



10 June 2025

To All Councillors

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993, that the next Ordinary Meeting of Council will be held in the Council Chambers, on Wednesday, 18 June 2025 at 6.30pm, for the purposes of transacting the undermentioned business.

**AGENDA:**

PAGE NO.

- (1) **ACKNOWLEDGEMENT OF TRADITIONAL LAND OWNERS**
- (2) **OPENING PRAYER**
- (3) **RECEIPT OF APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE , OR ATTENDANCE BY AUDIO-VISUAL LINK**
- (4) **CONFIRMATION OF MINUTES OF PREVIOUS MEETING**  
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- (7) **PUBLIC ADDRESS**
- (8) **CONSIDERATION AND ADOPTION OF ALL REPORTS BY ENGLOBO**
- (9) **NOTICE OF INTENTION TO DEAL WITH MATTERS IN CONFIDENTIAL SESSION**  
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**(15) COUNCILLORS' REPORTS**

**(16) REPORT OF THE CONFIDENTIAL SESSION OF THE ORDINARY COUNCIL MEETING ON 18 JUN 2025**

‡ - Denotes that Report is for notation only.



## ***Principles for Local Government***

### **Exercise of functions generally**

The following general principles apply to the exercise of functions by Councils:

- a) Councils should provide strong and effective representation, leadership, planning and decision-making.
- b) Councils should carry out functions in a way that provides the best possible value for residents and ratepayers.
- c) Councils should plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community.
- d) Councils should apply the integrated planning and reporting framework in carrying out their functions so as to achieve desired outcomes and continuous improvements.
- e) Councils should work co-operatively with other Councils and the State government to achieve desired outcomes for the local community.
- f) Councils should manage lands and other assets so that current and future local community needs can be met in an affordable way.
- g) Councils should work with others to secure appropriate services for local community needs.
- h) Councils should act fairly, ethically and without bias in the interests of the local community.
- i) Councils should be responsible employers and provide a consultative and supportive working environment for staff.

### ***Council's Values***

- Integrity
- Accountability
- Respect
- Excellence
- Teamwork

### ***Our Community's Vision***

Cessnock will be a cohesive and welcoming community living in an attractive and sustainable rural environment with a diversity of business and employment opportunities supported by accessible infrastructure and services which effectively meet community need.

*Cessnock – thriving, attractive and welcoming.*

### ***Our Community's Desired Outcomes***

- A connected, safe and creative community.
- A sustainable and prosperous economy.
- A sustainable and healthy environment.
- Accessible infrastructure, facilities and services.
- Civic Leadership and effective governance.



## ***Council Code of Conduct***

Council adopted its current Code of Conduct on 23 October 2024. This Code provides details of statutory requirements and gives guidance in respect of the way in which pecuniary and conflict of interest issues must be disclosed. Councillors took an oath or affirmation at the commencement of their term of office under section 233A of the *Local Government Act 1993* (NSW) and are therefore obligated under Council's Code of Conduct to disclose and appropriately manage their conflicts of interest.

Generally, the Code outlines the following issues:

1. Councillors are under an obligation at law to disclose any interest they may have in any matter before the Council as soon as practicable and to refrain from being involved in any consideration or to vote on any such matter where required and out outlined in the Code of Conduct.
2. Councillors must disclose any interest in any matter noted in the business paper prior to or at the opening of the meeting.
3. The nature of the interest shall be included in the disclosure.
4. Councillors shall immediately and during the meeting disclose any interest in respect of any matter arising during the meeting which is not referred to in the business paper.
5. All disclosures of interest shall be recorded in the minutes of the meeting.
6. All disclosures of interest shall as far as is practicable be given in writing.
7. Any member having a pecuniary or non-pecuniary significant conflict of interest shall leave the meeting and remain absent while the subject of the interest is being considered by Council.
8. The meeting shall not discuss any matter in which a Councillor has a pecuniary or non-pecuniary significant conflict of interest while the Councillor is present at the meeting.



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**MINUTES OF ORDINARY COUNCIL MEETING OF THE CESSNOCK CITY COUNCIL  
HELD IN COUNCIL CHAMBERS ON WEDNESDAY, 21 MAY 2025, COMMENCING AT  
6.30PM**

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

**IN ATTENDANCE:** General Manager  
Director Planning and Environment  
Director Corporate and Community Services  
Director Works and Infrastructure  
People and Culture Manager  
Chief Financial Officer  
Communications & Engagement Manager  
Community Engagement Officer  
Help Desk Support Officer  
Council Services Team Leader

**The Prayer was presented by Reverend Nicole Baldwin.**

**APOLOGY & LEAVE  
OF ABSENCE:**

**MOTION**

**Moved:** Councillor Harrington  
**Seconded:** Councillor Grine

148

**RESOLVED** that the apology tendered on behalf of Councillor Suvaal for unavoidable absence, be accepted.

That a Leave of Absence be granted to Councillor Pascoe from Monday, 14 July 2025 to Sunday, 20 July 2025.

**FOR**

**AGAINST**

Councillor Dixon  
Councillor Grine  
Councillor Harrington  
Councillor Hill  
Councillor Jurd  
Councillor King  
Councillor Lea  
Councillor Madden  
Councillor Mason  
Councillor Palmowski  
Councillor Pascoe  
Councillor Watton

**Total (12)**

**Total (0)**

**CARRIED UNANIMOUSLY**

**MINUTES:**

MOTION

Moved: Councillor Lea

Seconded: Councillor Mason

149

RESOLVED that the Minutes of the Ordinary Meeting of Council held on 16 April 2025, as circulated, be taken as read and confirmed as a correct record.

FOR	AGAINST
Councillor Dixon	Councillor Harrington
Councillor Grine	Councillor Jurd
Councillor Hill	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Watton	
Total (10)	Total (2)

CARRIED

## ***DISCLOSURES OF INTEREST***

### ***DISCLOSURES OF INTEREST NO. DI4/2025***

***SUBJECT: DISCLOSURES OF INTEREST***

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Nil

## ***PETITIONS***

Nil

## ***ADDRESS BY INVITED SPEAKERS***

Nil



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

### **MOTION**

150

**Moved:** Councillor Lea

**Seconded:** Councillor King

### **RESOLVED**

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

‡ GMU1/2025	Cessnock City Council Union Picnic Day.....	30
‡ CC25/2025	Investment Report - April 2025.....	59
‡ CC26/2025	Disclosures of Interests in Written Returns.....	64
‡ CC27/2025	Resolutions Tracking Report .....	67

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

#### **FOR**

#### **AGAINST**

Councillor Dixon  
Councillor Grine  
Councillor Harrington  
Councillor Hill  
Councillor Jurd  
Councillor King  
Councillor Lea  
Councillor Madden  
Councillor Mason  
Councillor Palmowski  
Councillor Pascoe  
Councillor Watton  
**Total (12)**

**Total (0)**

**CARRIED UNANIMOUSLY**

## ***MAYORAL MINUTES***

Nil

## **MOTIONS OF URGENCY**

### **MOTIONS OF URGENCY NO. MOU4/2025**

**SUBJECT: MOTIONS OF URGENCY**

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#### **Councillor Palmowski**

That Council seek an urgent meeting with the State Member for Cessnock, Mr Cayton Barr MP and Federal Member for Hunter, Dan Repacholi, to discuss coordinated plans to support individuals currently residing in TAFE park.

The scope of the discussion is to include:

- Immediate access to emergency accommodation.
- Identification and implementation of both short-term and long-term housing solutions; and
- Coordination of support through local health services, community organisations and relevant support services to ensue ongoing assistance for affected individuals.

The Mayor ruled the Motion as urgent.

<b>FOR</b>	<b>AGAINST</b>
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Watton	
<b>Total (12)</b>	<b>Total (0)</b>

**CARRIED UNANIMOUSLY**

***Councillor Jurd***

That Council urgently reviews the existing policy governing leasing agreements with sporting clubs with a view to simplifying processes and supporting sustainability of local clubs.

The Mayor ruled the motion as Urgent.

<b>FOR</b>	<b>AGAINST</b>
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Watton	
<b>Total (12)</b>	<b>Total (0)</b>

***CARRIED UNANIMOUSLY***

## **GENERAL MANAGER'S UNIT**

### **GENERAL MANAGER'S UNIT NO. GMU1/2025**

**SUBJECT: CESSNOCK CITY COUNCIL UNION PICNIC DAY**

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**MOTION**

**Moved:** Councillor Lea

**Seconded:** Councillor King

151

**RESOLVED**

**That Council notes the Union Picnic Day is to be held on Friday 31 October 2025.**

<b>FOR</b>	<b>AGAINST</b>
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Watton	
<b>Total (12)</b>	<b>Total (0)</b>

**CARRIED UNANIMOUSLY**

## **PLANNING AND ENVIRONMENT**

### **PLANNING AND ENVIRONMENT NO. PE12/2025**

**SUBJECT: PLANNING PROPOSAL 18/2024/6/1 - RECLASSIFICATION OF COUNCIL LAND - POST EXHIBITION**

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**MOTION**      **Moved:**    Councillor King      **Seconded:**    Councillor Harrington  
152

#### **RESOLVED**

1.      That Council notes the outcome of the community consultation for Planning Proposal 18/2024/6/1 - Reclassification of part Lot 312 DP 566724 (Old Maitland Road, Cessnock) from Community Land to Operational Land.
2.      That Council forwards the Planning Proposal 18/2024/6/1 for Reclassification of Council Land to the Minister for Planning and Public Spaces with a recommendation that the plan be made pursuant to Section 3.36 of the Environmental Planning and Assessment Act 1979.
3.      That Council notifies submission makers of the Minister's decision.

<b>FOR</b>	<b>AGAINST</b>
Councillor Grine	Councillor Dixon
Councillor Harrington	Councillor Jurd
Councillor Hill	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Watton	
<b>Total (10)</b>	<b>Total (2)</b>

#### **CARRIED**

**PLANNING AND ENVIRONMENT NO. PE13/2025**

**SUBJECT: CESSNOCK CITY COUNCIL AND MAITLAND CITY COUNCIL  
BOUNDARY ADJUSTMENT**

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**MOTION**                      **Moved:**    Councillor King                      **Seconded:**    Councillor Harrington  
153

**RESOLVED**

1. That Council proceed under section 218(E) of the Local Government Act 1993 with the proposal to affect a minor Local Government boundary adjustment and inform Maitland City Council that it has no objection to the transfer of:

- ☐ Part Lot 1, DP 1314431 (0.6ha) currently within the Maitland City Council to be incorporated by the boundary adjustment into the Cessnock City Council, and
- ☐ Lot 1, DP 62332 (3.4ha) currently within the Cessnock City Council to be incorporated by the boundary adjustment into the Maitland City Council.

2. That Council notes that the standard provision be included in the Proclamation:

**Rates and charges**

- a. Appropriate arrangements are to be made in relation to the payment of any outstanding rates and charges over the rateable land affected by this Proclamation.
- b. The General Manager of Maitland City Council and the General Manager of Cessnock City Council are to reach a negotiated agreement on the nature of those arrangements.
- c. In the event that the General Managers of Maitland City Council and Cessnock City Council cannot come to a negotiated agreement on the matter of rates and charges, the councils shall request that the Minister for Local Government make a determination on that matter.

**FOR**

**AGAINST**

Councillor Dixon  
Councillor Grine  
Councillor Harrington  
Councillor Hill  
Councillor Jurd  
Councillor King  
Councillor Lea  
Councillor Madden  
Councillor Mason  
Councillor Palmowski  
Councillor Pascoe  
Councillor Watton  
**Total (12)**

**Total (0)**

**CARRIED UNANIMOUSLY**

## **CORPORATE AND COMMUNITY**

### **CORPORATE AND COMMUNITY NO. CC22/2025**

**SUBJECT:     REVIEW OF THE 2022-26 DELIVERY PROGRAM**

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**MOTION**

**Moved:**     Councillor Lea

**Seconded:**     Councillor King

154

**RESOLVED**

**That Council notes the progress in implementing the 2022-26 Delivery Program, for the 2024-25 Quarter 3 period (January to March 2025).**

*Councillor King left the meeting, the time being 6.56pm*

*Councillor King returned to the meeting, the time being 6.56pm*

<b>FOR</b>	<b>AGAINST</b>
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Watton	
<b>Total (12)</b>	<b>Total (0)</b>

**CARRIED UNANIMOUSLY**



**CORPORATE AND COMMUNITY NO. CC23/2025**

**SUBJECT:      QUARTERLY BUDGET REVIEW STATEMENT - QUARTER 3, 31  
MARCH 2025**

---

**MOTION              Moved:**    Councillor King              **Seconded:**    Councillor Lea  
155  
**RESOLVED**

1.      That Council receives the March 2025 Quarterly Budget Review Statement in accordance with Clause 203 of the Local Government (General) Regulation 2021.
2.      That Council approves proposed changes to the 2024-25 operating and capital budgets as presented in the Quarterly Business Report March 2025.

FOR	AGAINST
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Watton	
<b>Total (12)</b>	<b>Total (0)</b>

**CARRIED UNANIMOUSLY**

**CORPORATE AND COMMUNITY NO. CC24/2025**

**SUBJECT: TENDER T2025-11 WESTON BEARS PARK GRANDSTAND,  
AMENITIES & CARPARK UPGRADE**

---

**MOTION**

156

**Moved:** Councillor Lea

**Seconded:** Councillor Harrington

**RESOLVED**

**That Council accepts the tender (T2025-11) from Connex Management & Construction Pty Ltd for the lump sum of \$6,429,197.50 (including GST) for the Weston Bears Park Grandstand, Amenities & Carparking Upgrade.**

**FOR**

**AGAINST**

Councillor Dixon  
Councillor Grine  
Councillor Harrington  
Councillor Hill  
Councillor Jurd  
Councillor King  
Councillor Lea  
Councillor Madden  
Councillor Mason  
Councillor Palmowski  
Councillor Pascoe  
Councillor Watton  
**Total (12)**

**Total (0)**

**CARRIED UNANIMOUSLY**

**CORPORATE AND COMMUNITY NO. CC25/2025**

**SUBJECT: INVESTMENT REPORT - APRIL 2025**

---

**MOTION**

**Moved:** Councillor Lea

**Seconded:** Councillor King

157

**RESOLVED**

**That Council receives the Investment Report for April 2025 and notes that:**

- **Investments are held in accordance with Council's Investment Policy, which is in accordance with the Ministerial Investment Order.**
- **Council's month end cash and investments balance was \$70,219,883.**

<b>FOR</b>	<b>AGAINST</b>
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Watton	
<b>Total (12)</b>	<b>Total (0)</b>

**CARRIED UNANIMOUSLY**

**CORPORATE AND COMMUNITY NO. CC26/2025**

**SUBJECT: DISCLOSURES OF INTERESTS IN WRITTEN RETURNS**

---

**MOTION**

**Moved:** Councillor Lea

**Seconded:** Councillor King

158

**RESOLVED**

**That Council notes the tabling of the disclosures of interests written returns for the period 1 February 2025 to 30 April 2025 in accordance with Council's Code of Conduct.**

<b>FOR</b>	<b>AGAINST</b>
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Watton	
<b>Total (12)</b>	<b>Total (0)</b>

**CARRIED UNANIMOUSLY**

**CORPORATE AND COMMUNITY NO. CC27/2025**

**SUBJECT: RESOLUTIONS TRACKING REPORT**

---

**MOTION**

**Moved:** Councillor Lea

**Seconded:** Councillor King

159

**RESOLVED**

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

**FOR**

**AGAINST**

Councillor Dixon  
Councillor Grine  
Councillor Harrington  
Councillor Hill  
Councillor Jurd  
Councillor King  
Councillor Lea  
Councillor Madden  
Councillor Mason  
Councillor Palmowski  
Councillor Pascoe  
Councillor Watton

**Total (12)**

**Total (0)**

**CARRIED UNANIMOUSLY**

## ***BUSINESS OF WHICH WRITTEN NOTICE HAS BEEN GIVEN***

### ***BUSINESS WITH NOTICE NO. BN10/2025***

***SUBJECT: POLITICAL SIGNAGE***

---

#### ***MOTION***

1. That Council notes it's concern with the way political signage is managed in the Cessnock LGA.
2. That Council requests the General Manager urgently review the procedure or policy with the intention of implementing a revised policy before the 2025 Federal Election.
3. That Council requests the new procedure or policy:
  - a. Provide clarity to political candidates around the requirements for election signage display in our LGA.
  - b. Bring the way political signage is managed in our LGA into line with other LGAs across the Hunter region.
  - c. Implement a more reasonable fine structure for incorrectly placed signage.
  - d. Ensures Council continues to monitor and ensure the removal of illegal signage across the LGA.

