

Action Register

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)</p>

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							<p>at West Kempsey has been approached. Valuation of land received. Zoning impacts on land also being reviewed.</p> <p>9 August 2019</p> <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>05/11/2020 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>

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							<p>07/05/2021 Executive Officer</p> <p>No further update</p> <p>06/08/2021 Executive Officer</p> <p>Action plans for each lot identified have been developed to prioritise and progress.</p> <p>03/11/2021 Executive Officer - Operations & Planning</p> <p>Proposals from agents sought for Lot 19 DP 20694 (Clarence Ryan Avenue) and Lots 40, 41 and 42 DP 1676 (Tabrett Street) at West Kempsey.</p> <p>Valuation of land received for Lot 122 DP1051855 (Dennis Crescent), Lot 26 DP844106 (Rafferty Crescent), Lot 39 DP819591 (Albert Harrower Crescent) & Lot 36 DP1011989 (Crottys, Lane Yarravel).</p> <p>31/01/2022 (Acting) Executive Assistant</p> <p>Proposal accepted from Elders Real Estate Kempsey for Lot 19 DP 20694 (Clarence Ryan Avenue) and Lots 40, 41 and 42 DP 1676 (Tabrett Street) at West Kempsey. Solicitors instructed to create sales contract and properties currently advertised for Auction on: 24th February 2022.</p> <p>Valuation of land received for Lot 122 DP1051855 (Dennis Crescent), Lot 26 DP844106 (Rafferty Crescent), Lot 39 DP819591 (Albert Harrower Crescent) & Lot 36 DP1011989 (Crottys, Lane Yarravel) for the purposes of informing a future report to Council in response to this resolution.</p> <p>02/05/2022 (Acting) Executive Assistant</p> <p>2.</p>

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							<p>a) No further update. b) Auction passed in - no bidders for Lot 19 DP20694 (Clarence Ryan Ave) and lots 40,41,42 DP1676 (Tabrett Street) at West Kempsey. Properties put back on market and will soon be sold. Properties sales prices in line with the most recent valuations. Lot 19 DP20694 (Clarence Ryan Ave) - \$68,000 and Lot 40,41,42 DP1676 (Tabrett Street) - \$275,000 - Contracts exchanged and settlement on planned for 25.5.22.</p> <p>4&5. Letters will be sent in May to adjoining owners of Lot 122 DP151855 (Dennis Crescent), DP2007 (Perrins Lane) and Lot 4 DP1100421 (River Street) at West Kempsey.</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"> 1. No longer pursues a single supplier procurement model involving Aquatec Maxcon for the provision of "Owner's Engineer/Design Input Services" of the Central Kempsey Wastewater Treatment Plant 2. Completes a reference design, for the purposes of informing and ensuring competition during the tendering process for construction, based on the Sequence Batch Reactor process 3. Invites expressions of interest for the construction of the Central Kempsey Wastewater Treatment Plant, allowing for alternative design proposals to be submitted 4. Receive a report on the outcome of the expressions of interest process for endorsement prior to inviting tenders from the selected (shortlisted) persons 5. That the funding model with sources and timeframes be reported to a future Council meeting as soon as ascertained 	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> <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>

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							<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>06/11/2020 Director Operations and Planning</p> <p>Status unchanged. Project update provided at Councillor Workshop on 4 November 2020.</p> <p>08/02/2021 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> <p>04/05/2021 Manager Water & Sewer</p> <p>Status unchanged</p> <p>19/07/2021 Manager Water & Sewer</p> <p>Status unchanged</p> <p>03/11/2021 Executive Officer - Operations & Planning</p> <p>Treatment plant flow odour and sludge management parameters agreed with the Department of Planning Industry and Environment to inform plant design.</p> <p>02/02/2022 Manager Water & Sewer</p> <p>A review was undertaken of DPIE advice in relation to sludge management, existing site layouts and available space. It was identified that DPIE's proposed residuals stream would not be practicable</p>

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							<p>and would add significant cost to the project. Further consultation was undertaken with DPIE and it was agreed to return to the previous strategy.</p> <p>DPIE advice in relation to odour control has been considered and initial options have been identified for inlet collection chamber arrangements. It has been identified that the options / routes selected for the ultimate diversion of catchments from South Kempsey and Frederickton may meaningfully impact on full flow commissioning of the STP.</p> <p>Hunter H2O have been briefed with data pertaining to potential routes for diversions and will undertake preliminary assessment of feasible routes, environmental constraints and issues of flow rate / residence time to inform the inlet collection structure and odour control strategy. This may determine if the odour solution is to be prescriptive or performance based.</p> <p>Development of the Central Kempsey STP contract documents (PPR and reference design) is expected to progress well through 2022.</p> <p>02/05/2022 Manager Water & Sewer</p> <p>Status unchanged</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. 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 	Director Operations & Planning	<p>11/08/2020 Manager – Governance and Information Services</p> <p>Previous updates from Matters in Progress</p> <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.</p>

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					<p>201 DP633338 for the acquisition of land for the purposes of the Roads Act 1993.</p> <p>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.</p> <p>4. Affix the Common Seal to the survey plans of road closure.</p> <p>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.</p> <p>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:</p> <p>a. Contracts for Sale</p> <p>b. Land Registry Services Request Forms for issue of certificates of title for the closed roads</p> <p>c. Revenue NSW Purchaser Declaration Forms</p> <p>d. Revenue NSW letters seeking exemption from the payment of Stamp Duty on the lands acquired for road.</p>		<p>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>03/11/2020 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>

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							<p>04/05/2021 Executive Officer No further update.</p> <p>03/08/2021 Executive Officer No further update</p> <p>02/11/2021 Executive Officer - Operations & Planning No further update</p> <p>01/02/2022 (Acting) Executive Assistant No further update</p> <p>02/05/2022 (Acting) Executive Assistant 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 Previous updates from Matters in Progress</p> <p>29 January 2019 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 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 occurred on 28 February 2019.</p>

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							<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>06/11/2020 Director Operations and Planning</p> <p>No further update.</p> <p>08/02/2021 Manager Water & Sewer</p> <p>No further update</p> <p>04/05/2021 Manager Water & Sewer</p> <p>The Stuarts Point Sewer Scheme options assessment for treatment and collection systems has gained Section 60 endorsement from NSW DPIE Water.</p>

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							<p>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>19/07/2021 Manager Water & Sewer</p> <p>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> <p>03/11/2021 Executive Officer - Operations & Planning</p> <p>The collection network masterplan is in final draft. The treatment plant concept design is progressing with the flow parameters identified from the network masterplan. A Crown Lands Investigations license has been granted to complete Geotechnical, Survey and Environmental studies on both the treatment plant and discharge sites.</p> <p>02/02/2022 Manager Water & Sewer</p> <p>The collection network masterplan is complete. The treatment plant concept design is progressing with the flow parameters identified from the network masterplan. A Crown Lands Investigations license has been granted to complete Geotechnical, Survey and Environmental studies on both the treatment plant and discharge sites. The ability to undertake informing investigations has been delayed as a result of Aboriginal Heritage considerations.</p> <p>02/05/2022 Manager Water & Sewer</p>

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							Geotechnical, Survey and Environmental studies on both the treatment plant and discharge sites are being undertaken. The Aboriginal Heritage considerations were resolved and the geotechnical scope of works were approved by NSW Department of Crown Lands. Once the on ground work is complete the Treatment Plant and Disposal Concept Design can be completed. This work also informs the acquisition and rezoning proposals.
19/03/2019	Ordinary Council Meeting - 19 March 2019	13.8	Mid North Coast High Performance Sports Centre, South West Rocks	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 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. 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. 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.	Director Operations & Planning	11/08/2020 Manager – Governance and Information Services Previous updates from Matters in Progress 9 May 2019 South West Rocks Country Club notified of Councils decision. Management agreement to be drafted. 1 August 2019 No further update. Focus currently on project planning. 8 November 2019 No further update 7 February 2020 No further update. 7 May 2020 No further update. 11/08/2020 Director Operations and Planning No further update. Informal discussion as part of project delivery only.

