



Vincent Street
CESSNOCK

14 July 2016

ORDINARY MEETING OF COUNCIL

WEDNESDAY, 20 JULY 2016

ENCLOSURES

PAGE NO.

PLANNING AND ENVIRONMENT

- PE51/2016** Development Application 8/2016/128/1 proposing retention of existing dwelling and construction of a place of public worship and ancillary funeral home and ablutions facility, and associated picnic and recreation areas, landscaping, fencing, car parking and intersection upgrade

911 Buchanan Road, Buchanan

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- CC45/2016** Resolutions Tracking Report

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- CC46/2016** September 2016 Local Government Elections - Caretaker Provisions

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WORKS AND INFRASTRUCTURE

- WI40/2016** Pedestrian Access and Mobility Plan (PAMP)

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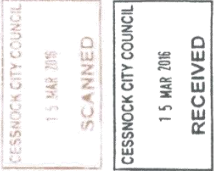
911 Buchanan Road, Buchanan

PLACE OF PUBLIC WORSHIP
Buchanan Road BUCHANAN NSW

DEVELOPMENT APPLICATION



DRAWING REGISTER	
ID	Name
DA000	DRAWING REGISTER & LOCATION PLAN
DA100	SITE PLAN
DA101	SITE ANALYSIS
DA200	FLOOR PLAN
DA300	STREET ELEVATION
DA301	WISQUE ELEVATIONS
DA302	FUNERAL SERVICES - ABLUTIONS ELEVATIONS
DA303	FUNERAL SERVICES - ABLUTIONS ELEVATIONS
DA304	SECTION A
DA305	NOTIFICATION PLAN A
DA306	NOTIFICATION PLAN B
DA307	ACCESSIBILITY PLAN



BOH ARCHITECTS
15 MAR 2016
RECEIVED

NEWCASTLE MUSLIM ASSOCIATION
PLACE OF PUBLIC WORSHIP
Buchanan Road BUCHANAN NSW

DRAWING REGISTER & LOCATION PLAN
EDWARD O'HANLON
JOB NUMBER: 1561N
DRAWING NUMBER: DA000
ISSUE: C

[illegible][illegible]

[illegible]

[illegible]

The architectural drawings show the North Elevation - Courtyard Entry Gateway at a scale of 1:200. The drawings include the following elevations and details:

- North Elevation:** Shows the gateway structure with labels for "GATE POWDERCOAT FINISH", "PRECAST CONCRETE", "PALISADE FENCE POWDERCOAT FINISH", "SIGN TO BE CONFIRMED", "ENTRY GATE", "CONC", "ROOF LINE BEYOND", "PERFORATED CORTEN STEEL SCREEN", "PALISADE FENCE POWDERCOAT FINISH", "ALUMINUM FRAMED CLEAR GLAZED STEEL COLUMN", and "SALVAGED FINISH". Level markers include RL +29.800 MOSQUE TOP OF PARAPET and RL +24.800 MOSQUE TOP OF PARAPET.
- West Elevation:** Shows the side profile of the gateway with labels for "REINFORCED CORTEN STEEL SCREEN PATTERN TO BE CONFIRMED", "ROOF LINE BEYOND", "CONC", "PRECAST CONCRETE EXPOSED AGGREGATE", "PRECAST CONCRETE", "PERFORATED CORTEN STEEL SCREEN", "PALISADE FENCE POWDERCOAT FINISH", "ALUMINUM FRAMED CLEAR GLAZED STEEL COLUMN", and "SALVAGED FINISH". Level markers include RL +33.800 MOSQUE TOP OF ROOF and FFL +24.800 MOSQUE.
- South Elevation:** Shows the side profile of the gateway with labels for "PRECAST CONCRETE", "PERFORATED ORBED STEEL SCREEN", "PRECAST CONCRETE EXPOSED AGGREGATE", "PALISADE FENCE POWDERCOAT FINISH", "CONC", "ROOF LINE BEYOND", "PERFORATED CORTEN STEEL SCREEN", "PALISADE FENCE POWDERCOAT FINISH", "ALUMINUM FRAMED CLEAR GLAZED STEEL COLUMN", and "SALVAGED FINISH". Level markers include RL +33.800 MOSQUE TOP OF PARAPET and FFL +24.800 MOSQUE.
- East Elevation:** Shows the side profile of the gateway with labels for "PRECAST CONCRETE EXPOSED AGGREGATE", "PALISADE FENCE POWDERCOAT FINISH", "ALUMINUM FRAMED CLEAR GLAZED STEEL COLUMN", and "SALVAGED FINISH". Level markers include RL +33.800 MOSQUE TOP OF PARAPET and FFL +24.800 MOSQUE.

The drawings also include a "PROPOSED GROUND LINE" and an "EXISTING GROUND LINE". The scale is indicated as 1:200 for all elevations.

C.O.H. ARCHITECTS

204 Koonce Bay Road LAKE GEORGE, Victoria 3960
 PH (03) 5961 2222
 FAX (03) 5961 2223
 WWW.COHAUT.COM.AU

NEWCASTLE

15 BROWN STREET, NEWCASTLE 1590
 4145 NEWCASTLE
 031 4981 1100
 031 4981 1101

NEWCASTLE MUSLIM ASSOCIATION

PLACE OF PUBLIC WORSHIP

Buchanan Road BUCHANAN NSW

LEGEND

EASTINGS CONC DP DOWN PIPE FCL FINED GUTS	WEST ROOF METAL SHEET RAIN WATER TANK RELATIVE LEVEL FCL FINED GUTS TS
--	--

NOTES:

1. ALL DIMENSIONS TO FACE UNLESS OTHERWISE SPECIFIED

2. UNLESS OTHERWISE SPECIFIED, ALL DIMENSIONS TO FACE UNLESS OTHERWISE SPECIFIED

DEVELOPMENT APPLICATION

MOSQUE ELEVATIONS

EDWARD DYKMAN
 159 BROWN STREET, NEWCASTLE 1590
 031 4981 1100
 031 4981 1101

DESIGNED BY: J.A. COH
 CHECKED BY: T.M. COH
 DATE: 2009A3

JOB NUMBER: **1561N**

DRAWING NUMBER: **DA301**

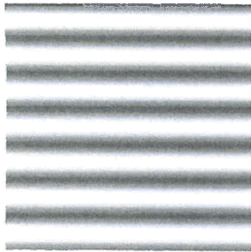
SCALE: 1:100

DATE: 2009A3

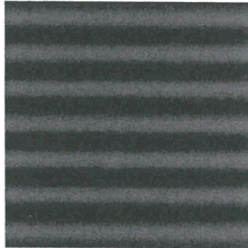
PROJECT: **1561N**

DATE: 2009A3

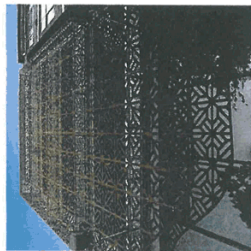
911 Buchanan Road, Buchanan



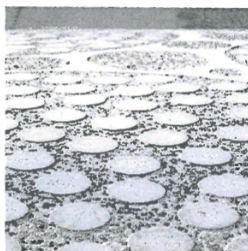
COLORBOND SURRIMIST
METAL ROOF AND SOFFIT



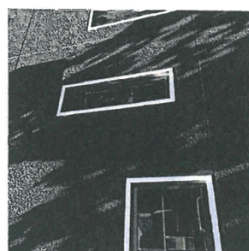
COLORBOND BASALT
METAL ROOF AND SOFFIT



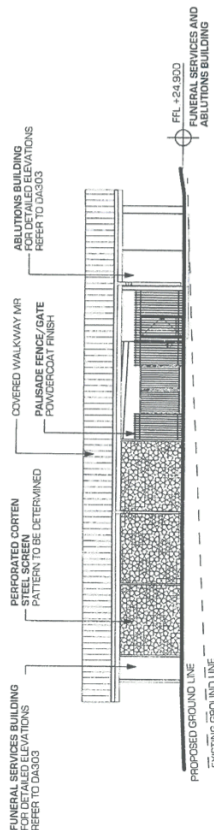
PERFORATED CORTEN SCREENS
(PATTERN TO BE CONFIRMED)



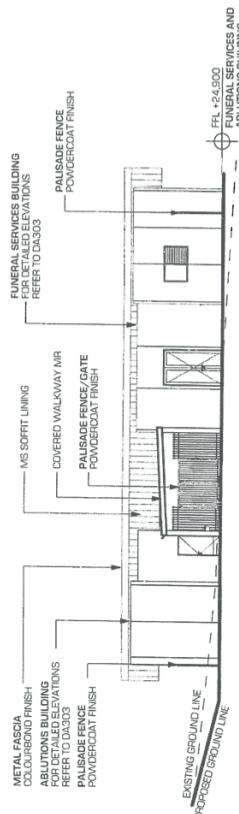
ROUGH CAST CONCRETE
(PATTERN TO BE CONFIRMED)



