

Action Register

Search Criteria

Showing Completed Items: Yes

Include Items Completed From: 10/11/2020

Applied Filters

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

Generated By: Daniel Thoroughgood

Generated On: 15/02/2021 at 12:07pm

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>11/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>14 August 2018</p> <p>Lot 81 DP805382 (Arthur Street) and Lot 132 DP829565 (Victor Perry Place) at South West Rocks will be auctioned on 23 August 2018. Proceeds of the sale directed to Section 94 fund for open spaces improvements in South West Rocks.</p> <p>25 October 2018</p> <p>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>30 January 2019</p> <p>Lot 19 DP 20694 (Clarence Ryan Avenue) and Lots 40, 41 and 42 DP 1676 (Tabrett Street) at West Kempsey have had market valuations 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>9 August 2019</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
							<p>No further update.</p> <p>8 November 2019</p> <p>No further update</p> <p>7 February 2020</p> <p>Internal resourcing has recently been allocated to resume sale process of listed lots.</p> <p>5 May 2020</p> <p>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>11 August 2020</p> <p>Action will be reviewed on the adoption of the Community Infrastructure Strategic Plan</p> <p>5/11/2020 Director Operations and Planning</p> <p>Community Infrastructure Strategic Plan now adopted providing framework for consideration of land sales.</p> <p>10/02/2021 Director Operations & Planning</p> <p>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>
21/08/2018	Ordinary Council Meeting - 21 August 2018	20.1	Central Kempsey Wastewater Treatment Plant - Revised Procurement Model	Commenced	<p>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</p> <p>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</p>	Manager Water & Sewer	<p>11/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>9 November 2018</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
					<p>3. Invites expressions of interest for the construction of the Central Kempsey Wastewater Treatment Plant, allowing for alternative design proposals to be submitted</p> <p>4. Receive a report on the outcome of the expressions of interest process for endorsement prior to inviting tenders from the selected (shortlisted) persons</p> <p>5. That the funding model with sources and timeframes be reported to a future Council meeting as soon as ascertained</p>		<p>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 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>30 January 2019</p> <p>Status unchanged.</p> <p>8 May 2019</p> <p>Work on progressing the reference design continues. A review of the Sewer Fund is underway.</p> <p>11 August 2020</p> <p>Status unchanged</p> <p>6/11/2020 Director Operations and Planning</p> <p>Status unchanged. Project update provided at Councillor Workshop on 4 November 2020.</p> <p>8/02/2021 Manager Water & Sewer</p> <p>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>
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"> 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. 	Director Operations & Planning	<p>11/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
					<ol style="list-style-type: none"> 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. 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. 4. Affix the Common Seal to the survey plans of road closure. 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. 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"> a. Contracts for Sale b. Land Registry Services Request Forms for issue of certificates of title for the closed roads c. Revenue NSW Purchaser Declaration Forms d. Revenue NSW letters seeking exemption from the payment of Stamp Duty on the lands acquired for road. 		<p>7 November 2018</p> <p>Quotes being sourced for survey works. Advice in writing is being provided to applicable landowners.</p> <p>30 January 2019</p> <p>Advice has been provided to applicable landowners. Surveyor has been appointed to undertake surveys.</p> <p>9 May 2019</p> <p>Awaiting surveys.</p> <p>9 August 2019</p> <p>Marraman Street – plan of road closure lodged for registration McIntyres Road & Nulla Nulla Creek Road – final surveys underway to prepare the plan of road closure.</p> <p>8 November 2019</p> <p>No further update</p> <p>4 February 2020</p> <p>Awaiting delivery of survey from Surveyor</p> <p>5 May 2020</p> <p>No further update</p> <p>11/08/2020 Executive Officer Operations & Planning</p> <p>No further update.</p> <p>3/11/2020 Executive Officer Operations & Planning</p> <p>Marramah Street, West Kempsey - subdivision plan lodged early November. Nulla Nulla Creek Road - awaiting the survey plans.</p> <p>11/02/2021 Executive Officer</p> <p>No change, matter is still with the Surveyor for action.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
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>11/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>8 February 2019</p> <p>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>9 May 2019</p> <p>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> <p>4 August 2019</p> <p>Breaking the Cycle meeting for June was deferred. Direct correspondence with PHN has been commenced.</p> <p>6 November 2019</p> <p>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>6 February 2020</p> <p>No further update as meeting planning disrupted by Bushfire Emergency demands on resources.</p> <p>6 May 2020</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
							<p>No further update as internal resource availability and engagement capacity impacted by COVID-19</p> <p>6 August 2020 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> <p>6 November 2020 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>11/02/2021 Executive Officer - Corporate and Commercial</p> <p>With resources now available, planning has recommenced to address this action.</p>
18/12/2018	Ordinary Council Meeting - 18 December 2018	13.1	Saltwater Urban Release Area Options	Commenced	That the report is noted and that Council proceed to prepare a Development Control Plan for the entire Saltwater precinct.	Manager Strategic & Asset Planning	<p>11/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>24 January 2019</p> <p>Quotations to prepare DCP being sought.</p> <p>9 May 2019</p> <p>Quotations received and consultant to be engaged.</p> <p>5 August 2019</p> <p>Preferred consultant selected. Coordinating start date for the project.</p> <p>22 October 2019</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
							<p>Consultant engaged. Inception meeting 10 September. Information being reviewed by consultant. Waiting on information from court mediation on Saltwater DA.</p> <p>3 February 2020</p> <p>Project delayed by court mediation decision. Consultant no longer available. Options to complete the project are being reviewed.</p> <p>6 May 2020</p> <p>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>11/08/2020 Coordinator Strategic and Environmental Planning</p> <p>No change. New project with broader scope is scheduled to start in the 20/21 Operating Plan year.</p> <p>4/02/2021 Manager Strategic & Asset Planning</p> <p>No further update.</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"> 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. 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. 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. 4. Inform the community of this decision. 	Manager Water & Sewer	<p>11/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>29 January 2019</p> <p>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>8 May 2019</p> <p>Stuarts Point STP has had a treatment option assessment</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