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							<p>06/11/2020 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> <p>04/05/2021 Director Operations & Planning</p> <p>No further update</p> <p>04/08/2021 Director Operations & Planning</p> <p>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> <p>03/11/2021 Executive Officer - Operations & Planning</p> <p>No further update.</p> <p>01/02/2022 Director Operations & Planning</p> <p>Management agreement initial draft received with a discussion having occurred with the Club on the principles that shall underpin the agreement. An updated draft of the agreement is expected during February.</p> <p>28/04/2022 Director Operations & Planning</p> <p>A further draft agreement has been received and reviewed/commented on. Further discussion with the Country Club is to be scheduled with a view to finalising the draft agreement for reporting to Council to endorse.</p>

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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> <ol style="list-style-type: none"> community feedback gained through the public submission process; and 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> <ol style="list-style-type: none"> Place the draft FNA on public exhibition for 28 days; and 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> <ol style="list-style-type: none"> Demonstrating that an overall community benefit is achieved utilising the Quadruple Bottom Line assessment methodology as outlined in this report 	Manager Commercial Business	<p>04/08/2020 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"> Completed Completed Completed Completed Completed FNA currently being drafted Ongoing Completed In progress In progress In progress In progress In progress Not due yet <p>9 November 2019</p> <ol style="list-style-type: none"> Completed Completed Completed Completed Completed FNA currently on exhibition and will be presented to December 2019 Council meeting Ongoing Completed In progress – subject to finalisation of the FNA In progress In progress In progress In progress Not due yet <p>3 February 2020</p>

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					<p>including appropriate environmental (including noise), social, financial and economic impacts; and</p> <p>b. With Council resolving to endorse the agreement.</p> <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> <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>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>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>

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					<p>i. Monday - Friday (other than Public Holidays)</p> <ol style="list-style-type: none"> 1. 08:00 - 19:00 all year round. <p>ii. Saturday - Sunday (Other than Public Holidays)</p> <ol style="list-style-type: none"> 1. Nil hours. None permitted on weekends. <p>iii. New South Wales Public Holidays</p> <ol style="list-style-type: none"> 1. Nil hours. None permitted on public holidays in NSW. <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> <ol style="list-style-type: none"> a. for s10.7.2 - the applicable ANEF contour overlay constraints, as included in the planning scheme; and b. for s10.7.5 - the same as the s10.7.2 		<ol style="list-style-type: none"> 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>02/11/2020 Manager Commercial Business</p> <ol style="list-style-type: none"> 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>03/02/2021 Manager Commercial Business</p> <ol style="list-style-type: none"> 1. Completed 2. Completed 3. Completed 4. Completed 5. Completed 6. Completed 7. Completed 8. Completed

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							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. Commenced – RFQ underway for the engagement of a consultant to develop an Airport Master Plan 13. Commenced – RFQ underway for the engagement of a consultant to develop an Airport Master Plan 14. Completed
22/10/2019	Ordinary Council Meeting - 22 October 2019	9.7	Outdoor Dining Approvals	Commenced	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. 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. 3. That Council receive a report to the June 2024 meeting to consider the reintroduction of charges for outdoor dining.	Manager Commercial Business	04/08/2020 Manager – Governance and Information Services Previous updates from Matters in Progress 2 November 2019 1. Complete 2. Complete 3. Not yet due 22 January 2020 1. Complete 2. Complete 3. Not yet due 1 May 2020 1. Complete 2. Complete 3. Not due until June 2024. No further updates will be provided on this item until 2024.

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	<p>That Council:</p> <ol style="list-style-type: none"> 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>06/11/2020 Director Operations and Planning</p> <p>The status remains unchanged. Project update provided at Councillor Workshop on 4 November 2020.</p> <p>08/02/2021 Manager Water & Sewer</p> <p>Status remains unchanged</p> <p>04/05/2021 Manager Water & Sewer</p> <p>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>19/07/2021 Manager Water & Sewer</p> <p>Status unchanged</p> <p>03/11/2021 Executive Officer - Operations & Planning</p> <p>Concept Design for the plant is due 4/11/2021. Council has applied for a liquid trade waste license through the Department of Planning Industry and Environment for sludge disposal for the new treatment plant.</p>

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							<p>02/02/2022 Manager Water & Sewer</p> <p>Concept Design for the plant is still pending liquid trade waste approvals from DPIE.</p> <p>02/05/2022 Manager Water & Sewer</p> <p>Concept Design for the plant is still pending liquid trade waste approvals from DPIE. Project to be tendered once Section 60 approval of Concept Design is achieved.</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>09/11/2020 Director Operations & Planning</p> <p>Status of item 2 remains per previous update.</p> <p>08/02/2021 Manager Water & Sewer</p> <p>No update</p> <p>04/05/2021 Manager Water & Sewer</p> <p>No update as Integrated Water Cycle Management Strategy is progressing</p>

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							<p>19/07/2021 Manager Water & Sewer</p> <p>Status remains unchanged</p> <p>03/11/2021 Executive Officer - Operations & Planning</p> <p>Status remains unchanged</p> <p>03/02/2022 Executive Officer - Corporate and Commercial</p> <p>Status remains unchanged. Awaiting on Integrated Water Cycle Management Plan to be implemented.</p> <p>02/05/2022 Manager Water & Sewer</p> <p>Status remains unchanged. Awaiting on Integrated Water Cycle Management Plan to be implemented.</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"> 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>07/08/2020 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.</p> <ul style="list-style-type: none"> Employment Opportunities Economic benefits Visitors and tourism <p>The study has been funded jointly by</p> <ul style="list-style-type: none"> Bellingen Shire Coffs Harbour City Council Destination North Coast

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							<p>06/11/2020 Manager Strategic and Asset Planning</p> <p>No further update.</p> <p>05/02/2021 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> <p>05/05/2021 Manager Strategic & Asset Planning</p> <p>Councillors were briefed by the University of Newcastle on their findings in March 2021.</p> <p>09/08/2021 Executive Officer</p> <p>No further update.</p> <p>09/11/2021 Manager Strategic & Asset Planning</p> <p>No further update.</p> <p>03/02/2022 Manager Strategic & Asset Planning</p> <p>No further update.</p>
16/06/2020	Ordinary Council Meeting - 16 June 2020	11.5	Steuart McIntyre Dam Water Treatment Plant Procurement and Capacity	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> 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 	Manager Water & Sewer	<p>06/08/2020 Process Engineer</p> <ol style="list-style-type: none"> 1. Council has ceased negotiations with Microfloc Pty Ltd for the provision of a single tender design and construct tender. 2. Council is negotiating finalisation of the options assessment with Department of Planning Industry & Environment to enable progression to the concept design phase.