STAINED PRECAST CONCRETE



FUNERAL AND ABLUTION BUILDING SOUTH ELEVATION
1:200



FUNERAL AND ABLUTIONS BUILDING NORTH ELEVATION
1:200

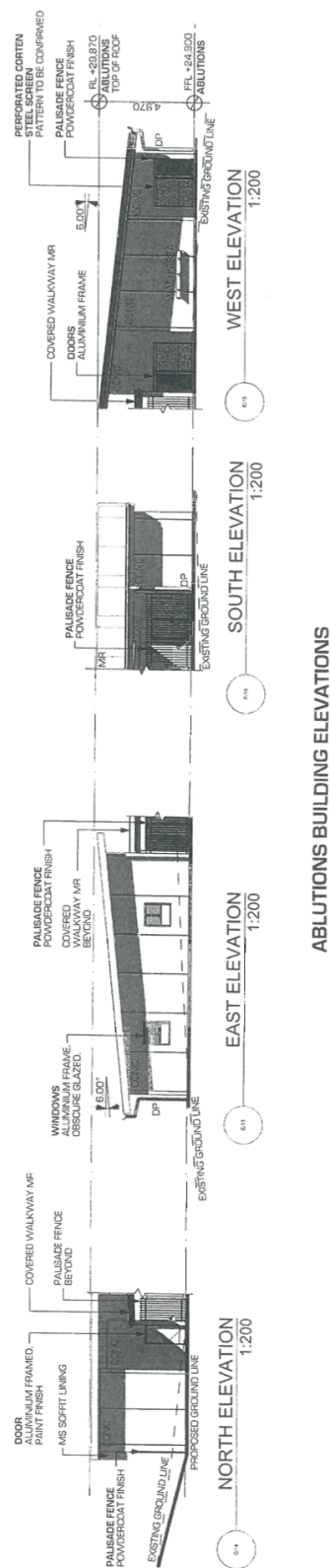
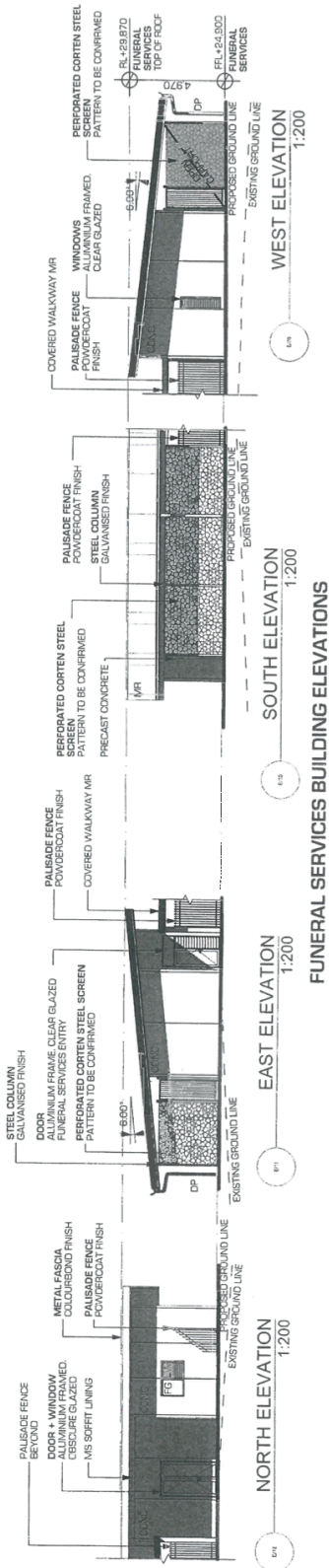
Development Application
FUNERAL SERVICES + ABLUTIONS ELEVATIONS I
DRAWN BY: EDWARD O'HANLON
CHECKED BY: EDWARD O'HANLON
DATE: 15/01/2016
JOB NUMBER: 1561N
DRAWING NUMBER: DA302
SHEET NUMBER: B

LEGEND
EXISTING
CONCRETE
PRECAST
CONCRETE
METAL ROOF
METAL SHEET
RELATIVE LEVEL
NOTES:
1. SEE NOTE 1 OF DA301
2. SEE NOTE 2 OF DA301

**NEWCASTLE MUSLIM
ASSOCIATION**
PLACE OF PUBLIC WORSHIP
Buchanan Road Buchanan NSW

**QOH
ARCHITECTS**
QUINN O'HANLON ARCHITECTS PTY LTD
2800 Burns Bay Road, Burn Bay NSW 1585
TEL: 02 9333 3333
FAX: 02 9333 3333
WWW.QOH-ARCH.COM.AU

911 Buchanan Road, Buchanan



NEWCASTLE MUSLIM ASSOCIATION
PLACE OF PUBLIC WORSHIP
Buchanan Road Buchanan NSW

LEGEND

(a)	EXISTING	MR	METAL SHEET
CONC	PRECAST CONCRETE	NS	RELATIVE LEVEL
DP	FINISH PIPE	RL	RELATIVE LEVEL
FG	FIXED GLASS	SC	STEEL COLUMN
FG	FIXED GLASS	TS	TRANSLUCENT SHEET
FG	FIXED GLASS		

Development Application

FUNERAL SERVICES + ABLUTIONS ELEVATIONS II

EDWARD O'HANLON
DRAWN BY: 1561N
CHECKED BY: DA303
DATE: 15/01/2016
JOB NUMBER: 1561N
DRAWING NUMBER: DA303
SCALE: 1:200

PERFORATED CORTEN STEEL SCREEN PATENT TO BE CONFIRMED

SKYLIGHT

SERIALIZED PERFORATED SCREEN

METAL ROOF

WINDROWS ALUMINIUM FRAMED CLEAR GLAZED

FORECOURT ENTRY GATE (BEYOND)