***The Motion lapsed for want of a Mover and Seconder.***

## **COUNCILLOR REPORTS**

### **MAYORAL SUMMARY - 16 April 2025 to 21 May 2025**

Below are some items attended that are notable to report on, briefly summarised for reporting sake. Please let me know if you have any questions.

16 April – Mayoral Scholarship Selection Panel Meeting

18 April – 2CHR Interview – post Council meeting

23 April – Taskforce Veteran meeting, Accommodation for returning veterans at risk

23 April – Seniors Reference Group – Evaluation / Celebration meeting

24 April – Meeting with Clayton Barr MP, Mayor's Office

25 April – ANZAC Day – Kearsley, Pokolbin, Kurri, Branxton, Brunkerville

29 April – Citizenship Ceremony at the PACC

1 May – Official Opening of the Cessnock Netball Courts – playing surface replacement and upgrades.

1 May - Grand Opening of Kurri Kurri Community Services Study Hub,

5 May – HCC / HTP Regional Reference Group meeting, in Newcastle.

5 May – Committee for the Hunter meeting, Mayor's Office

5 May – Hunter Region Tourism Organisation Meeting, in Bolwarra

6 May – 2 NUR interview re: Sawyers Gully Survey

7 May – ARIC Meeting at Council

7 May – Freeman of the City Event, Delma Whyte

8 May – Meeting with CFO & DC&CS re: CSP and Development Contributions Projects

9 May – Councillors group meeting re: CSP

12 May – Hunter JO Media event – Newcastle Airport Terminal Tour and Official Opening.

13 May – Kuway Uwayka AET Official Yarning Circle Opening at Millfield Public School

13 May – Ground Breaking Event, Cessnock Leagues Club

13 May – Cessnock Lion's Club Dinner at ECBC

14 May – DP&E, DC&CS and Strategic Planning Manager meeting re: Developer Contributions relating to capital works.

14 May – Meeting with Sonia Sharpe re: Youth based needs

15 May – NSW Country Pool Managers Conference, ECBC official welcome by Mayor

15 May – National Road Safety Week filming, Comms team

15 May – Mayoral Scholarship Presentation

16 May – Biggest Morning Tea, Bellbird

21 May – Grants Advisory Committee Meeting

## **MOTIONS OF URGENCY**

**MOTION**            **Moved:**    Councillor Palmowski    **Seconded:**    Councillor Hill  
160

### **RESOLVED**

**That Council seek an urgent meeting with the State Member for Cessnock, Mr Cayton Barr MP and Federal Member for Hunter, Dan Repacholi, to discuss coordinated plans to support individuals currently residing in TAFE park.**

**The scope of the discussion is to include:**

- **Immediate access to emergency accommodation.**
- **Identification and implementation of both short-term and long-term housing solutions; and**
- **Coordination of support through local health services, community organisations and relevant support services to ensue ongoing assistance for affected individuals.**

<b>FOR</b>	<b>AGAINST</b>
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Watton	
<b>Total (12)</b>	<b>Total (0)</b>

**CARRIED UNANIMOUSLY**



**MOTION**                      **Moved:**     Councillor Jurd                      **Seconded:**     Councillor Madden  
161  
**RESOLVED**

That Council urgently reviews the existing policy governing leasing agreements with sporting clubs with a view to simplifying processes and supporting sustainability of local clubs.

FOR	AGAINST
Councillor Dixon	
Councillor Grine	
Councillor Harrington	
Councillor Hill	
Councillor Jurd	
Councillor King	
Councillor Lea	
Councillor Madden	
Councillor Mason	
Councillor Palmowski	
Councillor Pascoe	
Councillor Watton	
<b>Total (12)</b>	<b>Total (0)</b>

**CARRIED UNANIMOUSLY**

*The Meeting Was Declared Closed at 7.17pm*

**CONFIRMED AND SIGNED** at the meeting held on 18 June 2025

.....CHAIRPERSON

.....GENERAL MANAGER

**Disclosures Of Interest**

**Report No. DI5/2025**

**Corporate and Community Services**

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**SUBJECT:** *DISCLOSURES OF INTEREST*

**RESPONSIBLE OFFICER:** *Corporate Governance Manager*

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**RECOMMENDATION**

**That Councillors now disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.**

**SUMMARY**

The provisions of Chapter 14 of the Local Government Act, 1993 regulate the way in which Councillors and nominated staff of council conduct themselves to ensure that there is no conflict between their private interests and their public trust.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or Committee), that interest must be disclosed as soon as practicable after the start of the meeting and the reasons for declaring such interest.

As members are aware, the provisions of the Local Government Act restrict any member who has declared a pecuniary interest in any matter from participating in the discussions, voting on that matter, and require that member to vacate the Chamber.

Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code also provides for a number of ways in which a member may manage non pecuniary conflicts of interest.

**ENCLOSURES**

There are no enclosures for this report.

**Notice of Intention to Deal With Matters in Confidential Session**

**Report No. NI2/2025**

**Corporate and Community Services**

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**SUBJECT:** ***NOTICE OF INTENTION TO DEAL WITH MATTERS IN  
CONFIDENTIAL SESSION -  
REPORT CC39/2025 - TENDER T2025-05 EXPRESSION OF  
INTEREST - FORMER RICHMOND MAIN COLLIERY SITE -  
STAGE 2***

**RESPONSIBLE OFFICER:** ***Corporate Governance Manager***

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**RECOMMENDATION**

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

**Report CC39/2025 – Tender T2025-05 Former Richmond Main Colliery Site – Stage 2 as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it.**

**SUMMARY**

It is necessary for the Council to adopt a resolution to formalise its intention to deal with certain matters in Confidential Session. The reports are incorporated in the “Confidential” business paper which has been circulated to Councillors.

The Local Government Act, 1993 requires the General Manager to identify those matters listed on the business paper which may be categorised as confidential in terms of Section 10A of the Local Government Act, 1993.

**ENCLOSURES**

There are no enclosures for this report.

Motions of Urgency

Report No. MOU5/2025

Corporate and Community Services

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**SUBJECT:** *MOTIONS OF URGENCY*

**RESPONSIBLE OFFICER:** *Corporate Governance Manager*

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**RECOMMENDATION**

**That Councillors now indicate if there are any matters of urgency which they believe should be conducted at this meeting of Council.**

**SUMMARY**

Under Clause 9.3 of Council's Code of Meeting Practice, business may be transacted at a meeting of Council even though due notice of the business has not been given to the Councillors. This can only happen if a motion is passed to have the business transacted at the meeting, the Mayor rules that the business is of great urgency and the business notified in the agenda for the meeting has been disposed of.

Only the mover of such a motion can speak to the motion before it is put.

**ENCLOSURES**

There are no enclosures for this report.

**SUBJECT:** ***DA 8/2023/753/1 FOR A STAGED DEVELOPMENT COMPRISING THE DEMOLITION OF AN EXISTING DWELLING, SWIMMING POOL AND SHED AND THE CONSTRUCTION OF TOURIST AND VISITOR ACCOMMODATION, A FUNCTION ROOM, SWIMMING POOL, STUDIO/WORKSHOP FOR GUEST ACTIVITIES, MANAGERS RESIDENCE ANCILLARY PARKING AND LANDSCAPING***

**RESPONSIBLE OFFICER:** ***Development Services Manager***

<b>APPLICATION NUMBER:</b>	8/2023/753/1
<b>PROPOSAL:</b>	Staged Development comprising the demolition of an existing dwelling, swimming pool and shed and the construction of tourist and visitor accommodation, a function room, swimming pool, studio/workshop for guest activities, managers residence, ancillary parking and landscaping
<b>PROPERTY DESCRIPTION:</b>	Lot 280 DP 830846
<b>PROPERTY ADDRESS:</b>	437 Talga Road Lovedale
<b>ZONE:</b>	RU4 Primary Production Small Lots
<b>OWNER:</b>	Ms S J Phillips
<b>APPLICANT:</b>	Wilson Planning

## RECOMMENDATION

**1. That:**

- (i) **Development Application No. 8/2023/753/1 for a staged development comprising the demolition of an existing dwelling, swimming pool and shed and the construction of tourist and visitor accommodation, a function room, swimming pool, studio/workshop for guest activities, managers residence, ancillary parking and landscaping on Lot 280 DP 830846, No. 437 Talga Road Lovedale, be approved pursuant to Sections 4.16 and 4.17 of the *Environmental Planning and Assessment Act 1979*, subject to the conditions contained in Enclosure 2.**
- (ii) **The reasons for the decision (having regard to any statutory requirements applying to the decision) and consideration of community views are as follows:**

- The proposed development, subject to the recommended conditions, is consistent with the objectives of the *Cessnock Local Environmental Plan 2011 (CLEP 2011)*.
  - The proposed development is, subject to the recommended conditions, consistent with the objectives of the *Cessnock Development Control Plan 2010 (DCP 2010)*; any variations to prescribed standards within this Plan have been adequately addressed.
  - The proposed development is considered to be of an appropriate scale and form for the site.
  - The proposed development, subject to the recommended conditions, will not result in unacceptable adverse impacts upon the natural or built environments.
  - Any issues raised in submissions have been taken into account in the assessment report and where appropriate, conditions of consent have been imposed to reasonably mitigate potential impacts. Council has given due consideration to community views when making the decision to determine the application.
- (iii) The details contained above be publicly notified pursuant to Section 2.22 and Clause 20(2) of Schedule 1 of the *Environmental Planning and Assessment Act 1979*
2. That Council notify in writing the persons who made a submission with regard to the proposed development, of Council's decision.

## REASON FOR REPORT

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Development Application No. 8/2023/753/1 is being referred to Council for determination as objections were received in response to the public exhibition period that are considered to constitute 'significant objection' in accordance with the provisions of 'Development Practice Note – Operation of the Development Assessment Unit (DAU) and Determination of Applications under Delegated Authority'.

## EXECUTIVE SUMMARY

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Council is in receipt of Development Application No. 8/2023/753/1, seeking approval for a staged development on Lot 280 DP 830846, No. 437 Talga Road Lovedale. Specifically, the application comprises the following:

**Planning and Environment**

**Report No. PE14/2025**

**Planning and Environment**



- Stage 1
  - Construction of a two (2) storey accommodation building containing two (2) bedrooms and one (1) bathroom, attached carport, turning area and gravel driveway identified as the 'Beekeepers Inn' on the architectural plans.
  - Solar panels associated with the 'Beekeepers Inn' tourist accommodation.
  - On-site waste water management system.
  - Landscaping.
- Stage 2
  - Demolition of the existing dwelling, swimming pool, shed and vegetation removal.
  - Construction of a two (2) storey building containing:
    - Ground floor function room with commercial kitchen and amenities, accommodating a maximum of 110 guests.
    - Ground floor private garage for the site owners and store room.
    - Ground floor laundry.
    - First floor manager's residence containing two (2) bedrooms and a bathroom.
  - Construction of single storey communal guest activities building identified as the "Glasshouse" on the architectural plans.
  - Construction of driveways providing access to the garages, carports, reception and open car parking.
  - Installation of 1 x 150,000 litre underground rainwater tanks as well as several above ground rainwater tanks in various locations.
  - Installation of drainage and on-site waste water management system.
  - Entry gate and front fencing.
  - Landscaping.
- Stage 3
  - Construction of a two (2) storey building containing four (4) accommodation units as follows:
    - 'Sorbetto' - containing three (3) bedrooms, two (2) bathrooms, and open plan kitchen, living and dining area.
    - 'Como' - containing three (3) bedrooms, two (2) bathrooms, and open plan kitchen, living and dining area.
    - 'Gigi' - containing two (2) bedrooms, one (1) bathroom, and open plan kitchen, living and dining area.
    - 'Bergamo' – ground floor containing a commercial kitchen and pantry, dining room, living room, storage, and accessible bedroom and ensuite. The first floor will contain four (4) bedrooms, three (3) bathrooms, living room, and storage.
  - Shared laundry, storage, accessible WC, WC, plant rooms, reception/concierge desk, and communal area on ground floor.
  - Swimming pool and associated pool amenities.
  - Landscaping.

**Planning and Environment**

**Report No. PE14/2025**

**Planning and Environment**



The Development Application has been assessed against the *Environmental Planning and Assessment Act 1979* and relevant Environmental Planning Instruments.

The development is consistent with the objectives of the RU4 Primary Production Small Lots zone under the *Cessnock Local Environmental Plan 2011 (CLEP 2011)* and the scale and density of the proposed development is considered appropriate within the context of the rural setting.

While the development does not comply with the prescribed numerical boundary setbacks established under Council's DCP 2010 (Chapter E3 – Vineyards District), the underlying aims and objectives of these setbacks are considered to have been met in relation to impacts on surrounding established vineyards and land use conflict with other land-uses adjoining the site.

The application was publicly notified on three (3) separate occasions as a result of amended plans and additional information being provided by the Applicant in response to Council's assessment. During the notification periods, a total of thirteen (13) submissions were received from thirteen (13) households objecting to the proposal.

The majority of submissions (9) were received from residents within a 1km radius of the subject site. The remaining submissions (4) were received from residents residing more than 3km from the site.

The issues of concern raised by the public to the proposed development relate to amenity impacts associated with noise and traffic generation, non-compliance of the development with boundary setbacks and the objectives of the zone, visual appeal of the proposal, inadequate parking and impacts on views and privacy.

The concerns raised have been considered as part of the assessment of the application. The design of the development has been amended on several occasions to address issues raised by the public and it is considered that the proposal will not result in any significant adverse impacts on the surrounding natural or built environment providing the development is managed in accordance with the recommended conditions of consent.

A detailed assessment of the Development Application has been undertaken and is attached to this report as Enclosure 1.

Based on the assessment, it is recommended that the Development Application be approved, subject to the conditions of consent contained in Enclosure 2.

## ENCLOSURES

- 1 ➡ Architectural Plans
- 2 ➡ Conditions of Consent
- 3 ➡ Record of Assessment



**SUBJECT:** ***EXHIBITION OF DRAFT HOUSING THEME REVIEW  
DISCUSSION PAPER***

**RESPONSIBLE OFFICER:** ***Strategic Planning Manager***

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## **SUMMARY**

The purpose of this report is to seek Council's endorsement to place the draft Housing Theme Review Discussion Paper (draft Discussion Paper) on public exhibition for a period of 28 days. The draft Discussion Paper will commence public and stakeholder consultation in the review of Council's principal planning documents including the *Cessnock Local Environmental Plan (LEP) 2011* and the *Cessnock Development Control Plan (DCP) 2010* as they apply to residential development.