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					supply scheme, prior to calling tenders via the open tendering method for the detailed design and construction.		<p>09/11/2020 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>08/02/2021 Manager Water & Sewer</p> <p>Status unchanged</p> <p>04/05/2021 Manager Water & Sewer</p> <p>Council has gained Section 60 endorsement for the Options Assessment for the Treatment Plant. A consultant is being engaged for the preparation of the Concept Design.</p> <p>19/07/2021 Manager Water & Sewer</p> <p>Council has engaged a consultant to prepare the Concept Design for the Treatment Plant.</p> <p>03/11/2021 Executive Officer - Operations & Planning</p> <p>Concept Design is progressing with a 60% concept design and safety in design workshop completed.</p> <p>02/02/2022 Manager Water & Sewer</p> <p>The Water Treatment Plant has recently reached the 90% concept design section 60 endorsement, and will be tendered once the 100% concept design section 60 endorsement is received along with the endorsed specifications and tender documentation.</p> <p>02/05/2022 Manager Water & Sewer</p> <p>The Water Treatment Plant design has reached the 100% concept design Section 60 endorsement with the workshop being held on 3/5/2022. The project</p>

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							will be tendered late 2022 once the 100% concept design Section 60 endorsement is received along with the endorsed specifications and tender documentation, and the project Review of Environmental Factors is determined.
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 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. 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 	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> <p>04/05/2021 Executive Officer</p> <p>No further update</p> <p>03/08/2021 Executive Officer</p> <p>Land owner expected to provide survey in the next two months to enable matter to progress.</p> <p>02/11/2021 Executive Officer - Operations & Planning</p> <p>No further update</p> <p>01/02/2022 (Acting) Executive Assistant</p> <p>No further update</p> <p>02/05/2022 (Acting) Executive Assistant</p> <p>No further update</p>

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					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.		
16/02/2021	Ordinary Council Meeting - 16 February 2021	9.7	Proposed Road Closure and Purchase at Blewitts Lane, South Kempsey	Completed	<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 <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. 2. Note the submission received from the owner of Lot 113 DP754400. 3. Vest the land in the closed road in Council as operational land. 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. 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"> a. Survey plan of road closure b. Contract for the Sale of Land c. Land Registry Services documents being: <ol style="list-style-type: none"> i. Application for the issue of a certificate of title for the land in the closed road ii. Transfer form 	Director Operations & Planning	<p>04/05/2021 Executive Officer</p> <p>Survey plan of road closure received. Sub-division application lodged. Awaiting sub-division approval.</p> <p>03/08/2021 Executive Officer</p> <p>No further update.</p> <p>02/11/2021 Executive Officer - Operations & Planning</p> <p>Sub-Division approval granted. Lodged survey at Land Registry Services, awaiting registration.</p> <p>01/02/2022 (Acting) Executive Assistant</p> <p>Survey has been registered and the road has been closed. Valuation for the land has been agreed. Awaiting on payment to finalise the acquisition.</p> <p>02/05/2022 (Acting) Executive Assistant</p> <p>Settlement to take place 10.5.2022</p>
16/02/2021	Ordinary Council Meeting - 16	9.4	Proposed Road Closure - Part Waianbar Avenue, South West Rocks	Commenced	<p>That Council:</p> <p>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</p>	Director Operations & Planning	04/05/2021 Executive Officer

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	February 2021				<p>Waianbar Avenue comprising an area of 504m2 (or thereabouts) adjoining the southern boundary of Lot 10 DP882846. Vest the land in the closed road in Council as operational land.</p> <p>Sell the land contained in the closed road by process of public auction.</p> <p>Pursuant to Section 377 of the <i>Local Government Act 1993</i> delegate Authority to the General Manager to:</p> <ol style="list-style-type: none"> Sign the survey plan of road closure, Sign all Land Registry Services documents, Sign the Agency Agreement for the appointment of an agent to sell the land, 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 Sign the Contract for the Sale of Land. 		<p>Survey plan of road closure received. Sub division application to be lodged and processed prior to plan registration.</p> <p>03/08/2021 Executive Officer</p> <p>Subdivision application lodged and awaiting determination.</p> <p>02/11/2021 Executive Officer - Operations & Planning</p> <p>Sub-division approved. Plan of road closure lodged at Land Registry Services. Survey plan has been registered. Application for title lodged with Land Registry services.</p> <p>01/02/2022 (Acting) Executive Assistant</p> <p>No further update</p> <p>02/05/2022 (Acting) Executive Assistant</p> <p>No further update</p>
16/02/2021	Ordinary Council Meeting - 16 February 2021	9.12	Change of Council Ordinary Meeting Dates	Completed	<p>That Council:</p> <ol style="list-style-type: none"> Reschedule the June 2021 Ordinary Meeting from 15 June 2021 to 22 June 2021 to avoid conflicting with the June long weekend, 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, Reschedule the April 2022 Ordinary Meeting from 19 April 2022 to 26 April 2022 to avoid conflicting with Easter, Amend its Code of Meeting Practice (the Code) to automatically defer meetings by one week where the Tuesday, Friday, or 	Manager Governance & Information Services	<p>05/05/2021 Manager Governance & Information Services</p> <ol style="list-style-type: none"> Complete. June Ordinary Meeting has subsequently been rescheduled to 29 June. Complete. Complete. To be progressed post 2021 Local Government Elections As per above. <p>09/08/2021 Executive Officer - Corporate and Commercial</p> <p>No further update will be provided until after the 2021 Local Government Election</p>

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					Monday before the meeting, or the meeting day, falls on a Public Holiday, and 5. Progress the amendment of the Code on or after September 2021.		<p>03/02/2022 Executive Officer - Corporate and Commercial</p> <ol style="list-style-type: none"> 1. Complete. June Ordinary Meeting has subsequently been rescheduled to 29 June. 2. Complete. 3. Complete. 4. Code of Meeting Practice will be reported to the February Ordinary Council meeting. 5. As per above. <p>04/05/2022 Executive Officer - Corporate and Commercial</p> <ol style="list-style-type: none"> 1. Complete. June Ordinary Meeting has subsequently been rescheduled to 29 June. 2. Complete. 3. Complete. 4. Complete. Code of Meeting Practice was reported to the February Ordinary Council meeting where it was deferred until the April 2022 ordinary meeting to permit a further workshop to be conducted. 5. At the April 2022 ordinary meeting Council resolved to defer further consideration of the matter until after the 2022 by-election. A revised Code must be adopted prior to December 2023.
16/03/2021	Ordinary Council Meeting - 16 March 2021	9.2	Plans of Management for Council Managed Community Crown Lands	Commenced	That Council in accordance with Sections 38, 39, 40 and 40A of the Local Government Act 1993: 1. 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; 2. Forward a copy of the draft Council Managed Crown Land Plan of Management to the NSW Department of Planning, Industry and Environment, as the landowner, prior to public exhibition;	Manager Commercial Business	<p>28/04/2021 Manager Commercial Business</p> <ol style="list-style-type: none"> 1. Completed; 2. In progress - waiting for Native Title Advice to be completed prior to forwarding the draft POM to DPIE for concurrence and subsequent public exhibition; 3. subject to 2. above; 4. Not commenced; 5. Not Commenced; 6. Commenced. <p>05/08/2021 Manager Commercial Business</p>