COVERED WALKWAY

CONC

PAVING BEYOND POWDERCOAT FINISH

PROCESSED GROUND LINE

EXISTING GROUND LINE

PAVING

CONCRETE SLAB

FILL

FORECOURT

DOORS ALUMINIUM FRAMED

PERFORATED CORTEN STEEL COLUMN GALVANISED STEEL

MOSQUE

PRECAST CONCRETE WALL

INDEPENDANT PLASTERBOARD LINING

DEEP WINDOW HEAD HEIGHT

RL +39.900 TOP OF PARAPET

RL +31.400 FCL

RL +27.700 DEEP WINDOW HEAD HEIGHT

FL +24.900



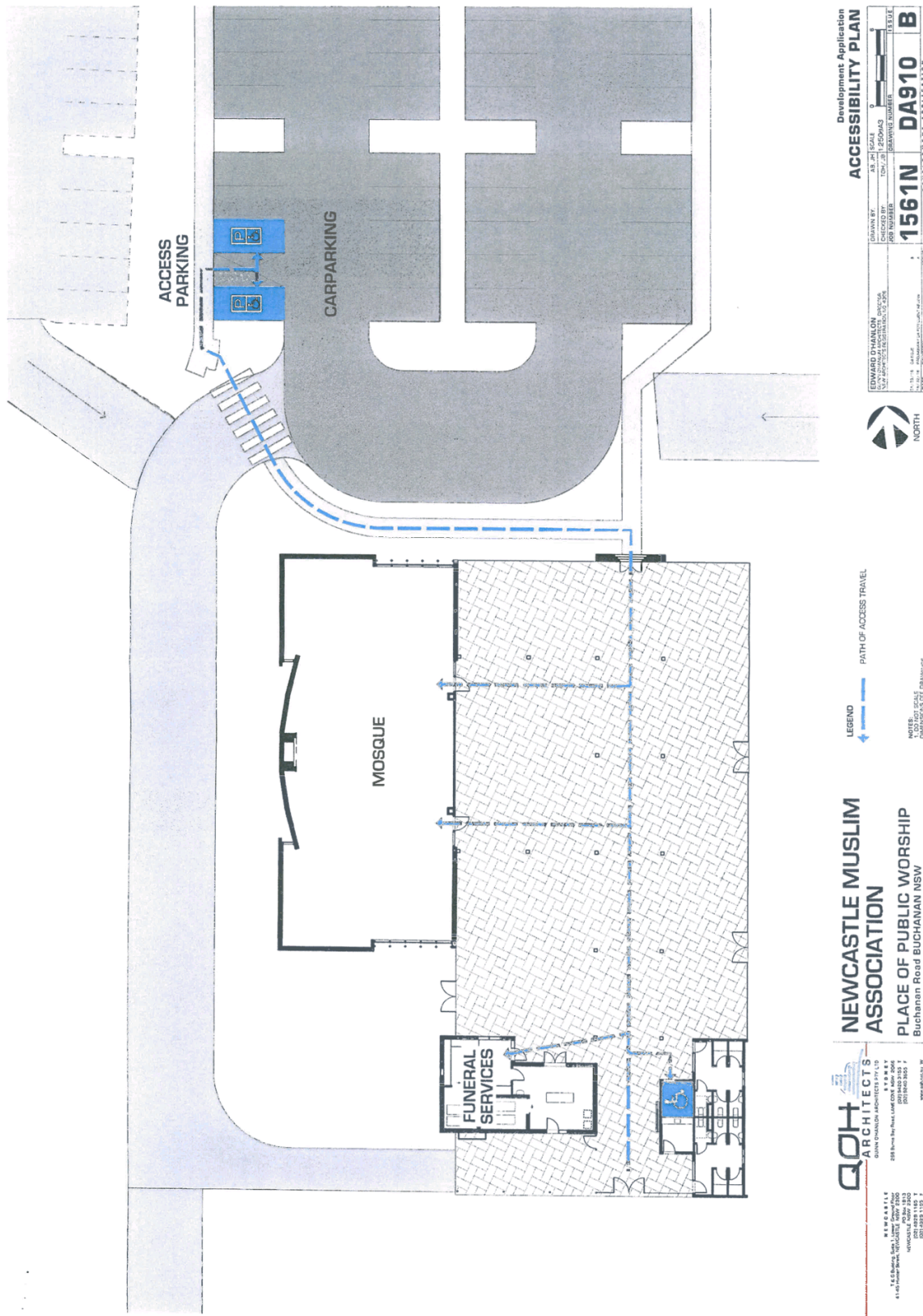
GQH

ARCHITECTS

NEWCASTLE

11-13, 14-15, 16-17, 18-19, 20-21, 22-23, 24-25, 26-27, 28-29, 30-31, 32-33, 34-35, 36-37, 38-39, 40-41, 42-43, 44-45, 46-47, 48-49, 50-51, 52-53, 54-55, 56-57, 58-59, 60-61, 62-63, 64-65, 66-67, 68-69, 70-71, 72-73, 74-75, 76-77, 78-79, 80-81, 82-83, 84-85, 86-87, 88-89, 90-91, 92-93, 94-95, 96-97, 98-99, 100-101, 102-103, 104-105, 106-107, 108-109, 110-111, 112-113, 114-115, 116-117, 118-119, 120-121, 122-123, 124-125, 126-127, 128-129, 130-131, 132-133, 134-135, 136-137, 138-139, 140-141, 142-143, 144-145, 146-147, 148-149, 150-151, 152-153, 154-155, 156-157, 158-159, 160-161, 162-163, 164-165, 166-167, 168-169, 170-171, 172-173, 174-175, 176-177, 178-179, 180-181, 182-183, 184-185, 186-187, 188-189, 190-191, 192-193, 194-195, 196-197, 198-199, 200-201, 202-203, 204-205, 206-207, 208-209, 210-211, 212-213, 214-215, 216-217, 218-219, 220-221, 222-223, 224-225, 226-227, 228-229, 230-231, 232-233, 234-235, 236-237, 238-239, 240-241, 242-243, 244-245, 246-247, 248-249, 250-251, 252-253, 254-255, 256-257, 258-259, 260-261, 262-263, 264-265, 266-267, 268-269, 270-271, 272-273, 274-275, 276-277, 278-279, 280-281, 282-283, 284-285, 286-287, 288-289, 290-291, 292-293, 294-295, 296-297, 298-299, 300-301, 302-303, 304-305, 306-307, 308-309, 310-311, 312-313, 314-315, 316-317, 318-319, 320-321, 322-323, 324-325, 326-327, 328-329, 330-331, 332-333, 334-335, 336-337, 338-339, 340-341, 342-343, 344-345, 346-347, 348-349, 350-351, 352-353, 354-355, 356-357, 358-359, 360-361, 362-363, 364-365, 366-367, 368-369, 370-371, 372-373, 374-375, 376-377, 378-379, 380-381, 382-383, 384-385, 386-387, 388-389, 390-391, 392-393, 394-395, 396-397, 398-399, 400-401, 402-403, 404-405, 406-407, 408-409, 410-411, 412-413, 414-415, 416-417, 418-419, 420-421, 422-423, 424-425, 426-427, 428-429, 430-431, 432-433, 434-435, 436-437, 438-439, 440-441, 442-443, 444-445, 446-447, 448-449, 450-451, 452-453, 454-455, 456-457, 458-459, 460-461, 462-463, 464-465, 466-467, 468-469, 470-471, 472-473, 474-475, 476-477, 478-479, 480-481, 482-483, 484-485, 486-487, 488-489, 490-491, 492-493, 494-495, 496-497, 498-499, 500-501, 502-503, 504-505, 506-507, 508-509, 510-511, 512-513, 514-515, 516-517, 518-519, 520-521, 522-523, 524-525, 526-527, 528-529, 530-531, 532-533, 534-535, 536-537, 538-539, 540-541, 542-543, 544-545, 546-547, 548-549, 550-551, 552-553, 554-555, 556-557, 558-559, 560-561, 562-563, 564-565, 566-567, 568-569, 570-571, 572-573, 574-575, 576-577, 578-579, 580-581, 582-583, 584-585, 586-587, 588-589, 590-591, 592-593, 594-595, 596-597, 598-599, 600-601, 602-603, 604-605, 606-607, 608-609, 610-611, 612-613, 614-615, 616-617, 618-619, 620-621, 622-623, 624-625, 626-627, 628-629, 630-631, 632-633, 634-635, 636-637, 638-639, 640-641, 642-643, 644-645, 646-647, 648-649, 650-651, 652-653, 654-655, 656-657, 658-659, 660-661, 662-663, 664-665, 666-667, 668-669, 670-671, 672-673, 674-675, 676-677, 678-679, 680-681, 682-683, 684-685, 686-687, 688-689, 690-691, 692-693, 694-695, 696-697, 698-699, 700-701, 702-703, 704-705, 706-707, 708-709, 710-711, 712-713, 714-715, 716-717, 718-719, 720-721, 722-723, 724-725, 726-727, 728-729, 730-731, 732-733, 734-735, 736-737, 738-739, 740-741, 742-743, 744-745, 746-747, 748-749, 750-751, 752-753, 754-755, 756-757, 758-759, 760-761, 762-763, 764-765, 766-767, 768-769, 770-771, 772-773, 774-775, 776-777, 778-779, 780-781, 782-783, 784-785, 786-787, 788-789, 790-791, 792-793, 794-795, 796-797, 798-799, 800-801, 802-803, 804-805, 806-807, 808-809, 810-811, 812-813, 814-815, 816-817, 818-819, 820-821, 822-823, 824-825, 826-827, 828-829, 830-831, 832-833, 834-835, 836-837, 838-839, 840-841, 842-843, 844-845, 846-847, 848-849, 850-851, 852-853, 854-855, 856-857, 858-859, 860-861, 862-863, 864-865, 866-867, 868-869, 870-871, 872-873, 874-875, 876-877, 878-879, 880-881, 882-883, 884-885, 886-887, 888-889, 890-891, 892-893, 894-895, 896-897, 898-899, 900-901, 902-903, 904-905, 906-907, 908-909, 910-911, 912-913, 914-915,

911 Buchanan Road, Buchanan



INTERSECTION LIGHTING
WHERE REQUIRED SUBJECT TO ROAD
AUTHORITY REQUIREMENTS
AS 1199

TYPICAL EXTERNAL
LIGHTING BOLLARD

WALL MOUNTED
SECURITY LIGHTING
GROUND LINE

PRELIMINARY

PRELIMINARY

Development Application CONCEPT LIGHTING PLAN

DWARD O'HANLON	DAVID BY	AS OF SCALE	15
PROJECT NO. 98-0225	DESIGNED BY	TCH JN 150G-AJ	
WATERVILLE, ME 03976-1239	JOB NUMBER	DRAWING NUMBER	ISSUE
	1561N	DA970	B



NOTES:
DO NOT SEAL

**NEWCASTLE MUSLIM
ASSOCIATION**

PLACE OF PUBLIC WORSHIP
Buchanan Road BUCHANAN NSW

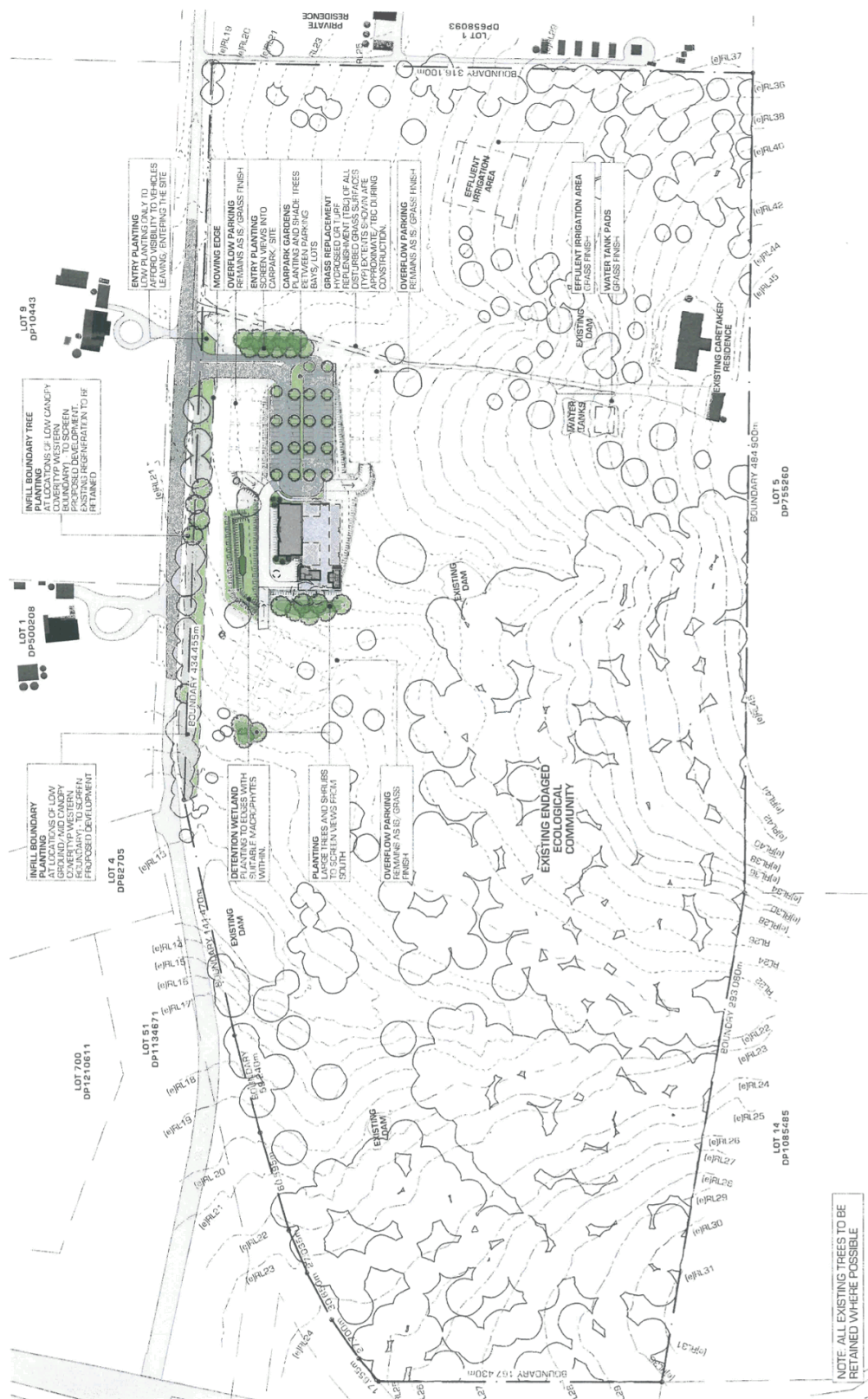
QOT
ARCHITECTS
QUAN GUAN GU ARCHITECTS P.L.L.C.