## **RECOMMENDATION**

- 1. That Council place the Draft Housing Theme Review Discussion Paper on public exhibition for a period of 28 days.**
- 2. That Council receive a further report following public exhibition of the Draft Housing Theme Review Discussion Paper.**

## **BACKGROUND**

The Cessnock Local Government Area (LGA) is among the fastest growing areas in NSW, with a current population of approximately 69,000 forecast to grow to 115,000 by 2041. To ensure we plan for this growth in a logical and sustainable way, Council is reviewing its plans and policies as a series of themes. The draft Discussion Paper forms part of our Housing Theme review.

Through this review, we are evaluating our principal planning documents – the Cessnock Local Environmental Plan (LEP) 2011 and the Cessnock Development Control Plan (DCP) 2010 – to ensure these remain current and fit-for-purpose. Since the LEP and DCP were adopted, various regional and local strategic plans have been endorsed including the Hunter Regional Plan 2041, Cessnock Local Strategic Planning Statement and Cessnock Local Housing Strategy. These strategic planning documents contain various actions and recommendations related to housing which the current review seeks to deliver.

In May 2024, the NSW Premier and Minister for Planning and Public Spaces published housing targets and incentives for NSW councils. These housing targets are a response to the Federal Government's National Housing Accord which aims to build 1.2 million new and well-located homes nation-wide, including affordable housing, over five years from mid-2024. The NSW Government's housing target for Cessnock LGA is **3,900** completed dwellings over five years. An objective of the Housing Theme review is also to ensure that Council can achieve its responsibility under the National Housing Accord, in a way that reflects the needs and expectations of the community and responds appropriately to the features of our LGA.

**Planning and Environment**

**Report No. PE15/2025**

**Planning and Environment**



In July 2024, the Minister for Planning and Public Spaces made an Order under section 9.6(9) of the *Environmental Planning and Assessment Act 1979* to set expectations for councils with regard to planning functions. One component of the Order requires that a council give effect to an adopted planning strategy (such as a local housing strategy) and any Department approval requirements (including submission of Implementation Delivery Plans) in accordance with the standards and timeframes identified by the Department. The Housing Theme review considers various actions in adopted strategies to respond to this Order.

**REPORT/PROPOSAL**

The draft Discussion Paper sets out various issues and questions related to housing which have been sourced from actions or recommendations in endorsed State, regional and local strategic plans. Some considerations apply to the entire local government area, others to specific areas or zones.

The issues raised for consideration within the draft Discussion Paper include:

- Location of Lifestyle Villages / Manufactured Home Estates.
- Consideration of creating a pathway through the Urban Growth Management Plan for Council to consider additional rezoning of land for residential purposes.
- Delivery of diverse and affordable housing.
- Consideration of 'optimal density' in limited urban growth areas.
- Housing in the villages (RU5 zone).
- Appropriate minimum lot size and zoning for Echidna Close and Edden Street, Bellbird.
- Review of the Cessnock Local Environmental Plan Medium Density Residential (R3) zone.
- Updates to the Cessnock Development Control Plan.
- Review of the extend of the R3 Medium Density Residential zone around key centres.

Each consideration is structured around five key steps, being:

1. Identifying the relevant action(s) which have prompted Council to consider the issue or question.
2. Presenting background information on the issue or question.
3. Discussing possible options to address the issue or consideration.
4. Summarising each option which we are seeking feedback on.
5. Highlighting a recommended option (where applicable).

Feedback received during consultation will be presented to Council following the exhibition period and will inform future decision making related to housing in the Cessnock LGA. It is anticipated that the review will lead to planning proposal(s) to amend the Cessnock LEP as well as update of residential development controls in the Cessnock DCP.

**Planning and Environment**

**Report No. PE15/2025**

**Planning and Environment**

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Feedback will also be used to inform future reviews of the Cessnock Local Strategic Planning Statement, Urban Growth Management Plan and Local Housing Strategy. Any future amendments to these documents, the Cessnock LEP or DCP will be subject to separate reporting to Council and community consultation as outlined in the Cessnock Engagement Strategy.

**OPTIONS**

Council has the following options:

1. Support the recommendation that Council place the draft 'Housing Theme Review Discussion Paper' on public exhibition for a period of 28 days.

This is the recommended option.

2. Not support the recommendation, for the following reasons:

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(To be provided by Council).

This option is not recommended.

**CONSULTATION**

The preparation of the draft Discussion Paper has been guided by consultation that has occurred with Council staff from the following sections:

- Environmental Health
- Community and Cultural Development
- Development Services
- Building Services
- Strategic Property
- Development Engineering
- Infrastructure
- Infrastructure Contributions
- Open Space and Community Facilities
- Traffic and Transport
- Environmental Planning
- Regulatory Services.

Preliminary consultation has also occurred with the Urban Development Institute of Australia (UDIA) – Hunter and Central Coast and their initial feedback has been incorporated into the Draft Discussion Paper.

The Draft Discussion Paper will be exhibited for 28 days in accordance with Councils Community Participation Plan. Key industry groups will be notified of the exhibition including the UDIA and Property Council.

**Planning and Environment**

**Report No. PE15/2025**

**Planning and Environment**



**STRATEGIC LINKS**

**a. Delivery Program**

The preparation of the Draft Discussion Paper has a link with the following objectives of the Community Strategic Plan 2036:

- Objective 5.2 Encouraging more community participation in decision making; and
- Objective 5.3 Ensuring Council is accountable and responsive to the community.

**b. Other Plans**

The Draft Discussion Paper raises a number of issues put forward for consideration in the Cessnock Local Strategic Planning Statement (LSPS), Local Housing Strategy, Hunter Regional Plan and Greater Newcastle Metropolitan Plan.

**IMPLICATIONS**

**a. Policy and Procedural Implications**

Feedback received during consultation will be used to inform future decision making related to housing in the Cessnock LGA. This may include a planning proposal(s) to amend the Cessnock LEP as well as review and update of the Cessnock DCP. Feedback received will also be used to inform future reviews of the Cessnock Local Strategic Planning Statement, Urban Growth Management Plan and Local Housing Strategy.

**b. Financial Implications**

Costs associated with public exhibition will be covered from the Strategic Planning budget.

**c. Legislative Implications**

The draft Discussion Paper is not linked with a legislated process, however would potentially contribute to other processes legislated by the *Environmental Planning and Assessment Act, 1979* and *Environmental Planning and Assessment Regulation 2021*, including lodgment, assessment and progression of Planning Proposals to amend Cessnock LEP, and amendment of Cessnock DCP.

**d. Risk Implications**

Nil

**e. Environmental Implications**

Nil

**f. Other Implications**

Nil

**Planning and Environment**

**Report No. PE15/2025**

**Planning and Environment**

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***CONCLUSION***

The draft Discussion Paper will commence public and stakeholder consultation in the review of Council's principal planning documents - the Cessnock Local Environmental Plan (LEP) 2011 and the Cessnock Development Control Plan (DCP) 2010 – to ensure these remain current and fit-for-purpose and to identify issues for consideration in the update of these.

It is recommended that Council place the draft 'Housing Theme Review Discussion Paper' on public exhibition for a period of 28 days.

***ENCLOSURES***

- 1 ➡ Enclosure 1 - Draft Housing Discussion Paper

**SUBJECT:** ***DRAFT AMENDMENTS TO CESSNOCK DEVELOPMENT CONTROL PLAN CHAPTER - D8, EVENTS***

**RESPONSIBLE OFFICER:** ***Strategic Planning Manager***

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## **SUMMARY**

The purpose of this report is to seek Council endorsement to publicly exhibit a draft updated Development Control Plan (DCP) chapter: *D8 - Events*.

## **RECOMMENDATION**

1. That Council places the draft “D8 – Events” on public exhibition for a period of 28 days, as required by Council’s Community Participation Plan.
2. That Council receive a further report following public exhibition of the draft Development Control Plan chapter if unresolved submissions are received or significant amendments are proposed post-exhibition. Where there are no unresolved objections, the draft Development Control Plan chapter be adopted by Council pursuant to the Environmental Planning and Assessment Regulation 2021.
3. That Council repeal the current Cessnock Development Control Plan Chapter D8 - Temporary Events, in the event that the amended Draft chapter D8 – Events is adopted.

## **BACKGROUND**

Council’s DCP contains detailed planning and design guidelines for development that requires assessment under the requirements of the *Environmental Planning and Assessment Act 1979* (EP&A Act) and Cessnock Local Environmental Plan 2011 (LEP).

The current DCP chapter *D8 – Temporary Events* was adopted in 2011 and includes a Development Application (DA) exemption for events of up to 500 people. Council has received verbal legal advice confirming that, unless the event can be considered as an ancillary use to the primary approved use of the land, events of all sizes require a DA. The only exception to this is where an exemption is provided through an Environmental Planning Instrument (EPI), such as an LEP or State Environmental Planning Policy. A DCP cannot provide an exemption without this first being provided by an EPI.

An ancillary use refers to a secondary or supporting activity, that fits within the main use of the land and does not change its overall character. Examples include a birthday party or celebration for friends and family held at a private home, or a routine game of sport on a playing field. These can be considered ancillary, as these events align with how the land is normally used and can be reasonably expected to occur within any neighbourhood. As such, and in accordance with the EP&A Act, ancillary uses do not require a DA.

Larger or unrelated events, such as a commercial wedding reception on a rural residential property or a concert in a winery go beyond what can reasonably be expected from the primary approved use of the land and are not considered ancillary.

**Planning and Environment**

**Report No. PE16/2025**

**Planning and Environment**



Recognising that events contribute to the economic and cultural growth of our LGA, Council's strategic planning team has been investigating a planning proposal that seeks to amend Cessnock LEP to provide an exemption for small-scale events. Initially, this sought to include events on both public and private land. However, during consultation with Police and other state government agencies, a number of significant issues were raised. The key issues raised include;

- A lack of ability to provide sufficient notification of exempt events to Police and emergency services to allow for planning and resourcing to cater to attendee safety;
- A lack of oversight on potential cumulative impacts and risks for potential multiple exempt events occurring in close proximity, and;
- Unknown risks posed by bushfire, flooding and contamination on private land where potential exempt events may be held.

As the NSW Department of Planning, Housing and Infrastructure do not permit the inclusion of notification requirements within LEP planning exemptions, the requirement of NSW Police for events exemptions to include a sufficient notification period cannot be incorporated into the proposed planning exemption. Additionally, in order to address site specific issues that may be present, a number of studies were requested by state agencies. For example, identification of bush fire risk as required by NSW Rural Fire Service, requires a site-based assessment. As the extent of land covered by the proposal for exempt events is LGA wide, conducting the necessary bush fire assessment for land across the entire LGA is not financially viable.

On the basis of the above, the proposal to provide a planning exemption for events on private land has been discontinued. As this proposal can no longer proceed, the current draft Development Control Plan Chapter *D8 - Events* has been prepared. The proposal to exempt events on public land is progressing separately.

***REPORT/PROPOSAL***

As discussed above, while Council's Strategic Planning team had been progressing a proposal to allow certain smaller events on private land to be provided with an exemption from DA requirements, significant concerns raised by state agencies during consultation will not be overcome. As a result, the draft DCP chapter is necessary to provide Council with the ability to consider DAs for all assessable events in a transparent way, providing clarity for event organisers and the wider community. The draft DCP chapter *D8 – Events* has been prepared with reference to guidelines and requirements of the NSW government.

As identified above, the draft chapter will not apply to uses that can be considered as ancillary to the existing lawful use of land.

**Proposed DA controls for events**

The draft chapter includes two sets of development controls applying to either lower-impact or higher-impact events. DA requirements for lower-impact events are simplified, while higher-impact events include more detailed application requirements to allow appropriate consideration of additional impacts and risks.

Planning and Environment

Report No. PE16/2025

Planning and Environment



Lower-impact events are defined as:

**Lower-impact events** include: infrequent events held up to 12 times per year on private land for up to 150 attendees, held on land further than 250 metres from the nearest neighbouring sensitive land use\*. This includes events of up to 1000 attendees held on public land with the written consent of the land manager.

\* Sensitive land uses include, but are not limited to any form of residential or tourist accommodation, any land used for the keeping of animals or livestock, or any other use that may be adversely affected by the holding of the event. If the path of travel for event attendees passes within close proximity to sensitive land uses, Council may determine that the event is high-risk.

Higher-impact events are defined as follows:

**Higher-impact events** include: applications made under Clause 2.8 of Cessnock LEP, events with regular operation (greater than 12 occasions per year), events held in close proximity to any sensitive land use, or event involving the use of:

- Amplified music
- PA systems for extended periods
- Pyrotechnics / fireworks
- Extreme sports
- Motorised activities
- Amusement rides, or
- Aerial performances or helicopter landings.

Where an event is defined as higher-impact but a component of that event is accepted by Council prior to lodgment as low-impact, e.g., the event does not include amplified music or noise, or is expected to have minimal traffic impacts, that part of the application may be assessed against the relevant lower-impact development controls. The draft chapter encourages applicants to contact Council's Duty Planner at the earliest stages of event planning to determine the level of impact of for their event.

The inclusion of controls specific to events proposed under Cessnock LEP [Clause 2.8, Temporary use of land](#), provides clear DA requirements for events that are prohibited within the relevant land use zone. Due to the higher standard of assessment this LEP clause creates, applications lodged under this clause are subject to a more detailed level of assessment than would apply if the use were permissible in the zone.

The draft DCP requires all DAs for all events to address the following issues:

- Amenity of the area,
- Traffic, parking and access,
- Site impacts,
- Site facilities, and
- Safety



**Planning and Environment**

**Report No. PE16/2025**

**Planning and Environment**



Controls for both higher and lower-impact events require a process to be in place to manage complaints, address site constraints such as flooding and bushfire and are to prepare emergency management plans.

Lower-impact events are proposed to be managed through measures including separation from sensitive neighbouring uses, limits on hours of operation, the identification site specific risks and detailed event planning. DAs for lower-impact events are anticipated to require limited, if any, specialist input.

Higher-impact events, including all events lodged under LEP Clause 2.8, will likely require the preparation of specialised reports to manage impacts including noise and traffic. Notification requirements are also included to ensure affected homes and businesses are aware of upcoming events and to allow emergency services adequate time to plan for events.

This report is seeking Council endorsement to place the draft DCP: *D8 – Events* on public exhibition for 28 days, to allow the views of the community to be taken into consideration prior to the amended chapter being finalised.

**OPTIONS**

Council has the following options:

1. Support the recommendation that Council place the draft 'D8 – Events' Development Control Plan chapter on public exhibition for a period of 28 days.

This is the recommended option.

2. Not support the recommendation, for the following reasons:

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(To be provided by Council).

This option is not recommended

**CONSULTATION**

Council's Development Services team were consulted during the preparation of this draft chapter. Feedback received from NSW Police, Rural Fire Service and SES has been incorporated into the draft planning controls.

The draft DCP chapter is proposed to be publicly exhibited for a period of 28 days. Notification will be provided to key industry groups such as Hunter Valley Wine and Tourism Association and the exhibition will also be promoted on social media.