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					<p>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;</p> <p>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;</p> <p>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</p> <p>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.</p>		<p>1. Completed;</p> <p>2. Draft POM sent to DPIE - waiting for DPIE concurrence before placing on public exhibition;</p> <p>3. subject to 2. above;</p> <p>4. Not commenced;</p> <p>5. Not Commenced;</p> <p>6. Commenced.</p> <p>09/11/2021 Manager Commercial Business</p> <p>As per above - no further progress at this stage.</p> <p>01/02/2022 Manager Commercial Business</p> <p>As per above - no further progress at this stage.</p> <p>28/04/2022 Manager Commercial Business</p> <p>As per above - no further progress at this stage.</p>
16/03/2021	Ordinary Council Meeting - 16 March 2021	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	<p>05/05/2021 Manager Strategic & Asset Planning</p> <p>This will be considered at the LTC meeting scheduled for the 1 June 2021.</p> <p>06/08/2021 Executive Officer</p> <p>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> <p>10/11/2021 Executive Officer</p>

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							<p>The outcome of the review is expected to be reported to the December Local Traffic Committee meeting.</p> <p>03/02/2022 Manager Strategic & Asset Planning</p> <p>Matter still being assessed by TfNSW with an expectation that the outcome shall be reported to the Local Traffic Committee.</p> <p>05/05/2022 Manager Strategic & Asset Planning</p> <p>No further update.</p>
20/04/2021	Ordinary Council Meeting - 20 April 2021	10.2	Spooners Avenue - Construction and Sealing	Completed	<ol style="list-style-type: none"> 1. Affirm Spooners Avenue as a high priority road for upgrading that needs construction and sealing; 2. Council pursues grant funding to expedite the works; and 3. 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. 	Director Operations & Planning	<p>04/05/2021 Director Operations & Planning</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>08/08/2021 Director Operations & Planning</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> <p>03/11/2021 Executive Officer - Operations & Planning</p> <p>No further update.</p> <p>01/02/2022 Director Operations & Planning</p> <p>Delivery Program drafting commenced with consideration of this resolution to occur.</p> <p>28/04/2022 Director Operations & Planning</p>

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							<p>The following action has been included within the draft Operational Plan, within a broader Delivery Program strategy to 'Maintain and improve the transport network and infrastructure':</p> <p>Pursue grant funding (minimum 75% of the cost) where suitable streams exist for bitumen sealing of identified priority lengths of unsealed roads in accordance with the following list endorsed by Council in May 2019 and the rationale endorsed by Council at that time, noting the benefit of the alternative route that Spooners Avenue provides in times of flooding when Macleay Valley Way is closed between Kempsey and Frederickton:</p> <ul style="list-style-type: none"> a. Piper Creek Road (End of seal to Wirrang Drive) b. Spooners Avenue (Chain O Ponds Road to Collombatti Road) c. Pipers Creek Road (Wirrang Drive to Ballengara Road) d. Collombatti Road (Swan Lane to Hughes Access) e. Smiths Creek Road (Crowther Drive to Crowther Drive) f. First Lane (Gladstone Street to Smith Street) <p>Inclusion of this item within the draft completes the items within this resolution of Council.</p>
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"> 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. 2. On closure, vest the land contained in the closed road as operational land. 	Director Operations & Planning	<p>10/08/2021 Executive Officer</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> <p>02/11/2021 Executive Officer - Operations & Planning</p> <p>No further update</p> <p>01/02/2022 (Acting) Executive Assistant</p> <p>No further update</p>

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					<p>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.</p> <p>4. Ensure that the road opening and public dedication occurs either prior to, or simultaneous to, the publication of the Notice of Road Closure.</p> <p>5. Pursuant to Section 377 of the <i>Local Government Act 1993</i> delegate Authority to the General Manager to sign:</p> <ol style="list-style-type: none"> a. Survey plan of road closure and road opening b. Deed of road closure and road opening c. Subdivision Application d. Land Registry Services forms <p>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.</p>		<p>02/05/2022 (Acting) Executive Assistant</p> <p>No further update</p>
18/05/2021	Ordinary Council Meeting - 18 May 2021	9.2	Lease of South West Rocks Tourist Village	Commenced	That Council in its capacity as the Crown Land 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.	Manager Commercial Business	<p>04/08/2021 Manager Commercial Business</p> <p>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.</p> <p>09/11/2021 Manager Commercial Business</p> <p>Execution of the lease agreement has been delayed due to COVID-19 situation in Sydney.</p>

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							<p>01/02/2022 Manager Commercial Business</p> <p>Lease agreement has been sent to NSW Crown Lands for signing by the Minister's Delegate.</p> <p>28/04/2022 Manager Commercial Business</p> <p>As per above - no further progress at this stage.</p>
29/06/2021	Ordinary Council Meeting - 29 June 2021	9.5	Belgrave Street Traffic Study	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> 1. Endorse the completion of the Belgrave Street Traffic Study as the first phase in the development of the Belgrave Street Master Plan; and 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 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. 	Manager Strategic & Asset Planning	<p>06/08/2021 Executive Officer</p> <p>No further action on this project to be undertaken until the Government's State and Regional Road classification review has been completed.</p> <p>09/11/2021 Manager Strategic & Asset Planning</p> <p>The Government's State and Regional Road classification has been completed and will affect Belgrave Street. Council is awaiting the details of the review outcomes before determining the next steps for this project.</p> <p>03/02/2022 Manager Strategic & Asset Planning</p> <p>No further update.</p> <p>05/05/2022 Manager Strategic & Asset Planning</p> <p>No further update.</p>
29/06/2021	Ordinary Council Meeting - 29 June 2021	9.6	Road Opening and Road Closing - Dowlings Falls Road, Toorooka	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 <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. 	Director Operations & Planning	<p>03/08/2021 Executive Officer</p> <p>Council solicitors to be instructed to prepare acquisition deed.</p> <p>02/11/2021 Executive Officer - Operations & Planning</p> <p>Solicitor instructed. Survey at Land Registry Services awaiting registration.</p> <p>01/02/2022 (Acting) Executive Assistant</p>