NEWCASTLE
1 A G Building Suite 1 Lower Ground/Floor
48 Hunter Street NEWCASTLE NSW 2250
PG 88 18 3
NEWCASTLE NSW 2250
027 493 8 11 8 3
027 493 8 11 8 3

Report PE51/2016 - Development Application 8/2016/128/1 proposing retention of existing dwelling and construction of a place of public worship and ancillary funeral home and ablutions facility, and associated picnic and recreation areas, landscaping, fencing, car parking and intersection upgrade

Enclosure 1

911 Buchanan Road, Buchanan



PROPOSED LANDSCAPE SITE PLAN

NOT FOR CONSTRUCTION

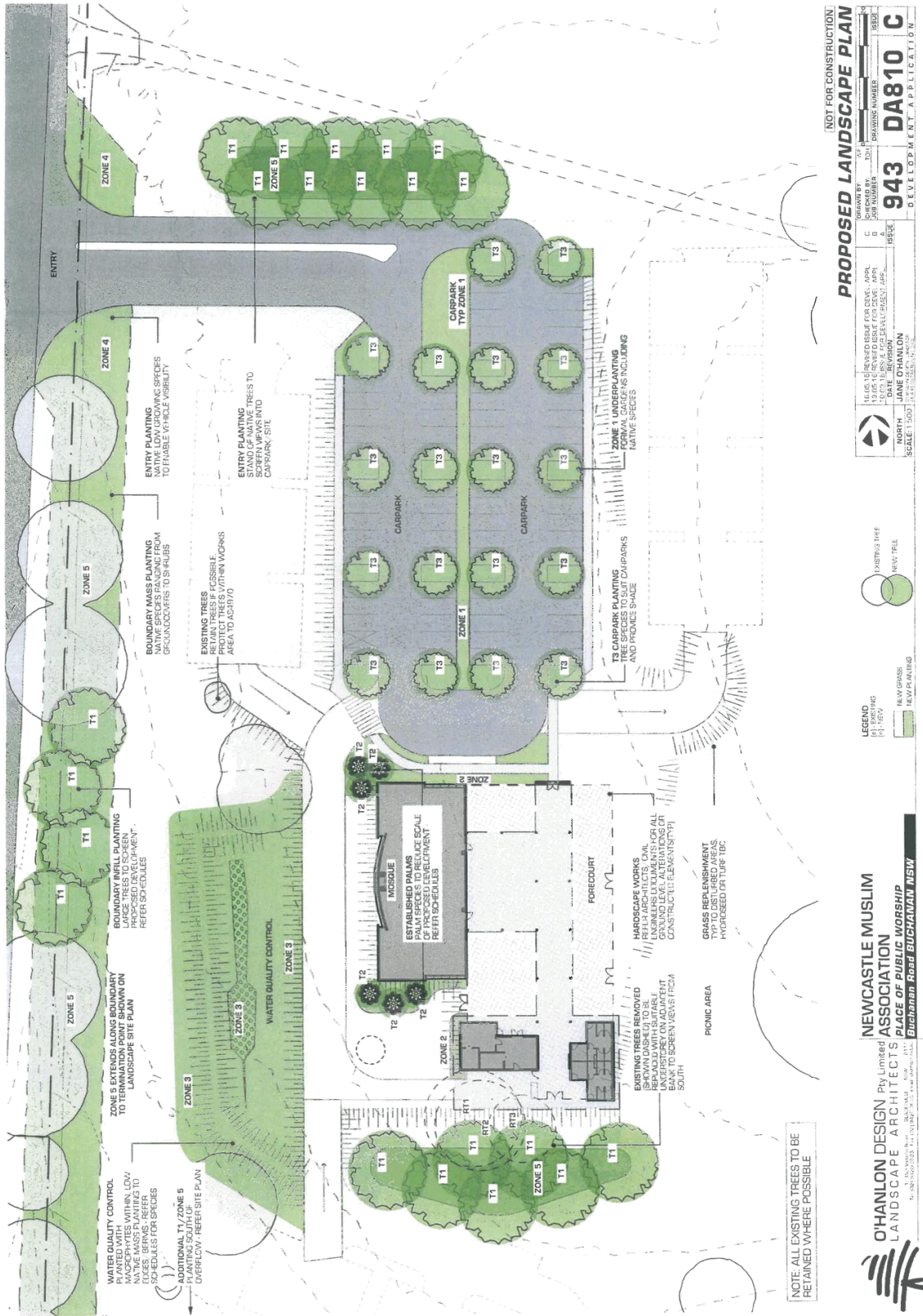
DATE	14/04/2016
CHECKED BY	JANE O'HANLON
JOB NUMBER	943
BRIDGE NUMBER	DA800
ISSUE	C
DATE	14/04/2016
BY	JANE O'HANLON
PROJECT	943 DA800 C
DEVELOPMENT APPLICATION	

