

NOTICE OF ORDINARY MEETING

Notice is hereby given that a meeting of



**Will be held at the Forster Administration Centre,
4 Breese Parade, Forster**

23 AUGUST 2017 AT 2.00PM

The order of the business will be as detailed below (subject to variation by Council)

1. Acknowledgement of Country
2. Declaration of Pecuniary or Conflicts of Interest (nature of Interest to be Disclosed)
3. Apologies
4. Confirmation of Minutes
5. Matters Arising from Minutes
6. Address from the Public Gallery
7. Matters for Information
8. Close of Meeting

A handwritten signature in black ink, appearing to read 'Glenn Handford'.

**Glenn Handford
GENERAL MANAGER**

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CONSIDERATION OF OFFICERS' REPORTS:

DIRECTOR PLANNING & NATURAL SYSTEMS

1 MCC RURAL ECONOMIC DIVERSITY STRATEGY

Report Author Alex Macvean, Senior Strategic Planner

File No. / ECM Index SP-STRAT-14; Rural Opportunity Land Use Strategy

Date of Meeting 23 August 2017

SUMMARY OF REPORT

The commencement of the state-initiated Regional Economic Development Strategy (REDS) program for MidCoast requires amendments to the name, scope and timeline originally anticipated for Council's Rural Economic Diversity Strategy (REDS) project and other matters on the adopted Strategic Planning work program.

SUMMARY OF RECOMMENDATION

That Council note the information contained within the report.

FINANCIAL/RESOURCE IMPLICATIONS

The MidCoast Council Rural Economic Diversity Strategy is being funded with existing budgets.

LEGAL IMPLICATIONS

Nil.

BACKGROUND

At the Ordinary Meeting of Council on 22 March 2017 the Strategic Planning work program was endorsed.

Within the report it was noted that the main priority agreed to between Council and the Department of Planning & Environment (the Department) at a meeting shortly after the merger proclamation, was the undertaking of a Local Planning Strategy based on the framework set by the Hunter Regional Plan 2036.

However, at this meeting it was also acknowledged that such a strategy should not be of such scale and complexity that it was beyond the resources of Council to deliver in a reasonable timeframe. Therefore agreement was reached with the Department to undertake this work in stages, through the preparation of three key strategic planning documents:

- Rural Economic Diversity Strategy (REDS);
- Housing Diversity and Affordability Strategy (HDS); and
- Economic and Employment Strategy (EES).

Within the report it was noted that one of the main priorities agreed to between Council and the Department at a meeting shortly after the merger proclamation, was the undertaking of a Rural Economic Diversity Strategy (REDS).

MidCoast Rural Economic Diversity Strategy (REDS)

In relation to MidCoast Council, the Hunter Regional Plan provides the following narrative, highlighting the importance of activities in non-urban areas to the future success of communities and economies across the local government area:

"MidCoast LGA features pristine waterways, an extensive network of national parks and World Heritage wilderness areas. It is a popular destination for residents and visitors. The economy and employment are largely service based, with industries such as tourism being highly seasonal. It contains diverse agricultural activities, including poultry, dairy and beef, and significant oyster-producing areas.

The new MidCoast Council will have to consider the needs of diverse communities within a regional setting. It will have to capitalise on the opportunities provided by urban centres, rural areas and the natural environment to form a thriving economy based on food production, tourism, manufacturing and services that meet the needs of an ageing and growing population."

Broadly, the Rural Economic Diversity Strategy would therefore need to address matters including Direction No.10 "Protect and Enhance Agricultural Productivity" and other relevant Directions and Actions from the Hunter Regional Plan.

In April 2017 it was reported to Council that consultants had been appointed to this Council project and inception meetings held with the consultancy team, Council's Project Team, key internal stakeholders, MidCoast Water, representatives of the Hunter-Central Coast office of the Department of Planning & Environment and a Resource Management Officer of the NSW Department of Primary Industries.

NSW REGIONAL ECONOMIC DIVERSITY STRATEGY

In June 2017, the NSW Government issued a media release announcing the launch of the Regional Growth Fund "to deliver the NSW Government Regional Development Framework to ensure all regional residents have access to the same infrastructure and services as people in the city".