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					<ol style="list-style-type: none"> 2. On closure, vest Lots 1 and 5 comprising the closed road as operational land. 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). 4. Pursuant to Section 10 of the <i>Roads Act 1993</i>, dedicate Lots 2 and 4 as public road. 5. Ensure that the road opening and road dedication occurs either prior to, or simultaneous to, the publication of the Notice of Road Closure. 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. 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"> a. Survey plan of Acquisition and Road Closing b. Deed of Road Closure and Road Opening c. Subdivision Application d. Land Registry Services Forms 		<p>Survey plan has been registered. Land owners have the deed of acquisition to sign.</p> <p>02/05/2022 (Acting) Executive Assistant</p> <p>No further update</p>
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"> 1. acknowledge the significant community consultation to date. 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. 	Director Operations & Planning, Manager Strategic & Asset Planning	<p>04/08/2021 Director Operations & Planning</p> <p>A report has been prepared for the August Ordinary Meeting of Council in accordance with the resolution.</p> <p>03/11/2021 Executive Officer - Operations & Planning</p>

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					<p>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 to keep the community engaged throughout this process.</p>		<p>Report considered by Council at the August 2021 Ordinary Meeting of Council with regard to the adoption of the engagement plan.</p> <p>09/11/2021 Manager Strategic & Asset Planning</p> <p>The engagement plan adopted by Council in August 2021 detailed Stage 1 as an "Audit Project Scope". This has been undertaken by Council's Internal Change Project Manager and the report is expected to be finalised in the coming weeks.</p> <p>03/02/2022 Manager Strategic & Asset Planning</p> <p>The 'Audit Project Scope' undertaken by Council's Internal Change Project Manager has been finalised and is expected to be reported to Council at the March 2022 meeting.</p> <p>05/05/2022 Manager Strategic & Asset Planning</p> <p>The Audit report has been reported to Council and Council has confirmed the footprint that will be subject to further community engagement and design options. An RFQ is currently being prepared to engage a consultant to undertake the next steps of the project.</p>
17/08/2021	Ordinary Council Meeting - 17 August 2021	9.1	Slim Dusty Centre Ongoing Management	Commenced	<p>That Council:</p> <ol style="list-style-type: none"> 1. Acknowledges the importance of the Slim Dusty Centre to the Kempsey Shire as an ongoing key cultural tourism attraction. 2. Notes the outcomes of the detailed due diligence completed by Council officers regarding the future operation and management of the Slim Dusty Centre, as detailed within the confidential 'Overview of Commercial Negotiations' and 'Slim Dusty Centre Business Plan' attachments. 3. Authorise the General Manager to: 	Director Corporate & Commercial	<p>29/10/2021 Executive Officer - Corporate and Commercial</p> <p>The negotiation of legal agreements to convey the Slim Dusty Centre to Council are in progress and are expected to be finalised by 31 December 2021.</p> <p>31/01/2022 Executive Officer - Corporate and Commercial</p> <p>Negotiations are ongoing.</p> <p>28/04/2022 Director Corporate & Commercial</p> <p>Negotiations are ongoing.</p>

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					<ul style="list-style-type: none"> a. Enter into an agreement with the Slim Dusty Foundation Limited (as trustee for the Slim Dusty Museum Trust Fund) to convey and transfer the Slim Dusty Centre buildings, fixtures and fittings, excluding the Slim Dusty Museum fixtures, exhibits and memorabilia, to Council for nil cost. b. Enter into an agreement with Slim Dusty Foundation Limited for Council to operate and manage the Slim Dusty Centre, including the Slim Dusty Museum, based on the following key commercial terms: <ul style="list-style-type: none"> i. The payment by Council of an \$85,000 per annum fee to Slim Dusty Foundation Limited for the right to operate the Slim Dusty Museum. The annual fee incorporates the provision of museum curation services by Slim Dusty Foundation Limited, is indexed to CPI, and is subject to review at five (5) yearly intervals. ii. Council retains all future income generated from the operation and management of the Slim Dusty Centre, including all Slim Dusty Museum income, but excluding income from the “Mates” and “Pavers” programs. iii. Council is responsible for all future operating and capital expenditure associated with the operation and management of the Slim Dusty Centre and the associated parcels 		

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					<p>of freehold and Crown Land, except for those costs associated with the maintenance and curation of museum exhibits.</p> <p>iv. Council will purchase the parcel of freehold land (Lot 7 DP 737376) from Slim Dusty Foundation Limited at an agreed time in the future using the just terms compensation process to determine sale value. In the interim, and for an initial period of five (5) years, Slim Dusty Foundation Limited will lease the freehold land to Council at a peppercorn rate of \$1 per annum.</p> <p>v. The inclusion of a contract re-opener clause that provides for a review after 10 years of the terms of the agreement between Slim Dusty Foundation Limited and Council based on the performance of the Slim Dusty Centre, taking into consideration museum visitation, and which allows either party to terminate the agreement.</p> <p>c. Subject to the execution of the agreement(s) referred to items 3(a) and (b) above, negotiate with the Department of Planning, Industry and Environment, Crown Lands, to novate the existing lease of Lot 299 DP 729768 from Slim Dusty Foundation Limited to Council, or if more advantageous, the transfer of ownership to Council.</p>		

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					<ul style="list-style-type: none"> d. Implement the Slim Dusty Centre Business Plan. e. Continue to manage the Slim Dusty Centre in accordance with the terms of conditions of the current Management Deed between Slim Dusty Foundation Limited and Council should the agreements contemplated in items 3(a) and 3(b) above not be executed by 10 December 2021. 4. Notes that the financial operating impacts of the Slim Dusty Centre operations, including building depreciation, but excluding future capital expenditure requirements, are included within Council's adopted 2021-22 Budget and Long Term Financial Plan. 5. Require a report be provided to a future meeting of Council once the agreements referred to in item 3 above have been finalised. 6. Require an update on the operations and performance of the Slim Dusty Centre be reported to Council: <ul style="list-style-type: none"> a. Annually for the proposed initial ten-year term of the agreement between Slim Dusty Foundation Limited and Council; and b. Prior to the 10-year anniversary of the agreement at which time a contract review would occur under the terms of the contract re-opener clause. 		
26/10/2021	Ordinary Council Meeting - 26 October 2021	9.14	New South Wales Road Classification Review and Transfer	Completed	That Council: 1. Note the recent advice that the Kempsey-Armidale Road shall be classified to a Regional Road over its full length with the	Director Operations & Planning	03/11/2021 Executive Officer - Operations & Planning Collation of submissions has commenced.