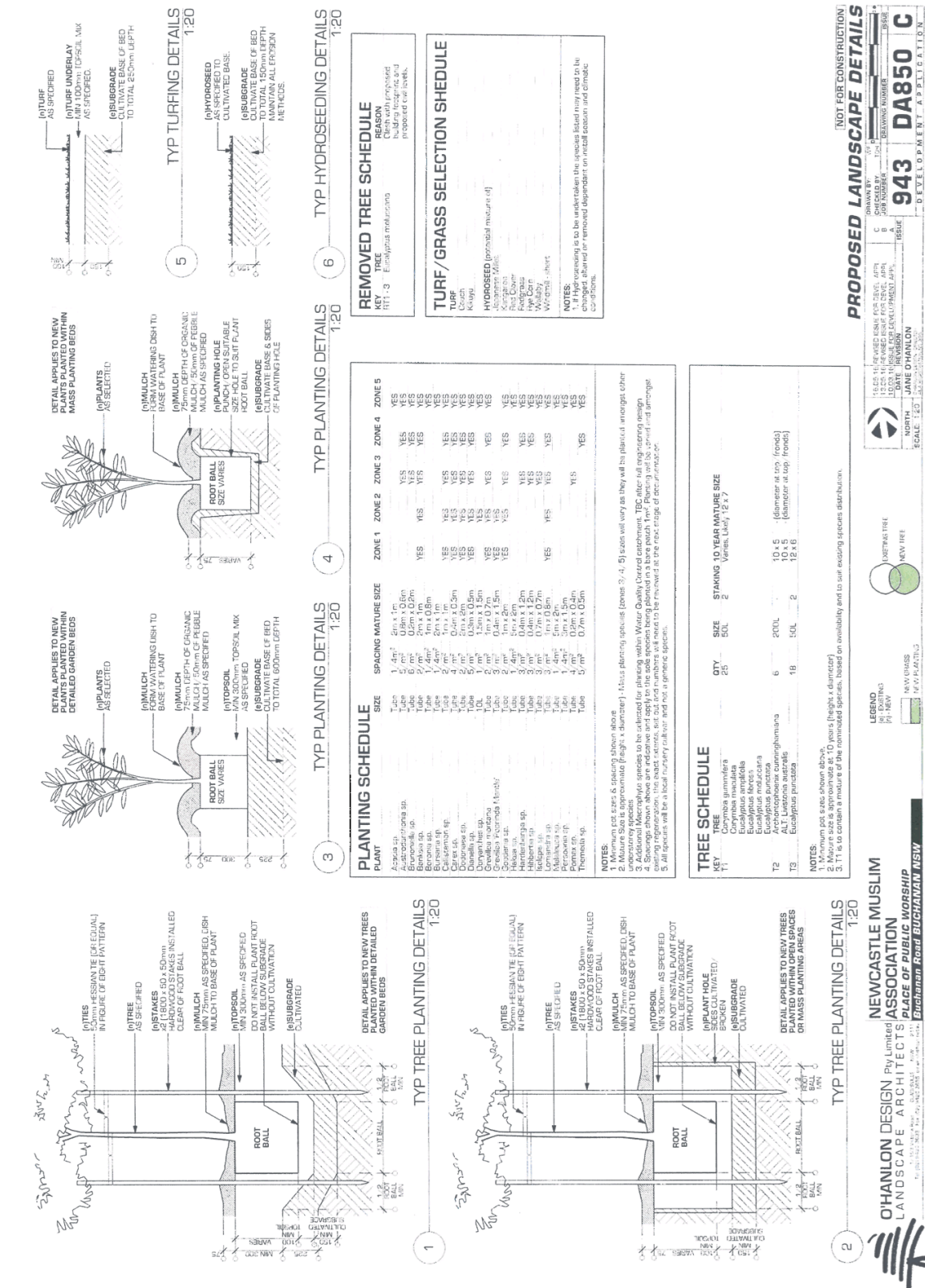
LEGEND

- EXISTING TREE
- NEW TREE
- EXISTING SHRUB
- NEW SHRUB
- EXISTING GRASS
- NEW GRASS

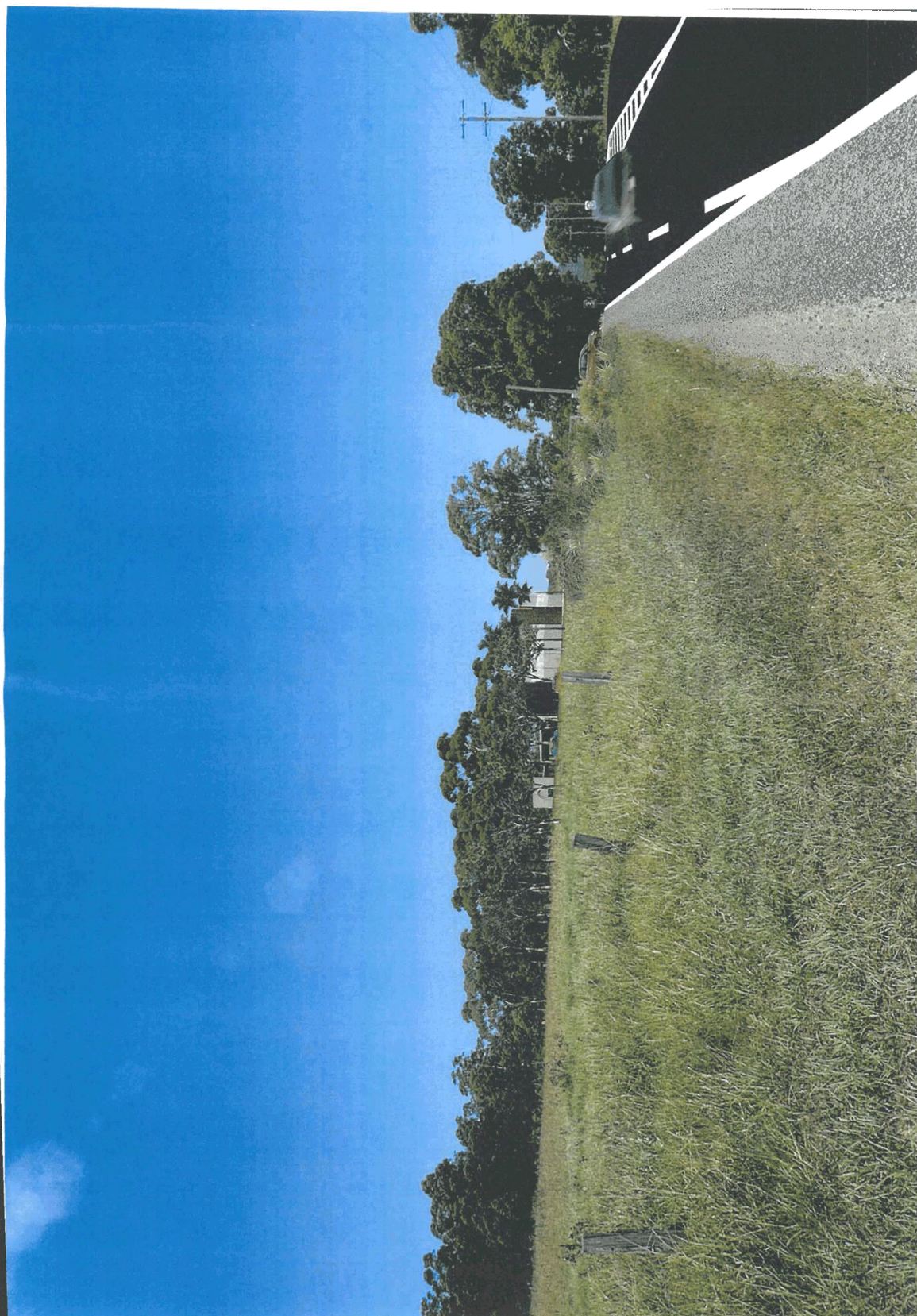
O'HANLON DESIGN Pty Limited
LANDSCAPE ARCHITECTS
NEWCASTLE MUSLIM ASSOCIATION
PLACE OF PUBLIC WORSHIP
Buchanan Road BUCHANAN NSW

911 Buchanan Road, Buchanan





911 Buchanan Road, Buchanan



911 Buchanan Road, Buchanan



911 Buchanan Road, Buchanan



Transport
Roads & Maritime
Services

22 April 2016

CR2016/001313
SF2016/042633
DC

General Manager
Cessnock Council
PO Box 152
CESSNOCK NSW 2325

Attention: Kristen Wells

HUNTER EXPRESSWAY (M15): RETENTION OF EXISTING DWELLING AND CONSTRUCTION OF A PLACE OF PUBLIC WORSHIP AND ANCILLARY FUNERAL HOME AND ABLUTIONS FACILITY AND ASSOCIATED PICNIC AND RECREATION AREAS, LANDSCAPING, FENCING, CAR PARKING AND INTERSECTION UPGRADE – LOT:13 DP:1085485, 911 BUCHANAN ROAD, BUCHANAN – DA 8/2016/128/1

Reference is made to Council's letter dated 23 March 2016, regarding the abovementioned application which was referred to Roads and Maritime Services (Roads and Maritime) for comment in accordance with Clause 104 and Schedule 3 of the *State Environmental Planning Policy (Infrastructure) 2007*.

Roads and Maritime understands the proposal involves the construction of a place of public worship, funeral home, car parking, associated intersection works and supporting utilities. The proposed vehicular access to the site is via Buchanan Road which is part of the local road network and is approximately 900m from the classified road network at John Renshaw Drive.

Roads and Maritime response and requirements

Roads and Maritime has reviewed the information provided including the Traffic and Parking Assessment by Intersect Traffic dated February 2016. The following matters are noted from the traffic assessment:

- The proposal has the potential to generate an additional 203 trips per hour on the road network south of the site, twice a year for special events.

Roads and Maritime Services

Level 1, 59 Darby Street, Newcastle NSW 2300 |
Locked Bag 2030, Newcastle NSW 2300 | 02 4924 0688

www.rms.nsw.gov.au | 13 22 13

911 Buchanan Road, Buchanan

- The proposal will generate an additional 180 trips per hour on the road network south of the site during Friday (weekly) prayer service between 12-1pm (arrival) and 2.30pm -3.30pm (departure).
- The peak periods for regular Friday prayer times do not coincide with regular AM and PM peak periods on the classified road network.
- The existing road network has sufficient spare capacity to cater for the additional traffic generated by the proposed development.

Accordingly, Roads and Maritime has no objection or requirements to the proposed development as it is considered there will be no significant impact on the classified (state) road network.

Advice to Council

- Roads and Maritime has no proposal that requires any part of the property.
- The proposed intersection upgrade on Buchanan Road is a matter for Council to consider as the roads authority.
- All matters such as car parking, traffic / pedestrian management, manoeuvring of service vehicles and provision for people with disabilities within the subdivision are for Council to determine.

On Council's determination of this matter, please forward a copy of the determination to Roads and Maritime for record and / or action purposes. Should you require further information please contact David Collaguazo on 4924 0334 or by email at development.hunter@rms.nsw.gov.au

