and-Legislation/Short-term-rental-accommodation</a></p> <p><b>6/08/2021 Manager Development &amp; Compliance</b>            STRA framework circulated in the 25 June 2021 Councillor bulletin and presented at the General Manager's Councillor Briefing on 3 August 2021. Council report forms part of the August 2021 Business Paper.</p>
25/06/2019	Ordinary Council Meeting -	9.1	Kempsey Airport - Noise Management Plan and Fly	Commenced	1. That Council acknowledge that the Airport has been operating in its current location being Sherwood Road, Aldavilla since 1936.	Manager Commercial Business	<b>4/08/2020 Manager – Governance and Information Services</b> Previous updates from Matters in

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	25 June 2019		Neighbourly Advice		<p>2. That Council acknowledge that it has a responsibility to manage the Airport as a valuable community asset to the benefit of the entire Shire.</p> <p>3. That Council note the submissions received during the 12-week public exhibition period in relation to the draft Noise Management Plan (NMP) / Fly Neighbourly Advice (FNA) and the responses provided by The Airport Group and Council. That they be notified of the outcome in writing.</p> <p>4. That Council note the amendments made by The Airport Group between the draft NMP/FNA and final NMP/FNA as a result of:</p> <ul style="list-style-type: none"> <li>a. community feedback gained through the public submission process; and</li> <li>b. the Office of Airspace Regulation's submission on the draft NMP/FNA.</li> </ul> <p>5. That Council adopt the Kempsey Airport NMP dated June 2019 subject to the following recommendations.</p> <p>6. That Council proceed with the finalisation of the Fly Neighbourly Advice and:</p> <ul style="list-style-type: none"> <li>a. Place the draft FNA on public exhibition for 28 days; and</li> <li>b. Present the finalised FNA to a future Council meeting for consideration and adoption.</li> </ul> <p>7. That prior to executing any agreement negotiated by Council staff with a pilot training operator to undertake circuit training at Kempsey Airport, a report to Council is presented:</p> <ul style="list-style-type: none"> <li>a. Demonstrating that an overall community benefit is achieved utilising the Quadruple Bottom Line assessment methodology as outlined in this report including appropriate environmental (including noise), social, financial and economic impacts; and</li> <li>b. With Council resolving to endorse the agreement.</li> </ul> <p>8. That in the event a Development Application is submitted to Council involving a commercial pilot</p>		<p>Progress</p> <p><b>15 July 2019</b></p> <ol style="list-style-type: none"> <li>1. Completed</li> <li>2. Completed</li> <li>3. Completed</li> <li>4. Completed</li> <li>5. Completed</li> <li>6. FNA currently being drafted</li> <li>7. Ongoing</li> <li>8. Completed</li> <li>9. In progress</li> <li>10. In progress</li> <li>11. In progress</li> <li>12. In progress</li> <li>13. In progress</li> <li>14. Not due yet</li> </ol> <p><b>9 November 2019</b></p> <ol style="list-style-type: none"> <li>1. Completed</li> <li>2. Completed</li> <li>3. Completed</li> <li>4. Completed</li> <li>5. Completed</li> <li>6. FNA currently on exhibition and will be presented to December 2019 Council meeting</li> <li>7. Ongoing</li> <li>8. Completed</li> <li>9. In progress – subject to finalisation of the FNA</li> <li>10. In progress</li> <li>11. In progress</li> <li>12. In progress</li> <li>13. In progress</li> <li>14. Not due yet</li> </ol> <p><b>3 February 2020</b></p> <ol style="list-style-type: none"> <li>1. Completed</li> <li>2. Completed</li> </ol>

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					<p>training operator undertaking circuit training activities within the Kempsey Shire then Council shall notify residences and business within a 5km radius of the airport in writing of the proposed development. For any such development application, Council as the landowner and operator of the Airport will undertake a Quadruple Bottom Line assessment as outlined in this report including appropriate environmental (including noise), social, financial and economic impacts.</p> <p>9. That Council make a request to CASA/Airservices Australia for an En-Route Supplement Australia (ERSA) entry for Kempsey Airport to be made detailing the Noise Abatement Procedures relating to circuit training as follows:</p> <p>a. Local Aircraft Operators - Hours of Operation as follows:</p> <p>i. Monday - Friday (other than Public Holidays)</p> <p>1. 07:00 - 19:00 Australian Eastern Standard Time</p> <p>2. 07:00 - 22:00 Australian Eastern Daylight Savings Time</p> <p>ii. Saturday (Other than Public Holidays)</p> <p>1. 08:00 - 19:00 all year round</p> <p>iii. Sunday (Other than Public Holidays)</p> <p>1. 09:00 - 18:00 all year round</p> <p>iv. New South Wales Public Holidays</p> <p>1. 09:00 - 18:00, with the exception of Christmas Day.</p> <p>b. Visiting Aircraft Operators - Hours of Operation as follows:</p> <p>i. Monday - Friday (other than Public Holidays)</p> <p>1. 08:00 - 19:00 all year round.</p> <p>ii. Saturday - Sunday (Other than Public Holidays)</p> <p>1. Nil hours. None permitted on weekends.</p> <p>iii. New South Wales Public Holidays</p> <p>1. Nil hours. None permitted on public holidays in NSW.</p> <p>c. Aircraft are required to climb to 1000</p>		<p>3. Completed</p> <p>4. Completed</p> <p>5. Completed</p> <p>6. Completed</p> <p>7. Completed</p> <p>8. Completed</p> <p>9. Completed</p> <p>10. In progress</p> <p>11. In progress</p> <p>12. Not Commenced – Airport Master Plan deferred to 2020/21</p> <p>13. Not Commenced – Airport Master Plan deferred to 2020/21</p> <p>14. Completed</p> <p><b>1 May 2020</b></p> <p>1. Completed</p> <p>2. Completed</p> <p>3. Completed</p> <p>4. Completed</p> <p>5. Completed</p> <p>6. Completed</p> <p>7. Completed</p> <p>8. Completed</p> <p>9. Completed</p> <p>10. In progress</p> <p>11. In progress</p> <p>12. Not Commenced – Airport Master Plan deferred to 2020/21</p> <p>13. Not Commenced – Airport Master Plan deferred to 2020/21</p> <p>14. Completed</p> <p><b>10/08/2020 Manager Commercial Business</b></p> <p>1. Completed</p> <p>2. Completed</p> <p>3. Completed</p> <p>4. Completed</p> <p>5. Completed</p>

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					<p>(preferred) or 500 feet above the aerodrome elevation prior to making the turn into the circuit, subject to consultation with CASA</p> <p>d. Transponders are to be turned on and operated in accordance with CAAP 166-01 V4.2 for all operations.</p> <p>e. Engine ground runs and run-ups should be kept to the minimum time operationally required.</p> <p>Note: the above proposed ERSA considerations are subject to feedback and consultation with CASA and may be altered in future. These considerations may also be subject to a risk assessment process prior to implementation.</p> <p>10. That Council's strategic planning activities are strengthened with the aim to minimise conflict between incompatible land uses surrounding the Airport and ensure that permissible uses are compatible with aviation activities and subsequent identified development standards are reflected in the Local Environmental Plan (LEP) and Development Control Plan (DCP).</p> <p>11. That Council resolve to notate on section 10.7 planning certificates:</p> <p>a. for s10.7.2 - the applicable ANEF contour overlay constraints, as included in the planning scheme; and</p> <p>b. for s10.7.5 - the same as the s10.7.2 and, if applicable, a notation identifying the linear distance to the boundary of the airport land if it is within 5 kilometres.</p> <p>12. That Council resolve to develop a draft Airport Master Plan, inclusive of ANEF contours which will be used to inform Council's land-use planning instruments and present this to a future Council meeting for consideration prior to public exhibition.</p> <p>13. That Council note that once ANEF contours are developed (in conjunction with an Airport Master Plan for Kempsey Airport) and adopted, clause 7.8 of the LEP regarding development in areas subject</p>		<p>6. Completed</p> <p>7. Completed</p> <p>8. Completed</p> <p>9. Completed</p> <p>10. In progress</p> <p>11. In progress</p> <p>12. Not Commenced – Airport Master Plan deferred to 2021/22</p> <p>13. Not Commenced – Airport Master Plan deferred to 2021/22</p> <p>14. Completed</p> <p><b>2/11/2020 Manager Commercial Business</b></p> <p>1. Completed</p> <p>2. Completed</p> <p>3. Completed</p> <p>4. Completed</p> <p>5. Completed</p> <p>6. Completed</p> <p>7. Completed</p> <p>8. Completed</p> <p>9. Completed</p> <p>10. In progress</p> <p>11. In progress</p> <p>12. Not Commenced – Airport Master Plan deferred to 2021/22</p> <p>13. Not Commenced – Airport Master Plan deferred to 2021/22</p> <p>14. Completed</p> <p><b>3/02/2021 Manager Commercial Business</b></p> <p>1. Completed</p> <p>2. Completed</p> <p>3. Completed</p> <p>4. Completed</p> <p>5. Completed</p> <p>6. Completed</p> <p>7. Completed</p>