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					<p>asset and management also to be transferred to the NSW Government.</p> <p>2. Acknowledge the positive impact on financial sustainability the transfer of the Kempsey-Armidale Road will have in reducing Council's current deficit position for the General Fund.</p> <p>3. As part of the main round of the NSW Road Classification Review and Transfer for the following Regional Roads seek as a first priority, reclassification to a State Road classification, and second priority, remain as a Regional Road classification however with transfer of asset ownership and management to the NSW Government:</p> <ul style="list-style-type: none"> a. Macleay Valley Way b. Plummers Lane c. South West Rocks Road (Plummers Lane to Gregory Street) d. Gregory Street <p>4. As part of the main round of the NSW Road Classification Review and Transfer seek transfer of asset ownership and management to the NSW Government of the following Regional Roads:</p> <ul style="list-style-type: none"> a. Crescent Head Road b. Smithtown Road c. South West Rocks Road, including Rudder, Bissett and Washington Streets (Lord Street, East Kempsey, to Smithtown Road, Gladstone) d. Stuarts Point Road <p>5. As part of the main round of the NSW Road Classification Review and Transfer seek to reclassify the following Local Roads to a Regional Road classification:</p> <ul style="list-style-type: none"> a. South West Rocks Road (Smithtown Road to Plummers Lane) b. Belmore River Right Bank Road/Loftus Road/Belmore Street (South 		<p>01/02/2022 Director Operations & Planning</p> <p>Collation of submissions continues, with the deadline for submissions for all Councils having been extended until the end of February.</p> <p>28/04/2022 Director Operations & Planning</p> <p>Submission was made in accordance with the resolution of Council. These are now under consideration of the Independent Panel.</p>

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					<p>West Rocks Road, Gladstone, to Pacific Street, Crescent Head</p> <p>c. Second Lane/North Street (Macleay Valley Way to River Street, West Kempsey)</p> <p>d. Grassy Head Road, in collaboration with Nambucca Valley Council</p>		
26/10/2021	Ordinary Council Meeting - 26 October 2021	9.1	Planning Proposal to Facilitate the Airport Adventure Park	Commenced	<p>That Council:</p> <p>Following Section 3.34 of the Environmental Planning and Assessment Act 1979, submit the attached Planning Proposal to the Minister, seeking a Gateway Determination. Receive a further report on completion of all consultation activities set out in the Gateway Determination.</p>	Manager Strategic & Asset Planning	<p>09/11/2021 Manager Strategic & Asset Planning</p> <p>The Planning Proposal was forwarded to DPIE for a Gateway determination. DPIE assessed the Planning Proposal and advised that it was not adequate to proceed as additional information is required. The consultant who prepared the Planning Proposal is currently collating further information for submission to DPIE.</p> <p>03/02/2022 Manager Strategic & Asset Planning</p> <p>The proponent provided additional information in response to feedback received from DPIE. This was forwarded to DPIE for consideration and the issue of a Gateway determination.</p> <p>DPIE have advised that the Gateway Request is not adequate to proceed to assessment because the proposal is inconsistent in its assessment and identification of the area to which the Additional Permitted Uses will apply.</p> <p>Council staff are currently liaising with Council's consultant who prepared the planning proposal and DPIE staff to address this matter so that the planning proposal can be resubmitted for a Gateway determination.</p> <p>05/05/2022 Manager Strategic & Asset Planning</p> <p>Gateway was granted 18 March 2022 with a number of conditions to be met prior to proceeding to public exhibition.</p>

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							The proponent is amending the planning proposal to comply with these conditions prior to public exhibition.
26/10/2021	Ordinary Council Meeting - 26 October 2021	9.11	Disclosure of Interest Returns	Commenced	That Council: note the lodgement and tabling of the Disclosure of Interest Returns, and publish these returns, in a redacted form consistent with the Information Commissioner's Guideline 1, on Council's website.	Manager Governance & Information Services	03/02/2022 Executive Officer - Corporate and Commercial Disclosures are being prepared for placement on Council's website. 05/05/2022 Executive Officer - Corporate and Commercial No further update.
16/11/2021	Ordinary Council Meeting - 16 November 2021	9.8	Dog Walking Beach Access, Crescent Head Area	Completed	That Council: 1. note the advocacy actions undertaken in relation to enhancing dog walking access through National Parks and Wildlife Services land to and along beaches in the Crescent Head area. 2. note the attached responses to advocacy from the Minister for Energy and Environment, The Hon. Matthew Kean MP, dated 27 August 2021 and 20 October 2021 respectively, which advised there are no plans to re-gazette relevant portions of national park to regional park status as a result of the purpose to protect biodiversity value. 3. continue to advocate with relevant government agencies in conjunction with the Crescent Head Dog Walkers Group to enhance dog access. 4. actively communicates the National Parks and Wildlife Plans of Management when they are on exhibition.	Manager Development & Compliance	28/01/2022 (Acting) Executive Assistant Item 3 - A meeting was recently convened with the Crescent Head Dog Walkers Group and NPWS to discuss their concerns. Item 4 - The plan is currently on exhibition until early March and a response shall be submitted. 05/05/2022 (Acting) Executive Assistant Item 3 - No further update Item 4 - provided feedback regarding Dog walking signage in the KSC Submission to NPWS for the Limeburner & Goolawah National Park draft management plan
16/11/2021	Ordinary Council Meeting -	9.2	Planning Proposal Part Lot 35	Commenced	That Council: 1. Note the outcome of the Rezoning Review undertaken by the Northern Regional	Manager Strategic &	03/02/2022 Manager Strategic & Asset Planning

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	16 November 2021		DP1214499 South West Rocks		<p>Planning Panel that the Planning Proposal proceed to a Gateway determination, subject to conditions.</p> <p>2. Advises the Planning Panels Secretariat that it accepts the invitation of the Northern Regional Planning Panel to be the Planning Proposal Authority for the planning proposal to rezone part of Lot 35 DP 1214499, South West Rocks from RU2 Rural Landscape to R1 General Residential and amend the minimum lot size and height of building standards.</p> <p>3. Invites the proponent to submit further information to enable the conditions of the Rezoning Review Decision issued in respect of land on 15 October 2021 to be complied with prior to submitting the planning proposal for a Gateway determination.</p>	Asset Planning	<p>The Planning Panels Secretariat were advised that Council accepts the role of Planning Proposal Authority. The proponent has submitted further information which is under review to assess compliance with the conditions of the Rezoning Review Decision.</p> <p>05/05/2022 Manager Strategic & Asset Planning</p> <p>Council has reviewed the information provided by the proponent and identified a number of matters that need to be addressed before the planning proposal could be considered compliant with the eight conditions set by the Northern Regional Planning Panel's Record of Decision.</p> <p>The proponent was advised of this in writing on 1 March 2022 and a response has not yet been received.</p>
15/02/2022	Ordinary Council Meeting - 15 February 2022	9.7	Point Plomer Road at Big Hill Inclusion into Limeburners Creek National Park	Completed	That council extend the community notification period for DA2100258, on Baker Drive at Crescent Head, for a period of two weeks to close on 14 March 2022.	Manager Development & Compliance, Project Manager	<p>16/04/2022 Manager Development & Compliance</p> <p>Public notification period extended as per Council resolution.</p>
15/02/2022	Ordinary Council Meeting - 15 February 2022	9.3	Delivery Program and Operational Plan 2021-22 - Second Quarter Progress Report	Completed	<p>That council:</p> <p>1. adopts the quarterly budget review for the period ending 31 December 2021 and approves the variations contained therein, noting the following adjustments:</p> <p>a. approves an increase in the capital expenditure budget for the Waste Cell 4 project from \$4.972 million to \$7.221 million reflecting the additional costs required to complete the project; and</p> <p>b. approves the reduction in the budget for project W4745 Road & Leachate</p>	Manager Corporate Projects	<p>10/03/2022 Manager Corporate Projects</p> <p>Budget changes made of Waste Cell variation</p>