Yours sincerely



Matt Adams
A/Manager Land Use Assessment
Hunter Region

Report CC45/2016 - Resolutions Tracking Report
Enclosure 1

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 06 April 2016	Simon Eade	Minutes of the Aboriginal and Torres Strait Islander Advisory Committee of Cessnock City Council held on 4 March 2016	21/07/2016	8/04/2016	1/06/2016
CC11/2016 1639		Robert Maginnity				
Minutes adopted by Council 6 April 2016. <i>01 Jun 2016 - 10:42 AM - Robyn Keegan</i> Minutes adopted by Council 6 April 2016 with the following recommendations:						
1. That Council adopt the minutes of the meeting of the Aboriginal and Torres Strait Islander Advisory Committee held on 4 March 2016.						
2. That Council investigates how, in consultation with the landowner and local traditional owners, the scar tree in the Millfield subdivision can be protected and preserved.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 18 May 2016	John Oliver	Quarterly Budget Review Statements - March 2016	15/06/2016	20/05/2016	1/06/2016
CC25/2016 1680		Robert Maginnity				
<i>01 Jun 2016 - 4:15 PM - John Oliver</i> Action completed by: John Oliver Budget changes made						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 20 April 2016	Stephen Long	Public Exhibition of Draft Asset Management Plans	30/06/2016	22/04/2016	2/06/2016
W119/2016 1661		Nicole Benson				
<i>02 Jun 2016 - 3:13 PM - Stephen Long</i> Action completed by: Kristy Meyers Report being presented to Council 15/6/16.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 18 May 2016	Stephen Long	Closure of Part of Public Road Adjacent to 1200 Old Maitland Road Sawyers Gully	15/06/2016	20/05/2016	2/06/2016
W124/2016 1677		Nicole Benson				
<i>02 Jun 2016 - 3:15 PM - Stephen Long</i> Action completed by: Kristy Meyers Applicant advised.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 18 May 2016	Stephen Long	Timber Bridge Renewal Program - Priority Changes	15/06/2016	20/05/2016	2/06/2016
W128/2016 1686		Nicole Benson				
<i>02 Jun 2016 - 3:17 PM - Stephen Long</i> Action completed by: Kristy Meyers Draft report to Council has been placed in Info Council.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 01 June 2016	Natalie Drage	Minutes of the Aboriginal and Torres Strait Islander Advisory Committee Meeting of Cessnock City Council held on 6 May 2016	29/06/2016	2/06/2016	3/06/2016
CC31/2016 1693 03 Jun 2016 - 3:40 PM - Natalie Drage Action completed by: Natalie Drage Noted.		Robert Maginnity				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 01 June 2016	Justin Fitzpatrick-Barr	2016 Kurri Kurri Community Festival Sponsorship	29/06/2016	2/06/2016	3/06/2016
WI29/2016 1694 03 Jun 2016 - 12:57 PM - Justin Fitzpatrick-Barr Action completed by: Kristy Meyers Note and to be actioned accordingly.		Nicole Benson				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 01 June 2016	Nicole Benson	Lawn Cemetery Gates	29/06/2016	2/06/2016	3/06/2016
WI30/2016 1695 03 Jun 2016 - 12:56 PM - Nicole Benson Action completed by: Kristy Meyers Report being presented to 15/6/16 Council meeting.		Nicole Benson				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 01 June 2016	Justin Fitzpatrick-Barr	Workplace Culture & Social Connection	29/06/2016	2/06/2016	3/06/2016
WI32/2016 1697 03 Jun 2016 - 12:59 PM - Justin Fitzpatrick-Barr Action completed by: Kristy Meyers Noted.		Nicole Benson				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 01 June 2016	Paul Burton	Kurri Kurri Cemetery Tap	29/06/2016	2/06/2016	3/06/2016
Q36/2016 03 Jun 2016 - 10:29 AM - Paul Burton Action completed by: Paul Burton Answer to question drafted for 15 June 2016 Council Meeting.		Nicole Benson				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 01 June 2016	Paul Burton	Cessnock Cycling Strategy	10/06/2016	2/06/2016	6/06/2016
WI31/2016 06 Jun 2016 - 4:16 PM - Paul Burton Action completed by: Paul Burton Notification of adoption sent to exhibition respondents on 6 June 2016.		Nicole Benson				

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 09 December 2015	Scott Christie	Draft Branxton Subregional Land Use Strategy	31/05/2016		7/06/2016
PE101/2015 1513 07 Jun 2016 - 8:43 AM - Scott Christie Action completed by: Robyn Larsen Report to Council 15 June 2016		Gareth Curtis				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 18 May 2016	Stephen Glen	Invitation to Functions and Events	15/06/2016	20/05/2016	8/06/2016
Q35/2016 08 Jun 2016 - 2:51 PM - Stephen Glen Action completed by: Robyn Larsen Answer provided to 1 June 2016 meeting		Stephen Glen				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 01 June 2016	Peter Giannopoulos	Section 96(2) Application proposing to modify Development Consent 8/2010/527/1 Cessnock Road, Neath	29/06/2016	2/06/2016	15/06/2016
PE35/2016 1690 15 Jun 2016 - 10:16 AM - Peter Giannopoulos Action completed by: Janine McCarthy Determination notice issued.		Gareth Curtis				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 15 June 2016	Natalie Drage	Minutes of the Extraordinary Access Advisory Committee Meeting held on 25 May 2016	13/07/2016	16/06/2016	16/06/2016
CC38/2016 1715 16 Jun 2016 - 4:27 PM - Natalie Drage Action completed by: Natalie Drage Information Noted.		Robert Maginnity				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 15 June 2016	Janine McCarthy	Development Application No 8/2015/368/1 proposing alterations to existing hotel and bottle shop, consisting of the demolition of the existing slate roof and replacement with a new metal (Colorbond) roof 122 -126 Lang Street, Kurri Kurri	13/07/2016	16/06/2016	17/06/2016
PE37/2016 17 Jun 2016 - 1:34 PM - Janine McCarthy Action completed by: Janine McCarthy Draft conditions of consent to be prepared and included in the business paper for Council's consideration at their meeting of 6 July 2016.		Gareth Curtis				

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 15 June 2016	John Oliver	Authorisation of Expenditure 2016-17	22/06/2016	16/06/2016	17/06/2016
CC32/2016 1709 17 Jun 2016 - 8:07 AM - John Oliver Action completed by: John Oliver Budget being loaded into systems ready for 2016/17 reporting and management		Robert Maginnity				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 15 June 2016	John Oliver	Making the Rate 2016-17	22/06/2016	16/06/2016	17/06/2016
CC33/2016 1710 17 Jun 2016 - 8:06 AM - John Oliver Action completed by: John Oliver New rates recorded, ready for generation of levies in July 2016		Robert Maginnity				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 15 June 2016	John Oliver	Doubtful Debt Write-offs	13/07/2016	16/06/2016	17/06/2016
CC34/2016 1711 17 Jun 2016 - 8:06 AM - John Oliver Action completed by: John Oliver Debts being written off as part of year end processes		Robert Maginnity				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 15 June 2016	Steven Hepple	Tender T1516-10 Provision of Multi-Function Devices and Associated Management Software	13/07/2016	16/06/2016	17/06/2016
CC36/2016 1713 17 Jun 2016 - 12:49 PM - Steven Hepple Action completed by: Steven Hepple Supplier contacted and rollout scheduled		Robert Maginnity				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 15 June 2016	Janine McCarthy	Gingers Lane Estate - 88b Instrument	13/07/2016	16/06/2016	17/06/2016
Q39/2016 17 Jun 2016 - 1:33 PM - Janine McCarthy Action completed by: Janine McCarthy Response provided in the agenda for Council's meeting of 6 July 2016.		Gareth Curtis				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 01 June 2016	Natalie Drage	Minutes of the Access Advisory Committee Meeting held on 4 May 2016	29/06/2016	2/06/2016	20/06/2016
CC30/2016 1692 20 Jun 2016 - 11:52 AM - Natalie Drage Action completed by: Natalie Drage Completed. 20 Jun 2016 - 11:51 AM - Natalie Drage In relation to Item 2 a meeting was held on the 14 June 2016 with disability service providers regarding International Day of People with Disabilities. Service providers are considering opportunities to deliver a combined community event for International Day of People with Disabilities. The planning group is calling for expressions of interest for people and/or organisations willing to participate.		Robert Maginnity				

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 15 June 2016	Michael Alexander	Tender Evaluation Report For Contract 137/1354 Collection Of Organics For Cessnock, Maitland And Singleton Councils	13/07/2016	16/06/2016	20/06/2016
WI34/2016 1718 20 Jun 2016 - 9:57 AM - Michael Alexander Action completed by: Michael Alexander Adopted by Council 15/6/2016; awaiting Singleton outcome scheduled for 20/6/2016; Maitland adopted 14/6/2016		Nicole Benson				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 15 June 2016	Natalie Drage	2031: A Vision for the Future, Community Infrastructure Strategic Plan	13/07/2016	16/06/2016	28/06/2016
CC37/2016 1714 28 Jun 2016 - 4:55 PM - Natalie Drage Action completed by: Natalie Drage Completed. Plan has been placed on the website.		Robert Maginnity				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 06 April 2016	Paul Burton	Cessnock Aquatic Centre Feasibility and Design	15/06/2016	8/04/2016	29/06/2016
WI18/2016 29 Jun 2016 - 1:26 PM - Paul Burton Action completed by: Paul Burton Document on public exhibition.		Nicole Benson				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 15 June 2016	Paul Burton	Convent Hill, Bridges Hill Park and East End Oval Masterplan	13/07/2016	16/06/2016	29/06/2016
WI35/2016 1719 29 Jun 2016 - 1:34 PM - Paul Burton Action completed by: Paul Burton Authors of public submissions have been notified of outcome. Works identified in the adopted Masterplan will be considered for inclusion in future Capital Works Programs.		Nicole Benson				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 01 June 2016	Robert Maginnity	Local Government NSW - Contribution to Legal Assistance for Bathurst Regional Council	29/06/2016	2/06/2016	30/06/2016
CO1/2016 1699 30 Jun 2016 - 12:26 PM - Robert Maginnity Action completed by: Joanne Walpole Cheque for \$1,071.76 paid to Local Government NSW on 9 June 2016.		Robert Maginnity				