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					<p>to aircraft noise would have effect. That in the interim that Council informs the proponent of any development application within 5 km of the airport that there is a potential noise impact that needs to be further investigated or considered.</p> <p>14. That Council acknowledge the involvement of the Kempsey Airport Reference Group (KARG) in the development of the NMP and that in accordance with the KARG Terms of Reference that after finalisation of the FNA KARG has fulfilled the role, is thanked for its service and is disbanded.</p>		<p>8. Completed 9. Completed 10. In progress 11. In progress 12. Not Commenced – Airport Master Plan deferred to 2021/22 13. Not Commenced – Airport Master Plan deferred to 2021/22 14. Completed</p> <p><b>28/04/2021 Manager Commercial Business</b> 1. Completed 2. Completed 3. Completed 4. Completed 5. Completed 6. Completed 7. Completed 8. Completed 9. Completed 10. In progress 11. In progress 12. Not Commenced – Airport Master Plan deferred to 2021/22 13. Not Commenced – Airport Master Plan deferred to 2021/22 14. Completed</p> <p><b>5/08/2021 Manager Commercial Business</b> As per previous comments.</p>
16/07/2019	Ordinary Council Meeting - 16 July 2019	9.8	Planning Proposal - 600 Macleay Valley Way, South Kempsey	Completed	<p>1. That Council note the attached letter of offer made by Spectrum Retail Group P/L to enter into a planning agreement regarding the future provision of water and sewer infrastructure to the site.</p> <p>2. That Council determine the letter of offer provides for satisfactory arrangements for the future provision of water and sewer infrastructure</p>	Manager Strategic & Asset Planning	<p><b>27/07/2020 Strategic Projects Coordinator</b> Current Gateway determination issued 22 January 2020 has extended the time-frame to determine this LEP amendment to 3 November 2020</p>

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					<p>sufficient to proceed with the planning proposal.</p> <p>3. That the planning proposal to permit the land use 'highway service centre' at 600 Macleay Valley Way, South Kempsey, be progressed to make the amendment to the local environmental plan, described as KLEP 2013 (Amendment 24).</p> <p>4. Council staff request the Parliamentary Counsel's Office draft the legal instrument, KLEP 2013 (Amendment 24), under s 3.36(1) of the Environmental Planning and Assessment Act 1979 to give effect to the final planning proposal.</p> <p>5. On execution of the planning agreement, the General Manager exercise delegation from the Minister for Planning to make the amending instrument, KLEP 2013 (Amendment 24).</p> <p>6. Upon the making of KLEP 2013 (Amendment 24), the Department of Planning &amp; Environment be requested to notify the plan on the NSW Legislation webpage.</p>		<p><b>4/08/2020 Manager – Governance and Information Services</b> Previous updates from Matters in Progress</p> <p><b>9 August 2019</b> Extension of time for the gateway determination sought and received until the end of 2019. Instruction has been provided to a solicitor for the drafting of the VPA.</p> <p><b>22 October 2019</b> Draft planning agreement prepared and with proponent for consideration. Adjoining landowner has sought Judicial Review of Council decision to proceed with planning proposal.</p> <p><b>3 February 2020</b> Proponent has provided feedback on draft planning agreement. Council officers are currently working with the proponent to refine the terms of the agreement.</p> <p><b>6 May 2020</b> Council staff met with proponent to discuss the draft planning agreement. The negotiation is progressing.</p> <p><b>6/11/2020 Senior Strategic Planning Officer</b> A Gateway extension has been requested of DPIE (extend to February 2021) to enable finalisation of VPA and completion of the LEP amendment. Awaiting response from DPIE.</p> <p><b>4/02/2021 Manager Strategic &amp; Asset</b></p>

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							<p><b>Planning</b> On 24 November 2020 DPIE issued the Gateway extension that was requested. The LEP is now to be completed by 28 February 2021.</p> <p>In preparation for the Gateway timeline expiry the amended instrument and mapping have been prepared.</p> <p>The final VPA has been provided to the proponent for signature. Once executed by both parties, the LEP will be made.</p> <p><b>5/05/2021 Manager Strategic &amp; Asset Planning</b> Council is still waiting on the proponent to arrange execution of the VPA and for this to be returned to Council.</p> <p><b>6/08/2021 Executive Officer</b> DPIE issued an Alteration of Gateway Determination that this planning proposal not proceed and is thus terminated. Subsequently an update on this matter went in the Councillor Update of 2 July 2021.</p>
22/10/2019	Ordinary Council Meeting - 22 October 2019	9.7	Outdoor Dining Approvals	Commenced	<p>1. That 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 be extended to 30 June 2025.</p> <p>2. That Council opt in to the NSW Outdoor Dining Policy 2019 and work with Service NSW and the Easy To Do Business program to ensure that all safety and legislative compliance issues are met by business owners through the self-assessment and</p>	Manager Commercial Business	<p><b>4/08/2020 Manager – Governance and Information Services</b> Previous updates from Matters in Progress</p> <p><b>2 November 2019</b>  <ol style="list-style-type: none"> <li>1. Complete</li> <li>2. Complete</li> <li>3. Not yet due</li> </ol> </p>

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					lodgement process as outlined in the Policy. 3. That Council receive a report to the June 2024 meeting to consider the reintroduction of charges for outdoor dining.		<p><b>22 January 2020</b></p> <ol style="list-style-type: none"> <li>1. Complete</li> <li>2. Complete</li> <li>3. Not yet due</li> </ol> <p><b>1 May 2020</b></p> <ol style="list-style-type: none"> <li>1. Complete</li> <li>2. Complete</li> <li>3. Not due until June 2024. No further updates will be provided on this item until 2024.</li> </ol>
19/05/2020	Ordinary Council Meeting - 19 May 2020	11.2	Crescent Head Water Treatment Plant Procurement Update	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Not continue with negotiations with Microfloc Pty Ltd for tender TQE 17/25 as previously resolved under the provisions of clause 178(3)(e) of the Local Government Regulation 2005.</li> <li>2. Not proceed with entering into a contract for tender TQE 17/25 under the provisions of clause 178(3)(a) of the Local Government Regulation 2005.</li> <li>3. Progress with the Concept Design and Specification development work for the proposed revised package Water Treatment Plant option for the Crescent Head water supply scheme, prior to calling tenders via the open tendering method for the detailed design and construction.</li> </ol>	Manager Water & Sewer	<p><b>10/08/2020 Process Engineer</b> Council has discontinued with negotiations with Microfloc Pty Ltd for tender TQE 17/25 as previously resolved under the provisions of clause 178(3)(e) of the Local Government Regulation 2005. Council did not proceed with entering into a contract for tender TQE 17/25 under the provisions of clause 178(3)(a) of the Local Government Regulation 2005. Council is progressing with the Concept Design and Specification development work for the proposed revised package Water Treatment Plant option for the Crescent Head water supply scheme.</p> <p><b>6/11/2020 Director Operations and Planning</b> The status remains unchanged. Project update provided at Councillor Workshop on 4 November 2020.</p> <p><b>8/02/2021 Manager Water &amp; Sewer</b> Status remains unchanged</p>

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							<p><b>4/05/2021 Manager Water &amp; Sewer</b> Council has gained Section 60 Endorsement for the Options Assessment for Crescent Head Water Treatment Plant after completing a rigorous testing program. GHD have been engaged to prepare the Concept Design for the Plant.</p> <p><b>19/07/2021 Manager Water &amp; Sewer</b> Status unchanged</p>
19/05/2020	Ordinary Council Meeting - 19 May 2020	9.10	Great Koala National Park Proposal	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Note the Mid North Coast Joint Organisation has resolved to support the Great Koala National Park (GKNP) project.</li> <li>2. Recognise the potential for broader regional and ecological benefits that could be realised through the GKNP proposal.</li> <li>3. That council receive a further report including a business case for the proposal prior to further considering it's support</li> </ol>	Manager Strategic & Asset Planning	<p><b>7/08/2020 Manager Strategic and Asset Planning</b> The following extract was recently posted on the Great Koala National Park Facebook page on 5 August 2020:</p> <p>In July the University of Newcastle was successful in its bid to undertake a business case and economic study for the proposed Great Koala National Park (GKNP).</p> <p>The output will be the development of a business case, which demonstrates the benefits of investment in the GKNP for the following areas. Employment Opportunities Economic benefits Visitors and tourism</p> <p>The study has been funded jointly by Bellingen Shire Coffs Harbour City Council Destination North Coast</p> <p><b>6/11/2020 Manager Strategic and Asset Planning</b></p>

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							<p>No further update.</p> <p><b>5/02/2021 Manager Strategic &amp; Asset Planning</b> An independent assessment of the economic impact and an environmental benefit analysis of the Great Koala National Park was jointly commissioned by Bellingen Shire Council, Coffs Harbour City Council and Destination North Coast. This report was recently completed by the University of Newcastle in February 2021. It is planned to brief Councillors on this report in March 2021.</p> <p><b>5/05/2021 Manager Strategic &amp; Asset Planning</b> Councillors were briefed by the University of Newcastle on their findings in March 2021.</p> <p><b>9/08/2021 Executive Officer</b> No further update.</p>
19/05/2020	Ordinary Council Meeting - 19 May 2020	9.3	Water Restrictions Implementation Review	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> <li>Note the information summary provided on management of water supply provisions during recent intense drought conditions.</li> <li>Revise the Drought Management Plan in accordance with the recommendations of this report in conjunction with the development of the Integrated Water Cycle Management Strategy.</li> <li>Acknowledge the efforts of the Water and Sewer team and other key Council staff involved in the management of water supply during the intense drought conditions.</li> </ol>	Manager Water & Sewer	<p><b>10/08/2020 Process Engineer</b></p> <ol style="list-style-type: none"> <li>Council noted the information summary provided on management of water supply provisions during recent intense drought conditions.</li> <li>Revision of the Drought Management Plan in accordance with the recommendations of this report in conjunction with the development of the Integrated Water Cycle Management Strategy is underway.</li> <li>Council acknowledge the efforts of the Water and Sewer team and other</li> </ol>