The NSW government, through the Centre for Economic and Regional Development (CERD) is working with local governments to develop Regional Economic Development Strategies (REDS) for a selection of regions as part of this program, including the MidCoast.

The Centre for Economic and Regional Development has engaged specialist economic consultancy Sapere Research Group, to assist MidCoast Council and our communities in the development of the MidCoast 'Regional Economic Development Strategy'.

A copy of the NSW Government Media Release on the Regional Growth Fund and Council's Fact Sheet on the Regional Economic Development Strategy are provided as annexures to this report.

As outlined in the Council fact sheet, the project involves the application of an internationally recognised approach, which includes a support team with strong economic expertise to ensure that the Strategy is underpinned by robust data and genuine, effective community consultation. The application of the same approach to developing Regional Strategies across the state means that evidence based comparisons can be made and prioritising areas of greatest need for future funding will be easier.

The MidCoast Regional Economic Development Strategy will provide a clear picture of where we stand in terms of economic opportunities, challenges and strengths. It will also become a vital tool in providing evidence to support applications to Government and other funding bodies for implementation of MidCoast specific economic development, infrastructure and other related projects.

Introductory briefing sessions have been held across the region (24, 25 and 26 July 2017) to inform the community of the project and to mobilise leaders from across sectors, industries and the community. The briefings will be followed by a series of workshops where local leaders, peak bodies, sector representatives, council staff and specialist consultants will work together to apply a foundation of rigorous data in developing strategies which capture the most likely economic opportunities for growth in the MidCoast local government area.

The final document will provide MidCoast with a clear vision and way forward to support economic growth, job creation, investment attraction and community strengthening."

DISCUSSION

The commencement of the state-initiated Regional Economic Development Strategy (REDS) program for MidCoast requires amendments to the name, scope and timeline originally anticipated for Council's Rural Economic Diversity Strategy (REDS) project and other matters on the Strategic Planning work program.

To ensure the Regional Economic Development Strategy and its purpose can be clearly distinguished from Council's strategic projects it is recommended that a new and consistent naming convention be introduced to reflect the state and regional economic focus of the regional strategy, as compared to the strategic land use planning focus of the Council projects.

In this regard, the following hierarchy acknowledged and naming convention proposed for Council's strategic documents:

Hunter Regional Plan 2036

The Hunter Regional Plan 2036 *"will guide the NSW Government's land use planning priorities and decisions over the next 20 years. It is not intended to be a step-by-step approach to all land use planning. Rather, it provides an overarching framework to guide subsequent and more detailed land use plans, development proposals and infrastructure funding decisions."*

Regional Economic Development Strategy (REDS/Regional Strategy)

As stated in the Fact Sheet annexed to this report, the Regional Economic Development Strategy will focus on providing a *"clear picture of where we stand in terms of economic opportunities, challenges and strengths"* and becoming *"a vital tool in providing evidence to support applications to Government and other funding bodies for implementation of MidCoast specific economic development, infrastructure and other related projects."*

Essentially, the regional strategy will look at economic development opportunities across the entire Local Government Area, whereas the local strategy is focussing on the rural landscape. Some of the work that would have been done as part of the local strategy will therefore now be done as part of the Regional Strategy.

MCC Rural Economic Diversity Strategy (REDS)

This Strategy is to be renamed to the **Rural Opportunity Land Use Strategy (ROLUS/Rural Strategy)**. The Rural Strategy will have a greater land use planning focus than reported in April 2017, removing higher level infrastructure and servicing issues that will be addressed in the Regional Strategy:

- Infrastructure, including identification and mapping of assets that support agricultural and rural industry freight routes and whether they have sufficient capacity.
- Establish an indicative spatial of regional and local-level priority services and infrastructure, that are strategically important for agriculture and other industry sectors.
- Classify regionally and locally significant industry sectors and agribusiness that rely on development of rural lands, to identify priority economic sectors.

The land area for consideration within the revised Rural Strategy program can also be more clearly identified as those: located outside of identifiable urban centres; and within the rural, environmental and waterway zones of the existing Gloucester, Great Lakes and Greater Taree local environmental plans.