Report CC45/2016 - Resolutions Tracking Report
Enclosure 2

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 21 October 2015	John Oliver	Proposed Property Acquisition for Drainage Purposes in Settlement of Rates Debt	31/08/2016	26/10/2015	
CC94/2015		Robert Maginnity				
05 May 2016 - 9:34 AM - John Oliver LG Legal still awaiting response from ratepayer. Completion date highly likely to extend.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 18 November 2015	Bo Moshage	Planning Proposal - Hydro Kurri Kurri	31/12/2016	20/11/2015	
PE89/2015		Gareth Curtis				
08 Jul 2016 - 2:45 PM - Bo Moshage On Going meets with the DoPE, MCC and Proponent to discuss the Gateway Conditions.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 09 December 2015	Iain Rush	18/2015/1: Joint Planning Proposal - Cessnock and Singleton Councils - Vineyards District	2/12/2016		
PE99/2015		Gareth Curtis				
11 Jul 2016 - 10:25 AM - Wonona Fuzzard Pre exhibition consultation is currently occurring with peak bodies and Singleton Council. This will conclude at the end of July 2016.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 03 February 2016	Iain Rush	18/2014/4: Revised Planning Proposal - Orica	3/08/2016	5/02/2016	
PE1/2016 1537		Gareth Curtis				
11 Jul 2016 - 10:38 AM - Wonona Fuzzard A further report regarding the exhibition and the draft Planning Agreement is proposed to be considered by Council on 3 August 2016.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 03 February 2016	Jane Holdsworth	Council's Role in Christmas - CBD Decorations and Mayoral Christmas Appeal	15/08/2016	5/02/2016	
MM1/2016		Stephen Glen				
08 Jul 2016 - 2:37 PM - Jane Holdsworth Report being prepared.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 17 February 2016	Bronwyn Rumbel	Strategic Property Review - Phase 2 Progress Report - Part 1	30/09/2016	19/02/2016	
PE6/2016 1555		Gareth Curtis				
12 Apr 2016 - 9:39 AM - Bronwyn Rumbel A provision of \$75,000 (funded from the Property Investment Fund) has been included in the March Budget Review. The Executive has determined that further reports (parts 2-4) on the progress of Phase 2 of the Strategic Property Review be considered by Council following the adoption of the Community Infrastructure Strategic Plan (currently scheduled for June 2016).						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
PE20/2016	Ordinary Meeting of Council 16 March 2016	Wonona Fuzzard	18/2011/9: Planning Proposal - Black Hill	18/12/2016	18/03/2016	
<p>06 Jul 2016 - 1:23 PM - Wonona Fuzzard</p> <p>Revised Gateway determination received advising of amended completion date of 18 December 2016. Planning Proposal is on Public Exhibition from 29 June to 31 July 2016.</p>						
PE15/2016	Ordinary Meeting of Council 16 March 2016	Iain Rush	18/2015/7: Planning Proposal - 1443 Wine Country Drive Rothbury	31/03/2017	18/03/2016	
<p>1613</p> <p>01 Jun 2016 - 8:26 AM - Iain Rush</p> <p>Gateway determination received on 29 April 2016. Awaiting further information from the proponent prior to agency consultation and exhibition.</p>						
PE17/2016	Ordinary Meeting of Council 16 March 2016	Scott Christie	Good Design Standards for Affordable Rental Housing Development	31/12/2016	18/03/2016	
<p>1616</p> <p>11 Jul 2016 - 9:30 AM - Scott Christie</p> <p>Not currently a priority project for the Strategic Land Use Planning Team, rather delivery program projects have been prioritised. Project scope will be worked on in the meantime. Once project scope is understood and agreed, the project will be programmed into Strategic Land Use Planning work program.</p>						
BN4/2016	Ordinary Meeting of Council 16 March 2016	Stephen Long	Improved Crossing Balder Creek - Cedar Creek Road to Sawpit Road	5/10/2016	18/03/2016	
<p>1626</p> <p>02 Jun 2016 - 3:12 PM - Kristy Meyers</p> <p>The project has been listed for investigation in the Draft 16/17 Operational Plan. Report will be provided once investigations are completed.</p>						
BN5/2016	Ordinary Meeting of Council 16 March 2016	Martin Johnson	Parking and Toilets in Vincent Street	15/06/2016	18/03/2016	
<p>1627</p> <p>02 Jun 2016 - 12:53 PM - Kristy Meyers</p> <p>Referred to Strategic Land Use Planning for input from the current public domain study / strategy.</p> <p>12 May 2016 - 12:16 PM - Kristy Meyers</p> <p>Investigations ongoing.</p>						
CC21/2016	Ordinary Meeting of Council 20 April 2016	Natalie Drage	Minutes of the Aboriginal Advisory Committee Meeting of the Cessnock City Council held on 1 April 2016	11/07/2016	22/04/2016	
<p>1658</p> <p>07 Jun 2016 - 2:26 PM - Natalie Drage</p> <p>In actioning item 4, an initial assessment has been undertaken to consider the inclusion of a third flag pole at the carpark entrance of the Council Administration Building. A third flag pole will allow the display of the Torres Strait Islander Flag. The flying of three flags is respectful for a NAIDOC Week flag raising ceremony. A NAIDOC Week flag raising ceremony should include the Australian Flag, Aboriginal Flag and Torres Strait Islander Flag.</p>						

A preliminary assessment has found that with the positioning of the existing two flag poles, the inclusion of a third flag pole may require a complete re-design and this could also include relocating the existing two flag poles. Further investigation is to be undertaken to consider the placement of three flag poles within the grounds of the property. This investigation will be undertaken in accordance with the protocol resource "Australian Flags" provided by the Australian Government.

For NAIDOC Week 2016, Council Officers are aware of three public flag raising ceremonies occurring within the Cessnock Local Government. These include Kurri Kurri Rotary Park (organised by Barkuma Neighbourhood Service), Cessnock Tafe Grounds (Black Creek Aboriginal Corporation) and Kurri Kurri Hospital (organised by Hunter New England Area Health Service).

In relation to Item 2, a staff BBQ acknowledging NAIDOC Week will occur on the 1 July 2016. Given the issue raised above, a flag raising ceremony will not occur for the July event. Instead on display at the Staff BBQ will be three indoor flag poles (each at an approximate height of 1.8 metre's) flying the Australian Flag, Aboriginal Flag and Torres Strait Islander Flag. The staff lunch tables will include messages that inform the history of the flags, the history of NAIDOC Week and continued awareness of Council's Reconciliation Action Plan.

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 15 June 2016	Paul Burton	Cessnock Aquatic Centre Feasibility & Design Report	16/11/2016	16/06/2016	
WI36/2016		Nicole Benson				
12 Jul 2016 - 1:03 PM - Paul Burton Briefing of newly elected Council scheduled for October 2016. Council Report summarising issues/comments raised in public submissions scheduled for November 2016.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 06 July 2016	Gareth Curtis	Vacancy in Civic Office - Determination of Need for a By-Election in Ward C	3/08/2016	11/07/2016	
GMU7/2016 1727		Stephen Glen				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 06 July 2016	Keren Brown	Memorandum of Understanding for Negotiating Voluntary Planning Agreements for NSW Mining Development	3/08/2016	11/07/2016	
PE48/2016 1734		Gareth Curtis				
11 Jul 2016 - 10:23 AM - Wonona Fuzzard Resolution was adopted by Council. A letter has been drafted for the General Managers signature to confirm Council's support of the MOU.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 06 July 2016	Stephen Long	Dust on Old Maitland Road, Sawyers Gully	3/08/2016	11/07/2016	
WI39/2016 1741		Nicole Benson				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 06 July 2016	Gareth Curtis	Tourism Funding	3/08/2016	11/07/2016	
Q43/2016		Stephen Glen				
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Meeting of Council 06 July 2016	Gareth Curtis	Human Resources Staff Employment	3/08/2016	11/07/2016	
Q44/2016		Stephen Glen				

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Q45/2016	Ordinary Meeting of Council 06 July 2016	Michael Alexander	Prison Work Crews - Actual Work Performed	3/08/2016	11/07/2016	
		Nicole Benson				
	12 Jul 2016 - 9:01 AM - Michael Alexander Action reassigned to Michael Alexander by: Kelly Bates					
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Q46/2016	Ordinary Meeting of Council 06 July 2016	Katrina Kerr	"A" Frame Advertising Signage	3/08/2016	11/07/2016	
		Nicole Benson				
	12 Jul 2016 - 8:51 AM - Katrina Kerr Action reassigned to Katrina Kerr by: Kelly Bates					
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Q47/2016	Ordinary Meeting of Council 06 July 2016	Gareth Curtis	Heritage Grants Comments	3/08/2016	11/07/2016	
		Stephen Glen				



Office of
Local Government

Circular to Councils

Circular Details	Circular No 16-18/ 27 June 2016 / A489192
Previous Circular	12-19
Who should read this	Councillors / General Managers / All council staff
Contact	Council Governance Team / 4428 4100
Action required	Information/ Council to Implement

Council decision-making prior to the September 2016 local government elections

What's new or changing

- Clause 393B of the *Local Government (General) Regulation 2005* limits councils' ability to exercise some of their functions in the four weeks preceding the date of an ordinary local government election (the caretaker period).

What this will mean for your council

- Councils are expected to assume a "caretaker" role during election periods to ensure that major decisions are not made which would limit the actions of an incoming council.
- Councils, the general manager or any other delegate of the council (other than a Joint Regional Planning Panel or the Central Sydney Planning Committee) must not exercise the following functions during the caretaker period:
 - Entering into any contract or undertaking involving an expenditure or receipt by the council of an amount equal to or greater than \$150,000 or 1% of the council's revenue from rates in the preceding financial year (whichever is the larger);
 - Determining a "controversial development application", except where a failure to make such a determination would give rise to a deemed refusal, or such a deemed refusal arose before the commencement of the caretaker period;
 - Appointing or reappointing the council's general manager (except for temporary appointments).
- In certain circumstances, these functions may be exercised with the approval of the Minister.