**STRATEGIC LINKS**

**a. Delivery Program**

The draft DCP generally aligns with the themes and objectives of the Cessnock Community Strategic Plan (CSP).

**Planning and Environment**

**Report No. PE16/2025**

**Planning and Environment**



**IMPLICATIONS**

**a. Policy and Procedural Implications**

An amendment to the DCP must be undertaken in accordance with the consultation and community engagement requirements of the Cessnock Community Engagement Strategy (including Community Participation Plan).

**b. Financial Implications**

The preparation of this draft chapter has been funded by Strategic Planning operational budget.

**c. Legislative Implications**

An amendment to the DCP must be undertaken in accordance with the provisions of the *Environmental Planning and Assessment Regulation 2021*.

**d. Risk Implications**

Not preparing and adopting a revised DCP chapter for events, poses a risk that the current DCP chapter continues to provide information that is now known to be outdated and inconsistent with the requirements of the *Environmental Planning and Assessment Act 1979*.

**e. Environmental Implications**

The draft DCP chapter contains provision related to environmental considerations such as bushfire and flooding. This will be assessed with each DA.

**f. Other Implications**

Nil

**CONCLUSION**

The draft amended DCP chapter has been updated to remove an exemption for DA requirements from the current DCP that Council is not able to provide under State mandated planning requirements. The draft DCP chapter is necessary to provide Council with the ability to consider DAs for all assessable events in a transparent way, providing clarity for event organisers and the wider community.

Placing the draft DCP chapter on exhibition will allow Council the opportunity to take the views of the community and other stakeholders into account before considering the adoption of the DCP.

**ENCLOSURES**

[1](#) Draft DCP Chapter - Events

Corporate and Community

Report No. CC28/2025

Corporate and Community Services



**SUBJECT:** *MINUTES OF GRANTS ADVISORY COMMITTEE MEETING  
HELD 21 MAY 2025*

**RESPONSIBLE OFFICER:** *Community & Cultural Development Manager*

**RECOMMENDATION**

1. That the Minutes of the Grants Advisory Committee Meeting held 21 May 2025 be adopted as a resolution of the Ordinary Council.
2. That Council approve funding in accordance with the Schools Environment Grants Program for the following projects:
  - Hunter Mobile Preschool - Kitchener Venue in the amount of \$149
  - Lower Hunter Children's Activity Van Association Incorporated in the amount of \$197
  - Weston Community Preschool in the amount of \$200
  - Little Treasures Childcare in the amount of \$200
  - Holy Spirit Primary School in the amount of \$500
  - Nulkaba Public School in the amount of \$500
  - Cessnock East Public School in the amount of \$500
  - Cessnock High School in the amount of \$1000
  - St Philip's Christian College, Cessnock - Senior School in the amount of \$1000
  - Kurri Kurri High School in the amount of \$1000
  - Kurri Kurri & District Preschool Kindergarten Inc. in the amount of \$175
3. That Council adopts the amended Community, Sporting and Environment Grant Guidelines.

**MINUTES OF GRANTS ADVISORY COMMITTEE MEETING OF THE CESSNOCK CITY COUNCIL HELD IN ANTE ROOM ON WEDNESDAY, 21 MAY 2025, COMMENCING AT 11.03AM**

**PRESENT:** The Mayor, Councillor Watton  
Councillor Pascoe  
Councillor Harrington (Alternate)  
Robert Maginnity – Director Corporate and Community Services

**ABSENT:** Councillor Dixon

**IN ATTENDANCE:** Councillor Hill  
Paul McLachlan - Director Works and Infrastructure  
Daniela Gambotto – Sustainability Officer  
Kate Hicks – Recreation Officer (online)  
Alena Pople – Recreation Planner (online)  
Natalie Drage – Community and Cultural Development Manager

Corporate and Community

Report No. CC28/2025

Corporate and Community Services



Jessica Elliott – Community Development Officer  
Megan Barnes – Principal Community Planner  
Alisha Anquetil – Environment and Waste Undergraduate  
Alisha Moore – Senior Business Support Officer – Council Services  
(Minute Taker)

**INVITEES:** Nil

Acknowledgment of Country delivered by Mayor Watton

**APOLOGIES**

Nil

**CONFIRMATION OF MINUTES**

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

**RECOMMENDED** that the Minutes of the Grants Advisory Committee held on 19 March 2025, as circulated, be taken as read and confirmed as a correct record.

**CARRIED UNANIMOUSLY**

**DISCLOSURES OF INTEREST**

Councillor Hill declared a Non-Pecuniary Interest – Significant Conflict to GACCLM3/2025.

Councillor Pascoe declared a Non-Pecuniary Interest - Less Than Significant Conflict to GACCLM3/2025.

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## **LISTED MATTERS**

### **LISTED MATTERS - COMMITTEE NO. GACCLM3/2025**

**SUBJECT: SCHOOLS ENVIRONMENT GRANTS 2024-25**

*Councillor Hill left the meeting, the time being 11.06am*

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

#### **RECOMMENDATION**

That the Grants Advisory Committee make a recommendation that Council approve funding in accordance with the Schools Environment Grants Program for the following projects:

- Hunter Mobile Preschool - Kitchener Venue in the amount of \$149
- Lower Hunter Children's Activity Van Association Incorporated in the amount of \$197
- Weston Community Preschool in the amount of \$200
- Little Treasures Childcare in the amount of \$200
- Holy Spirit Primary School in the amount of \$500
- Nulkaba Public School in the amount of \$500
- Cessnock East Public School in the amount of \$500
- Cessnock High School in the amount of \$1000
- St Philip's Christian College, Cessnock - Senior School in the amount of \$1000
- Kurri Kurri High School in the amount of \$1000
- Kurri Kurri & District Preschool Kindergarten Inc. in the amount of \$175

#### **CARRIED UNANIMOUSLY**

*Councillor Hill returned to the meeting, the time being 11.11am.*

### **LISTED MATTERS - COMMITTEE NO. GACCLM4/2025**

**SUBJECT: COMMUNITY, SPORTING AND ENVIRONMENT GRANT GUIDELINES**

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

#### **RECOMMENDATION**

1. That the Grants Advisory Committee notes that its Charter adopted by Council on the 16 October 2024 advises the Committee will remain in existence until 30 June 2025 or until it is otherwise dissolved by Council.

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2. That Council adopts the amended Community, Sporting and Environment Grant Guidelines.

**CARRIED UNANIMOUSLY**

*The Meeting Was Declared Closed at 11:17am*

**DIRECTOR'S COMMENTARY**

Background

At the commencement of this Council term, the former Community Engagement, Awards and Grants Committee were established as two separate Committee's:

1. Council Initiated Awards Committee (for the term of Council)
2. Grants Advisory Committee (until 30 June 2025 only).

The purpose of dividing the responsibilities was to enable improved responsiveness and timing of meetings, improved processing of grant applications, and reduced steps in the approval process.

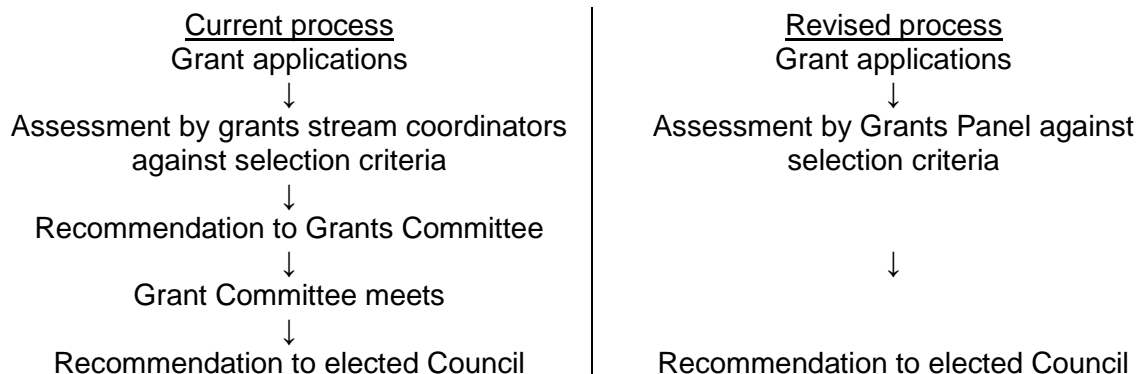
The Council Initiated Awards Committee considers matters such as Hall of Fame awards, Australia Day Awards and Freeman of the City appointments.

The Grants Advisory Committee was established for a limited term because the 24/25 funding round had already commenced. This ensured that the awarding of grants was considered by a committee, as set out in the existing grants process.

Now that all funds have been expended in the 2024/25 Community, Sporting and Environment Grant round, Council is asked to adopt the amended Guidelines to provide a more streamlined process where staff recommendations for funding are reported directly to Council.

Process

Going forward the Guidelines provide clearer information to the community about the application process. The revised process ensures that the elected Council retain final decision-making while improving the process.



Financial implications

There are no financial implications with the change of process.

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The grant scheme continues to support community, arts and cultural projects in the LGA. It also assists Council to deliver the Community Strategic Plan Cessnock 2036 outcomes of promoting social connections, enhancing feelings of safety, strengthening culture and fostering an articulate and creative community

The adoption of the Community, Sporting and Environment Grant Guidelines and the approval process ensure that Council continues to meet its legislative obligations in relation to financial assistance.

***ENCLOSURES***

- 1 ➡ Community, Sporting and Environment Grant Guidelines

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**SUBJECT:** *MINUTES OF THE ABORIGINAL AND TORRES STRAIT ISLANDER ADVISORY COMMITTEE MEETING HELD ON 2 MAY 2025*

**RESPONSIBLE OFFICER:** *Community & Cultural Development Manager*

**RECOMMENDATION**

That the Minutes of the Aboriginal and Torres Strait Islander Advisory Committee meeting held on 2 May 2025 be adopted as a resolution of the Ordinary Council.

**MINUTES OF ABORIGINAL AND TORRES STRAIT ISLANDER ADVISORY COMMITTEE MEETING OF THE CESSNOCK CITY COUNCIL HELD IN ANTE ROOM ON FRIDAY, 2 MAY 2025, COMMENCING AT 9:20 AM**

**PRESENT:** Councillor Hill  
Councillor Palmowski  
Councillor Lea (Alternate)  
Kerrie Roberts – Community Representative  
Tara Dever – Community Representative  
Cory Robertson – Community Representative (online)  
Christine Blackwood – Community Representative  
Stephanie Earl – Community Representative (online)  
Deb Dacey – Community Representative  
Sue Hodges – Community Representative  
Paul Mason – Community Representative

**ABSENT:** Nil

**IN ATTENDANCE:** Robert Maginnity – Director Corporate and Community Services (online)  
Paul McLachlan – Director Works and Infrastructure  
Natalie Drage – Community and Cultural Development Manager  
Esma Eftimova – Senior Legal and Governance Officer (online)  
Megan Barnes – Principal Community Planner  
Jessica Elliott – Community Development Officer  
Craig Kenny – People and Culture Coordinator  
Alisha Moore – Senior BSO - Council Services - Minute Taker

**INVITEES:** Nil

**ELECTION OF CHAIRPERSON**

Councillor Hill was nominated and elected as Chairperson for the meeting.



## **APOLOGIES**

**APOLOGY:** That the apologies tendered on behalf of Councillor Madden, Richard Edwards, Lucy Reed, Tracey Skene and Sonia Sharpe for unavoidable absence, be accepted.

The Acknowledgment of Country was delivered by Councillor Hill.

## **NOTING OF MINUTES**

**MINUTES:** The Notes of the Inquorate Aboriginal and Torres Strait Islander Advisory Committee Meeting held on 30 July 2024, as circulated were provided to the Committee for information purposes.

## **DISCLOSURES OF INTEREST**

Nil

## **LISTED MATTERS**

### **LISTED MATTERS - COMMITTEE NO. AACLM1/2025**

**SUBJECT:** **INDUCTION TO THE ABORIGINAL AND TORRES STRAIT ISLANDER ADVISORY COMMITTEE**

*Tara Dever left the meeting, the time being 9.46am*

*Tara Dever returned to the meeting, the time being 9.57am*

*Cory Robertson left the meeting, and did not return, the time being 10.05am*

**MOTION**      **Moved:** Sue Hodges      **Seconded:** Tara Dever

### **RECOMMENDATION**

**That the Committee note the induction.**

**CARRIED UNANIMOUSLY**

### **Commentary:**

It was agreed that future Committee Agenda's include an item for Introductions and Confirmations, meaning a person stating at the commencement of the meeting if they are representing an organisation or are present as an individual representative.

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The Committee Charter currently does not allow a Community Representative to appoint an alternate delegate. Considerable discussion occurred for this matter and if to proceed the Charter would require amendment by way of Council resolution. It was also discussed that an alternate delegate would need to undertake an induction process and would need to complete the 'Undertaking of Community Representative as a Council Committee Member' form. The outcome of the discussion was no recommendation put forward by the Committee to amend the Charter for the appointment of an alternate Community Representative.

***LISTED MATTERS - COMMITTEE NO. AACLM2/2025***

***SUBJECT: DRAFT ABORIGINAL AND TORRES STRAIT ISLANDER  
COMMUNITY ACTION PLAN: PUBLIC EXHIBITION PERIOD  
OUTCOME***

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***MOTION***      ***Moved:***    Councillor Lea      ***Seconded:***    Councillor Palmowski

***RECOMMENDATION***

***That the Committee note 1 submission was received as a result of the public exhibition of the draft Aboriginal and Torres Strait Islander Community Action Plan.***

***CARRIED UNANIMOUSLY***

**Commentary:**

The development of the draft Aboriginal and Torres Strait Islander Community Action Plan (the Plan) commenced in 2022. The plan's development was in consultation with the previous Committee and the item was tabled at a number of Committee Meetings.

In 2024 it was recommended to Council that the plan be placed on 60 day public exhibition, however due to at the time the upcoming local government election, it was resolved by Council to place the draft plan on public exhibition for 90 days.

Noted from a Community Representative was the importance of providing feedback to the person that lodged a submission. Confirmed by Council staff was that an offer had been made in writing to the submission author offering to meet and discuss proposed changes.

Conversation occurred at the Committee Meeting for changes to the plan made in relation to equally acknowledging the Traditional Custodian country of the Wonnarua, Darkinjung and Awabakal people. Other matters discussed at the meeting included with the local government election process now complete, the Mayor's message had been added and the inclusion of the measure for action 1.2.2 'Review of Council's Acknowledgement of Country statement in consultation with Aboriginal and Torres Strait Islander peoples'.

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**LISTED MATTERS - COMMITTEE NO. AACLM3/2025**

**SUBJECT: SIGNAGE IN BRIDGES HILL PARK**

**MOTION**      **Moved:** Christine Blackwood      **Seconded:** Tara Dever

**RECOMMENDATION**

That the Committee note that advice was provided to Cessnock Tidy Towns through the Wonnarua Language Reference Group on proposed signage for Bridges Hill Park incorporating Aboriginal names and traditional uses for identified plant species and the Committee accept the invitation to the launch of the new signs.

**CARRIED UNANIMOUSLY**

**Commentary:**

An overview of the project was provided to the Committee including the guidance of the Wonnarua Language Group for incorporating Aboriginal names and traditional uses for identified plant species on the signage at Bridges Hill Park.