The Rural Strategy program will also be able to provide clear and informed land use planning recommendations that will inform the preparation of a new comprehensive MidCoast local environmental plan and development control plan. In order to ensure these outcomes, the matters previously identified for consideration in the April 2017 can also be reprioritised and clarified:

- Establish an indicative spatial framework to protect agricultural lands, making specific reference to agricultural (or related) sectors identified as regional and local-level priority sectors within the new Regional Economic Development Strategy. This will be developed in consultation with the NSW Department of Primary Industries and will aim to identify:
 - areas that are considered strategically important due to specific land capabilities;
 - areas that are otherwise considered strategically important to existing or emerging priority sector agribusiness 'clusters'; and
 - areas that may be suitable for agricultural (or related) activities, but only with appropriate consideration of environmental or other constraints; and
 - areas that are considered to be environmentally or otherwise constrained and unsuitable for agricultural purposes
- Investigate the current application of rural, environmental and waterway zones across the local government area and make recommendations on the application of a new land use planning framework that considers:
 - continuation and diversification of agricultural activities, including terrestrial and aquatic based industries;
 - management of extractive industries and associated land use conflicts in the rural landscape;
 - integration of tourism activities across the landscape; and
 - other commercial and industrial uses (particularly those considered to be unsuitable in urban areas); and
 - non-rural land uses in the rural landscape and how land use conflicts may be addressed.
- Investigate and identify:
 - areas within the rural landscape that have characteristics more closely associated with rural residential or village areas, that should be considered for inclusion in a residential or village zone;
 - areas across the rural landscape that have environmental constraints, site or development characteristics that preclude agricultural and other rural activities, that should be considered for inclusion in an alternative zone; and
 - how lot sizes in the rural landscape contribute to the local, regional, state and national economies, to inform the future application of this development standard. (It is anticipated that the Regional Strategy may also provide some guidance on this matter.)
- Criteria to assist in determining which activities should be prioritised in rural locations
- Consider how issues such as land use conflict and biosecurity may affect agricultural land and activities, to ensure productivity and profitability of agriculture (and aquaculture) within the context of local, regional, state and national economies.

The other key projects that have been identified in previous Strategic Planning reports to Council and require minor adjustments to their name and/or scope as a result of the new Regional Economic Diversity Strategy are as follows:

- The Economic and Employment Strategy will be renamed to reflect the intended planning outcome of the project: Employment Land Use Strategy.
- The Manning Health and Taree CBD Precinct Strategy will be renamed to reflect the intended planning outcome of the project: Manning Health and CBD Precinct Plan.

CONSULTATION

The Regional Strategy and Rural Strategy Project Teams have already been engaged in discussions regarding the opportunities and challenges presented by the scope and timing of the two projects. The teams have been focussed on ensuring: the information sharing between the two projects is timely; that consistent data is used; consistency in matters such as terminology; and complementary work programs and processes are in place.

The Regional Strategy engagement program has commenced and will continue for several months. Council's Rural Strategy program has experienced some minor delays to ensure the relationships between the two strategies were clarified and to compare community engagement activities. The community engagement being undertaken as part of the Regional Strategy will complement the revised Rural Strategy engagement program.

There is an on-going expectation that at critical milestones of the revised Rural Strategy program, reports will be tabled for Council's consideration, noting or endorsement as required.

COMMUNITY IMPACTS

The key purpose of the Rural Strategy is to establish an evidence-based planning framework which can be implemented through the future MidCoast local environmental plan and development control plan and provides for diversification and growth outside of our urban centres.

In this regard, the revised Rural Strategy, in conjunction with the new Regional Strategy, is expected to create sustainable social, economic and environmental benefits for our rural residents and communities in the future.

ALIGNMENT WITH COMMUNITY PLAN/OPERATIONAL PLAN

The Rural Strategy will have a greater land use planning focus than reported in April 2017, removing higher level infrastructure and servicing issues that will be addressed in the Regional Strategy.