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					<p>upgrades by \$565k as these costs will form part of the Waste Cell 4 project budget above.</p> <p>2. receives and notes the progress achieved in delivering the delivery program and operational plan 2021-22;</p> <p>3. receives and notes the financial sustainability program status report;</p> <p>4. receives and notes the Key Performance Indicators report; and</p> <p>5. receives and notes the Grants Status Summary.</p>		
15/02/2022	Ordinary Council Meeting - Confidential - 15 February 2022	11.3	Supply and Installation of Safety Barriers - Tender TQE21/55	Completed	<p>That council accept the following tenders as a panel supply contract for the supply and installation of road safety barrier systems in accordance with the tender documentation and the tender submissions received, for a period of 16 months commencing 21 February 2022 and concluding 30 June 2023.</p> <p>1. A1 Highways Pty Ltd 2. GRI Road Services Pty Ltd 3. Irwin Fencing Pty Ltd 4. Schram Group Pty Ltd 5. Western Safety Barriers Group Pty Ltd</p>	Manager Infrastructure Delivery	<p>04/05/2022 Executive Officer - Corporate and Commercial</p> <p>Contracts have been awarded as per the Council resolution.</p>
15/02/2022	Ordinary Council Meeting - Confidential - 15 February 2022	11.2	Devil's Nook Road Cutting Landslip Remediation Tender (Kempsey-Armidale Road) - TQE21/50	Completed	<p>That council accept the lump sum tender submitted by RIX Asset Management Pty Ltd for a lump sum amount of \$1,042,976 GST inclusive for TQE21/50 Devil's Nook Road Cutting Landslip Remediation (Kempsey-Armidale Road), in accordance with the tender documentation and tenderer's submission.</p>	Manager Infrastructure Delivery	<p>04/05/2022 Executive Officer - Corporate and Commercial</p> <p>Contracts have been awarded as per the Council resolution.</p>
15/02/2022	Ordinary Council Meeting - 15	9.1	Kempsey Shire Biodiversity Strategy 2022	Completed	<p>That council:</p> <p>1. consider the feedback received from the community within the context of the scope of the Biodiversity Strategy;</p>	Manager Strategic & Asset Planning	<p>28/02/2022 Manager Strategic & Asset Planning</p> <p>The Biodiversity Strategy has been finalised. Actions from the strategy have been incorporated into the draft 22/23 Operating Plan.</p>

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	February 2022				<ul style="list-style-type: none"> 2. endorse the attached Biodiversity Strategy for the Kempsey Shire; and 3. note that the actions and associated deliverables within the strategy shall inform council's future Delivery Program and Operational Plan development, and the scope of specific projects where relevant. 		
15/02/2022	Ordinary Council Meeting - 15 February 2022	9.2	KLEP2013-AM-33 - 600 Macleay Valley Way, South Kempsey	Completed	<p>That council:</p> <ul style="list-style-type: none"> 1. delegate the general manager the authority to execute the planning agreement relating to 600 Macleay Valley Way, South Kempsey; 2. on execution of the planning agreement, progress to make the amendment to the local environmental plan, described as KLEP 2013 (Amendment 33), for the planning proposal which applies to 600 Macleay Valley Way, South Kempsey; 3. request the Parliamentary Counsel's Office to draft the legal instrument, KLEP 2013 (Amendment 33), under s 3.36(1) of the Environmental Planning and Assessment Act 1979 to give effect to the final planning proposal; 4. endorse the general manager to exercise delegation from the Minister for Planning to make the amending instrument, KLEP 2013 (Amendment 33); and 5. upon the making of KLEP 2013 (Amendment 33), the Department of Planning, Industry & Environment be requested to notify the plan on the NSW Legislation webpage. 	Manager Strategic & Asset Planning	<p>05/05/2022 Manager Strategic & Asset Planning</p> <p>The VPA has been executed and the amendment to KLEP 2013 has been made.</p>
15/03/2022	Ordinary Council Meeting - 15 March 2022	9.1	Crescent Head Public Domain Plan - Foreshore Car Park	Commenced	<p>That council:</p> <ul style="list-style-type: none"> 1. endorse the geographical footprint for the foreshore car park component of the Crescent Head Public Domain Plan as 	Manager Strategic & Asset Planning	<p>05/05/2022 Manager Strategic & Asset Planning</p> <p>An RFQ is being developed to engage a consultant to progress the next steps.</p>

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					<p>recommended in the attached 'Crescent Head Foreshore Review of Project Scope Report' and described as:</p> <ol style="list-style-type: none"> a. western limit: past the footbridge to the point where the path narrows along Killick Creek; b. southern limit: bounded by the existing Crescent Head holiday park boundaries; c. eastern limit: where the path meets the Crescent Head golf club boundary; and d. excluding the surf club crown land lease, Crescent Head holiday park and Crescent Head golf course. <p>2. based on the geographical footprint described in point 1, proceed with the next steps of the engagement plan adopted by council at its Ordinary Meeting of 17 August 2021, which includes:</p> <ol style="list-style-type: none"> a. appointing a consultant to lead engagement and design; b. developing a detailed engagement plan and establishment of a Community Advisory Group; and c. development of design options to inform the final Crescent Head Public Domain Plan. <p>3. proceed to finalise the Crescent Head Public Domain Plan, excluding the area described in point 1, to provide certainty to the community about the future of those public areas and to enable council to seek funding to further deliver on improvements to these public areas in Crescent Head; and</p> <p>4. provides to the community by various means information in relation to the</p>		

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					financial impacts and the decision of council.		
15/03/2022	Ordinary Council Meeting - 15 March 2022	8.1	Australia Day Committee	Commenced	That council: 1. vary the membership of the Australia Day Awards Committee to comprise of the Mayor; two (2) councillors; one council staff member; and to increase the number of community representatives by one (to be up to six [6]). 2. seek, via an expression of interest process, that representatives from the Upper Macleay and Lower Macleay communities be encouraged to join the committee. 3. note the information in the report.	Executive Assistant	05/05/2022 Executive Assistant Matter is progressing.
15/03/2022	Ordinary Council Meeting - 15 March 2022	9.3	Planning Proposal PP-2021-7403 - Rosedale Avenue, South West Rocks	Commenced	That council: 1. submit the Planning Proposal, which seeks to permit the minor realignment of LEP mapping layers consistent with existing development approvals at Lot 801 DP1270742 Rosedale Avenue South, South West Rocks, to the Minister for Planning for Gateway consideration pursuant to section 3.34 of the Environmental Planning and Assessment Act 1979; 2. request the Secretary of the Department of Planning and Environment to issue council with written authorisation to exercise plan making delegations in relation to this proposal; and 3. undertake, subject to the Gateway determination, community consultation for the planning proposal as required.	Manager Strategic & Asset Planning	05/05/2022 Manager Strategic & Asset Planning Gateway determination was issued to Council on 20 April 2022. Condition 1 of the Gateway requires minor amendments to the planning proposal before community consultation commences. Once the amendments are made, Council will commence the 28-day public exhibition period.