A further idea was put forward by the Committee that a next phase could be a sound recording made available in the park with an Elder saying the names and informing listeners of the traditional uses of the plant species. Council staff are currently investigating the availability and cost of a sound system for another community project and will assist to inform what the opportunities maybe for Bridges Hill Park. If to proceed, the project would be subject to grant funding. It was noted that the Draft Aboriginal and Torres Strait Islander Community Action Plan 2025-2029 includes the Action 5.2.5 'Further investigate opportunities for signage that recognises and commemorates Aboriginal culture and heritage'.

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**LISTED MATTERS - COMMITTEE NO. AACLM4/2025**

**SUBJECT: NATIONAL RECONCILIATION WEEK AND NATIONAL NAIDOC WEEK 2025**

**MOTION**      **Moved:** Sue Hodges      **Seconded:** Tara Dever

**RECOMMENDATION**

That the Committee notes the progress of National Reconciliation Week 2025 and provides advice to Council on events that could be hosted as part of National NAIDOC Week 2025.

**CARRIED UNANIMOUSLY**

**Commentary:**

Council will be developing event calendar's for Reconciliation Week and NAIDOC Week and the Council contact person for organisations seeking to include an event/s in either calendar or to put forward ideas is Jessica Elliott, Community Development Officer.

The National Reconciliation Week event to be held on Wednesday 28 May 2025 at Bridges Hill Park will commence at 10:30am. A suggestion was put forward that Elders be asked if they would be accepting of being a speaker at the ceremony and talk about important moments for example Mabo Day and the 1967 Referendum. It was also encouraged that the event schedule allow people time to stay and have conversations.

It was asked if Council does anything for National Sorry Day and the response was no. It was encouraged that Council consider opportunities to raise awareness for National Sorry Day, including on the material being circulated for Reconciliation Week and NAIDOC Week.

The Committee was informed that Council offers a Community, Sporting and Environment Grant for community projects such as events including Reconciliation Week and NAIDOC Week. Although the allocation has been expended for 2024/2025, organisations could apply for the next funding round for 2026 events and the dates for the funding round will be announced in coming months.

*The Meeting Was Declared Closed at 11.18am*

**ENCLOSURES**

There are no enclosures for this report

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Report No. CC30/2025

Corporate and Community Services



**SUBJECT:** ***ADOPTION OF THE ABORIGINAL AND TORRES STRAIT ISLANDER COMMUNITY ACTION PLAN 2025-2029***

**RESPONSIBLE OFFICER:** ***Community & Cultural Development Manager***

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## **SUMMARY**

This report to Council seeks adoption of the Aboriginal and Torres Strait Islander Community Action Plan 2025-2029.

## **RECOMMENDATION**

**That Council adopts the Aboriginal and Torres Strait Islander Community Action Plan 2025-2029.**

## **BACKGROUND**

Council developed its first Reconciliation Action Plan called Reflect in 2015 and in 2018 Council adopted its next Reconciliation Action Plan called Innovate.

On the 19 March 2021, the then Cessnock City Council Aboriginal and Torres Strait Islander Advisory Committee (the Committee) agreed that the next action plan be a community plan as opposed to progressing a third Reconciliation Australia endorsed plan. Taking this path would provide Council with the opportunity to undertake wider community consultation when compared to the previous two Plans that were developed to meet the requirements for an endorsed Reconciliation Australia plan.

In collaboration with the previous Committee, the development of the Plan commenced in 2022 and was consulted with the Committee on:

- 2 December 2022
- 17 March 2023
- 17 November 2023
- 15 March 2024 (the agenda included a copy of a Draft Plan)
- 30 July 2024 (the agenda included a copy of a Draft Plan)

A draft Plan was presented to the Meeting of Council held 21 August 2024 and it was resolved:

**That Council place the draft 2024-2028 Aboriginal and Torres Strait Islander Community Action Plan on public exhibition for a period of 90 days.**

The draft Aboriginal and Torres Strait Islander Community Action Plan 2024-2028 was publicly exhibited from 23 August to 21 November 2024 and one submission was received. As an outcome, amendments have been made including to the title of the Plan and is now called the Aboriginal and Torres Strait Islander Community Action Plan 2025-2029.

At the inaugural meeting of the Committee for this term of Council held 2 May 2025, the outcome of the public exhibition process was tabled.

**REPORT/PROPOSAL**

This report outlines the amendments to the Plan as a result of the public exhibition process. The changes made are listed in Table 1.

Table 1 – Amendments to the Plan

Previous page number	Pre-exhibition content	New page number	Change made
Throughout the Plan	The lifespan of the originally exhibited draft Plan was 2024-2028.	Throughout the Plan	The lifespan of the Plan is now 2025-2029 and action delivery timeframes throughout the plan have been amended.
3	Contents page included a listing for 'What Council Does'.	3	Removed from contents list 'What Council Does' and as a consequence page numbers were amended.
4	Mayor's Message not included given the Local Government elections were to be held during the exhibition period.	4	Mayor's Message added.
5	Heading read 'Message from the Aboriginal and Torres Strait Islander Advisory Committee'.	5	Amended heading to 'Message from the 2022-24 Aboriginal and Torres Strait Islander Advisory Committee'.
5	Sentence read 'Cessnock Local Government Area majority lies upon the Traditional Custodian country of the Wonnarua Nation and also includes Darkinjung and Awabakal lands'.	5	Sentence reworded to 'Cessnock Local Government Area lies upon the Traditional Custodian country of the Wonnarua, Darkinjung and Awabakal peoples'.
10	Included a 'What Council Does' page.	Nil.	Removal of 'What Council Does' page and was included in previous plans as a requirement by Reconciliation Australia.
11	Image displayed two hands holding a heart.	10	Removal of the heart from the image.
11	Nil.	10	Added Council's workforce data for people that identify as an Aboriginal and/or Torres Strait Islander person.
12	Paragraph read 'The Cessnock City Council Aboriginal and Torres Strait Islander Committee was first formed in 2013 and in 2016 the Consultation Protocol for the Referral of Matters to the	11	Reworded paragraph to read 'The Cessnock City Council Aboriginal Committee was first formed in 2013 and in 2015 it became the Cessnock City Council Aboriginal and Torres Strait Islander Committee'.

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	Cessnock City Council Aboriginal and Torres Strait Islander Advisory Committee was developed'.		
18	Heading in the table and throughout the document template was 'Responsibility'.	17	Changed heading in the table and throughout the document template from 'Responsibility' to 'Business Unit'.
18	Outcome/Measure of Action 1.1.3 previously read 'All staff are offered opportunities to learn about local Aboriginal and Torres Strait Islander culture, through a series of information sessions and immersive experience opportunities'.	18	Removed the word 'offered' and now reads 'All staff are provided with opportunities to learn about local Aboriginal and Torres Strait Islander culture, through a series of information sessions and immersive experience opportunities'.
18	Nil.	18	Added a new Outcome/Measure for Action 1.1.3 'Council staff develop a deeper understanding of local Aboriginal and Torres Strait Islander heritage and experiences'.
19	The responsibility to deliver action 1.2.2 reads 'Community and Cultural Development Manager'.	19	Removed the word 'Manager' and aligns with the Plan listing the Business Unit as having responsibility as opposed to naming a position title.
N/A	Nil.	19	New Action added 1.2.3 'Inclusive images are incorporated into Council plans'.  New Outcome/Measure added 'Where Aboriginal Art work is included in Council plans, the artist is to be recognised and should be accompanied by the story behind the artwork'.  Timeframe added as 'Ongoing'.  Business Unit responsibility added as 'All'.
22	Action 2.2.1 Outcome/Measure read 'Host at least one annual	21	Amended to 'Host Reconciliation Week events in partnership with local

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	Reconciliation Week event in partnership with local Aboriginal and Torres Strait Islander Community organisations'.		Aboriginal and Torres Strait Islander Community organisations'.
22	Nil.	21	New Outcome/Measure added for Action 2.2.1, 'Consult with the Cessnock City Council Aboriginal and Torres Strait Islander Committee on diversifying the program of events'.
N/A	Nil.	33	New Action added 5.1.3 'Prepare a business case for an Aboriginal Liaison Officer'.  New Outcome/Measure added: 'Business case prepared and funding considered by Council'.  Timeframe added as '2025/2026'.  Business Unit Responsibility added as 'Community and Cultural Development'.
N/A	Nil.	34	New Action added 5.1.4 'Support local organisations in the delivery of their services'.  Outcome/Measure added: 'Promote and share opportunities that enhance local service provider capabilities. Promote the Community and Cultural Development Grant Scheme Funding program'.  Timeline added as 'Ongoing'.  Business Unit Responsibility added as 'Community and Cultural Development'.
38	Nil.	38	New Outcome/Measure added for Action 5.6.1 'The annual report for the Cessnock City Council Aboriginal and Torres Strait Islander Committee to outline



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			funding received for First Nations Grants'.
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A copy of the amended draft Plan is provided at **Enclosure 1** and a copy of the exhibited Plan is available on Council's 'Together Cessnock' website.

<https://together.cessnock.nsw.gov.au/community-action-plan>

**OPTIONS**

N/A

**CONSULTATION**

The Plan is the result of a lengthy period of consultation with the community as well as the current and previous Committee.

The Plan has also been informed by 108 community engagements including:

- Online survey responses
- Meetings with community organisations
- Network meetings
- Community events
- Discussions with young people
- Meetings with representatives from Council Business Units

The development of the Plan's actions has been in consultation with Council's Management Team and has been consulted with Council's Executive Leadership Team.

**STRATEGIC LINKS****a. Delivery Program**

The Plan is aligned to the 2022-2026 Delivery Program, and sits under the strategic theme 'A connected, safe and creative community'.

The 2024-2025 Operational Plan includes the action 1.1.1.a 'Engage with the community in reconciliation initiatives and in implementing the Aboriginal and Torres Strait Islander Community Action Plan'.

**b. Other Plans**

N/A

**IMPLICATIONS****a. Policy and Procedural Implications**

N/A

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**b. Financial Implications**

The delivery of actions arising from this Plan will predominantly be incorporated into Council's existing operational budget and some actions will be subject to grant funding opportunities. Where grant funding is sought, it has been noted in the Plan.

**c. Legislative Implications**

N/A

**d. Risk Implications**

N/A

**e. Environmental Implications**

N/A

**f. Other Implications**

N/A

**CONCLUSION**

The Aboriginal and Torres Strait Islander Community Action Plan 2025-2029 provides an opportunity to build on our previous actions and is recommended to be adopted by Council.

**ENCLOSURES**

- 1 [➡](#) Aboriginal and Torres Strait Islander Community Action Plan 2025-2029

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Report No. CC31/2025

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**SUBJECT:** *DRAFT DISABILITY INCLUSION ACTION PLAN 2025-2029*

**RESPONSIBLE OFFICER:** *Community & Cultural Development Manager*

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## **SUMMARY**

This report seeks Council endorsement to place the draft Disability Inclusion Action Plan 2025-2029 (draft Plan) on public exhibition for a period of 28 days.

## **RECOMMENDATION**

**That Council place the draft Disability Inclusion Action Plan 2025-2029 on public exhibition for a period of 28 days.**

## **BACKGROUND**

The *NSW Disability Inclusion Act 2014* mandates local Councils to have a Disability Inclusion Action Plan. Under the Act, Councils are required to review their Plan every four years, meaning for Council the current Disability Inclusion Action Plan 2021-2025 is due for review.

## **REPORT/PROPOSAL**

The draft Plan builds on the achievements of Council's previous two Plans and aims to further foster community connections and ensure Council's services and practices are inclusive of people with disability. The draft Plan outlines the practical steps Council will take over the next four years to improve inclusion for people with disability living in and visiting the Local Government Area.

The draft Plan comprises a total of 32 actions across the following four areas:

1. Developing positive community attitudes and behaviours
2. Creating liveable communities
3. Supporting access to meaningful employment
4. Improving access to mainstream services through better systems and processes

The draft Plan is now ready for public exhibition and will provide the community with an opportunity to review, make comment and propose amendments.

## **OPTIONS**

N/A

## **CONSULTATION**

The development of the draft Plan commenced in 2024.

Engagement with the community commenced from 27 July 2024 and concluded 8 September 2024. Over 350 people including people with disability, family and friends of people with disability, carers and local service providers participated in the consultation process.

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The community was consulted in a variety of ways with the aim to ensure all who had a desire to participate in the consultation were able to and it included:

- Together Cessnock page with a video explaining what the Plan was about and why it was important for Council to talk to people about it. The page also included an online survey and a discussion board
- Direct email invitations to participate in the consultation
- One-on-one meetings (via phone and in person)
- Engagement at community events
- Social media engagement (posts with likes/comments/shares)
- Stakeholder/agency meetings

The consultation findings were also discussed with Business Units across Council and 19 internal stakeholder meetings were held to further define the actions Council could take. The draft Plan was also tabled to the Executive Leadership Team.

**STRATEGIC LINKS**

**a. Delivery Program**

The Delivery Program 2022-2026 includes the action 1.1.3 'Continue implementation of the Disability Inclusion Action Plan'.

**b. Other Plans**

The 2024-2025 Operational Plan includes the measure 1.1.3.a Undertake a review of the 2021-2025 Disability Inclusion Action Plan and Develop the next Disability Inclusion Action Plan (2025-2029) by 30 June 2025.

**IMPLICATIONS**

**a. Policy and Procedural Implications**

N/A

**b. Financial Implications**

Delivery of actions arising from the draft Plan will predominantly be incorporated into Council's existing operational budget and some actions will be subject to grant funding opportunities. Where grant funding is sought, it has been noted in the draft Plan.

**c. Legislative Implications**

The *NSW Disability Inclusion Act 2014*, Part 2 Division 3, Section 14 Review and remake of plans (Disability Inclusion Action Plans) requires:

- Council to review its current four-year Disability Inclusion Action Plan before it ends, meaning for Council this is prior to 30 June 2025.
- In reviewing the Disability Inclusion Action Plan, Council must consult with people with disability.

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- Within 12 months after the completion of the review, Council must have in place a Disability Inclusion Action Plan.

Legislation also requires Councils to report on their progress towards implementation of their Plan in the Annual Report.

**d. Risk Implications**

Nil

**e. Environmental Implications**

Nil

**f. Other Implications**

Nil

**CONCLUSION**

It is recommended that Council place the draft Disability Inclusion Action Plan 2025-2029 on public exhibition.

**ENCLOSURES**

- [1](#) ➡ Draft Disability Inclusion Action Plan 2025-29

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Report No. CC32/2025

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**SUBJECT:** ***CLASSIFICATION OF LAND - LOT 900 DP 1278224, 46  
WILDFLOWER CIRCUIT BELLBIRD***

**RESPONSIBLE OFFICER:** ***Chief Financial Officer***

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### **SUMMARY**

The purpose of this report is to classify land recently dedicated to Council for a drainage reserve as operational land in accordance with the *Local Government Act 1993* (the Act).

### **RECOMMENDATION**

**That Council classify Lot 900 DP1278224 46 Wildflower Circuit Bellbird, primarily used as a drainage reserve, as operational land.**

### **BACKGROUND**

As part of an ongoing residential development in Bellbird, a private developer proposed the dedication of 1.04 hectares of land to Council for stormwater run-off and drainage purposes (**Enclosure 1**). On 6 March 2025 a plan of subdivision was registered creating lot 900 in DP 1278224 and transferred to Council as a dedicated Drainage Reserve (**Enclosure 2**).

Sections 31(2) and 31(2A) of the Act require acquired land to be classified as community or operational land by resolution of Council. The Act requires land newly acquired by councils to be classified within three months.