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							<p>key Council staff involved in the management of water supply during the intense drought conditions.</p> <p><b>9/11/2020 Director Operations &amp; Planning</b> Status of item 2 remains per previous update.</p> <p><b>8/02/2021 Manager Water &amp; Sewer</b> No update</p> <p><b>4/05/2021 Manager Water &amp; Sewer</b> No update as Integrated Water Cycle Management Strategy is progressing</p> <p><b>19/07/2021 Manager Water &amp; Sewer</b> Status remains unchanged</p>
19/05/2020	Ordinary Council Meeting - 19 May 2020	9.6	Land Acquisition - Part 1024 Point Plomer Road, Crescent Head	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Pay compensation in the amount of \$61,425 (GST Exclusive) to the owner of Lot 2 DP259465 for the acquisition of that part of Lot 2 DP259465 more particularly described as Lot 1 in plan of acquisition DP1259323.</li> <li>2. Pursuant to Section 10 of the Roads Act 1993, on the acquisition of Lot 1 DP1259323 dedicate it as public road.</li> <li>3. Pursuant to Section 377 of the Local Government Act 1993, delegate authority to the General Manager to sign: <ol style="list-style-type: none"> <li>a. Deed of Acquisition/ Contract for the Sale of Land</li> <li>b. Revenue NSW Purchaser Declaration Form</li> <li>c. Letter to Revenue NSW seeking exemption from the payment of stamp duty</li> <li>d. Land Registry Services Transfer Form</li> </ol> </li> </ol>	Director Operations & Planning	<p><b>11/08/2020 Executive Officer Operations &amp; Planning</b> Acquisition documents prepared and sent to landowners legal representative. Awaiting their signature and return to Council. Landowner is presently liaising with State Government regarding variation of the Bio- conservation Agreement that will be required before the land acquisition can be concluded.</p> <p><b>3/11/2020 Executive Officer Operations &amp; Planning</b> Acquisition Deeds have been exchanged. Awaiting Ministerial Approval to amend Bioconservation Agreement.</p> <p><b>12/02/2021 Executive Officer</b> Still awaiting Bioconservation</p>

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							<p>Agreement. No change.</p> <p><b>4/05/2021 Executive Officer</b> Bio-conservation agreement has been signed. Awaiting registration of the agreement. Land owner has consented to Council entering the land for construction.</p> <p><b>3/08/2021 Executive Officer</b> No further update.</p>
19/05/2020	Ordinary Council Meeting - 19 May 2020	9.7	Land Acquisitions - Clyde Street, Kempsey	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Pay compensation in the amount of \$136,000 (GST Exclusive) for the acquisition of part Lot 2 Deposited Plan 737746 for the acquisition of that part of Lot 2 Deposited Plan 737746 more particularly described as Lot 1 in Plan of Acquisition Deposited Plan 1263874.</li> <li>2. Pay compensation in the amount of \$75,000 (GST Exclusive) for the acquisition of the whole of Lot 192 Deposited Plan 778789.</li> <li>3. Create rights of carriageway as shown marked (A) &amp; (B) in Plan of Acquisition Deposited Plan 1263874.</li> <li>4. Pursuant to Section 59 of the Land Acquisition (Just Terms Compensation) Act 1991 pay the legal and valuation fees reasonably incurred by the owners of Lot 2 Deposited Plan 737746 and Lot 192 Deposited Plan 778789.</li> <li>5. Pursuant to Section 34 of the Local Government Act 1993, give public notice for a minimum of 28 days of the draft resolution "It is intended to classify Lot 1 Deposited Plan 1263874 and Lot 192 Deposited Plan 778789 (land in Clyde Street, Kempsey) as operational land".</li> <li>6. Consider a further report on the land classification post conclusion of the notification period.</li> <li>7. Pursuant to Section 377 of the Local Government</li> </ol>	Director Operations & Planning	<p><b>11/08/2020 Executive Officer Operations &amp; Planning</b> Instruction given to Council solicitors to prepare acquisition documents and documents to create rights of carriageway. Awaiting draft documents from solicitor prior to release to landowners.</p> <p><b>3/11/2020 Executive Officer Operations &amp; Planning</b> Contracts for Acquisition have been prepared by Council's Solicitor. Awaiting registration of Plan of Acquisition.</p> <p><b>11/02/2021 Executive Officer</b> Contracts have been exchanged one of the property owners.</p> <p><b>4/05/2021 Executive Officer</b> Contracts with all property owners now exchanged.</p> <p>Councils solicitor has advised that survey plan of acquisition can be lodged for registration. Awaiting survey registration.</p>



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					Act 1993 delegate authority to the General Manager to sign: <ul style="list-style-type: none"> <li>a. Contract for the Sale of Land/Deed of Land Acquisition and Creation of Rights of Carriageway;</li> <li>b. Revenue NSW Purchaser Declaration Forms;</li> <li>and</li> <li>c. Letters to Revenue NSW requesting exemption from the payment of stamp duty for the acquisition of Lot 1 Deposited Plan 1263874 and Lot 192 Deposited Plan 778789.</li> </ul>		<b>3/08/2021 Executive Officer</b> Plan is now registered. Council report for land classification due to be reported to Council in September.
16/06/2020	Ordinary Council Meeting - 16 June 2020	11.5	Steuart McIntyre Dam Water Treatment Plant Procurement and Capacity	Commenced	That Council: <ol style="list-style-type: none"> <li>1. Not continue with negotiations with Microfloc Pty Ltd for provision of single tender design and construct contract as previously resolved under the provisions of clause 55(3)(k) of the Local Government Act 1993.</li> <li>2. Progress with the Options Assessments, Concept Design and Specification development work for the proposed 10ML/day Water Treatment Plant option for the Kempsey and Lower Macleay water supply scheme, prior to calling tenders via the open tendering method for the detailed design and construction.</li> </ol>	Manager Water & Sewer	<p><b>6/08/2020 Process Engineer</b></p> <p>1. Council has ceased negotiations with Microfloc Pty Ltd for the provision of a single tender design and construct tender.</p> <p>2. Council is negotiating finalisation of the options assessment with Department of Planning Industry &amp; Environment to enable progression to the concept design phase.</p> <p><b>9/11/2020 Director Operations &amp; Planning</b></p> <p>With regard to item 2 the options assessment is complete and agreed with Department of Planning Industry &amp; Environment. Concept design and specification development phase now commencing. Project update provided at November Councillor Workshop.</p> <p><b>8/02/2021 Manager Water &amp; Sewer</b></p> <p>Status unchanged</p> <p><b>4/05/2021 Manager Water &amp; Sewer</b></p> <p>Council has gained Section 60 endorsement for the Options Assessment for the Treatment Plant. A</p>

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							consultant is being engaged for the preparation of the Concept Design.  <b>19/07/2021 Manager Water &amp; Sewer</b> Council has engaged a consultant to prepare the Concept Design for the Treatment Plant.
20/10/2020	Ordinary Council Meeting - 20 October 2020	11.5	Commercial Business Opportunity	Completed	That Council: <ol style="list-style-type: none"> <li>1. Acknowledges the importance of the Slim Dusty Centre to the Kempsey Shire.</li> <li>2. Notes the opportunity to work in partnership with the Slim Dusty Foundation Limited as trustee for Slim Dusty Museum Trust Fund regarding the future operation and management of the Slim Dusty Centre.</li> <li>3. Acknowledges the opportunity that the potential future operation and management of the Slim Dusty Centre to address the need for community and cultural spaces in the shire as identified in Council's recently adopted 'Your Future Places and Spaces, Macleay Valley Community Infrastructure Strategy'.</li> <li>4. That a detailed business plan be developed for the future operation of the Slim Dusty Centre by Kempsey Shire Council, to be presented to a future Council meeting for adoption.</li> <li>5. That all budget adjustments associated with this project be included in a future Quarterly Budget Review to be presented to Council.</li> <li>6. Authorise the General Manager to: <ol style="list-style-type: none"> <li>a. Enter into a short-term agreement with Slim Dusty Foundation Limited as trustee for the Slim Dusty Museum Trust Fund to operate the Slim Dusty Centre on a reduced operating basis</li> </ol> </li> </ol>	Director Corporate & Commercial	<b>10/11/2020 Director Corporate &amp; Commercial</b> Items 1, 2 and 3 are complete. Items 4, 5 and 6 are currently in progress.  <b>29/01/2021 Director Corporate &amp; Commercial</b> Item 4 (Development of Business Plan) is currently in progress. Item 5 has been completed with adjustments for the 2020-21 financial year included in the December QBRS reported to the February 2021 Council meeting. Item 6(a) has been completed. Item 6(b) is in progress.  <b>28/04/2021 Director Corporate &amp; Commercial</b> Work on the development of the detailed business plan is largely complete, which has included due diligence activities associated with the potential longer-term transfer of the SDC to Council. It is envisaged that a report addressing the outstanding action items (Item 4 and Item 6(b)) will be presented to the May 2021 Council meeting.  <b>2/08/2021 Director Corporate &amp; Commercial</b> All action items addressed and report