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15/03/2022	Ordinary Council Meeting - 15 March 2022	9.2	Kempsey Airport - Commercial Agreement for Pilot Training Proposal	Commenced	<p>That council:</p> <ol style="list-style-type: none"> 1. authorise the General Manager to enter into a commercial agreement between Sportfly Aviation and Kempsey Shire Council with the following key terms and conditions: <ol style="list-style-type: none"> a. annual fixed fee of \$1,356.00 (including GST) per recreational aircraft with CPI increase applied annually; b. a contract term of one (1) year with a further one (1) year option at council's absolute discretion; c. a maximum of 2,200 aircraft movements per annum (including take-offs, touch and goes, landings) within the fixed fee. Any movements above the maximum 2,200 movements will be charged in accordance with the aircraft movement fee published in council's annual Schedule of Fees and Charges; 2. endorse the annual fee being retrospectively applied to 1 January 2022; and 3. notify Sportfly Aviation of the requirement to operate in accordance with applicable legislative requirements; Kempsey Aerodrome Manual, Kempsey Airport Conditions of Use; and the Kempsey Airport Fly Neighbourly Advice, and that breaches of these requirements may result in termination of the commercial agreement. 	Manager Commercial Business	<p>28/04/2022 Manager Commercial Business</p> <p>Commercial Agreement is being drafted and executed.</p>
15/03/2022	Ordinary Council Meeting -	9.4	Procedure 1.2.7 – Rental Assessment and Rebate	Commenced	That council place the draft Procedure 1.2.7 – Rental Assessment and Rebate be placed on public exhibition for a period of 28 days,	Manager Commercial Business	28/04/2022 Manager Commercial Business

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	15 March 2022				with a report to be provided back to council following the conclusion of the exhibition period.		Public Exhibition period for the Rental Assessment and Rebate Procedure has now closed. Final version of the procedure will be presented to a Council meeting prior to end of financial year.
15/03/2022	Ordinary Council Meeting - 15 March 2022	7.1	2022 Federal Election Campaign	Completed	That council: 1. supports the national funding priorities of the Australian Local Government Association (ALGA), which would contribute an estimated \$6.46 billion per year to Australia's GDP and create 43,444 jobs; and 2. agrees to support and participate in the Australian Local Government Association's advocacy for their endorsed national funding priorities by writing to the local Federal Member, Mr Pat Conaghan MP of Parliament, all known election candidates in the Cowper electorate and the President of the Australian Local Government Association to: a. express support for ALGA's funding priorities; b. identify priority local projects and programs that could be progressed with the additional financial assistance from the Federal Government being sought by ALGA; and c. seek funding commitments from the members, candidates and their parties for these identified local projects and programs.	Executive Assistant	05/05/2022 Executive Assistant Letter and attachment with key priorities sent as per resolution
26/04/2022	Ordinary Council Meeting - 26 April 2022	9.2	Integrated Planning and Reporting 2022-2026	Commenced	That council: 1. place the draft integrated planning and reporting suite of documents be on public exhibition for a period of 28 days including:	Manager Corporate Projects	03/05/2022 Manager Corporate Projects Documents have been placed on public exhibition for 28 days

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					<ul style="list-style-type: none"> a. Delivery Program 2022-26 and Operational Plan 2022-23; b. Revenue Policy 2022-23; c. Schedule of Fees and Charges 2022-23; d. Rates Maps 2022-23; e. Long Term Financial Plan 2022-32; f. Workforce Management Plan 2022-26; g. Strategic Asset Management Plan 2022-32; and h. Digital Strategy. <p>2. receive a report at the June 2022 council meeting detailing the submissions received during the public exhibition period and presenting the final integrated planning and reporting documents for adoption by council.</p>		
26/04/2022	Ordinary Council Meeting - 26 April 2022	9.9	Disclosure of Interest Returns	Commenced	<p>That council:</p> <ul style="list-style-type: none"> 1. note the lodgement and tabling of the disclosure of interest returns; and 2. publish these returns, in a redacted form consistent with the Information Commissioner's guideline 1, on council's website. 	Manager Governance & Information Services	<p>05/05/2022 Manager Governance & Information Services</p> <p>Disclosures are being prepared for placement on Council's website.</p>
26/04/2022	Ordinary Council Meeting - 26 April 2022	9.4	Planning Proposal PP-2021-7144 – 1022 Crescent Head Road, Crescent Head	Commenced	<p>That council:</p> <ul style="list-style-type: none"> 1. submit the planning proposal which seeks to amend the Lot Size Map at Lot 17 DP 818185, 1022 Crescent Head Road Crescent Head, to the Minister for Planning for gateway consideration pursuant to section 3.34 of the Environmental Planning and Assessment Act 1979; 2. request that the Secretary of the Department of Planning and Environment 	Manager Strategic & Asset Planning	<p>05/05/2022 Manager Strategic & Asset Planning</p> <p>Request for Gateway Determination submitted to DPE on 27/04/2022.</p>

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					<p>to issue council with written authorisation to exercise plan making delegations in relation to this proposal; and</p> <p>3. undertake, subject to the gateway determination, community consultation for the planning proposal as required.</p>		
26/04/2022	Ordinary Council Meeting - 26 April 2022	9.3	Additional Special Variation 2022-23	Completed	<p>That council:</p> <ol style="list-style-type: none"> 1. make an application to the Independent Pricing and Regulatory Tribunal under section 508(2) of the Local Government Act 1993 to seek a permanent special variation of 1.2% above the announced annual rate peg of 0.8% for the 2022-23 financial year; 2. note that additional income in 2022-23 amounting to \$265,920 will be received if the special variation is approved; 3. note that the special variation is required to partly reduce the projected general fund operating deficit, both in 2022-23, as well as in all outer years within council's draft Long Term Financial Plan 2022-2032; and 4. note that the impacts of the special variation on ratepayers and the community have been considered and that these impacts are considered reasonable. 	Director Corporate & Commercial	28/04/2022 Director Corporate & Commercial Application submitted to IPART on 29 April 2022
26/04/2022	Ordinary Council Meeting - 26 April 2022	9.5	KLEP2013 - Employment Zones Reforms	Commenced	<p>That council:</p> <ol style="list-style-type: none"> 1. endorse the translation of the Employment Zones land use tables for the Kempsey Local Environmental Plan 2013; 2. take the necessary steps to assist the Department of Planning and Environment in the public exhibition of 	Manager Strategic & Asset Planning	05/05/2022 Manager Strategic & Asset Planning DPE are to undertake the public exhibition of the Employment Zone Reforms and Council is to assist. Council is waiting on DPE to provide it with the necessary material, as outlined in their Communication Strategy, for public exhibition to commence.

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
					<p>the translation of the existing Standard Instrument Principal Local Environmental Plan 2006 zones into the new zones; and</p> <p>3. receive a further report at the conclusion of the public exhibition period.</p>		