If no resolution is passed within three months of acquisition, the land defaults to a community land classification. All community land is categorised for specific types of community use and a Plan of Management for the prescribed use must be developed and adopted by Council.

### **REPORT/PROPOSAL**

Land classification is a statutory requirement and classification as operational or community should reflect the purpose for which the land is held. An operational classification does not preclude the land being used for other purposes, nor does classification as operational land automatically ' earmark ' the land for future disposal.

Use of the subject land has been determined as primarily for Council operational purposes and is consistent with other drainage reserve lands dedicated to Council for this purpose. In accordance with s34 of the Act, a Council resolution is required to formally classify the land.

### **OPTIONS**

N/A

### **CONSULTATION**

Infrastructure Manager, Chief Financial Officer and Senior Property Officer

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## **STRATEGIC LINKS**

### **a. Delivery Program**

- 5. Civic Leadership and effective governance
  - Objective 5.3 Ensuring Council is accountable and responsive to the community

### **b. Other Plans**

Community Strategic Plan 2036 objective - Strategic Property Management

## **IMPLICATIONS**

### **a. Policy and Procedural Implications**

Nil

### **b. Financial Implications**

Nil

### **c. Legislative Implications**

The Act requires Council resolve to classify newly acquired land. If no resolution is passed within three months of acquisition, the land defaults to a community land classification.

### **d. Risk Implications**

Failing to classify land results in default to a community land classification. Under the Act, all community land is categorised for specific types of community use and a Plan of Management for the prescribed use must be developed and adopted by Council.

Where land is held primarily for an operational purpose such as public parking, drainage or maintenance access, these uses do not meet any of the core objectives for use and management of community land, and as such, should be classified as operational land.

### **e. Environmental Implications**

Nil

### **f. Other Implications**

Nil

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**CONCLUSION**

The subject land will primarily be used for operational purposes and should be classified accordingly.

**ENCLOSURES**

- [1](#) ➡ 46 Wildflower Circuit BELLBIRD Lot 900 DP 1278224
- [2](#) ➡ DP 1278224 Plan of Subdivision



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Report No. CC33/2025

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**SUBJECT:** ***LOCAL GOVERNMENT REMUNERATION TRIBUNAL -  
ANNUAL FEES PAYABLE TO MAYOR AND COUNCILLORS  
1 JULY 2025 TO 30 JUNE 2026***

**RESPONSIBLE OFFICER:** ***Corporate Governance Manager***

### **SUMMARY**

The Local Government Remuneration Tribunal (the Tribunal) has released its determination in respect of the annual fees payable to the Mayor and Councillors effective from 1 July 2025.

### **RECOMMENDATION**

- 1. That Council sets the annual Mayoral fee for 2025/26 at \$68,800.**
- 2. That Council sets the annual Councillor fee for 2025/26 at \$27,860.**
- 3. That Council sets the Deputy Mayor annual allowance for 2025/26 at \$1,200 to be deducted from the Mayoral fee as required.**

### **BACKGROUND**

The *Local Government Act 1993* (Act) provides for the establishment of a Local Government Remuneration Tribunal (Tribunal) to determine categories for councils, together with annual fees payable to Mayors and Councillors. The Tribunal, in accordance with section 241 of the Act, must determine no later than 1 May each year the minimum/maximum fees payable for Councillors and Mayors for each category.

Council is required under the Act to determine the fee to be paid to the Mayor and Councillors. Section 248 of the Act stipulates that a council must pay each Councillor an annual fee in accordance with the Tribunal's determinations, the annual fee is to be the same for each Councillor and Council is able to pay that fee having regard to the category established by the Tribunal.

Council may fix a fee that is equal to or greater than the minimum but not greater than the maximum for the appropriate category. When a council declines to fix a fee, it must pay the appropriate minimum fees as determined by the Tribunal.

Cessnock City Council is categorised as 'Regional Centre'.

### **REPORT/PROPOSAL**

Council practice, along with neighboring Council's, has been to set the maximum fee. Should Council not determine or fix an annual fee, then in accordance with sections 248(4) and 249(4) the minimum remuneration levels as determined by the Tribunal will apply.

#### **Fee payable to Mayor and Councillors**

The Tribunal has determined a 3% increase to the fees applicable for each category from 1 July 2025.

**Corporate and Community****Report No. CC33/2025****Corporate and Community Services**Allowance to Deputy Mayor

Council pays the Deputy Mayor a fee determined by Council for such time as the Deputy Mayor acts in the office of the Mayor. The amount of such fees so paid are deducted from the Mayor's annual fee. The fee currently applied to this position has been \$1,200 per annum.

The following fees are proposed:

	Fee 2024/25	Fees as determined by tribunal for 2025-26		Difference between 2024/25 and maximum
		Minimum	Maximum	
Mayor	\$66,800	\$32,940	\$68,800	\$2,000
Councillor	\$27,050	\$15,870	\$27,860	\$810
Deputy Mayor allowance	\$1,200	N/A	N/A	-

**OPTIONS**

Option 1 – Council adopt the recommendation. **This is the recommended option** as Council's current category is appropriate.

Option 2 – Council does adopt the recommendation. If Council does not fix a fee, Council must pay the minimum fee determined by the Tribunal.

**CONSULTATION**

General Manager  
Director Corporate and Community Services

The Tribunal's annual determination and has released and is available for public viewing on its website: Annual Determination Report and determination under sections 239 and 241 of the *Local Government Act 1993*.

**STRATEGIC LINKS****a. Delivery Program**

This report aligns with the (draft) Delivery program 2025-2029:

Outcome 5: We have strong leadership and effective governance

5.1 Support and develop community leadership

5.3 Ensure we are accountable and responsive to our community

**b. Other Plans**

N/A

**Corporate and Community**

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**Corporate and Community Services**

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***IMPLICATIONS***

**a. Policy and Procedural Implications**

In accordance with clause 4.6(j) of the Code of Conduct, Councillors are not required to declare an interest relating to the payment of fees to Councillors (including the Mayor and Deputy Mayor).

**b. Financial Implications**

Council's minimum and maximum fee is calculated by the Tribunal on the basis that Council is categorised as a 'Regional Centre'. Based on the Tribunal criteria, this category remains appropriate. The last review of categorisation was undertaken in 2023 and the next review of categorisation is scheduled for 2026.

There are sufficient funds in the 2025/26 budget to meet the increase as determined by the Tribunal.

**c. Legislative Implications**

The Act provides that if Council does not set a fee, the minimum fee must be paid.

**d. Risk Implications**

There is a risk that increasing Mayor and Councillor fees will be unpopular with the community. However, not providing adequate compensation to Councillors reduces the number of people who can participate.

**e. Environmental Implications**

Nil

**f. Other Implications**

It can be challenging for Councillors to determine their own remuneration. Previously Council's have called on the Office of Local Government to set fees as Councillor's have an inherent conflict of interest in the matter. However, the current requirements are that Council must resolve the fees.

***CONCLUSION***

The Local Government Remuneration Tribunal has completed its annual review process in relation to determining Councillor fees and Council categories and Council needs to determine the payment of fees for the coming financial year.

***ENCLOSURES***

There are no enclosures for this report.

Corporate and Community

Report No. CC34/2025

Corporate and Community Services



**SUBJECT:** *INVESTMENT POLICY*

**RESPONSIBLE OFFICER:** *Chief Finance Officer*

### **SUMMARY**

The purpose of this report is to present the Investment Policy following its annual review for adoption by Council.

### **RECOMMENDATION**

**That the Council adopts the revised Investment Policy.**

### **BACKGROUND**

In accordance with the Office of Local Government "Investment Policy Guidelines", the *Local Government Act 1993*, the *Local Government (General) Regulation 2021* and Council's Investment Policy, Council is required to review its Investment Policy on an annual basis and to adopt the revised Policy by resolution.

### **REPORT/PROPOSAL**

The most recent review of the Policy took place last year and was adopted by Council on 19 June 2024.

The Policy was subject to a review undertaken by Prudential Investment Services (Council's investment advisors) with the recommended changes presented to the Audit, Risk and Improvement Committee (ARIC) at the meeting held 7 May 2025. Following input from the ARIC, further consideration of proposed changes were considered by management and three recommended changes to the Policy are as follows:

- Increase the Per Institution Max % for BBB+, BBB from 10% to 15%. This is to provide more allowance for individual banks in this category. The overall limit on BBB+ & BBB remains unchanged at Portfolio Max of 30%.
- Increase the Per Fund Max % for Individual TCorpIM Funds from 10% to 30%. Council's balance in TCorp Funds is currently at the 10% limit without having any new investments to the fund in the last few years. With any drop in the total portfolio balance, the exposure to the fund will go over the 10% limit.
- Added a requirement for Council's principal operating account to be held with one of Australia's four major banks considering the higher credit ratings.

The revised policy is included at **Enclosure 1**.

### **OPTIONS**

N/A

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## **CONSULTATION**

Director Corporate & Community Services  
Prudential Investment Services (Council's investment advisors)  
Audit, Risk and Improvement Committee  
Finance Coordinator

## **STRATEGIC LINKS**

### **a. Delivery Program**

This report is a part of the organisation's governance framework and is in line with the community's desired outcome of: "*Civic Leadership and Effective Governance*."

### **b. Other Plans**

N/A

## **IMPLICATIONS**

### **a. Policy and Procedural Implications**

N/A

### **b. Financial Implications**

Increased ability to gain the most advantageous rates of return for Council's investment portfolio whilst minimising risk.

### **c. Legislative Implications**

Revision of the Investment Policy satisfies the legislative requirement of the *Local Government Act 1993*, the *Local Government (General) Regulation 2021*, the Ministerial Investment Order and the Office of Local Government "Investment Policy Guidelines".

### **d. Risk Implications**

N/A

### **e. Other Implications**

N/A

## **CONCLUSION**

Council is required to annually review and adopt its Investment Policy.

## **ENCLOSURES**

- 1 ➡ Reviewed Investment Policy with Tracked Changes - May 2025

Corporate and Community

Report No. CC35/2025

Corporate and Community Services



**SUBJECT:**

***ADOPTION OF THE IPR FRAMEWORK SUITE OF DOCUMENTS COMPRISING OF:***

- COMMUNITY STRATEGIC PLAN: TOGETHER CESSNOCK 2040***
- 2025-29 DELIVERY PROGRAM INCORPORATING THE 2025-26 OPERATIONAL PLAN, BUDGET AND REVENUE POLICY***
- RESOURCING STRATEGY INCORPORATING THE LONG TERM FINANCIAL PLAN, WORKFORCE MANAGEMENT PLAN AND ASSET MANAGEMENT STRATEGY***
- 2025-26 FEES & CHARGES***

**RESPONSIBLE OFFICER:** *Chief Finance Officer*

**SUMMARY**

Council is required to undertake its corporate planning and reporting in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2021*, and the NSW Government's Integrated Planning and Reporting (IP&R) Guidelines and Handbook 2021, collectively referred to as the IP&R Framework.

This report outlines changes made following exhibition and a summary of external submissions received.

**RECOMMENDATION**

- 1. That Council having considered all submissions received from the community following public exhibition of the draft documents adopts the:**
  - **Community Strategic Plan: Together Cessnock 2040**
  - **2025-29 Delivery Program 2025-2029 incorporating the**
    - **2025-26 Operational Plan**
    - **Budget and Revenue Policy**
  - **Resourcing Strategy incorporating the**
    - **Long Term Financial Plan**
    - **Workforce Management Strategy**
    - **Asset Management Strategy**
  - **2025-26 Fees and Charges**
- 2. That the General Manager advises the authors of external submissions of Council's decision.**

**BACKGROUND**

On 16 April 2025, Council resolved to place the draft Community Strategic Plan, draft Delivery Program incorporating the Operational Plan, Budget and Revenue Policy, draft Fees and Charges and draft Resourcing Strategy incorporating the Long Term Financial Plan, Workforce Management Plan and Asset Management Strategy on public exhibition.

## Corporate and Community

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## Corporate and Community Services



The exhibition period took place from 17 April to 30 May 2025, having been extended due to the flood impacts towards the end of May.

**REPORT/PROPOSAL**

Under the IP&R Framework, a Community Strategic Plan (CSP), Resourcing Strategy, Delivery Program, Operational Plan, Budget & Revenue Policy and Fees & Charges documents were prepared and subsequently the draft documents placed on public exhibition.

The exhibition period was from 17 April to 30 May 2025, including extensive community engagement via variety of platforms. The Together Cessnock site received a total of 829 visits with 418 Active participants and 360 downloads of the documents within the suite on exhibition. Face to Face sessions were held at Branxton IGA on 12 May and Col Brown Rotary Park Kurri Kurri on 14 May. The Wollombi Session scheduled for 19 May was postponed, and then ultimately cancelled due to the inclement weather during the exhibition period. A total of 56 submissions were received from internal and external sources during the exhibition period.

All changes made to the documents have been made after consideration of external feedback, internal submissions and quality review checks. Changes to the Delivery Program and Operational Plan actions are summarised in the document at **Enclosure 1**.

The final documents are included under separate cover and are available on Council's website.

**Budget Changes**

Whilst on exhibition Council Officers received submissions and undertook quality reviews of the Budget which are summarised in the table below.

Cemetery fees	Income	Fees & Charges	(80,199)	Increase Income budget in line with actuals
Waste Internal Income	Income	Fees & Charges	683,000	To reduce Internal Waste Income as budgets for income increased assuming increased charge rates but expenses not adjusted - to be undertaken as a QBRS in 2026 if required
Materials & Services	Expenses	Contracts	(743,000)	To offset amounts included in Internal Plant Hire & reallocate budget within open space - needed to be reduced from existing budget to prevent duplication
Materials & Services	Expenses	Materials	34,000	Increase cost of plaques for cemeteries in line with increased income
Materials & Services	Expenses	Materials	46,199	Increase cost of electricity in line with actuals and expected increase for Council Admin, pools and open space & community facilities
Contributions Paid	Expenses	Other Expenses	60,000	Correct resource for \$4\$ Grants from Materials

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The net effect of the changes leaves the operating budget unchanged from the exhibition budget as outlined below:

Operating Statement	Original Budget 2024-25	Current Budget 2024-25	Exhibition Budget 2025-26	Final Budget 2025-26	Variance to Draft Budget 2025-26 Surplus / (Deficit)
<b>Income</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	
Rates and Annual Charges	70,358,703	70,683,703	75,418,757	75,418,757	-
User Charges and Fees	9,515,007	9,542,807	10,496,136	9,893,335	(602,801)
Interest and Investment Revenue	2,783,830	3,033,830	3,102,000	3,102,000	-
Other Revenues	2,969,580	2,969,580	3,343,040	3,343,040	-
Grants and Contributions - Operating	13,193,411	18,311,247	16,040,650	16,040,650	-
Grants and Contributions - Capital	64,735,944	67,709,083	63,203,738	63,203,738	-
Net gain from disposal of assets	-	-	-	-	-
<b>Total Income from Continuing Operations</b>	<b>163,556,475</b>	<b>172,250,250</b>	<b>171,604,321</b>	<b>171,001,520</b>	<b>(602,801)</b>
<b>Expenses</b>					
Employee Benefits and On-Costs	46,799,782	48,823,591	48,107,200	48,107,200	-
Borrowing Costs	402,039	469,164	844,971	844,971	0
Materials and Services	32,500,434	35,518,902	37,607,138	36,944,337	(662,801)
Depreciation and Amortisation	20,815,196	26,853,553	32,323,021	32,323,021	-
Other Expenses	6,898,800	7,015,675	7,583,862	7,643,862	60,000
Net Loss from disposal of assets	5,000,000	15,000,000	7,000,000	7,000,000	-
<b>Total Expenses from Continuing Operations</b>	<b>112,416,251</b>	<b>133,680,885</b>	<b>133,466,192</b>	<b>132,863,391</b>	<b>(602,801)</b>
<b>Net Operating Result from Continuing Operations</b>	<b>51,140,224</b>	<b>38,569,365</b>	<b>38,138,129</b>	<b>38,138,129</b>	<b>(0)</b>
Discontinued Operations - Surplus/(Deficit)	-	-	-	-	-
<b>Operating Surplus/(Deficit)</b>	<b>51,140,224</b>	<b>38,569,365</b>	<b>38,138,129</b>	<b>38,138,129</b>	<b>(0)</b>
<b>Net Operating Result before Capital Items</b>	<b>(13,595,720)</b>	<b>(29,139,718)</b>	<b>(25,065,609)</b>	<b>(25,065,609)</b>	<b>(0)</b>

Similar to the operating budget, the capital budget was reviewed and projects adjusted due to changing priorities including those projects deferred from the March quarterly review. The net effect to the capital budget is outlined below:

BUDGET CHANGES TO CAPITAL WORKS PROGRAM	2025-26 \$
<b>Capital Works Program Total Exhibition</b>	<b>\$70,078,173</b>
Regional roads reseal	(\$750,000)
Sawyers Gully Road Rehabilitation	\$750,000
Library Books	(\$82,000)
<b>Capital Works Program Change</b>	<b>(\$82,000)</b>
<b>Capital Works Program Total Final</b>	<b>\$69,996,173</b>

The reseal and Sawyers Gully change is to reflect changes in council funding sources.