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					<p>for a maximum period of six months; and</p> <p>b. Undertake the necessary due diligence and negotiations required to consider the longer-term transfer of the Slim Dusty Centre to Kempsey Shire Council, with a report to be presented to a future Council meeting.</p>		being presented to the August 2021 Council meeting.
20/10/2020	Ordinary Council Meeting - 20 October 2020	9.8	Stuarts Point Tennis Courts	Completed	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. undertake an Expression of Interest for the management of the Stuarts Point Tennis Courts.</li> <li>2. in the event that the new licenses cannot be issued prior to the middle of December 2020 that Council investigates the feasibility of terminating the existing license and implementing a temporary management arrangement for the management of the Stuarts Point Tennis Courts.</li> </ol>	Manager Commercial Business	<p><b>2/11/2020 Manager Commercial Business</b></p> <ol style="list-style-type: none"> <li>1. In progress</li> <li>2. In progress</li> </ol> <p><b>6/01/2021 Manager Commercial Business</b></p> <p>Stuarts Point Hall Committee took operational responsibility for the Stuarts Pt Tennis Courts on 18 December 2020 on an interim arrangement until a formal EOI is released.</p> <p><b>28/04/2021 Manager Commercial Business</b></p> <ol style="list-style-type: none"> <li>1. Completed</li> <li>2. In progress</li> </ol> <p><b>5/08/2021 Manager Commercial Business</b></p> <ol style="list-style-type: none"> <li>1. EOI is on hold until asset improvement works can be undertaken to the tennis clubhouse. Grant application has been submitted for clubhouse upgrade.</li> <li>2. Stuarts Point Hall Committee have accepted responsibility for the Stuarts Pt Tennis Courts on the 18 December 2020.</li> </ol>

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							NFA will occur on this matter until clubhouse upgrade is completed.
15/12/2020	Ordinary Council Meeting - 15 December 2020	9.2	Voluntary Planning Agreement: 600 Macleay Valley Way	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Consider the attached draft planning agreement dealing with the provision of water and sewer infrastructure to 600 Macleay Valley Way associated with a planning proposal to allow development of a Highway Service Centre on the land.</li> <li>2. Endorse the mandatory public notification of the planning agreement for a minimum period of 28 days.</li> <li>3. Delegate to the General Manager the authority to execute the agreement if he is satisfied there are no further changes required following the notification period, noting that the General Manager will also approve the making of the associated changes to the Kempsey Local Environmental Plan 2013 at the same time, as previously resolved by Council.</li> </ol>	Manager Strategic & Asset Planning	<p><b>5/02/2021 Manager Strategic &amp; Asset Planning</b>  The draft VPA was publicly notified on Friday 18 December 2020 with a due date for comments by Monday 25 January 2021, 10 days longer than the statutory requirement of 28 days to allow for the holiday period. One submission was received from the adjoining landowner primarily outlining concerns around perceived differences in contributions payable. The GM has responded to the queries raised and is now awaiting the final document for signature. The final VPA is now with the proponent to arrange relevant signatories to the document and return the signed copies to Council so that the GM can execute the agreement and make the associated LEP.</p> <p><b>5/05/2021 Manager Strategic &amp; Asset Planning</b>  The VPA is still with the proponent to arrange relevant signatories to the document and return the signed copies to Council so that the GM can execute the agreement and make the associated LEP.</p> <p><b>6/08/2021 Executive Officer</b>  As per the response for the matter "Planning Proposal - 600 Macleay Valley Way, South Kempsey (KLEP2013-AM-24)", the Gateway</p>

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							<p>determination was altered and terminated by DPIE as the proponent was unable to provide a signed VPA within the timeframes granted by the department.</p> <p>A fresh planning proposal to enable a highway service centre at 600 Macleay Valley Way, South Kempsey has now been lodged (KLEP2013-AM-33) which is recommended for the approval of Council to proceed to Gateway determination.</p> <p>It is recommended that the VPA be required for the new planning proposal.</p>
15/12/2020	Ordinary Council Meeting - 15 December 2020	9.8	Proposed Road Closure at Willi Willi	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> <li>Pursuant to Section 38D of the <i>Roads Act 1993</i> publish a Notice of Road Closure in the NSW Government Gazette to close part of the unnamed Council public road situated on the western boundary of Lot 26 DP752424 (1338 Warbro Brook Road, Willi Willi) with the extent of road to be closed sufficient in dimensions to ensure that the dwelling and all other structures no longer encroach onto the public road network.</li> <li>On closure, vest the land contained in the closed road as operational land.</li> <li>Pursuant to Section 44 of the <i>Roads Act 1993</i> accept the opening of a public road within Lot 26 DP752424 as compensation for the land comprised in the road closure; provided that the road to be opened continues to link Warbro Brook Road with the Council public road network to the north of Lot 26</li> </ol>	Director Operations & Planning	<p><b>11/02/2021 Executive Officer</b> Land owner advised to retain surveyor to prepare plan of road closure and land acquisition.</p> <p><b>4/05/2021 Executive Officer</b> No further update</p> <p><b>3/08/2021 Executive Officer</b> Land owner expected to provide survey in the next two months to enable matter to progress.</p>

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					<p>DP752424; and the road is opened and dedicated to the public prior to the Notice of Road Closure being published.</p> <ol style="list-style-type: none"> <li>4. Pursuant to Section 377 of the <i>Local Government Act 1993</i> delegate Authority to the General Manager to sign: <ol style="list-style-type: none"> <li>a. Survey plan of road closure and road opening</li> <li>b. Deed of road opening and road closure</li> <li>c. Land Registry Services Forms</li> </ol> </li> <li>5. Confirm that all fees and costs involved in the road closure and road opening be the sole responsibility of the owners of Lot 26 DP752424.</li> </ol>		
16/02/2021	Ordinary Council Meeting - 16 February 2021	9.12	Change of Council Ordinary Meeting Dates	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Reschedule the June 2021 Ordinary Meeting from 15 June 2021 to 22 June 2021 to avoid conflicting with the June long weekend,</li> <li>2. Reschedule the October 2021 Ordinary Meeting from 19 October 2021 to 26 October 2021 to provide sufficient time for the preparation and finalisation of the annual audited financial statements,</li> <li>3. Reschedule the April 2022 Ordinary Meeting from 19 April 2022 to 26 April 2022 to avoid conflicting with Easter,</li> <li>4. Amend its Code of Meeting Practice (the Code) to automatically defer meetings by one week where the Tuesday, Friday, or Monday before the meeting, or the meeting day, falls on a Public Holiday, and</li> <li>5. Progress the amendment of the Code on or after September 2021.</li> </ol>	Manager Governance & Information Services	<p><b>5/05/2021 Manager Governance &amp; Information Services</b></p> <ol style="list-style-type: none"> <li>1. Complete. June Ordinary Meeting has subsequently been rescheduled to 29 June.</li> <li>2. Complete.</li> <li>3. Complete.</li> <li>4. To be progressed post 2021 Local Government Elections</li> <li>5. As per above.</li> </ol> <p><b>9/08/2021 Executive Officer - Corporate and Commercial</b></p> <p>No further update will be provided until after the 2021 Local Government Election</p>
16/02/2021	Ordinary Council	9.4	Proposed Road Closure - Part Waiandar	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Pursuant to Section 38D of the <i>Roads Act</i></li> </ol>	Director Operations &	<p><b>4/05/2021 Executive Officer</b></p> <p>Survey plan of road closure received.</p>

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	Meeting - 16 February 2021		Avenue, South West Rocks		<p>1993 publish a Notice of Road Closure in the <i>NSW Government Gazette</i> to close part of Waiabar Avenue comprising an area of 504m<sup>2</sup> (or thereabouts) adjoining the southern boundary of Lot 10 DP882846.</p> <ol style="list-style-type: none"> <li>2. Vest the land in the closed road in Council as operational land.</li> <li>3. Sell the land contained in the closed road by process of public auction.</li> <li>4. Pursuant to Section 377 of the <i>Local Government Act 1993</i> delegate Authority to the General Manager to: <ol style="list-style-type: none"> <li>a. Sign the survey plan of road closure,</li> <li>b. Sign all Land Registry Services documents,</li> <li>c. Sign the Agency Agreement for the appointment of an agent to sell the land,</li> <li>d. Negotiate with any potential purchaser post auction, a sale price that the General Manager considers advantageous to Council should the land not sell at auction, and</li> <li>e. Sign the Contract for the Sale of Land.</li> </ol> </li> </ol>	Planning	<p>Sub division application to be lodged and processed prior to plan registration.</p> <p><b>3/08/2021 Executive Officer</b> Subdivision application lodged and awaiting determination.</p>
16/02/2021	Ordinary Council Meeting - 16 February 2021	9.5	South Kempsey Pressure Sewer Scheme	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Note the progress of the project.</li> <li>2. Pursuant to section 610B(2) of the <i>Local Government Act 1993</i>, adopt the methodology for determining the fee for the new service as outlined in 'Methodology for determining fee for the new service' section of this report.</li> <li>3. Delegate authority to the General Manager to execute deeds with the landowners connecting to the South Kempsey Pressure Sewer Scheme which will provide for responsibilities,</li> </ol>	Manager Strategic & Asset Planning	<p><b>5/05/2021 Manager Strategic &amp; Asset Planning</b> Landowners who expressed a desire to connect to the South Kempsey Pressure Sewer Scheme have been provided with deeds for execution. Deeds are progressively being signed and returned to Council for execution by the General Manager.</p> <p><b>6/08/2021 Executive Officer</b> A total of 21 Deed Agreements have been signed by landowners and are</p>