In turn this reduces the number of key directions and objectives from the Gloucester, Great Lakes and Greater Taree community strategic plans that are relevant however, the Rural Strategy project remains consistent with the following key objectives:

Gloucester Community Strategic Plan 2014 - 2024

Direction Two: Protecting the environment

Key indicators of our success with this plan will include:

- an increase in available environmental data
- Support for existing, and the establishment of new, environmental management programs

Direction Three: Creating a strong economy

Key indicators of our success in implementing our strategies will be:

- an increase in the range and efficiency of agricultural activity
- mining is undertaken in a manner that does not adversely impact the community, both now and into the future
- increased manufacturing activity

Great Lakes Community Plan 2030

Key direction 1 - our environment

- Protect and maintain the natural environment so it is healthy and diverse
- Ensure that development is sensitive to our natural environment

Key direction 2 - strong local economies

- Establish and maintain a supportive business environment that encourages job opportunities

Key direction 3 - vibrant and connected communities

- Plan for sustainable growth and development
- Build on the character of our local communities and promote the connection between them

Key direction 4 - local leadership

- Strengthen community participation
- Represent the community's interests through regional leadership

Manning Valley Community Plan 2010 - 2030

Objective: To improve the current standard of infrastructure and plan for the future needs of the community.

6. Maintain a strategic land-use planning framework that will establish a clear balance between development and conservation, and accommodate economic investment and lifestyle change demands.

Objective: To recognise our responsibility as a community to protect and preserve the environment for future generations.

7. Maintain and enhance biodiversity, in accordance with the principles of ecologically sustainable development.
8. Protect and preserve local water resources.
9. Maintain air quality.
10. Effective management of environmental risks and hazards.
12. Ensure the preservation of quality agricultural land.
14. Council is recognised for its leadership in sustainability.
15. Our community will have a high level of environmental knowledge and understanding.

Objective: To create a robust economic environment that is encouraging of business, attracts investment creates employment and promotes sustainable economic growth and development

17. Ensure adequate provision of appropriately zoned land that is suitable for the needs of all economic sectors of the local community.
18. Expand job opportunities through the growth of existing businesses, and encourage new businesses to establish or relocate
20. Develop effective partnerships and relationships between all key economic stakeholders

Objective: To create an environment in which there is a sense of strong community relationships, a celebration of diversity and lifelong learning and good social support.

22. Food - Develop strategies and actions to address sustainability and security issues related to local food.
32. Community Identity - Encourage and celebrate the unique identity of the Manning Valley and its community

Objective: To create an environment that is achieved through partnerships strengthened by good local governance and decision making.

33. Pursue adequate resources for implementation of the plan.
34. Establish strong partnerships between council, community groups and government agencies.
36. Ensure ongoing community involvement in shaping and enhancing the Valley on an ongoing basis.

TIMEFRAME

The Rural Opportunity Land Use Strategy program has commenced and is expected to be completed within the 2017-18 financial year.

BUDGET IMPLICATIONS

The Rural Opportunity Land Use Strategy is being funded with existing budgets.

RISK CONSIDERATION

There were several risks that were anticipated within Council's original Rural Economic Diversity Strategy program and discussed at the inception meetings. These included internal resourcing, commencement of concurrent studies/work, engagement programs, anticipated outcomes of the project, timeframes and external influences.

With the commencement of the Regional Economic Development Strategy additional risks were identified, particularly with regards to potential conflicts and overlap between the scope, consistency of data used, timing and intended outcomes of the two projects.

The risks associated with the (renamed) Rural Opportunity Land Use Strategy have been identified and resolved through open and ongoing communication between the Regional Strategy and Rural Strategy Project Teams.

RECOMMENDATION

That Council note the information contained within the report.

ANNEXURES

- A. Media Release - Billion Dollar Boost for Regional NSW

fact sheet MidCoast Council

Regional Economic Development Strategy



The NSW Government is making significant investment in regional NSW, including \$1.3 billion funding commitment in the 2017-18 Budget.

To ensure that this investment is successful in growing business confidence, creating and encouraging business investment, maximising the potential for jobs growth and securing a strong future for our region, the NSW government, through the Centre for Economic and Regional Development (CERD), is working with local governments to develop Regional Economic Development Strategies (REDS) for a selection of regions, including the MidCoast.