							<p>completed. Survey work is being conducted on the treatment plant site and within the village. The community update occurred on 28 February 2019.</p> <p>9 August 2019</p> <p>Negotiation with regard to the amendment of the Deed is continuing.</p> <p>8 November 2019</p> <p>Negotiation on Deed amendment continuing.</p> <p>5 February 2020</p> <p>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>5 May 2020</p> <p>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>11 August 2020</p> <p>No further update.</p> <p>6/11/2020 Director Operations and Planning</p> <p>No further update.</p> <p>8/02/2021 Manager Water & Sewer</p> <p>No further update</p>
19/03/2019	Ordinary Council Meeting - 19 March 2019	13.8	Mid North Coast High Performance Sports Centre,	Commenced	That Council: 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	Director Operations & Planning	<p>11/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
			South West Rocks		<p>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.</p> <p>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.</p> <p>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>		<p>9 May 2019</p> <p>South West Rocks Country Club notified of Councils decision. Management agreement to be drafted.</p> <p>1 August 2019</p> <p>No further update. Focus currently on project planning.</p> <p>8 November 2019</p> <p>No further update</p> <p>7 February 2020</p> <p>No further update.</p> <p>7 May 2020</p> <p>No further update.</p> <p>11/08/2020 Director Operations and Planning</p> <p>No further update. Informal discussion as part of project delivery only.</p> <p>6/11/2020 Director Operations and Planning</p> <p>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>10/02/2021 Director Operations & Planning</p> <p>No further update</p>
21/05/2019	Ordinary Council Meeting - 21 May 2019	13.7	Review of Unmaintained Council Roads	Commenced	<p>1. That Council acknowledge the current maintained status of Roses Road (part of), Hickeys Creek Road (part of) and Stony Creek Lane.</p> <p>2. That Council note that commencing maintenance of these roads is a desirable outcome, however for this to occur road construction work must first occur.</p>	Director Operations & Planning	<p>4/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>9 August 2019</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
					<p>3. That Council authorise the General Manager to write to property owners to determine their appetite to contribute to the required road upgrades, including outlining an option where a repayment schedule would be in place to assist with the upfront financial burden of making the contribution.</p> <p>4. That Council receive the outcome of the response from property owners via a report to a future meeting of Council.</p>		<p>A further audit of roads is being undertaken prior to writing to landowners. One further road has been identified at this point, which will be added to the list of landowners to be written to.</p> <p>8 November 2019</p> <p>Letter drafted for distribution. One additional road will be included in the distribution (Bastow Lane). Distribution on hold given current bushfire activity in areas of these roads.</p> <p>7 February 2020</p> <p>Status as per previous update. Additional funding opportunities being explored to undertake some interim works.</p> <p>7 May 2020</p> <p>The status remains as per previous updates for the review of Council's ongoing maintenance of these roads. Funding through the National Bushfire Recovery Agency has allowed Council to undertake maintenance on these key unmaintained Council Roads, with the allocation of \$150,000.</p> <p>9/08/2020 Director Operations and Planning</p> <p>The status remains as per previous updates. Work with funding received has commenced and has made some initial improvements to these roads.</p> <p>6/11/2020 Director Operations and Planning</p> <p>Further work is planned with grant funding available in the later part of 2020. Reconsideration to resolution of Council may then be appropriate.</p> <p>10/02/2021 Director Operations & Planning</p> <p>Work with funding on the identified roads is now essentially complete. It is recommended to revisit the resolution of Council in light of this work and the impacts of drought and bushfire to these areas.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
21/05/2019	Ordinary Council Meeting - 21 May 2019	15.1	Review of Dog Off-Leash Areas	Commenced	<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>4/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>9 August 2019</p> <p>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.</p> <p>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>8 November 2019</p> <p>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>4 February 2020</p> <p>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>7 May 2020</p> <p>Review of physical signage is now completed and the recommendations are being drafted.</p> <p>10/08/2020 Manager Development & Compliance</p> <p>10 August 2020</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
							<p>Financial considerations are being costed for the signage options and will be taken to the ELT for endorsement to be implemented.</p> <p>6/11/2020 Manager Development & Compliance</p> <p>no update</p> <p>11/02/2021 Manager Development & Compliance</p> <p>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>
25/06/2019	Ordinary Council Meeting - 25 June 2019	10.2	Tourist and Visitor Accommodation at Crescent Head	Commenced	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 Strategic & Asset Planning	<p>11/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>9 August 2019</p> <p>Awaiting outcome of State led framework.</p> <p>5 November 2019</p> <p>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>22 January 2019</p> <p>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 conjunction with any</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
							<p>outcomes provided by the State-led framework.</p> <p>7 May 2020</p> <p>No further update.</p> <p>11 August 2020</p> <p>No further update.</p> <p>6/11/2020 Manager Development & Compliance</p> <p>No further update</p> <p>12/02/2021 Manager Strategic & Asset Planning</p> <p>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 & 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 planning portal.</i></p> <p><i>The new framework will include:</i></p> <ul style="list-style-type: none"> <i>A new standard definition of STRA</i> <i>A 180 day cap for non-hosted STRA homes in Greater Sydney, with the ability for other councils to opt in</i>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