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					infrastructure, access arrangements, application of fees and any required easements.		awaiting execution by Council.  One agreement remains to be executed which is critical to enabling the project to be tendered. This is expected to occur in the near future.
16/02/2021	Ordinary Council Meeting - 16 February 2021	9.7	Proposed Road Closure and Purchase at Blewitts Lane, South Kempsey	Commenced	That Council: <ol style="list-style-type: none"> <li>1. Pursuant to Section 38D of the <i>Roads Act 1993</i> publish a Notice of Road Closure in the <i>NSW Government Gazette</i> to close to a width of 10.06 metres that part of Blewitts Lane, along the southern boundary of Lot 113 DP754400 and then to a width of 20.115 metres along the southern boundary of Lot 13 DP1160450.</li> <li>2. Note the submission received from the owner of Lot 113 DP754400.</li> <li>3. Vest the land in the closed road in Council as operational land.</li> <li>4. Sell the land in the closed road to the owner of Lot 13 DP1160450 at its full market value as determined by Council's Consulting Valuer.</li> <li>5. Pursuant to Section 377 of the <i>Local Government Act 1993</i> delegate Authority to the General Manager to sign: <ol style="list-style-type: none"> <li>a. Survey plan of road closure</li> <li>b. Contract for the Sale of Land</li> <li>c. Land Registry Services documents being: <ol style="list-style-type: none"> <li>i. Application for the issue of a certificate of title for the land in the closed road</li> <li>ii. Transfer form</li> </ol> </li> </ol> </li> </ol>	Director Operations & Planning	<b>4/05/2021 Executive Officer</b> Survey plan of road closure received. Sub-division application lodged. Awaiting sub-division approval.  <b>3/08/2021 Executive Officer</b> No further update.
16/03/2021	Ordinary Council Meeting -	10.1	Request for Speed Zone Review - Crescent Head Road	Commenced	That Council request the Local Traffic Committee to undertake a formal review of the speed limit for Crescent Head Road.	Manager Strategic & Asset Planning	<b>5/05/2021 Manager Strategic &amp; Asset Planning</b> This will be considered at the LTC



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	16 March 2021						<p>meeting scheduled for the 1 June 2021.</p> <p><b>6/08/2021 Executive Officer</b> This was reported to the June LTC. Council endorsed at its June 2021 meeting the recommendation of the Committee to request TfNSW to undertake a speed zone review of Crescent Head Road (end 70kmh zone to 50kmh zone Crescent Head). Council is preparing a submission to TfNSW and expect a review completed by end September 2021.</p>
16/03/2021	Ordinary Council Meeting - 16 March 2021	8.1	Local Traffic Committee - Minutes 2 March 2021	Completed	<p>That Council:</p> <ol style="list-style-type: none"> <li>notes the minutes and adopts the recommendations of the Local Traffic Committee meeting held 2 March 2021.</li> <li>approaches the Local Traffic Committee and requests that they vary the date of the meeting scheduled for 7 September given that technically there will be no Councillors elected because it is three days after the election and the poll will not have been declared.</li> </ol>	Manager Strategic & Asset Planning	<p><b>5/05/2021 Manager Strategic &amp; Asset Planning</b> The change of meeting date will be discussed at next LTC scheduled for 1 June 2021.</p> <p><b>6/08/2021 Executive Officer</b> A change of meeting date was considered due to Council elections and Council being in caretaker mode. This is no longer required due to deferral of Council elections to later this year. The September LTC is now proposed to proceed as scheduled for 7th September 2021.</p>
16/03/2021	Ordinary Council Meeting - 16 March 2021	9.2	Plans of Management for Council Managed Community Crown Lands	Commenced	<p>That Council in accordance with Sections 38, 39, 40 and 40A of the Local Government Act 1993:</p> <ol style="list-style-type: none"> <li>Update the draft Council Managed Crown Land Plan of Management for the Macleay Valley Coast Holiday Parks Annual Licence and Concept Plans as reported at agenda item 9.1 of the 16 March 2021 Ordinary Council meeting;</li> <li>Forward a copy of the draft Council</li> </ol>	Manager Commercial Business	<p><b>28/04/2021 Manager Commercial Business</b></p> <ol style="list-style-type: none"> <li>Completed;</li> <li>In progress - waiting for Native Title Advice to be completed prior to forwarding the draft POM to DPIE for concurrence and subsequent public exhibition;</li> <li>subject to 2. above;</li> </ol>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
					<p>Managed Crown Land Plan of Management to the NSW Department of Planning, Industry and Environment, as the landowner, prior to public exhibition;</p> <ol style="list-style-type: none"> <li>3. Revise the draft Council Managed Crown Land Plan of Management with any direction received from the NSW Department of Planning, Industry and Environment, before placing on public exhibition for a minimum period of 28 days and inviting the public to make submissions over a period of 42 days;</li> <li>4. Hold a public hearing in respect of the draft Plan of Management given the proposed alteration of the initial assigned categories of some community land;</li> <li>5. Bring the final version of the draft Plan of Management (inclusive of any changes made as a result of the community consultation) back to a future Council meeting for consideration and adoption; and</li> <li>6. That we review and update the draft Council Managed Crown Lands Plan of Management to provide additional information, in relation to operations and upgrade plans of other licence holders..</li> </ol>		<p>4. Not commenced; 5. Not Commenced; 6. Commenced.</p> <p><b>5/08/2021 Manager Commercial Business</b></p> <ol style="list-style-type: none"> <li>1. Completed;</li> <li>2. Draft POM sent to DPIE - waiting for DPIE concurrence before placing on public exhibition;</li> <li>3. subject to 2. above;</li> <li>4. Not commenced;</li> <li>5. Not Commenced;</li> <li>6. Commenced.</li> </ol>
16/03/2021	Ordinary Council Meeting - 16 March 2021	9.5	Fixing Country Bridges Grant	Completed	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Accept the offer of grant funding under the Fixing Country Bridges program for the bridges listed in attachment 1.</li> <li>2. Allocate components of the grant funding and required Council contributions, not already allocated, within the 2021/22 and subsequent years as required.</li> </ol>	Director Operations & Planning	<p><b>4/05/2021 Director Operations &amp; Planning</b></p> <p>Council staff are working through the grant funding Deed with Transport for NSW with a view to execution.</p> <p><b>4/08/2021 Director Operations &amp; Planning</b></p> <p>Deed execution completed and Council funding allocation included for 2021/22.</p>

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16/03/2021	Ordinary Council Meeting - 16 March 2021	9.6	Proposed Formalised Cattle Crossing at Kempsey Regional Saleyards	Completed	That Council: <ol style="list-style-type: none"> <li>Support in principle the erection of a cattle control gateway across Saleyards Road as part of the saleyard operations; and</li> <li>The public be notified of the proposal pursuant to the Roads Act 1993 which includes placing the proposal on public exhibition for 28 days.</li> </ol>	Manager Commercial Business	<p><b>28/04/2021 Manager Commercial Business</b></p> <ol style="list-style-type: none"> <li>Completed</li> <li>In progress</li> </ol> <p><b>5/08/2021 Executive Officer - Corporate and Commercial</b></p> <ol style="list-style-type: none"> <li>Completed</li> <li>Completed</li> </ol>
20/04/2021	Ordinary Council Meeting - 20 April 2021	10.2	Spooners Avenue - Construction and Sealing	Commenced	<ol style="list-style-type: none"> <li>Affirm Spooners Avenue as a high priority road for upgrading that needs construction and sealing;</li> <li>Council pursues grant funding to expedite the works; and</li> <li>If suitable grant funding is not obtained before the adoption of Council's Delivery Program for 2022-2025 that the pursuit of grant funding for this road will be considered for inclusion in the Delivery Program for 2022-2025.</li> </ol>	Director Operations & Planning	<p><b>4/05/2021 Director Operations &amp; Planning</b></p> <p>Grant opportunities will be considered as they arise acknowledging Council's resolution of May 2019 with regard to priority unsealed roads for sealing. Inclusion of an action in the next Delivery Program will be considered as it is developed.</p> <p><b>8/08/2021 Director Operations &amp; Planning</b></p> <p>Grant opportunity via the Road Safety Program considered, however the road has no accident history so is not suited for application.</p> <p>Action shall be considered for the Delivery Program when developed in line with the resolution.</p>
20/04/2021	Ordinary Council Meeting - 20 April 2021	10.5	Flood Immunity - Crescent Head Road in Vicinity of Rudders Lagoon	Completed	That Council includes the investigation of the options to improve flood immunity in the vicinity of Rudders Lagoon in Councils 2021-22 Operating Plan and subsequently pursues grant funding to upgrade this section of road.	Manager Strategic & Asset Planning	<p><b>5/05/2021 Manager Strategic &amp; Asset Planning</b></p> <p>Council staff are liaising with the consultant preparing the Lower Macleay River Flood Risk Management Study &amp; Plan to obtain advice on undertaking such an investigation.</p> <p><b>6/08/2021 Executive Officer</b></p>