Turn over for more detail.....

Last updated 14 July 2017

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2 GLOUCESTER HERITAGE SCOPING STRATEGY

Report Author Aaron Kelly, Strategic Planner

File No. / ECM Index S240

Date of Meeting 23 August 2017

SUMMARY OF REPORT

This Report seeks Council's endorsement of the completed Gloucester Heritage Scoping Study and recommendations therein and to progress the scoping study to a formal heritage study seeking additional funding.

SUMMARY OF RECOMMENDATION

That Council:

1. Endorse the Gloucester Heritage Scoping Study and make the study available to the community through its website and media platforms;
2. Accept the recommendations of the Gloucester Heritage Scoping Study and seek funding from NSW Office of Environment & Heritage to commence a Gloucester Heritage Study.

FINANCIAL/RESOURCE IMPLICATIONS

The Gloucester Heritage Scoping Study has been completed in accordance with the \$10,000 funding grant from the NSW Office of Environment and Heritage (OEH). The Scoping Study recommends that Council commence a formal heritage study and seek additional funding from OEH for this project.

LEGAL IMPLICATIONS

If sites are recommended for listing in Schedule 5 of the *Gloucester Local Environmental Plan 2010* (LEP 2010), the requirements of the *Environmental Planning and Assessment Act 1979* and the associated *Environmental Planning and Assessment Regulation 2000* will be applied.

DISCUSSION

Council was recently provided with a \$10,000 grant funding from the NSW Office of Environment and Heritage (OEH) to undertake a Gloucester Heritage Scoping Study.

At its Ordinary Meeting 14 December 2016 Council resolved that:

"Council accept the offer of funding from the NSW Office of Environment for the Gloucester Heritage Scoping Report and the work commence with the findings being reported to Council."

The key objectives of the Gloucester Heritage scoping report were to:

- update our heritage information for the Gloucester area by identifying any information gaps, priority work and potential heritage listings/conservation areas
- increase community awareness of heritage in the Gloucester local area by seeking community involvement in identifying/researching places of heritage significance and making heritage information readily available.
- Educate landowners on existing or potential heritage listing sites of the benefits/implication of heritage listings for landowners.

The Gloucester Heritage Scoping Study dated May 2017, has been completed by Council's Heritage Advisor. A copy of the Study is provided in Attachment A.

As part of the Scoping Study it is recommended that Council commence a formal heritage study once funding is identified and secured for that project. The scoping study identified the following list of recommendations to progress to a formal heritage study:

- Research is to be undertaken on the 64 existing heritage items included on Schedule 5 of the (former) Gloucester LEP and that information on the items is to be included in the OEH database system. A succinct statement of heritage significance is to be included for all listed items. This activity is to be given priority.
- The study items included in the Suters 1997 Heritage Study, where applicable, are to be progressed by further investigation with a view to listing on schedule 5 of the (future) MidCoast Local Environmental Plan (LEP). The items are to be entered in the OEH database as appropriate and are to include a succinct statement of significance.
- Newly identified potential heritage items from Section 3 of the scoping study and any additional items that may be nominated by the community, are to be investigated with a view to listing heritage items in schedule 5 of the (future) MidCoast LEP. The items are to be entered on the OEH database where appropriate and are to include a succinct statement of significance.
- The extension to the Gloucester Main Street Precinct heritage conservation area is to be progressed after historical investigations.
- Increased community awareness of heritage in the Gloucester local area can be obtained by seeking community involvement in identifying and researching places of heritage significance. The Heritage Study process will involve and educate landowners on existing or potential heritage listing of sites and inform the community of the benefits and implications of heritage listings for landowners.
- The Gloucester region has not, to date, had a heritage focus with the NSW Office of Environment & Heritage. It is recommended that with the newly formed MidCoast Council that a heritage focus including funding, equal to that of the other merged Council's, be provided to include the former Gloucester Council area.

It is recommended that funding be sought from OEH, to commission a formal Gloucester Heritage Study based on the findings of the Gloucester Heritage Scoping Study.