							<p>The ability for hosted STRA homeowners to rent their homes out 365 days of the year</p> <p>Minimum fire safety standards</p> <p>A Code of Conduct that applies to hosts, guests, online booking platforms and letting agents.</p> <p>The STRA Code of Conduct and exclusion register applies from 18 December 2020.</p> <p>...</p> <p>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.</p> <p>The Code creates new minimum standards of behaviour and requirements for all industry participants, including:</p> <ul style="list-style-type: none"> Booking platforms Hosts Guests Letting agents Facilitators. <p>For information about the new code, visit the NSW Fair Trading website.</p> <p>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.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
25/06/2019	Ordinary Council Meeting - 25 June 2019	9.1	Kempsey Airport - Noise Management Plan and Fly Neighbourly Advice	Commenced	<p>1. That Council acknowledge that the Airport has been operating in its current location being Sherwood Road, Aldavilla since 1936.</p> <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"> a. community feedback gained through the public submission process; and b. the Office of Airspace Regulation's submission on the draft NMP/FNA. <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"> a. Place the draft FNA on public exhibition for 28 days; and b. Present the finalised FNA to a future Council meeting for consideration and adoption. <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"> 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 b. With Council resolving to endorse the agreement. <p>8. That in the event a Development Application is submitted to Council involving a commercial pilot 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>	Manager Commercial Business	<p>4/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>15 July 2019</p> <ol style="list-style-type: none"> 1. Completed 2. Completed 3. Completed 4. Completed 5. Completed 6. FNA currently being drafted 7. Ongoing 8. Completed 9. In progress 10. In progress 11. In progress 12. In progress 13. In progress 14. Not due yet <p>9 November 2019</p> <ol style="list-style-type: none"> 1. Completed 2. Completed 3. Completed 4. Completed 5. Completed 6. FNA currently on exhibition and will be presented to December 2019 Council meeting 7. Ongoing 8. Completed 9. In progress – subject to finalisation of the FNA 10. In progress 11. In progress 12. In progress 13. In progress 14. Not due yet <p>3 February 2020</p> <ol style="list-style-type: none"> 1. Completed 2. Completed

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
					<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 (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</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>1 May 2020</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>10/08/2020 Manager Commercial Business</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>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
					<p>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 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>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>2/11/2020 Manager Commercial Business</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>3/02/2021 Manager Commercial Business</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</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
							2021/22 14. Completed
16/07/2019	Ordinary Council Meeting - 16 July 2019	9.2	Proposed Road Closure: Intersection of South West Rocks Road and Riverside Drive	Commenced	<p>1. That Council publish a Notice of Road Closure in the NSW Government Gazette to close the Council public road being part Riverside Drive situated on the northern side of Number 2 Riverside Drive, Kinchela to the extent generally as shown in the plan attached to this report.</p> <p>2. That Council sell the land in the closed road to the owners of Number 2 Riverside Drive, Kinchela, at market value determined by Council's Consulting Valuer.</p> <p>3. That Council delegate authority to the General Manager to sign:</p> <ul style="list-style-type: none"> a. Survey plan of road closure b. Section 88B Instrument to create easement for water supply c. Contract for the Sale of Land d. Land Registry Services documents: <ul style="list-style-type: none"> i. Application for the certificate of title for the land in the closed road ii. Transfer form 	Director Operations & Planning	<p>4/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>9 August 2019</p> <p>Landowner obtaining quotes for survey work to be undertaken to enable plan of road closure to be developed.</p> <p>8 November 2019</p> <p>Survey finalised and Section 88B Instrument prepared by applicant's solicitor. Documents are gathering signatures before being sent to Sydney for registration.</p> <p>4 February 2020</p> <p>Subdivision Certificate completed. Plans returned to landowners Solicitor for registration at NSW Land Registry Services.</p> <p>5 May 2020</p> <p>Survey Plan is awaiting registration at NSW Land Registry Services.</p> <p>7/08/2020 Executive Officer Operations & Planning</p> <p>The Applicant's Solicitor is attending to requisitions raised by NSW Land Registry Services in respect of the Survey Plan.</p> <p>3/11/2020 Executive Officer Operations & Planning</p> <p>No further update.</p> <p>11/02/2021 Executive Officer</p> <p>Survey plan has been registered. Awaiting issue of Certificate of title to facilitate exchange of contract.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
16/07/2019	Ordinary Council Meeting - 16 July 2019	9.8	Planning Proposal - 600 Macleay Valley Way, South Kempsey	Commenced	<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 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 & Environment be requested to notify the plan on the NSW Legislation webpage.</p>	Manager Strategic & Asset Planning	<p>27/07/2020 Strategic Projects Coordinator</p> <p>Current Gateway determination issued 22 January 2020 has extended the time-frame to determine this LEP amendment to 3 November 2020</p> <p>4/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>9 August 2019</p> <p>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>22 October 2019</p> <p>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>3 February 2020</p> <p>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>6 May 2020</p> <p>Council staff met with proponent to discuss the draft planning agreement. The negotiation is progressing.</p> <p>6/11/2020 Senior Strategic Planning Officer</p> <p>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>4/02/2021 Manager Strategic & Asset Planning</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
							<p>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>