Library book adjustments are for digital books already including in the operating budget.

All changes to operating and capital budgets are reflected in both the Delivery Program 2025-29 and Long Term Financial Plan 2025-35 documents.



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**Corporate and Community Services**



*Fees and charges changes*

The proposed changes to the Draft Fees & Charges are detailed within **Enclosure 1**.

**OPTIONS**

The recommended option is to adopt the revised IPR suite of documents as attached to ensure Council meets its legislative obligations.

Any option to further amend the IPR suite of documents prior to adoption is not recommended, as our community will not have an opportunity to provide feedback on these amendments.

Deferring a decision or not adopting the IPR suite of documents is not recommended as Council will fail to meet its legislative obligations, or provide our community with relevant plans.

**CONSULTATION**

Councillors  
Community members  
Executive Leadership and Management team  
Council employees

**STRATEGIC LINKS**

**a. Delivery Program**

The IP&R Framework is required under legislation and the CSP: Together Cessnock - **Outcome V - Lead and Delivery Program Strategy 5.3** *Ensure we are accountable and responsive to our community.*

**b. Other Plans**

As listed in the documents.

**IMPLICATIONS**

**a. Policy and Procedural Implications**

The CSP, Delivery Program and Operational Plan impact all areas of Council with required policies and procedures amended as required in time with their next review.

**b. Financial Implications**

Adoption of the documents provide the basis for Council operations as outlined in the Delivery Program, Operational Plan and Long Term Financial Plan.

**c. Legislative Implications**

*Local Government Act 1993*  
*Local Government (General) Regulation 2021*

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**d. Risk Implications**

There are no significant risk implications in adoption. Documents have been prepared as per relevant legislation and guidelines. Failure to adopt the documents prior to 30 June 2025 would breach legislative requirements and not provide budget allocations for operations in 2025-26.

**e. Environmental Implications**

Nil

**f. Other Implications**

Nil

**CONCLUSION**

The IP&R suite of documents outlining Council's plans for the community are required to be adopted by 30 June 2025. These documents have been prepared in accordance with legislation and guidelines and after consideration of community and internal feedback.

**ENCLOSURES**

- [1](#) 2024 Together Cessnock\_IPR Suite of documents\_Exhibition Period Changes
- [2](#) IPR Documents - Provided under separate cover and available on Councils website

Corporate and Community

Report No. CC36/2025

Corporate and Community Services

**SUBJECT: MAKING THE RATE 2025-26****RESPONSIBLE OFFICER: Chief Financial Officer****SUMMARY**

Council is statutorily required to make the rate following the adoption of the Operational Plan to ensure the legality of the rates and charges levied.

**RECOMMENDATION**

**That Council make the following rates and charges for the year commencing 1 July 2025 to 30 June 2026:**

**1. Ordinary Rates**

The following Ordinary Rates now be made for the year commencing 1 July 2025.

Category	Sub Category	Ad-valorem Amount Cents in \$	Base Amount \$	Base Yield % of Total Rate
Residential		0.260060	430.00	30.09%
Residential	Rural	0.192352	430.00	18.01%
Farmland		0.150931	430.00	13.82%
Farmland	Mixed Use	0.402952	535.00	5.69%
Farmland	Business Rural	0.392005	535.00	8.09%
Business		1.182532	535.00	10.40%
Mining		4.717039	1,500.00	0.45%

**2. Waste Charges**

Council do hereby prescribe and order under Section 496 of the *Local Government Act 1993* for rateable land categorised for rating purposes as residential or farmland and situated within the area in which a Domestic Waste Management Service is able to be provided, that the following waste charges be now made for the year commencing 1 July 2025.

**Domestic Waste Management Service Charge**

Domestic Waste Management Availability Charge <sup>1</sup>	\$88.00
Domestic Waste Management Service Charge <sup>2</sup>	\$767.00
Additional Domestic Waste Management Service Charge <sup>3</sup>	\$767.00
Additional Domestic Waste Management Service Charge – Recycling	\$98.00
Additional Domestic Waste Management Service Charge – Organics	\$196.00

- Charge applies to vacant rateable land situated within the area in which a Domestic Waste Management Service is able to be provided.

## Corporate and Community

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## Corporate and Community Services



2. Each premise is entitled to one approved mobile waste bin mixed waste service per week, one fortnightly collection of recyclable material and one weekly collection of organic material for each Domestic Waste Management Service Charge.
3. Each premise is entitled to one approved mobile waste bin mixed waste service per week for each Additional Domestic Waste Management Service Charge.

Council do hereby prescribe and order under Section 501 of the *Local Government Act 1993*, for land not categorised for rating purposes as residential or farmland and situated within the area in which a Waste Management Service is able to be provided, that the following waste charges be now made for the year commencing 1 July 2025.

Waste Management Service Charge

Commercial Waste Management Service Charge <sup>1</sup>	\$909.00
Additional Waste Management Service Charge <sup>2</sup>	\$909.00
Additional Waste Management Service Charge - Recycling	\$98.00
Additional Waste Management Service Charge - Organics	\$196.00

1. Each premise is entitled to one approved mobile waste bin mixed waste service per week and one fortnightly collection of recyclable material for each Waste Management Service Charge. Each premise is also entitled to one weekly collection of organic material for each Waste Management Service Charge upon request and justification of needs.
2. Each premise is entitled to one approved mobile waste bin mixed waste service per week for each Additional Waste Management Service Charge.

**3. Stormwater Management Services Charges**

Council do hereby prescribe and order under Section 496A of the *Local Government Act 1993*, for land situated within the designated stormwater area, that the following stormwater charges be now made for the year commencing 1 July 2025.

Stormwater Management Service Charge - Residential	\$25.00
Stormwater Management Service Charge - Residential Strata	\$12.50
Stormwater Management Service Charge - Business	\$25.00 per 350m <sup>2</sup> (or part thereof) to a maximum \$500

**4. Interest on Overdue rates and Charges**

Council do hereby determine and order, in accordance with Section 566 of the *Local Government Act 1993*, that if rates and charges are unpaid at the due date, the amount shall be increased by a sum calculated at:

- Ten and a half per cent (10.5%) per annum, simple interest, calculated daily for the period 1 July 2025 to 30 June 2026.

## 5. Hunter Local Land Services

Council, in accordance with Clauses 36 and 40, Part 4, of the *Local Land Services Regulation 2014*, prescribes that the rate for the year commencing 1 July 2025 shall be the rate gazetted by the Minister for the Hunter Catchment Contribution for the period 1 July 2025 to 30 June 2026. The Minister has determined the rate for 2025/2026 is 0.00657 of a cent in the dollar (land value) (Government Gazette No 210 – 30 May 2025).

### BACKGROUND

The Operational Plan 2025-26 incorporates the revenue policy for rates and charges proposed to be levied for the period 1 July 2025 to 30 June 2026. Council is required to make the rates and charges for the financial year commencing 1 July 2025 in accordance with Sections 535, 537 & 538 of the *Local Government Act 1993* (the Act).

### REPORT/PROPOSAL

Council's Operational Plan 2025-26, inclusive of the revenue statements with respect to each Ordinary and Special Rates and Charges proposed to be levied was placed on public exhibition following the April Council meeting. The Operational Plan 2025-26 is being considered for adoption at this meeting of Council.

Council is required to make the rates and charges for the financial year commencing 1 July 2025. Extracts of the relevant sections of the Act are shown below for Council's information.

#### **Section 535 Rate or charge to be made by resolution**

*A rate or charge is made by resolution of the Council.*

#### **Section 537 Form of resolution specifying base amounts of rates**

*In the resolution that specifies a base amount of a rate, or the base amount of a rate for a category or sub-category of an ordinary rate, the Council must state:*

- (a) the amount in dollars of the base amount, and*
- (b) the percentage, in conformity with section 500, of the total amount payable by the levying of the rate, or the rate for the category or sub-category concerned of the ordinary rate, that the levying of the base amount will produce.*

#### **Section 500 Limit on revenue that can be raised from base amount**

*The amount specified as the base amount of a rate (or the base amount of the rate for a category or sub-category of an ordinary rate) must not be such as to produce more than 50 per cent of the total amount payable by the levying of the rate (or of the rate for the category or sub-category concerned) on all rateable land subject to the rate (or the rate for the category or sub-category concerned).*

#### **Section 538 Form of resolution for special rate**

- (1) In the resolution that makes a special rate, the Council must state whether the special rate is to be levied on all rateable land in the Council's area or on only a part of that land.*
- (2) If the special rate is to be levied on only a part of that land, the Council must specify in the resolution the part on which it is to be levied.*

**Corporate and Community**

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The Office of Local Government (circular 25-06 Information about Rating 2025-26) detailed the prescribed maximum interest rate on overdue rates and charges as follows:

- In accordance with section 566(3) of the Act, it has been determined that the maximum rate of interest payable on overdue rates and charges for the period 1 July 2025 to 30 June 2026 (inclusive) will be 10.5% per annum.
- Notice giving effect to these decisions has been published in the NSW Government Gazette (Government Gazette No 119 – 28 March 2025).

**OPTIONS**

- Adopt the recommendation – preferred, is the basis for 2025-26 Operating budget
- Amend the recommendation and make necessary adjustments in the Operational Plan.

**CONSULTATION**

The Operational Plan inclusive of the Revenue Statement showing proposed rates and charges to be levied, was publicly exhibited for 28 days.

**STRATEGIC LINKS**

**a. Delivery Program**

This report is a part of the organisation's governance framework – in line with the community's desired outcome of *Civic Leadership and Effective Governance*.

**b. Other Plans**

Nil

**IMPLICATIONS**

**a. Policy and Procedural Implications**

N/A

**b. Financial Implications**

The Operational Plan includes budgetary allocations for 2025-26 and the levying of rates and charges provides a significant portion of the required funds for Council's operations.

**c. Legislative Implications**

The making of the rates and charges for the year commencing 1 July 2025 satisfies legislative obligations under Sections 535, 537 & 538 of the Act.

**d. Risk Implications**

If rates and charges are not made as required under Act, Council may be exposed to the possibility of a legal challenge on the validity of any rates and charges levied in 2025-26.

Corporate and Community

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**e. Other Implications**

Nil

***CONCLUSION***

The making of the rates and charges for the year commencing 1 July 2025 satisfies legislative obligations under the Act and ensures legality of rates levied in 2025-26.

***ENCLOSURES***

There are no enclosures for this report.

Corporate and Community

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Corporate and Community Services

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**SUBJECT:** *RESOLUTIONS TRACKING REPORT*

**RESPONSIBLE OFFICER:** *Corporate Governance Manager*

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**SUMMARY**

*The enclosure contains pending actions from previous meetings as well as completed actions for period 14 May 2025 to 10 June 2025.\**

**RECOMMENDATION**

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

**ENCLOSURES**

- 1 ➡ Completed Actions
- 2 ➡ Outstanding Actions



Corporate and Community

Report No. CC38/2025

Corporate and Community Services



**SUBJECT:** *INVESTMENT REPORT - MAY 2025*

**RESPONSIBLE OFFICER:** *Chief Finance Officer*

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**SUMMARY**

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

**RECOMMENDATION**

**That Council receives the Investment Report for May 2025 and notes that:**

- **Investments are held in accordance with Council's Investment Policy, which is in accordance with the Ministerial Investment Order.**
- **Council's month end cash and investments balance was \$85,166,828.**

**BACKGROUND**

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

**REPORT**

Statement by the Responsible Accounting Officer

The Responsible Accounting Officer has certified that this report is produced in accordance with Clause 212 of the Regulation and that all investments have been made in accordance with the Act, Regulation and Policy.

General Investment Commentary

Council officers monitors and manages the cash and investment portfolio by taking into consideration credit ratings of financial institutions, interest rates offered for periods of investment, counterparty exposures and cash flow requirements. Following assessment of projected cash flow requirements, surplus funds are invested in accordance with Council's Investment Policy. Investment returns of the portfolio to the end of May 2025 exceed budget.

## Corporate and Community

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## Corporate and Community Services

Investment Portfolio Information**Table 1** Total cash and investments held by Council as at 31 May 2025

Invest No	Financial Institution Investment Held With	Invest Type	Interest Coupon Term	Maturity	Current Coupon Rate	Par Value \$'000
	Commonwealth Bank	CASH			3.5%	6,424
	Commonwealth Bank	At Call			4.35%	28,541
	Commonwealth Bank	Trust			3.5%	742
1243	AMP Bank	At Call			2.25%	541
1515	AMP Bank	TD	301	03-Jun-25	5.20%	2,500
1519	AMP Bank	TD	302	26-Jun-25	5.02%	2,500
1521	Suncorp Bank	TD	273	03-Jun-25	5.01%	4,000
1523	National Bank	TD	363	23-Sep-25	4.90%	4,000
1525	Bank of Queensland	TD	183	24-Jun-25	5.05%	2,000
1526	Bendigo Bank	TD	182	01-Jul-25	5.05%	3,000
1527	Suncorp Bank	TD	302	19-Nov-25	5.05%	5,000
1528	Suncorp Bank	TD	245	05-Nov-25	4.70%	3,000
1529	Bank of Queensland	TD	189	10-Sep-25	4.75%	2,000
1530	Suncorp Bank	TD	182	23-Sep-25	4.70%	4,000
1531	National Bank	TD	147	24-Sep-25	4.42%	5,000
1532	National Bank	TD	209	25-Nov-25	4.32%	5,000
1533	National Bank	TD	270	10-Feb-26	4.33%	2,500
1463	Treasury Corporation	Growth Fund				4,420
<b>TOTAL</b>						<b>85,167</b>

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

Financial Institution	Credit Rating	Institution Maximum	Amount \$'000	% of Portfolio
National Australia Bank	AA-	40%	16,500	33.73%
Suncorp Bank	AA-	40%	16,000	32.71%
AMP Bank	BBB+	10%	5,000	10.22%
Bank of Queensland	A-	40%	4,000	8.18%
Bendigo and Adelaide Bank	A-	40%	3,000	6.13%
Treasury Corporation	Unrated	10%	4,420	9.03%
<b>TOTAL</b>			<b>48,920</b>	<b>100.00%</b>

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

Investment in NSW Treasury Corporation (TCorp)

TCorpIM Funds are unit trusts. Distributions are made annually and are automatically reinvested into the fund to buy additional units. As this investment is held for medium to long-term capital appreciation, gains or losses will only be realised on redemption of the investment. May 2025 unrealised return was a gain of \$66,805 or 1.53% (6.81% annualised).