Upon receipt of the necessary funding from OEH it is recommended that a Heritage Study for the Gloucester region be undertaken.

CONSULTATION

Consultation is an important element of any formal heritage study. As part of a formal heritage study Council would:

- seek historical information from the community and local historical societies/groups to identify and research potential sites;
- work closely with landowners of nominated sites to gather accurate historical information. It is important to ensure the landowners are well informed of the process and implications of being listed as a heritage item.

The standard approach is to only list properties where the owner has consented to the listing. An exception is where historical sites have the highest level of significance and/or there is a strong threat of removal and these sites would be clearly identified and reported to Council as part of the heritage assessment process.

COMMUNITY IMPACTS

It is a positive community impact to protect the local heritage in the Gloucester region and ensure our heritage information is current. A negative community impact can arise when landowners of potential sites have concerns about the listing. It is therefore important for Council to be transparent throughout the heritage assessment process and considerate of landowners concerns.

ALIGNMENT WITH COMMUNITY PLAN/OPERATIONAL PLAN

The Gloucester heritage scoping report is consistent with *Growing Gloucester Community Strategic Plan 2014-2024* Strategy No 6.6, which is to “ensure that our heritage is valued, preserved, conserved and interpreted.”

Strategy 11.3 of the MidCoast Council Operational Plan 2016-17 provides for a Heritage Study for the Gloucester region, viz:

“**Strategy 11.3** Plan for the conservation and protection of our built heritage

11.3.1 Effectively manage the heritage of MCC (with partnership with the Office of Environment & Heritage) through:

- Heritage Adviser program
- Local Heritage Places Fund with funding from Office of Environment and Heritage
- Taree Heritage Study Review
- Planning proposal that adds items of heritage to the LEP heritage Schedule
- ***Heritage Study for Gloucester region***
- Ensuring Aboriginal cultural and natural heritage are considered in planning proposals for rezoning of land”

TIMEFRAME

The Gloucester heritage scoping study was completed prior to June 2017 in accordance with the funding agreement with the NSW Office of Environment and Heritage. No timeframe for commencement or completion of a Gloucester Heritage Study has been set and would be subject to funding and the allocation of resources within the Strategic Planning section.

BUDGET IMPLICATIONS

A funding application would be submitted with the NSW Office of Environment and Heritage (OEH) to undertake a Gloucester Heritage Study.

RISK CONSIDERATION

The listing of heritage items within a local environmental plan requires extensive community and land owner consultation. To ensure landowner concerns in particular are considered through this process it is important to:

- undertake research to ensure a listing is warranted before consultation; and
- provide a high level of advice and support to landowners

RECOMMENDATION

That Council:

1. Endorse the Gloucester Heritage Scoping Study and make the study available to the community through its website and media platforms.
2. Accept the recommendations of the Gloucester Heritage Scoping Study and seek funding from the NSW Office of Environment & Heritage to commence a Gloucester Heritage Study.

ATTACHMENTS

A: Gloucester Heritage Scoping Study, May 2017.

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3 LOCAL HERITAGE FUND 2017-18

Report Author Sue Calvin, Senior Strategic Planner

File No. / ECM Index S760

Date of Meeting 23 August 2017

SUMMARY OF REPORT

The Local Heritage Fund provides financial assistance to owners of heritage places in the MidCoast Council area to undertake conservation works. 29 applications were received. The purpose of this report is to allocate local heritage funding for 2017-18 financial year.

SUMMARY OF RECOMMENDATION

That local heritage grant funding be allocated as detailed in Annexure A of this report.

FINANCIAL/RESOURCE IMPLICATIONS

Council have provided a contribution to the local heritage fund of \$22,000 and the NSW Office of Environment and Heritage (OEH) provide a grant of \$8,000.

LEGAL IMPLICATIONS

All applications are assessed to ensure relevant development approvals have been obtained in accordance with the *Planning and Assessment Act 1979* or are exempt development.