20/08/2019	Ordinary Council Meeting - 20 August 2019	9.10	Acquisition of Land for the Construction of the New Turners Flat Road Bridge	Completed	<p>1. That Council pay compensation in the amount of \$4,464 (GST Exclusive) to the registered proprietor of Lot 15 DP752419 for the acquisition of those parts of Lot 15 DP752419, more particularly described as Lots 1 and 2 in registered plan of acquisition DP1254953.</p> <p>2. That Council carry out 'works in kind' in lieu of monetary compensation on Lot 511 DP865910 for the acquisition of that part of Lot 511 DP865910, more particularly described as Lot 3 in registered plan of acquisition DP1254953.</p> <p>3. That Council pay the legal/property conveyancing costs reasonably incurred by the landowners as required by Section 59 of the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>4. That Council dedicate Lots 1, 2 and 3 DP1254953 as public road pursuant to Section 10 of the Roads Act 1993.</p> <p>5. That Council delegate authority to the General Manager to sign:</p> <ol style="list-style-type: none"> Deeds of Acquisition/ Contract for the Sale of Land. Revenue NSW Purchaser Declaration Forms. Letters to Revenue NSW seeking exemption from the payment of stamp duty on the acquisition of Lots 1, 2 and 3 DP1254953. 	Director Operations & Planning	<p>4/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>8 November 2019</p> <p>Acquisition processes in progress.</p> <p>4 February 2020</p> <p>Compensation paid and works in kind completed. Acquisition process nearing completion.</p> <p>5 May 2020</p> <p>Acquisition finalised for Lots 1 and 2 of DP1254953. Finalising acquisition for Lot 3 of DP1254953, with works in kind having been undertaken.</p> <p>7/08/2020 Executive Officer Operations & Planning</p> <p>No further update</p> <p>3/11/2020 Executive Officer Operations & Planning</p> <p>Acquisition Deed signed. Awaiting registration of Land Transfer at NSW Land Registry Services.</p> <p>11/02/2021 Executive Officer</p> <p>Acquired land has been dedicated as public road. Matter is now complete.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
22/10/2019	Ordinary Council Meeting - 22 October 2019	9.1	Saleyards Strategic Management Options Report - Preliminary Outcomes (Stage 1)	Completed	<p>1. That Council note the strong community and Saleyard user support for Council to retain ownership of the Kempsey Regional Saleyards at its current location;</p> <p>2. That Council endorse further investigation and analysis of the "Maintain", "Upgrade" and "Lease" options to determine the most advantageous option which will include:</p> <p style="padding-left: 20px;">a. "Maintain" and "Upgrade" options – development of a business plan to determine the changes required to the Saleyard operations in order to achieve long-term independent financial sustainability and reduce operational risk to Council and the associated stakeholder impacts; and</p> <p style="padding-left: 20px;">b. Conduct an Expression of Interest (EOI) for interested parties to lease the Kempsey Regional Saleyards after the preparation of a draft business plan.</p> <p>3. That Council provide a report back to a future Council meeting to recommend either "Maintain", "Upgrade" or "Lease" as the preferred management option for the Kempsey Regional Saleyards; and</p> <p>4. That Council actively investigate grant funding opportunities for the upgrade of the Kempsey Regional Saleyards consistent with the business plan for an appropriate and financially affordable future capital works program.</p>	Manager Commercial Business	<p>4/08/2020 Manager Commercial Business</p> <ol style="list-style-type: none"> 1. Complete 2. Business Paper is being presented to the September 2020 Council meeting 3. EOI will occur after September 2020 Council meeting 4. Part Drought Recovery Funding is currently being proposed for minor Saleyard capital improvements. <p>4/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>2 November 2019</p> <ol style="list-style-type: none"> 1. Complete 2. In progress 3. In progress 4. In progress <p>28 January 2020</p> <ol style="list-style-type: none"> 1. Complete 2. In progress 3. In progress 4. In progress <p>1 May 2020</p> <ol style="list-style-type: none"> 1. Complete 2. In progress 3. In progress 4. In progress <p>Items 2-4 have been delayed due to Commercial Business resources being diverted to address COVID-19 related impacts, such as Holiday Parks.</p> <p>2/11/2020 Manager Commercial Business</p> <ol style="list-style-type: none"> 1. Complete 2. a) Complete - draft Business Plan submitted to Council at the September 2020 Council meeting

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
							<p>2. b) In progress - EOI process is in progress. EOI will close 5 November 2020.</p> <p>3. In progress - subject to EOI process</p> <p>4. In progress - Council has been successful in securing \$105,600 grant funding for Kempsey Regional Saleyards improvements through the Drought Recovery Grant.</p> <p>3/02/2021 Manager Commercial Business</p> <p>1. Complete</p> <p>2. Complete</p> <p>3. Complete</p> <p>4. Complete - Council has been successful in securing \$105,600 grant funding for Kempsey Regional Saleyards improvements through the Drought Recovery Grant. A further grant application under Bushfire Local Economic Recovery Funds has also been submitted for a significant capital upgrade of the Kempsey Regional Saleyards.</p>
22/10/2019	Ordinary Council Meeting - 22 October 2019	9.6	Proposed Road Closure and Purchase at Bellbrook	Commenced	<p>1. That Council publish a Notice of Road Closure in the NSW Government Gazette to close that part of East Street, Bellbrook, situated on the western side of Lot 1 DP739113 (land occupied by the Bellbrook Hotel) but excluding an area 3 metres wide situated on the eastern boundary of Lot 8 Section 1 DP758083 (16 Main Street, Bellbrook) as shown in the attached plan prepared by Surveyors M W Rogers & Associates reference 05980RD01.VCD</p> <p>2. That the Notice of Road Closure vest the land in Kempsey Shire Council as operational land.</p> <p>3. That Council sell the land in the closed road to the owner of Lot 1 DP739113 at its market value as determined by Council's Consulting Valuer.</p> <p>4. That Council delegate authority to the General Manager to sign:</p> <ul style="list-style-type: none"> a. Survey plan of road closure b. Contract for the Sale of Land c. Land Registry Services documents: <ul style="list-style-type: none"> i. Application for issue of certificate of title for the land in the closed road ii. Transfer form. 	Director Operations & Planning	<p>4/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>8 November 2019</p> <p>Applicant and adjoining landowner advised of Council resolutions. Applicant's surveyor engaged to prepare plan of road closure capable of registration at Land Registry Services.</p> <p>4 February 2020</p> <p>No further update.</p> <p>5 May 2020</p> <p>Applicant's surveyor engaged to prepare plan of road closure capable of registration at Land Registry Services.</p> <p>7/08/2020 Executive Officer Operations & Planning</p> <p>Awaiting registration of Survey.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
							<p>3/11/2020 Executive Officer Operations & Planning</p> <p>Road closed 30 October 2020 by Government Gazette Notice. An application has been prepared for the issue of a Certificate of Title.</p> <p>11/02/2021 Executive Officer</p> <p>Certificate of title has been issued. Council's solicitors have been instructed to prepare contract for Sale of Land.</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 lodgement process as outlined in the Policy.</p> <p>3. That Council receive a report to the June 2024 meeting to consider the reintroduction of charges for outdoor dining.</p>	Manager Commercial Business	<p>4/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>2 November 2019</p> <p>1. Complete 2. Complete 3. Not yet due</p> <p>22 January 2020</p> <p>1. Complete 2. Complete 3. Not yet due</p> <p>1 May 2020</p> <p>1. Complete 2. Complete 3. Not due until June 2024. No further updates will be provided on this item until 2024.</p>