Key points

- "Controversial development application" means a development application under the *Environmental Planning and Assessment Act 1979* for which at least 25 persons have made submissions under section 79(5) of that Act by way of objection.
- The caretaker period for the September 2016 ordinary local government elections commences on Friday 12 August 2016 and ends on Saturday 10 September 2016.

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Where to go for further information

- For further information, contact the Office's Council Governance Team on 4428 4100.



**Tim Hurst
Acting Chief Executive**



Office of
Local Government

Circular to Councils

Circular Details	Circular No 16-20 / 27 June 2016 / A489192
Previous Circular	12-20
Who should read this	Councillors / General Managers / All council staff
Contact	Council Governance Team - 4428 4100 – olg@olg.nsw.gov.au
Action required	Information / Response to OLG / Council to Implement

“Electoral matter” and use of council resources prior to local government elections

What’s new or changing

- Council officials must not use council resources, property (including intellectual property), and facilities for the purposes of assisting their election campaign or the election campaign of others unless the use is lawfully authorised and proper payment is made where appropriate.
- In the 40 days preceding the election, councils need to consider whether their publications could amount to an “electoral matter”.

What this will mean for your council

- Council officials must use council resources lawfully, ethically, effectively and carefully keeping in mind the council’s code of conduct and other policies such as the policy on the payment of expenses and the provision of facilities to mayors and councillors.
- “Electoral matter” for the purposes of the *Local Government (General) Regulation 2005* broadly includes any matter that is intended or likely to affect voting in an election. The name, photograph and likeness of a candidate fall within the definition of “electoral matter”.
- Council publications that promote the achievements of the council may also potentially fall within the definition of “electoral matter”.

Key points

- Under the Model Code of Conduct, the following **must not** be used for the purpose of assisting anyone’s election campaign:
 - council resources, property or facilities (unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility); and
 - council letterhead, council crests and other information that could give the appearance it is official council material.
- Breaches of a council’s code of conduct may result in disciplinary action.
- Councils and council officials should be mindful of the need to maintain community confidence in the integrity of the performance of the council’s functions and activities in the lead-up to elections. Councils should be mindful of how the community may perceive any of their activities or actions during this time.

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Where to go for further information

- For further clarification on “electoral matter”, refer to “Frequently Asked Questions” attached to the Circular.
- For further information, contact the Office’s Council Governance Team on 4428 4100.



**Tim Hurst
Acting Chief Executive**

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Frequently Asked Questions

Q. What is “electoral matter”?

“Electoral matter” for the purposes of the *Local Government (General) Regulation 2005* (the Regulation) broadly includes any matter that is intended or likely to affect voting in an election. The name, photograph and likeness of a candidate also fall within the definition of electoral matter.

The regulatory requirements that relate to “electoral matter” and “electoral material” under Regulation apply in the 40 days preceding the election.

Q. Can council publications be “electoral matter”?

A council publication that makes no reference to councillors and does not carry their images or statements would not constitute electoral matter if it is not intended or likely to affect voting at the election.

However, council publications that promote the achievements of the council may potentially have this effect and therefore may constitute “electoral matter” even if they do not carry the images or statements of councillors. This potentially includes end-of-term reports. More information on this is provided below.

Ultimately whether a council publication constitutes “electoral matter” is an assessment that needs to be made by each council on a case-by-case basis. If a council is in doubt, then it should defer issuing the publication until after the election.

Q. Does the Mayoral column constitute “electoral matter”?

Yes. Because the Mayoral column carries the Mayor’s image and name, it will constitute electoral matter. Councils should instead consider publishing the Mayoral column in the 40 days preceding the election as a generic council column.

Q. Does the end-of term report constitute “electoral matter”?

Because the end of term report identifies the achievements of the council over its preceding term it may potentially constitute “electoral matter” because of its potential to impact on voting at the election.

Q. Can the end of term report be reported to council during caretaker period?

Yes. The end-of-term report *must* be presented to the final meeting of an outgoing council. The provisions in the Regulation relating to “electoral material” do not prevent the end-of-term report being presented to the council or from being made available on a council’s website as part of the business papers of the meeting.

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However, because the final meeting of the outgoing council will normally fall within the 40 day “regulated period” preceding the election, councils should refrain from publishing the end-of-term report as a separate publication until after 10 September elections. The end-of-term report should be appended to that year’s annual report.

Q. Can councillors attend council-arranged or community events?

Nothing in this circular should be interpreted as preventing councillors from attending or presiding over council-arranged or community events in the lead up to the election.

Q. Can councillors make “political statements” at council-arranged events?

Councillors must not use council arranged events that they attend in an official capacity to actively campaign for re-election. However, nothing under the Model Code would serve to preclude a councillor from expressing their political views or making political statements at such events.

Q. Can councillors make comments in the media?

This circular does not seek to prevent councillors from offering media comment, provided that comment is not made in an advertisement, newspaper column, or a radio or television broadcast paid for by the council or produced by the council or with council resources.

Enclosure 1 to Pedestrian Access & Mobility Plan (PAMP) Report

Table 1: Issues Raised in Submissions on Draft Pedestrian Access and Mobility Plan

	Location	Matter	Comments
1	Laneway 2386 – located near to North Avenue, Keene Street and Darwin Street	The laneway is only partially sealed. The section near to the recent development of Cessnock Central is unsealed. For people in a wheelchair the unsealed section results in having to mobilise on muddy surfaces and is hence impassable.	Noted. As the laneway maybe a short cut from Keene Street to Darwin Street, for safety reason the preferred pedestrian route is along North Avenue.
	Keene Street, Cessnock	There is no pedestrian crossing between the Woolworths shopping complex and the Central Cessnock shopping complex. With the closure (fencing and now gated) of the Cessnock Leagues Club Carpark in Keene Street, the feeling from the Committee is that there are more people trying to access the Woolworths Shopping Centre carpark given the Leagues Club carpark cannot be used by shoppers.	Noted. There is a pedestrian refuge at this location. The refuge assists pedestrians to cross the road in two stages. This allows pedestrians to concentrate on traffic from one direction at a time. Using RMS guidelines this location would need to meet the pedestrian (zebra) crossing warrant. This matter will be referred to the Traffic Committee.
	Round a bout at Charlton Street and Vincent Street, Cessnock.	Crossing the road at Charlton Street feels dangerous and is attributed to traffic speeds and the pedestrian dish located near to the intersection	Noted. This intersection has been addressed in the Cessnock CBD Masterplan. Pedestrian safety improvements works are to be implemented in the short to medium term as part of the Cessnock Civic Precinct Revitalisation Project.
	Vincent Street, Keene Street, North Avenue, Charlton Street, Darwin Street	These streets need to be considered as a precinct and have connectivity that enables people to access all of these areas. At the present time, there appears to be missing links	Noted. The connectivity has been addressed in the Cessnock CBD Masterplan and the Pedestrian Access and Mobility Plan. The priority of relevant works, delivery times and resources will be directed in the short, medium and long term.
	Lang Street, Kurri Kurri; Charlton Street, Cessnock	Parked cars encroaching on walking pathways which result in the width of the pathway becoming smaller. This prohibits people in a wheelchair from using these pathways. Examples include Charlton Street (adjacent to previous Cessnock Cinema) and Lang Street (Kurri Kurri) adjacent to Rotary Park	Noted. This issue was addressed in the Pedestrian Access and Mobility Plan. Wheel stops to be placed in varies locations as noted in Appendix D.
	King Street and Cooper Street, Cessnock	The pathway is uneven and has a rough surface. The significance of this is that in King Street there is an accommodation provider for people with a disability	Noted. A request will be forward to Maintenance to smooth the laybacks, which are located at the intersection of King and Cooper Street.
	The two Vincent Street pedestrian crossings between Cooper Street and Edward Street, Cessnock	Visibility for cars to see pedestrians on the crossing is poor. It was felt pedestrians had to be on the crossing first for drivers to be in a position to see the person using the pedestrian facility.	Noted. Vincent Street is part of State Route B82 and is a State Road. Matters on State Roads, including traffic management, parking, pedestrian crossings, traffic lights and speed limits, are the responsibility of RMS. This matter will be forwarded to RMS.

	Location	Matter	Comments
	11 & 13 Cumberland Street, Cessnock Carpark (Lot 16 and Lot 17 Sec A DP 4080).	The carpark has uneven surfaces and is not sealed causing a trip hazard. There is a laneway that connects this carpark to Vincent Street and because of this, the carpark is well used but is not accessible for all people.	Noted. Carparks have been identified and addressed in the Cessnock CBD Masterplan. Upgrade works maybe implemented in the medium to long term.
	The ramp that connects Laneway Lot 1, DP 340072 to Cessnock Leagues Club carpark. Note: Laneway Lot 1, DP 340072 connects Keene Street with Wollombi Road	The ramp is too steep and does not seem to comply with any required standard	Noted. A requested will be forwarded to Maintenance to replace pram ramp to DDA compliance.
2		Consideration of the inclusion of Heddon Greta and Cliftleigh areas in the PAMP	Noted A pathway has been identified from the existing on Main Road, Heddon Greta and a proposed off road cycleway has been identified in the Cycling Strategy.
		Consideration of Deakin Street Kurri Kurri as a pedestrian access on the northern side of Kurri Kurri	Noted The PAMP will be amended to include Deakin Street, Kurri Kurri.
		Preparation of future works programs and external funding applications where available to implement the PAMP.	Noted The PAMP will be utilised as a reference when applying to State and Federal Government for funding through various grant programs.