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							Investigations have been incorporated in the 21/22 Operating Plan.
20/04/2021	Ordinary Council Meeting - 20 April 2021	9.1	Macleay Valley Coast Holiday Parks - Annual Licences and Master Plans	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Note that the revenue generated by the Macleay Valley Coast Holiday Parks provides an important funding source to improve all crown reserves under Kempsey Shire Council's management, which would otherwise be funded from general ratepayer funds.</li> <li>2. Note the Macleay Valley Coast Holiday Park Stakeholder Engagement Report undertaken by Locale Consulting.</li> <li>3. In relation to Annual Licences within the Macleay Valley Coast Holiday Parks: <ol style="list-style-type: none"> <li>a. Note the Macleay Valley Coast Holiday Parks Annual Licence Social and Economic Impact Assessment undertaken by Locale Consulting;</li> <li>b. Note the proposed change in Annual Licences Fees and Charges to be placed in the draft 2021/22 Kempsey Shire Council Fees and Charges, which will be presented to Council in April 2021 prior to public exhibition;</li> <li>c. Adopt the attached Licenced Sites Management Policy and Annual Licence Site Management Strategy ; and</li> <li>d. Note that a fair and transparent plan for the rationalisation of the annual sites, consistent with the Annual Licence Strategy and Site Development Plans, will be developed and communicated to the Annual Site Licence Holders by 31 December 2021.</li> </ol> </li> <li>4. Adopt the Macleay Valley Coast Holiday Parks 10-year Concept Plans for Grassy</li> </ol>	Manager Commercial Business	<p><b>28/04/2021 Manager Commercial Business</b></p> <ol style="list-style-type: none"> <li>1. <b>Completed</b></li> <li>2. <b>Completed</b></li> <li>3. <ol style="list-style-type: none"> <li>a. <b>Completed</b></li> <li>b. <b>Completed</b></li> <li>c. <b>Completed</b></li> <li>d. <b>In progress</b></li> </ol> </li> <li>4. <b>Completed</b></li> </ol> <p><b>5/08/2021 Manager Commercial Business</b></p> <ol style="list-style-type: none"> <li>1. <b>Completed</b></li> <li>2. <b>Completed</b></li> <li>3. <ol style="list-style-type: none"> <li>a. <b>Completed</b></li> <li>b. <b>Completed</b></li> <li>c. <b>Completed</b></li> <li>d. <b>In progress</b></li> </ol> </li> <li>4. <b>Completed</b></li> </ol>

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					Head, Stuarts Point, Hat Head, Horseshoe Bay (Alternative Plan) and Crescent Head Holiday Parks (Alternative Plan).		
20/04/2021	Ordinary Council Meeting - 20 April 2021	9.2	March 2021 Flood Event	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Note the information provided within this report regarding the management and control of the flood natural disaster event within the Kempsey Shire local government area and the ongoing recovery actions.</li> <li>2. Acknowledge the significant effort that has occurred by government agencies, especially the NSW State Emergency Service (SES), not for profits, the private sector and from within the community in response to the flood emergency and the immediate relief works via the Recovery Taskforce.</li> <li>3. Acknowledge the significant effort by Council staff in response to the flood emergency and in supporting the community at this time.</li> <li>4. Acknowledge that many property owners have suffered substantial loss to property and livelihood as a result of the flood.</li> <li>5. Note the provisions included within Council's 'Hardship Relief to Ratepayers' procedure (procedure 5.4.4) and in particular, clause 5 Hardship Assistance – Natural Disasters, which apply to all categories of ratepayers.</li> <li>6. Waive interest on rates and charges for the period to 30 June 2021, in relation to owners of properties and local businesses which have been damaged or destroyed in the March 2021 flood emergency, where the ratepayer enters into an approved payment arrangement</li> </ol>	Director Operations & Planning	<p><b>4/05/2021 Director Operations &amp; Planning</b> Actions are being undertaken in accordance with the resolution of Council to support recovery and assistance efforts.</p> <p><b>11/08/2021 Executive Officer - Operations &amp; Planning</b> No further update.</p>

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					<p>in accordance with Council's Hardship Relief to Ratepayers' procedure (procedure 5.4.4).</p> <ol style="list-style-type: none"> <li>7. Waive water usage charges, on a case-by-case basis, where ratepayers can demonstrate substantial increase in water usage as a result of the flood event.</li> <li>8. Waive the fees for food shop inspections until 30 June 2021.</li> <li>9. Note that residents and businesses' flood damaged waste is being removed at no charge as detailed within this report. Note plans in place to remove silage plastic for flood impacted primary producers.</li> <li>10. That council formally correspond with the ADF to acknowledge and thank them for their assistance during the March 21 Flood.</li> <li>11. That council formally correspond with the SES and the RFS/Fire and Rescue to acknowledge and thank them for their assistance during the March 21 Flood.</li> <li>12. Council formally corresponds and acknowledges the Police and particularly the Local Emergency Operations Controller (LECON) and thank them for their assistance during the March 21 Flood.</li> </ol>		
20/04/2021	Ordinary Council Meeting - 20 April 2021	9.4	Planning Proposal - Kempsey CBD Flood Planning	Completed	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Act on the recommended changes to the <i>Kempsey Local Environmental Plan (KLEP) 2013</i> and <i>Kempsey Development Control Plan (KDCP) 2013</i>, as made in the Kempsey CBD Flood Risk Management Study and Plan.</li> <li>2. Adopt the amendments to Council Policy 1.1 - Development Control Policy and repeal Procedure 1.1.11 - Flood Risk Management.</li> </ol>	Manager Strategic & Asset Planning	<p><b>5/05/2021 Manager Strategic &amp; Asset Planning</b> The Planning Proposal has been submitted to the Department of Planning, Industry and Environment for a Gateway determination. Awaiting response.</p> <p><b>6/08/2021 Executive Officer</b> Planning Proposal withdrawn due to release of Flood Prone Land Package.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
					<ol style="list-style-type: none"> <li>3. Submit the attached planning proposal to amend KLEP 2013 Clause 7.3 and introduce a Floodplain risk management clause to KLEP 2013 to the Minister for Planning for Gateway consideration pursuant to section 3.34 of the Act.</li> <li>4. Request written authorisation from the Secretary of the Department of Planning, Industry and Environment to exercise plan making delegations in relation to this proposal.</li> <li>5. Take the necessary steps to exhibit the planning proposal pursuant to section 3.33 of the Act, expressing the objective and intended outcomes of proposed changes to the <i>Kempsey Local Environmental Plan 2013</i> (LEP), and amend <i>Kempsey Development Control Plan 2013 Chapter B7: Floodplain Management (DCP)</i> as described in the report, pursuant to section 3.43 of the Act and in accordance with any Gateway determination.</li> <li>6. Receives a further report at the conclusion of the public exhibition period.</li> </ol>		<p>Standard Instrument (Local Environmental Plans) Amendment (Flood Planning) Order 2021 commencing 14/07/2021. This amendment addresses proposed PP. New Flood mapping created for website.</p> <p>DCP exhibition period completed 29/06/21.</p> <p>DCP Chapter B7 &amp; Flood mapping reported to Council and adopted. Policy 1.1 amended &amp; Procedure 1.1.11 repealed.</p>
18/05/2021	Ordinary Council Meeting - Confidential - 18 May 2021	11.2	Central Kempsey Sporting Complex Irrigation Tender TQE 20/30	Completed	<p>That Council:  Note the receipt of the tender received from Never Stop Irrigation Pty Ltd for \$516,264 GST exclusive, for the Toro option outlined.  Accept the tender for the construction of irrigation at Verge and Eden Street playing fields at the Central Kempsey Sporting Complex submitted by Never Stop Irrigation Pty Ltd.  Authorise the contract documents be executed.</p>	Manager Infrastructure Delivery	<b>23/06/2021 Manager Infrastructure Delivery</b> Tender accepted in accordance with resolution.
18/05/2021	Ordinary Council Meeting - 18 May	10.1	Crescent Head Public Domain Plan - Foreshore Open Space and Parking	Completed	<ol style="list-style-type: none"> <li>1. Note the October 2020 resolution of Council with regard to the adoption of the Crescent Head Public Domain Plan, which included adopting in principle the</li> </ol>	Manager Strategic & Asset Planning	<b>6/08/2021 Executive Officer</b> Refined plans in line with the resolution were presented to the July Council Meeting.