28/11/2019	Extraordinary Council Meeting - 28 November 2019	9.4	Land Acquisition - South Street, South Kempsey	Commenced	<p>1. That pursuant to Section 177 of the Roads Act 1993 application be made to the Minister for Local Government and Her Excellency the Governor for the compulsory acquisition of Lot 2 Deposited Plan 1246221 for the purposes of a public road.</p> <p>2. That all mines and minerals be excluded from the compulsory acquisition.</p> <p>3. That pursuant to Section 10 of the Roads Act 1993, Lot 2 Deposited Plan 1246221 be dedicated to the public as road.</p>	Director Operations & Planning	<p>4/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>4 February 2020</p> <p>Awaiting approval by Office of Local Government.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
							<p>5 May 2020</p> <p>Office of Local Government now processing Council's application.</p> <p>10/08/2020 Executive Officer Operations & Planning</p> <p>On 4 August 2020, the Office of Local Government advised that on 29 July 2020, the Minister for Local Government approved Council's compulsory land acquisition application by consenting to the giving of Proposed Acquisition Notices and Claims for Compensation Forms to the relevant landowners.</p> <p>3/11/2020 Executive Officer Operations & Planning</p> <p>Proposed Acquisition Notices to be issued.</p> <p>11/02/2021 Executive Officer</p> <p>Acquisition Notices issued. Compensation assessment from valuer with Crown Lands for consideration. Awaiting approval from the Governor to issue an acquisition notice in the Government Gazette. Land Acquisition scheduled to be finalised by 18th March 2021. Compensation to be paid shortly afterwards.</p>
17/12/2019	Ordinary Council Meeting - 17 December 2019	10.1	Community Sustainability - The Regeneration	Commenced	<p>1. That Council, in conjunction with Macleay Living Sustainably coordinate additional community screenings of 2040;</p> <p>2. That Council, if possible, provide adequate copies of the movie for loan, either as a DVD or by digital download from Kempsey Shire Council libraries to satisfy community demand; and</p> <p>3. That Council investigate the viability of providing the schools version of the movie 2040 for use within local schools.</p>	Manager Community Partnerships	<p>4/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>10 February 2020</p> <p>1. To be progressed post Seniors Festival in February when resources available</p> <p>2. Complete</p> <p>3. To be progressed as part of Library schools outreach work</p> <p>8 May 2020</p> <p>1. Unable to be progressed to date due to COVID-19</p> <p>2. Complete</p> <p>3. In progress as part of Library schools outreach work</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
							<p>10/08/2020 Manager Communications</p> <p>8 August 2020</p> <ol style="list-style-type: none"> To be actioned with Cinema now reopened Ongoing with schools outreach recommenced <p>6 November 2020</p> <ol style="list-style-type: none"> To be actioned To be actioned <p>11/02/2021 Executive Officer - Corporate and Commercial</p> <ol style="list-style-type: none"> Planning underway for screening ASAP To be actioned
17/12/2019	Ordinary Council Meeting - 17 December 2019	9.4	Macleay Valley Coast Holiday Parks - Licence Management and Capital Program	Commenced	<ol style="list-style-type: none"> That Council undertake an impact assessment of the impact of changing the management of annual license holders and permanent residents sites within Council's holiday parks at Crescent Head, Hat Head, Stuarts Point and Grassy Head. That this impact assessment to consider matters such as: <ol style="list-style-type: none"> Holiday park income generation Holiday park upgrade pathways Town village social and business impacts The development of these impact assessments to include community engagement with all stakeholders. That a workshop and site inspection with Councillors be undertaken. That Council commence appropriate stakeholder engagement on proposed changes to site layout plans with users of the holiday parks and the local community including users of the nearby reserves. That updated site layout plans are presented for consideration at a future Council meeting. That Council write to all existing annual licence holders to reiterate the licence condition which requires them to: <ol style="list-style-type: none"> seek prior written permission of the park owner prior to selling the occupants movable dwelling while it is on the site; and seek park owner's prior written permission prior to transferring the whole or part of the occupants interest under the licence agreement. 	Manager Commercial Business	<p>4/08/2020 Manager Commercial Business</p> <ol style="list-style-type: none"> In progress – Consultant has been engaged. Engagement Plan and techniques are currently being developed. As per 1. above Councillor tour of MVCHPs has been scheduled for August 2020. Planning phase commenced and will be incorporated into 1 above. Commenced – subject to stakeholder and community engagement Completed <p>4/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>3 February 2020</p> <ol style="list-style-type: none"> In progress Subject to 1. above Planning commenced Planning phase commenced Commenced – subject to stakeholder and community engagement

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
							<p>6. Completed</p> <p>1 May 2020</p> <p>1. In progress – RFQ for the engagement of a consultant is available on tenderlink. A copy of the RFQ has been uploaded on YSM.</p> <p>2. Subject to 1. above</p> <p>3. Delayed due to COVID-19</p> <p>4. Planning phase commenced – Delayed due to COVID-19</p> <p>5. Commenced – subject to stakeholder and community engagement</p> <p>6. Completed</p> <p>2/11/2020 Manager Commercial Business</p> <p>1. In progress - Consultant engaged and community/stakeholder engagement and analysis is in progress.</p> <p>2. In progress - Community/stakeholder engagement is in progress</p> <p>3. Complete</p> <p>4. In progress - community/stakeholder engagement is in progress</p> <p>5. Commenced - subject to stakeholder and community engagement outcomes</p> <p>6. Completed</p> <p>3/02/2021 Manager Commercial Business</p> <p>1. Analysis will be presented to March 2020 Council meeting.</p> <p>2. Complete</p> <p>3. Complete</p> <p>4. Complete</p> <p>5. Report will be provided to Council at the March 2021 Council Meeting</p> <p>6. Complete</p>
18/02/2020	Ordinary Council Meeting - 18	10.2	Removal of Library Late Fines	Commenced	<p>1. That Council remove late fines for items borrowed at Kempsey Shire Council Libraries from 1 July 2020.</p> <p>2. That Kempsey Shire library staff investigate and implement</p>	Manager Community Partnerships	4/08/2020 Manager – Governance and Information Services

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
	February 2020				alternative procedures for the timely return of items as required.		<p>Previous updates from Matters in Progress</p> <p>6 May 2020</p> <p>1. Complete 2. To be incorporated into Library Strategy review</p> <p>6 November 2020</p> <p>2. Library strategy development a priority for 2021</p> <p>10/08/2020 Manager Communications</p> <p>6 August 2020 Strategy review to be undertaken by Feb 2021. Will consider alternatives to late fines.</p> <p>11/02/2021 Executive Officer - Corporate and Commercial</p> <p>Strategy development underway, item to be addressed</p>