## Corporate and Community

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## Corporate and Community Services

**Table 3** NSW Treasury Corporation Performance Summary

	<b>10 year (% pa)</b>	<b>7 year (% pa)</b>	<b>3 year (% pa)</b>	<b>1 year %</b>	<b>FYTD %</b>	<b>1 month %</b>
IM Medium Term Growth Fund	3.83	3.81	4.69	6.11	5.15	0.45
Benchmark: CPI + 2.0% p.a. (over rolling 5 years)	4.73	5.15	6.45	4.91	3.97	0.39
Return above benchmark p.a.	(0.90)	(1.34)	(1.76)	1.20	1.18	0.06

**Table 4** Investment types, risk, amount and percentage invested compared to the total balances.

<b>Investment Type</b>	<b>Risk Assessment</b>		<b>Amount</b>	<b>% of</b>
	<b>Capital</b>	<b>Interest</b>	<b>\$'000</b>	<b>Portfolio</b>
Term Deposits	Low	Low	44,500	52.25%
Cash/At Call Deposits	Low	Low	36,247	42.56%
Capital Growth Fund	Medium	Medium	4,420	5.19%
<b>TOTAL</b>			<b>85,167</b>	<b>100.00%</b>

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

<b>Performance Measures</b>	<b>This Year</b>	<b>Last Year</b>
Investment Portfolio Average Interest Rate (year to date)	5.21%	5.05%
BBSW Average Interest Rate (year to date) *	4.43%	4.36%
Actual Investment Interest Earned (for the current month)	\$243,059	\$308,568
Actual Investment Interest Earned (year to date) ^	\$2,795,673	\$3,201,217
Revised Budgeted Investment Interest (year to date)	\$2,520,833	\$2,979,167
Original Budget Investment Interest (annual)	\$2,500,000	\$1,380,122
Revised Budget Investment Interest (annual)	\$2,750,000	\$3,250,000
TCorp unrealised movement (year to date)	6.81%	5.93%

<b>Investment and Cash Balances (Par Value) #</b>	<b>This Year</b>	<b>Last Year</b>
Opening Balance as at 1 July	\$78,947,052	\$73,085,190
Closing Balance as at 31 May	\$85,166,828	\$76,130,378

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

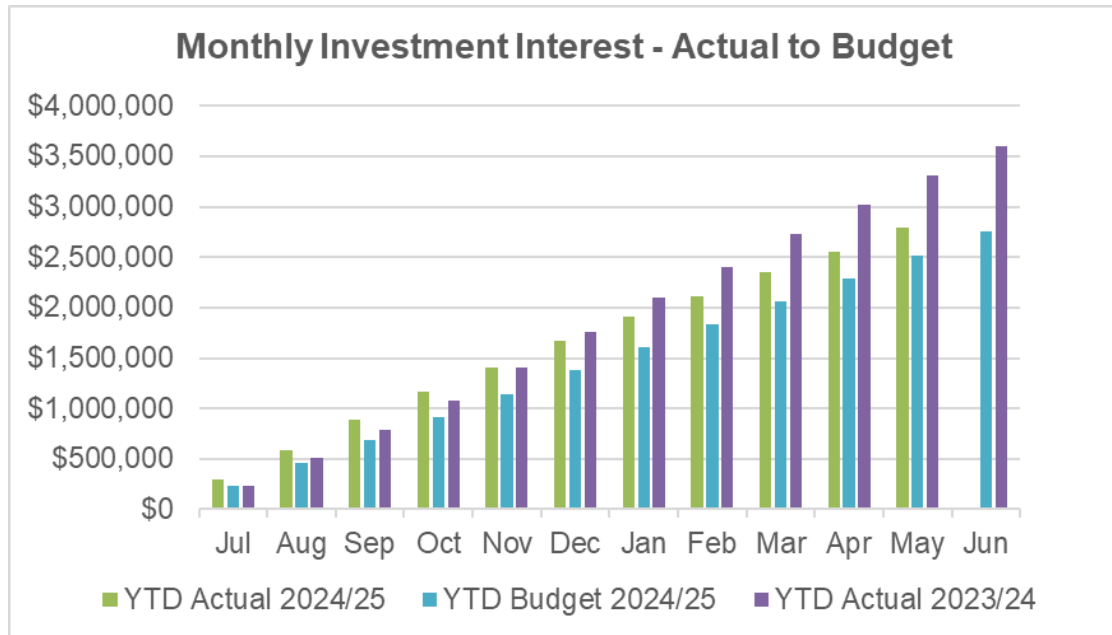
^ Excludes TCorp unrealised returns

# Excludes Section 355 Committee cash held

## Corporate and Community

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## Corporate and Community Services

**Graph 1** Actual interest earned compared to revised budget and actual interest last year**Table 6** Internal and external restrictions over cash and investments held

Month End Totals \$'000	May 2025	Apr 2025	Mar 2025	Feb 2025	Jan 2025	Dec 2024	Nov 2024
<b>External Restrictions</b>	75,097	65,828	59,434	61,357	59,170	63,057	57,635
<b>Internal Restrictions</b>	9,671	3,450	3,450	3,800	3,629	5,099	10,305
<b>Total Restrictions</b>	<b>84,768</b>	<b>69,278</b>	<b>62,884</b>	<b>65,157</b>	<b>62,799</b>	<b>68,156</b>	<b>67,940</b>
<i>Prepaid grant expenditure to be reimbursed</i>	-	-	-	-	(2,163)	(2,163)	(4,010)
<b>Unrestricted</b>	399	942	303	826	737	298	317
<b>Total Cash &amp; Investments</b>	<b>85,167</b>	<b>70,220</b>	<b>63,187</b>	<b>65,983</b>	<b>61,373</b>	<b>66,291</b>	<b>64,247</b>

**CONSULTATION**

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

**STRATEGIC LINKS****a. Delivery Program**

Investment returns are an integral part of funding for future services and community expectations within the Delivery Program and Operational Plan. This report is a part of Council's governance framework – providing feedback on the progress against the investment policy and budget. This is in line with the community's desired outcome of: "*Civic Leadership and Effective Governance*" and more specifically links to strategic direction:

**Corporate and Community**

**Report No. CC38/2025**

**Corporate and Community Services**

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

5.3.3: Our Council is financially sustainable.

**IMPLICATIONS**

**a. Policy and Procedural Implications**

Investments are held in accordance with Council's Investment Policy.

**b. Financial Implications**

Investment returns are included in Council's Delivery Program and Operational Plan. Amendments are affected through the Quarterly Budget Review process. Investment portfolio performance is detailed within the report with comparisons to prior year and budget.

A portion of the portfolio and its associated investment income is restricted as it relates to funds from developer contributions, payments in advance for grant projects, Domestic Waste Management, and stormwater management income to be applied to specific purposes and not available for general operational projects.

**c. Legislative Implications**

This report meets Council's statutory obligations under the Act and Regulation.

**d. Risk Implications**

Investment risks are detailed within this report.

**e. Other Implications**

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

**CONCLUSION**

The report details investments held at month end and meets Council's reporting obligations.

**ENCLOSURES**

There are no enclosures for this report.

Works and Infrastructure

Report No. WI7/2025

Works and Infrastructure



**SUBJECT:** *LOCAL TRAFFIC COMMITTEE MEETING HELD 17 MARCH 2025 - ITEMS REQUIRING A COUNCIL DECISION*

**RESPONSIBLE OFFICER:** *Infrastructure Manager*

**RECOMMENDATION**

That the following item from the Cessnock Local Traffic Committee Meeting of 17 March 2025 be adopted as a resolution of Council.

- TC3/2025 That Council authorises the installation of regulatory controls on Wollombi Road - Bellbird to Cessnock, in accordance with the Wollombi Road Upgrade Project – Signage and Line Marking Plan Package – Stage 1 Revision D.

**MINUTES OF TRAFFIC COMMITTEE MEETING OF THE CESSNOCK CITY COUNCIL  
HELD IN ANTE ROOM ON MONDAY, 17 MARCH 2025, COMMENCING AT 9.30AM**

**OPENING:** The meeting was opened at 9:48am

**PRESENT:** Councillor Jessica Jurd (Chairperson)  
Senior Constable Michael Sheehan - NSW Police – until 10.30am  
Mr Andy Gaudiosi – TfNSW  
Ms Perri Hodge – NSW State Member Representative

**IN ATTENDANCE:** Mr Richard Ingall – Rover Coaches  
Mr Warren Jeffery – Traffic & Transport Coordinator  
Ms Alison Shelton – Road Safety Officer  
Mrs Melissa Vile – Senior Business Support Officer, Traffic & Transport  
Mr Ethan Walton – Traffic Engineering Officer  
Mr Cameron Clark – Infrastructure Manager  
Mr Greg Le Quesne – WRUP Project Director – until 10.30am  
Councillor Tracey Harrington

**APOLOGIES**

**NIL**

**CONFIRMATION OF MINUTES**

**MINUTES:** that the Minutes of the Local Traffic Committee held on 17 February 2025, as circulated, be taken as read and confirmed as a correct record.

## ***DISCLOSURES OF INTEREST***

NIL

## ***BUSINESS ARISING FROM PREVIOUS MINUTES***

NIL

## ***LISTED MATTERS***

**SUBJECT:** ***WOLLOMBI ROAD UPGRADE PROJECT - TRAFFIC CONTROL DEVICES - STAGE 1.***

**REPORT NO.:** ***TC3/2025***

**REFERENCE.:** ***DOC2019/130248***

**MATTER:** In order to cater for increases in traffic volumes expected to occur as a result of the ongoing development of the Bellbird North Urban Release Area (3195 lots), Bellbird Heights residential sub-division (337 lots) and background growth / infill development, Council and developers commissioned numerous traffic impact assessment studies and reports to understand what road network upgrades are required to ensure that a safe and acceptable level of service is maintained.

So far as is relevant to this report, these studies and reports culminated in the development of a universally recommended works program to deliver major improvements to Wollombi Road, between Bellbird and Cessnock CBD, involving duplication to four lanes and multiple intersection upgrades.

This report seeks authorisation of the proposed line marking and signage associated with Stage 1 of the Wollombi Road Upgrade Project (WRUP).

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

Query regarding NO STOPPING signage on Wollombi Road on the western side of Abbotsford Street.

- It was confirmed that NO STOPPING signage at that location is existing and that all signage and line marking at Traffic Control Signals (TCS) will be authorised and installed under the TfNSW Works Authorisation Deed (WAD) process – TCS not within the remit of LTC.

Query regarding the potential for installation of a pedestrian refuge on Cox Street.

- It was noted that insufficient road width exists to accommodate a pedestrian refuge.

Query regarding right turn ban out of Lochinvar Street.

- It was noted that a right turn ban would not be practicable.

**Works and Infrastructure**

**Report No. WI7/2025**

**Works and Infrastructure**



Query regarding the potential impact of the new childcare centre on the south western corner of Wollombi Road and Lochinvar Street.

- It was confirmed that no project design changes are required.

Query as to whether Raised Reflective Pavement Markers (RRPM) will be installed on centre and edge lines.

- It was noted RRPM will be installed in accordance with TfNSW Delineation Guidelines.

Query as to why the new Bellbird North URA eastern access road will be staggered from Lochinvar Street and not aligned so as to form a cross intersection.

- It was advised that due to site constraints, particularly storm water drainage requirements it was not practicable to otherwise configure the intersection.

Query regarding the split level divided road treatment near O'Neill Street.

- It was noted that appropriate warning signage will be posted in accordance with the Signage and Line Marking Plan.

Query regarding the left turn ban from Wollombi Road onto Francis Street.

- Confirmed that vehicles under 9 metres are excepted and that all signage and line marking at TCS will be authorised and installed under the TfNSW Works Authorisation Deed (WAD) process.

Query regarding the relocation of the west bound Bus Zone between Campbell and James Street.

- Confirmed that the Bus Zone will be relocated to a position west of James Street.

Query regarding the PS2 Bicycle Symbolic pavement marking shown throughout the signage and line marking plan.

- It was noted that PS2 Bicycle Symbolic denotes the likely presence or use of the space by bicycle riders – does not constitute a bicycle lane.

Query regarding the operation of the Bus Zone outside Cessnock West Public School.

- Operation within the number 1 (kerbside) travel lane was confirmed.

Query regarding the left turn ban from Wollombi Road onto Ivan Street.

- Confirmed that vehicles under 9 metres are excepted and that all signage and line marking at TCS will be authorised and installed under the TfNSW Works Authorisation Deed (WAD) process.

Query regarding the existing zebra crossing on the northern end of Campbell Street.

- Retention of pedestrian facility confirmed.

Query regarding right turn ban from Wollombi Road onto Percy Street.

- Confirmed that right turn ban will be in place – movement precluded by concrete traffic island.

Query regarding the reinstatement / retention of 40 km/h School Zone Speed Limit pavement markings.

- Confirmed that 40 pavement patches will be retained in existing locations - as approved by TfNSW for their current installation.



**Works and Infrastructure****Report No. WI7/2025****Works and Infrastructure**

Query regarding time frame for completion of works.

- Stage 1 works are estimated to be completed within 18 months pending weather. It is anticipated that stage 2 works will seamlessly progress following completion of stage 1 works.

Query regarding traffic management during the WRUP construction process.

- Noted that the Construction Traffic Management Plan will be developed and installed and authorised by accredited person/s in accordance with the Austroads Guide to Temporary Traffic Management of the TfNSW Traffic Control at Worksites Manual. It is intended to maintain one travel lane in each direction along Wollombi Road with the expectation that on occasions sections will be closed for short periods with detours in place on surrounding streets where necessary.

Query regarding a future intersection treatment at Alfred Street and West Avenue enable easier turn movements during school zone peak periods.

- It was noted that it is considered likely that the current rat run movements on Alfred Street will be reduced as a consequence of the expected improved performance of Wollombi Road and that future intersection performance will be monitored.

**RECOMMENDATION**

**That Council authorises the installation of regulatory controls on Wollombi Road - Bellbird to Cessnock, in accordance with the Wollombi Road Upgrade Project – Signage and Line Marking Plan Package – Stage 1 Revision D.**

**SUPPORT: Majority**

<b>FOR</b>	<b>AGAINST</b>
Mr Andy Gaudiosi (TfNSW)	Councillor Jurd
Senior Constable Michael Sheehan (NSW Police)	
Ms Perri Hodge (NSW State Member Representative)	
<b>Total (3)</b>	<b>Total (1)</b>

**CLOSURE**

*The Meeting Was Declared Closed at 11:10am*

**ENCLOSURES**

There are no enclosures for this report