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
	2021				<p>foreshore carparking Option A as the preferred layout.</p> <p>2. Staff seek to further refine the concept plans including additional parking and a component of foreshore parking area whilst maintaining the greenspace principles of the existing concepts within the Public Domain plans.</p> <p>3. The refined plan or plans be reported to a future council meeting.</p>		
18/05/2021	Ordinary Council Meeting - 18 May 2021	9.1	Slim Dusty Centre - Transfer of Ownership	Completed	<ol style="list-style-type: none"> <li>1. That Council authorise the General Manager to: <ol style="list-style-type: none"> <li>a. Exercise the option under the existing management agreement with Slim Dusty Foundation Limited, as trustee for the Slim Dusty Museum Trust Fund, to operate the Slim Dusty Centre for a maximum further period of six months.</li> <li>b. Continue to undertake the necessary due diligence and negotiations required to consider the longer-term transfer of the Slim Dusty Centre to Council, with a report to be presented to a future Council meeting.</li> </ol> </li> <li>2. That Council continues to operate the Slim Dusty Centre in accordance with the terms of the existing management agreement with Slim Dusty Foundation Limited, as trustee for the Slim Dusty Museum Trust Fund.</li> <li>3. That a report and detailed business plan be presented to a future Council meeting, no later than November 2021, regarding the possible future longer-term management and operation of the Slim Dusty Centre by Kempsey Shire Council.</li> </ol>	Director Corporate & Commercial	<p><b>2/08/2021 Director Corporate &amp; Commercial</b></p> <p>All action items addressed and report being presented to the August 2021 Council meeting.</p>
18/05/2021	Ordinary	9.2	Lease of South West	Commenced	That Council in its capacity as the Crown Land	Manager	<b>4/08/2021 Manager Commercial</b>



Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
	Council Meeting - 18 May 2021		Rocks Tourist Village		Manager of the South West Rocks Holiday and Leisure Reserves Reserve Trust sign the lease agreement of 30 years plus a 10-year option with INA Operations Pty Limited.	Commercial Business	<b>Business</b> The Reserve Trust has signed the lease. The lease has been forwarded to the lessee for signature. Once the lease has been signed by both parties the lease will be forwarded to DPIE for Minister's consent.
18/05/2021	Ordinary Council Meeting - Confidential - 18 May 2021	11.1	Kempsey Regional Saleyards - Tender for Long Term Lease	Completed	<p>That Council:</p> <p>Note the extensive process undertaken since May 2018, including significant community and stakeholder engagement, to determine the preferred Kempsey Regional Saleyards management / operating model.</p> <p>Note that the lease agreement includes, amongst other requirements, the following mandatory requirements which provides for the:</p> <p>Continued commercial operation of Kempsey Regional Saleyards at its current location;</p> <p>Ongoing use of Kempsey Regional Saleyards as a stock refuge during declared emergencies;</p> <p>Impoundment of livestock by Council at the facility when required;</p> <p>The ability for the landlord to undertake capital / infrastructure upgrades where grant funding is secured;</p> <p>Ongoing maintenance and monitoring of the Saleyards effluent system;</p> <p>Ongoing reporting of operating data to Council;</p> <p>and</p> <p>Premises to be made available to Licenced Stock Agents to use on reasonable commercial terms for the permitted use at least one day per month.</p> <p>Accept the tender submitted by Kempsey Stock &amp; Land Pty Ltd for the 10 + 10 year lease of Kempsey Regional Saleyards for a per annum base rental sum of \$120,000.00 (ex-GST) with a capital contribution of \$100,000 in accordance with the tender submission and the tender documentation.</p> <p>Authorise the lease agreement to be executed.</p>	Manager Commercial Business	<b>5/08/2021 Manager Commercial Business</b> Tender awarded and lease executed.

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
18/05/2021	Ordinary Council Meeting - 18 May 2021	9.5	Proposed Road Closure at Bellbrook	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Pursuant to Section 38D of the <i>Roads Act 1993</i> publish a Notice of Road Closure in the <i>NSW Government Gazette</i> to close part of the unnamed Council public road situated within Lot 85 Deposited Plan 752426 with the extent to be closed sufficient in dimensions to ensure that the dwelling and garage and any other built structures no longer encroach onto the public road network.</li> <li>2. On closure, vest the land contained in the closed road as operational land.</li> <li>3. Pursuant to Section 44 of the <i>Roads Act 1993</i> accept the opening of a public road elsewhere within Lot 85 Deposited Plan 752426 as compensation for the land comprised in the road reserve, provided that the road to be opened continues to provide a link in the Council public road network, albeit if the road network is not presently constructed.</li> <li>4. Ensure that the road opening and public dedication occurs either prior to, or simultaneous to, the publication of the Notice of Road Closure.</li> <li>5. Pursuant to Section 377 of the <i>Local Government Act 1993</i> delegate Authority to the General Manager to sign: <ol style="list-style-type: none"> <li>a. Survey plan of road closure and road opening</li> <li>b. Deed of road closure and road opening</li> <li>c. Subdivision Application</li> <li>d. Land Registry Services forms</li> </ol> </li> <li>6. Confirm that all fees, costs and charges involved in the road closure and road opening be the sole responsibility of the owner of Lot 85 Deposited Plan 752426.</li> </ol>	Director Operations & Planning	<p><b>10/08/2021 Executive Officer</b></p> <p>The landowner has been advised of the Council resolutions and instructed to engage a surveyor. No response from either the landowner or a surveyor he may have engaged at this stage.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
02/06/2021	Extra-ordinary Council Meeting - 2 June 2021	5.1	Construction of Waste Facility Cell 4 Tender - TQE21/2	Completed	That Council accept the Recommended Lump Sum Tender Amount of \$3,046,877 (including GST) submitted by Ditchfield Contracting P/L for the construction of Cell 4 at the KSC Waste Management Centre, Crescent Head Road, Kempsey, in accordance with the tender submission and the tender documentation.	Manager Commercial Business	<b>5/08/2021 Manager Commercial Business</b> Tender awarded.
29/06/2021	Ordinary Council Meeting - 29 June 2021	7.1	June 2021 Health Advocacy	Completed	That Council: <ol style="list-style-type: none"> <li>1. Acknowledge the complexities across multiple levels of government that impact on the supply of medical professionals to regional areas.</li> <li>2. Note the advocacy being undertaken at a local level by council and the local community and support the efforts of the local community for improved access to medical services.</li> <li>3. Support the adopted position of NSW Country Mayors Association to advocate for solutions that dedicate government and medical resources to correcting the imbalance of access to medical services in rural and regional areas, compared to our city counterparts.</li> <li>4. Continues to advocate with appropriate federal and state ministers and shadow ministers for the reinstatement of the Distribution Priority Area Scheme where appropriate.</li> </ol>	Executive Assistant	
29/06/2021	Ordinary Council Meeting - 29 June 2021	9.1	Integrated Planning and Reporting Suite for 2021-22	Completed	That Council adopt the following Integrated Planning and Reporting documents with the changes outlined in this report, including the investigation of flood immunity options for Crescent Head Road at Rudders Lagoon, for the 2021-22 year: <ol style="list-style-type: none"> <li>1. Delivery Program and Operational Plan 2021-22</li> <li>2. Long Term Financial Plan 2021-2031</li> </ol>	Manager Corporate Projects	<b>1/07/2021 Manager Corporate Projects</b> Inclusion made for the investigation of flood immunity options for Crescent Head Road at Rudders Lagoon, for the 2021-22 in the final Operational plan.

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
					<ul style="list-style-type: none"> <li>3. Revenue Policy 2021-22</li> <li>4. Schedule of Fees and Charges 2021-22</li> <li>5. Rates Maps 2021-22</li> </ul>		
29/06/2021	Ordinary Council Meeting - 29 June 2021	9.10	Flood Local Environmental Plan (LEP) Clauses	Completed	<p>That Council, after considering the attached draft clause, recommended amendments and guidance material, authorise the General Manager to provide formal confirmation to the Department of Planning Industry and Environment that Kempsey Shire Council wishes to incorporate Clause 5.22 Special Flood Considerations into the Kempsey Local Environmental Plan (KLEP) 2013 inclusive of the following 'sensitive and hazardous development' purposes:</p> <ul style="list-style-type: none"> <li>a. boarding houses,</li> <li>b. caravan parks,</li> <li>c. correctional centres,</li> <li>d. emergency services facilities,</li> <li>e. group homes,</li> <li>f. hospitals,</li> <li>g. hostels,</li> <li>h. residential care facilities,</li> <li>i. seniors housing,</li> <li>j. tourist and visitor accommodation.</li> </ul>	Manager Strategic & Asset Planning	<p><b>6/08/2021 Executive Officer</b> Council submitted EOI to DPIE to opt in to Clause 5.22 Special Flood Considerations for KLEP 2013. DPIE to make amendments through SEPP amendment to introduce Clause 5.22 into KLEP 2013.</p> <p>KLEP 2013 Clause 7.3 Repealed and Clause 5.21 Flood Planning commenced.</p>
29/06/2021	Ordinary Council Meeting - 29 June 2021	9.2	Dog Walking Access & Signage Review	Commenced	<p>That Council:</p> <ul style="list-style-type: none"> <li>1. Note the results of the Your Say Macleay survey and the preferred access and signage options for dog walking at Hat Head, South West Rocks, Crescent Head and Grassy Head.</li> <li>2. Adopt the access options for dog walking at Hat Head, South West Rocks and Grassy Head as detailed in Attachment 4 – Preferred Access Option Maps. Adopt the access options map for Crescent Head option 1 in attachment 2.</li> <li>3. Approve a budget parameter of \$15,000 in the 2021/22 Regulatory Services</li> </ul>	Manager Development & Compliance	<p><b>6/08/2021 Manager Development &amp; Compliance</b> Advocacy will be ongoing.</p> <p>Item to be revisited in May/June 2022 with the report to Council assessing the outcome of the changes to the Dogs on and off leash areas.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
					<p>budget to commence implementation of the revised access signage for dog walking at Hat Head, South West Rocks, Crescent Head and Grassy Head.</p> <p>4. Continue to advocate for access to alternative or extended beach off-leash areas in the Crescent Head area with National Parks &amp; Wildlife Services and lobby appropriate state and shadow ministers for support for possible re-gazettal and/or changes to plans of management.</p> <p>5. Report to a Councillor briefing around May/June 2022 to provide review and assessment on outcomes of the changes being implemented for Dogs on and off leash areas.</p>		
29/06/2021	Ordinary Council Meeting - 29 June 2021	9.3	T6-21-102 Attached Dual Occupancy & Subdivision (One Lot into Two Lots) - Ocean Street, South West Rocks	Completed	<p>That Council:</p> <ol style="list-style-type: none"> <li>Support the requested variation to the building height development standards in Clause 4.3 of KLEP 2013.</li> <li>Grant development consent to T6-21-102 for an attached dual occupancy and subdivision (one lot into two lots), subject to the conditions contained in the attachment (<i>Attachment – T6-21-102 Recommended Conditions</i>).</li> </ol>	Manager Development & Compliance	<b>4/08/2021 Manager Development &amp; Compliance</b> Consent issued
29/06/2021	Ordinary Council Meeting - 29 June 2021	9.4	T6-20-454 Subdivision (One Lot into Two Lots) - East Street, Crescent Head	Completed	<p>That Council:</p> <ol style="list-style-type: none"> <li>Support the requested variation to the minimum lot size for subdivision standard in Clause 4.1 of KLEP 2013.</li> <li>Grant development consent to T6-20-454 for a two (2) lot subdivision at 24 East Street, Crescent Head, subject to the conditions contained in the attachment (<i>T6-20-454 Recommended Conditions of Consent</i>).</li> </ol>	Manager Development & Compliance	<b>4/08/2021 Manager Development &amp; Compliance</b> Consent issued