18/02/2020	Ordinary Council Meeting - 18 February 2020	10.3	Mid North Coast Joint Organisation Update Report	Completed	That Council receives an update report on an annual basis of the activities of the Mid North Coast Joint Organisation.	General Manager	<p>11/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <p>8 May 2020</p> <p>No update – not yet due</p> <p>11 August 2020</p> <p>No update - not yet due</p> <p>10/11/2020 Executive Officer - Corporate and Commercial</p> <p>Update to be provided to December 2020 Council meeting.</p> <p>2/02/2021 Executive Officer - Corporate and Commercial</p> <p>Update reported to Council 15 December 2020.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
19/05/2020	Ordinary Council Meeting - 19 May 2020	11.2	Crescent Head Water Treatment Plant Procurement Update	Commenced	That Council: 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. 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. 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.	Manager Water & Sewer	<p>10/08/2020 Process Engineer</p> <p>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>6/11/2020 Director Operations and Planning</p> <p>The status remains unchanged. Project update provided at Councillor Workshop on 4 November 2020.</p> <p>8/02/2021 Manager Water & Sewer</p> <p>Status remains unchanged</p>
19/05/2020	Ordinary Council Meeting - 19 May 2020	9.10	Great Koala National Park Proposal	Commenced	That Council: 1. Note the Mid North Coast Joint Organisation has resolved to support the Great Koala National Park (GKNP) project. 2. Recognise the potential for broader regional and ecological benefits that could be realised through the GKNP proposal. 3. That council receive a further report including a business case for the proposal prior to further considering it's support	Manager Strategic & Asset Planning	<p>7/08/2020 Manager Strategic and Asset Planning</p> <p>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>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
							<p>6/11/2020 Manager Strategic and Asset Planning</p> <p>No further update.</p> <p>5/02/2021 Manager Strategic & Asset Planning</p> <p>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>
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"> Note the information summary provided on management of water supply provisions during recent intense drought conditions. 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. 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. 	Manager Water & Sewer	<p>10/08/2020 Process Engineer</p> <ol style="list-style-type: none"> Council noted the information summary provided on management of water supply provisions during recent intense drought conditions. 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. Council 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. <p>9/11/2020 Director Operations & Planning</p> <p>Status of item 2 remains per previous update.</p> <p>8/02/2021 Manager Water & Sewer</p> <p>No update</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"> 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. Pursuant to Section 10 of the Roads Act 1993, on the 	Director Operations & Planning	<p>11/08/2020 Executive Officer Operations & Planning</p> <p>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</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
					<p>acquisition of Lot 1 DP1259323 dedicate it as public road.</p> <p>3. Pursuant to Section 377 of the Local Government Act 1993, delegate authority to the General Manager to sign:</p> <ul style="list-style-type: none"> a. Deed of Acquisition/ Contract for the Sale of Land b. Revenue NSW Purchaser Declaration Form c. Letter to Revenue NSW seeking exemption from the payment of stamp duty d. Land Registry Services Transfer Form 		<p>Agreement that will be required before the land acquisition can be concluded.</p> <p>3/11/2020 Executive Officer Operations & Planning</p> <p>Acquisition Deeds have been exchanged. Awaiting Ministerial Approval to amend Bioconservation Agreement.</p> <p>12/02/2021 Executive Officer</p> <p>Still awaiting Bioconservation Agreement. No change.</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"> 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. 2. Pay compensation in the amount of \$75,000 (GST Exclusive) for the acquisition of the whole of Lot 192 Deposited Plan 778789. 3. Create rights of carriageway as shown marked (A) & (B) in Plan of Acquisition Deposited Plan 1263874. 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. 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". 6. Consider a further report on the land classification post conclusion of the notification period. 7. Pursuant to Section 377 of the Local Government Act 1993 delegate authority to the General Manager to sign: <ul style="list-style-type: none"> a. Contract for the Sale of Land/Deed of Land Acquisition and Creation of Rights of Carriageway; b. Revenue NSW Purchaser Declaration Forms; and 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. 	Director Operations & Planning	<p>11/08/2020 Executive Officer Operations & Planning</p> <p>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>3/11/2020 Executive Officer Operations & Planning</p> <p>Contracts for Acquisition have been prepared by Council's Solicitor. Awaiting registration of Plan of Acquisition.</p> <p>11/02/2021 Executive Officer</p> <p>Contracts have been exchanged one of the property owners.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
16/06/2020	Ordinary Council Meeting - 16 June 2020	11.5	Steuart McIntyre Dam Water Treatment Plant Procurement and Capacity	Commenced	That Council: 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. 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.	Manager Water & Sewer	<p>6/08/2020 Process Engineer</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 & Environment to enable progression to the concept design phase.</p> <p>9/11/2020 Director Operations & Planning</p> <p>With regard to item 2 the options assessment is complete and agreed with Department of Planning Industry & Environment. Concept design and specification development phase now commencing. Project update provided at November Councillor Workshop.</p> <p>8/02/2021 Manager Water & Sewer</p> <p>Status unchanged</p>
15/09/2020	Ordinary Council Meeting - 15 September 2020	11.2	2019-20 Annual General Manager Performance Review	Completed	<p>1. The information provided in this report be noted</p> <p>2. That the Mayor be given authority to negotiate with the General Manager for a new 5 year contract and that Graeme Fleming be engaged to assist with negotiations</p> <p>3. That a report come back to Council for consideration</p>	Manager Organisational Development & Performance	<p>10/11/2020 Executive Officer - Corporate and Commercial</p> <p>Actions completed, superseded by actions from October 2020 Council meeting</p>
15/09/2020	Ordinary Council Meeting - 15 September 2020	9.4	Kempsey Regional Saleyards - Business Plan	Completed	That Council notes: 1. The draft Business Plan for Kempsey Regional Saleyards; 2. That an EOI will be advertised to assess the market interest of third parties in leasing and operating the Kempsey Regional Saleyards by 30 September 2020; 3. That a report be provided, together with the final version of the Business Plan, to a future Council meeting recommending the preferred management option for the Kempsey Regional Saleyards post the EOI process, and adoption of the final Business	Manager Commercial Business	<p>2/11/2020 Manager Commercial Business</p> <p>1. NFA required. 2. EOI has been released to market and closes on the 5 November 2020. 3. Action not yet due. 4. NFA required. 5. NFA required.</p> <p>3/02/2021 Manager Commercial Business</p> <p>All actions have been completed.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
					<p>Plan should Council elect to continue operating the Kempsey Regional Saleyards.</p> <p>4. That under all operating models, Kempsey Regional Saleyards will remain available as a stock refuge at no cost to Kempsey LGA residents when advice from the appropriate emergency service organisation is to move livestock due to an impending emergency.</p> <p>5. Kempsey Shire Council's long term diligence in the provision of the Kempsey Regional Saleyards as a service to local farmers, the Shire's economy and industry</p>		
15/09/2020	Ordinary Council Meeting - 15 September 2020	9.5	Planning Proposal (KLEP2013-AM-1) Crescent Head	Completed	<p>That Council:</p> <ol style="list-style-type: none"> 1. Note the amendments to the planning proposal (KLEP2013-AM-1) dated August 2020, and the Alteration of Gateway issued by the Department of Planning, Industry & Environment dated 18 August 2020. 2. Place the amended planning proposal (KLEP2013-AM-1) and the draft amendment to Kempsey Development Control Plan 2013 (draft Chapter D5 – Crescent Head Urban Investigation Area) on public exhibition for a minimum period of 28 days. 3. Provide the amended planning proposal to the following State agencies and allow at least 21 days to comment on the proposal: <ol style="list-style-type: none"> a. Department of Planning, Industry and Environment (Division of Biodiversity & Conservation) b. Department of Planning, Industry and Environment (Division of Resources and Geoscience) c. NSW Department of Primary Industries – Agriculture d. NSW Rural Fire Service 4. Receive a report at the conclusion of the exhibition period to consider the submissions made and the finalisation of KLEP2013-AM-1. 	Manager Strategic & Asset Planning	<p>6/10/2020 Manager Strategic and Asset Planning</p> <p>The planning proposal KLEP2013-AM-1 and proposed amendment to KDCP 2013, are currently on exhibition until 20 October 2020.</p> <p>4/11/2020 Manager Strategic and Asset Planning</p> <p>The Planning Proposal is being reported to Council for determination at its November 2020 meeting.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
20/10/2020	Ordinary Council Meeting - 20 October 2020	11.1	Confidential Mayoral Minute - General Manager's Contract	Completed	That Council: <ol style="list-style-type: none"> Council enter into a new five-year contract for General Manager Craig Milburn subject to further financial and legal advice generally in accordance with the conditions recommended by the Performance Review Committee Panel. authority be given to the Mayor and Deputy Mayor for the execution of the employment contract. 	Executive Assistant - Mayor	<p>10/11/2020 Executive Officer - Corporate and Commercial</p> <p>Contract preparation in progress.</p> <p>2/02/2021 Executive Officer - Corporate and Commercial</p> <p>This item has been completed.</p>
20/10/2020	Ordinary Council Meeting - 20 October 2020	11.4	Mid North Coast High Performance Centre Tender Evaluation	Completed	That Council: <ol style="list-style-type: none"> Note the receipt of the selective tenders for the design and construction of the Mid North Coast High Performance Centre. Note that additional Council funding is required for all options tendered. Accept the tender of Lipman Pty Ltd for the Design and Construction of the Mid North Coast High Performance Centre at a total cost of \$4,452,613 (GST exclusive), in accordance with the tender documentation and tenderer's submission. With respect to point 3, note this tender price excludes the media level, operable walls, air conditioning and mezzanine. Allocate the required additional funding of \$2.29 million to deliver the project at the 2nd quarterly review, or in the 2021/22 Operational Plan development, pending the final contract delivery program. With respect to item 5, source \$1,100,000 from the Federal Government's Local Road and Community Infrastructure Program, noting advice has been received the project is eligible but will be subject to application, \$750,000 from future land sales revenue and \$440,000 from timber bridge projects in Council's forward program now funded or anticipated to be funded through other sources. Commence necessary actions for land identified for sale within South West Rocks to take the land to market, unless the land is required for future public open space requirements determined via the framework identified within the Community Infrastructure Strategic Plan. That a value management workshop be held during the detailed design phase with the relevant stakeholders and the construction company. Note the \$386,384 contribution from the South West Rocks Country Club. 	Director Operations & Planning	<p>6/11/2020 Director Operations and Planning</p> <p>Tenderers notified of outcome. Formal notification to be provided. Planning under way for value management workshop.</p> <p>10/02/2021 Director Operations & Planning</p> <p>Tender awarded. Value management workshop undertaken. Budget adjustments shall occur as required as part of the 2021/22 Operational Plan development. Land sales are an outcome of another resolution of Council and will be pursued progressively.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
20/10/2020	Ordinary Council Meeting - 20 October 2020	11.5	Commercial Business Opportunity	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> 1. Acknowledges the importance of the Slim Dusty Centre to the Kempsey Shire. 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. 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'. 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. 5. That all budget adjustments associated with this project be included in a future Quarterly Budget Review to be presented to Council. 6. Authorise the General Manager to: <ol style="list-style-type: none"> 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 for a maximum period of six months; and 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. 	Director Corporate & Commercial	<p>10/11/2020 Director Corporate & Commercial</p> <p>Items 1, 2 and 3 are complete. Items 4, 5 and 6 are currently in progress.</p> <p>29/01/2021 Director Corporate & Commercial</p> <p>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.</p>
20/10/2020	Ordinary Council Meeting - 20 October 2020	9.7	2021 Local Event Day Applications	Completed	<p>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:</p> <ol style="list-style-type: none"> 1. a part-day local event, from 1:00pm, Wednesday, 14 April 2021 for the Kempsey Show, and 2. a part-day local event, from 1:00pm, Friday, 5 November 2021 for the Kempsey Cup. 	Director Corporate & Commercial	<p>10/11/2020 Director Corporate & Commercial</p> <p>Letter and supporting documentation has been sent for Minister's consideration. Item complete.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
20/10/2020	Ordinary Council Meeting - 20 October 2020	9.8	Stuarts Point Tennis Courts	Commenced	That Council: <ol style="list-style-type: none"> undertake an Expression of Interest for the management of the Stuarts Point Tennis Courts. 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. 	Manager Commercial Business	<p>2/11/2020 Manager Commercial Business</p> <ol style="list-style-type: none"> In progress In progress <p>6/01/2021 Manager Commercial Business</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>