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
29/06/2021	Ordinary Council Meeting - 29 June 2021	9.5	Belgrave Street Traffic Study	Commenced	That Council: <ol style="list-style-type: none"> <li>1. Endorse the completion of the Belgrave Street Traffic Study as the first phase in the development of the Belgrave Street Master Plan; and</li> <li>2. Defer the development of the Belgrave Street Master Plan until the completion of the NSW Government's State and Regional Road classification review; and</li> <li>3. Receive a further report on the development of the Belgrave Street Master Plan on completion of the road classification review including any impact for the second bridge crossing or by June 2023.</li> </ol>	Manager Strategic & Asset Planning	<b>6/08/2021 Executive Officer</b> No further action on this project to be undertaken until the Government's State and Regional Road classification review has been completed.
29/06/2021	Ordinary Council Meeting - 29 June 2021	9.6	Road Opening and Road Closing - Dowlings Falls Road, Toorooka	Commenced	That Council: <ol style="list-style-type: none"> <li>1. Pursuant to Section 38D of the <i>Roads Act 1993</i> publish a Notice of Road Closure in the <i>NSW Government Gazette</i> to close that part of Dowlings Falls Road shown as Lots 1 and 5 in the Plan of Acquisition for Road Purposes Within Lot 2 DP752425 and Lot 484 DP829632 and Proposed Road Closing Under the Roads Act 1993 dated 21 November 2020 prepared by Surveyor Graham McLeod Burns.</li> <li>2. On closure, vest Lots 1 and 5 comprising the closed road as operational land.</li> <li>3. Pursuant to Section 44 of the <i>Roads Act 1993</i> give the land in the closed road (Lots 1 and 5) to the owners of Lot 2 DP752425 and Lot 484 DP829632 as compensation for the acquisition of land for road purposes (Lots 2 and 4).</li> <li>4. Pursuant to Section 10 of the <i>Roads Act 1993</i>, dedicate Lots 2 and 4 as public road.</li> <li>5. Ensure that the road opening and road dedication occurs either prior to, or</li> </ol>	Director Operations & Planning	<b>3/08/2021 Executive Officer</b> Council solicitors to be instructed to prepare acquisition deed.

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
					<p>simultaneous to, the publication of the Notice of Road Closure.</p> <ol style="list-style-type: none"> <li>6. Pay the legal/land conveyancing costs reasonably incurred by the owners of Lot 2 DP752425 and Lot 484 DP829632 arising from the Section 44 <i>Roads Act 1993</i> proposal.</li> <li>7. Pursuant to Section 377 of the <i>Local Government Act 1993</i> delegate Authority to the General Manager to sign: <ol style="list-style-type: none"> <li>a. Survey plan of Acquisition and Road Closing</li> <li>b. Deed of Road Closure and Road Opening</li> <li>c. Subdivision Application</li> <li>d. Land Registry Services Forms</li> </ol> </li> </ol>		
20/07/2021	Ordinary Council Meeting - 20 July 2021	9.1	Crescent Head Public Domain Plan - Foreshore Car Parking Area	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. acknowledge the significant community consultation to date.</li> <li>2. report back to August 2021 ordinary council meeting to present the engagement scope and how it will be delivered, how will the work be funded and impacts to the Operational Plan 2021/2022.</li> <li>3. bring a further report back to council in approximately 24 months with more options balancing the need for car parks on the foreshore and the need for green space, the playground design, a skate park design and location in an overall concept design that recognises the various cultures of Crescent Head, developed through a community advisory group including members of the most relevant groups (Dunghutti, ratepayers, surfing community, community groups, business owners, tourism and others) and continue</li> </ol>	Director Operations & Planning, Manager Strategic & Asset Planning	<p><b>4/08/2021 Director Operations &amp; Planning</b></p> <p>A report has been prepared for the August Ordinary Meeting of Council in accordance with the resolution.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
					to keep the community engaged throughout this process.		
20/07/2021	Ordinary Council Meeting - 20 July 2021	9.2	Draft Biodiversity Strategy - Kempsey Shire	Commenced	That Council: <ul style="list-style-type: none"> <li>1. Approve the Draft Biodiversity Strategy for the Kempsey Shire to proceed to public exhibition for 42 days.</li> <li>2. Receives a further report at the conclusion of the public exhibition period.</li> </ul>	Manager Strategic & Asset Planning	<b>6/08/2021 Executive Officer</b> The Biodiversity Strategy was placed on public exhibition Monday 2 August through Council's <a href="#">Your Say Macleay website</a> . The 42-day public exhibition period will conclude on 13 September 2021. A report will be prepared for Council for the February 2022 meeting (in response to the recent change in dates for the election).
20/07/2021	Ordinary Council Meeting - 20 July 2021	9.3	Kempsey CBD Flood Planning	Completed	That Council: <ul style="list-style-type: none"> <li>1. Adopt amended <i>Kempsey Development Control Plan 2013 Chapter B7: Flood Hazard Area Management</i>.</li> <li>2. Endorse the Flood Mapping and have it made accessible by the public through Council's website.</li> </ul>	Manager Strategic & Asset Planning	<b>6/08/2021 Executive Officer</b> DCP Chapter B7 adopted and updated on Council's website. Flood mapping publicly available on Council's website. Policy 1.1 amended on Council's website & Procedure 1.1.11 repealed from Council's website.
20/07/2021	Ordinary Council Meeting - 20 July 2021	9.4	Planning Proposal - Neville Morton Drive, Crescent Head	Commenced	<ul style="list-style-type: none"> <li>1. That the planning proposal which applies to a portion of Lot 11 DP1269181 Crescent Head, be progressed to make the amendment to the local environmental plan, described as KLEP 2013 (Amendment 25).</li> <li>2. That Council staff request the Parliamentary Counsel's Office to draft the legal instrument, KLEP 2013 (Amendment 25), under s 3.36(1) of the Environmental Planning and Assessment Act 1979 to give effect to the final planning proposal.</li> <li>3. That the General Manager exercise delegation from the Minister for Planning to make the amending instrument, KLEP 2013 (Amendment 25).</li> </ul>	Manager Strategic & Asset Planning	<b>6/08/2021 Executive Officer</b> Council is preparing mapping amendments (as requested by ePlanning on 5 August 2021). When the mapping is finalised and authorised to proceed by ePlanning, the General manager will be requested to exercise delegation for the making of the instrument, which will then be lodged with DPIE for notification of the LEP amendment.



Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
					4. That upon the making of KLEP 2013 (Amendment 25), the Department of Planning, Industry & Environment be requested to notify the plan on the NSW Legislation webpage.		
20/07/2021	Ordinary Council Meeting - 20 July 2021	9.5	Wigay Aboriginal Cultural Park Incorporation	Commenced	That Council: 1. Agrees to dissolve the Section 355 Committee; and 2. Supports the management of the Wigay Park under a twelve (12) month licence agreement by Wigay Park Management Committee Inc.	Coordinator Engagement & Community	<b>9/08/2021 Coordinator Communications &amp; Community</b> Wigay Park Cultural Committee have been informed of Council decision and will hold their AGM 18 August 2021, to ratify the Incorporated Group.
20/07/2021	Ordinary Council Meeting - 20 July 2021	9.6	Local Event Day Application 2021 - Kempsey Show	Completed	That Council make an application to the Minister for the Public Service and Employee Relations, under the <i>Public Holidays Act 2010</i> (NSW) for the declaration of a part-day local event, from 1.00pm, Wednesday, 29 September 2021 for the Kempsey Show.	Executive Officer - Corporate and Commercial	<b>27/07/2021 Executive Officer - Corporate and Commercial</b> Application made to the Minister, Friday, 23 July 2021.