17/11/2020	Ordinary Council Meeting - 17 November 2020	9.2	KLEP2013-AM-1, Crescent Head	Completed	<ol style="list-style-type: none"> That the planning proposal which applies to Lot 704 DP749885 and a portion of Lot 707 DP1032859 Crescent Head, be progressed to make the recommended amendments to the local environmental plan, described as KLEP 2013 (Amendment 1). That the Draft Chapter D5 – Crescent Head Urban Investigation Area be adopted and incorporated into the Kempsey Development Control Plan 2013. That Council issue a public notice advising of Council's decision regarding the adoption and incorporation of Chapter D5 - Crescent Head Urban Investigation Area into the Kempsey Development Control Plan 2013. That Council staff request the Parliamentary Counsel's Office draft the legal instrument, KLEP 2013 (Amendment 1), under s 3.36(1) of the Environmental Planning and Assessment Act 1979 to give effect to the final planning proposal. That the General Manager exercise delegation from the Minister for Planning to make the amending instrument, KLEP 2013 (Amendment 1). That upon the making of KLEP 2013 (Amendment 1), the Department of Planning, Industry & Environment be requested to notify the plan on the NSW Legislation webpage. That people that made submissions be advised of the outcome. 	Manager Strategic & Asset Planning	<p>4/02/2021 Manager Strategic & Asset Planning</p> <p>The LEP amendment was formalised and completed 23 December 2020 and <i>Chapter D5 – Crescent Head Urban Investigation Area</i> now formally incorporated into KDCP2013 in accordance with EP&A Regulations.</p> <p>Development & Compliance team advised of LEP & DCP amendments taking affect.</p> <p>Outcome of planning proposal advised, by letter, to all members of public who lodged a submission, on 27 November 2020. Planning consultant and proponent also advised of outcome.</p>
17/11/2020	Ordinary Council Meeting - 17	9.8	KLEP2013-AM-30 Old Station	Commenced	<ol style="list-style-type: none"> That the planning proposal which seeks to amend the Lot Size Map at 183 Old Station Road, Verges Creek, from 40ha to part 2ha and part 40ha, be 	Manager Strategic & Asset Planning	<p>4/02/2021 Manager Strategic & Asset Planning</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
	November 2020		Road, Verges Creek		<p>progressed to make the amendment to the local environmental plan, described as KLEP 2013 (Amendment 30).</p> <ol style="list-style-type: none"> 2. That Council staff request the Parliamentary Counsel's Office to draft the legal instrument, KLEP 2013 (Amendment 30), under s 3.36(1) of the Environmental Planning and Assessment Act 1979 to give effect to the final planning proposal. 3. That the General Manager exercise delegation from the Minister for Planning to make the amending instrument, KLEP 2013 (Amendment 30). 4. That upon the making of KLEP 2013 (Amendment 30), the Department of Planning, Industry & Environment be requested to notify the plan on the NSW Legislation webpage 		<p>Amended Instrument & Opinion have now been provided by the Parliamentary Counsel Office. The amended mapping was provided to DPIE on 28 January 2021 and awaiting their response.</p> <p>Once mapping has been authorised by DPIE, can proceed to the making of the LEP.</p>
15/12/2020	Ordinary Council Meeting - 15 December 2020	10.6	Variation to NSW Model Code of Meeting Practice - Duration of Speeches	Completed	<ol style="list-style-type: none"> 1. That Council formally requests a variation of the OLG Model Code of Meeting to allow a Council to choose the existing clause 10.22, 10.23 and 10.24, or adopt an alternative to generally limit the duration of speeches to two (2) minutes, by way of optional clauses as follows: <ol style="list-style-type: none"> a. 10.22 A councillor must not, without the consent of the council, speak more than once on a motion or an amendment, or for longer than two (2) minutes at any one time. b. 10.23 Despite clause 10.22, the chairperson may permit a councillor who claims to have been misrepresented or misunderstood to speak more than once on a motion or an amendment, and for longer than two (2) minutes on that motion or amendment to enable the councillor to make a statement limited to explaining the misrepresentation or misunderstanding. c. 10.24 Despite clause 10.22, the council may resolve to vary the duration of speeches. In the event that a complex matter is to be debated, speeches may be increased in length to a maximum of five (5) minutes for such matters, or if it is necessary to expedite the consideration of business at a meeting, the duration of speeches may be varied to a minimum of one (1) minute. 	Manager Governance & Information Services	<p>11/02/2021 Manager Governance & Information Services</p> <p>Letters sent.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
					<ol style="list-style-type: none"> 2. That this formal request be made to the OLG, with a request for support for this variation made in writing to: <ol style="list-style-type: none"> a. The Member for Oxley, the Hon Melinda Pavey, b. The Minister for Local Government, the Hon Shelly Hancock. 		
15/12/2020	Ordinary Council Meeting - 15 December 2020	9.1	Saleyards Management / Operational Model	Not Commenced	<p>That Council:</p> <ol style="list-style-type: none"> 1. undertake a selective tender process for a 10 year, plus 1 x 10 year option, lease of Kempsey Regional Saleyards with the following three shortlisted companies (listed in alphabetical order), with a report to come back to Council to consider the award of the tender: <ol style="list-style-type: none"> a. AAM Investment Group Pty Ltd b. Kempsey Stock & Land Pty Ltd c. Outcross Pty Ltd 2. note that a Bushfire Local Economic Recovery Fund grant application, for capital improvements at the Kempsey Regional Saleyards, will be submitted in January 2021 and will be incorporated into the selective tender process documents. 	Manager Commercial Business	<p>3/02/2021 Manager Commercial Business</p> <p>Tender documents and draft lease agreement is currently being drafted.</p>
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"> 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. 2. Endorse the mandatory public notification of the planning agreement for a minimum period of 28 days. 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. 	Manager Strategic & Asset Planning	<p>5/02/2021 Manager Strategic & Asset Planning</p> <p>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>
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"> 1. 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 	Director Operations & Planning	<p>11/02/2021 Executive Officer</p> <p>Land owner advised to retain surveyor to prepare plan of road closure and land acquisition.</p>

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
					<p>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.</p> <ol style="list-style-type: none"> 2. On closure, vest the land contained in the closed road as operational land. 3. 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 DP752424; and the road is opened and dedicated to the public prior to the Notice of Road Closure being published. 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"> a. Survey plan of road closure and road opening b. Deed of road opening and road closure c. Land Registry Services Forms 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. 		