BACKGROUND

Over the last 15 years, owners of listed heritage items in the Manning region have had the opportunity to apply for local heritage grants. These grants were jointly funded by Council and the NSW Office of Environment and Heritage (OEH). The grants are provided on a dollar for dollar basis, up to a maximum of \$2,000. In most cases the costs of the works undertaken far exceeded the grant provided. Applicants need to demonstrate how their project retains or improves the heritage of the item to be eligible for funding.

These grants have been successful in providing a 'helping hand' to landowners of heritage items who are often faced with higher costs to maintain their heritage place. Given the success of this program, the importance of heritage across the MidCoast region and the impending new listings over the next four years; the grant was extended to the landowners of heritage items across the entire MidCoast area.

To inform all owners of heritage items, there were a number of media releases and a flyer was mailed out informing landowners of the grants, where to find more information and requesting applications by 10 July 2017.

The process for the local heritage fund program for 2017-18 is outlined below.

Applications open (25 May–10 July 2017)		Consider applications (11-21 July 2017)		Council consider applications (23 Aug 2017)		Projects underway (Sept-Apr 2018)	OEH reporting (May 2018)
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DISCUSSION

29 applications were received and assessed against the criteria by the Heritage Advisor and a number of staff involved with heritage across the former three Council areas.

Given it is a new grant for the Forster and Gloucester regions it was considered important to ensure that grants for these areas were allocated. However, the majority of grants were offered to applicants in the Manning region given this is the area with the largest number of heritage items and received the largest number of applications for funding. The breakdown is provided below.

Region	Heritage items (privately owned)	No. of applications	Recommended approvals	Grant allocation	Total cost of works
Manning	221	21	16	22,500	152900.20
Forster	50	5	4	5,000	35064.98
Gloucester	47	3	3	2,500	9536.00
TOTAL	318	29	23	30,000	197501.14

Annexure A shows the applications that are recommended to receive funding in 2017-18. It needs to be noted that there may be slight variations to this table. Where the grant sought is less than that approved, discussions will be undertaken with the applicant to ensure that they are still able to undertake the proposed works. This is particularly the case where applicants requested the maximum grant allocation of \$2,000. This has only been provided where the applicant's contribution is significant. If the applicant decides not to proceed with their grant, the next applicant from the assessment process will be offered the grant provided they meet the eligibility criteria.

CONSULTATION

Applications for the local heritage fund program were notified through:

- posting a flyer to all owners of heritage items in the MidCoast Council area
- advertisements in the Gloucester Advocate, Great Lakes Advocate, Manning River Times and Wingham Chronicle from 31 May 2017
- media releases on 25 May and 5 June 2017
- information was provided on Council's website.

Applications closed on 10 July 2017.

COMMUNITY IMPACTS

The provision of \$30,000 of funding to owners of heritage buildings will result in \$197501.14 of conservation works being undertaken to heritage places across the MidCoast region. Conservation of these heritage places has a positive community impact for current and future generations, not only by extending the life of our local heritage items and areas, but also supporting local businesses undertaking this work.

ALIGNMENT WITH COMMUNITY PLAN/OPERATIONAL PLAN

The local heritage fund is consistent with the following:

- Strategy 30 of the *Manning Valley Community Plan 2010-2030* to "ensure that our heritage is valued, preserved, conserved and interpreted"
- Direction 3 Objective 9.2 of the *Great Lakes 2030 Community Strategic Plan* to "manage urban development and ensure it respects the character of the area in which it is located"
- Direction 4 Objective 6.1 of *Growing Gloucester Community Strategic Plan 2014-2024* to "ensure our heritage is valued, conserved and interpreted"

TIMEFRAME

All applicants will be advised of the decision within 7 days. Successful applicants will need to ensure works are completed by end April 2017 to enable the reporting to OEH to be completed in early May 2018 (to meet funding requirements).

BUDGET IMPLICATIONS

Council provides a contribution to the local heritage fund of \$22,000 and OEH provided a grant of \$8,000.

RISK CONSIDERATION

A risk associated with this grant scheme is that works are not completed within the allocated timeframe. To reduce this risk, early notification of the successful grants in August enables sufficient time to undertake the works. The Heritage Advisor also undertakes regular reviews to ensure the projects are on-track.

RECOMMENDATION

That local heritage grant funding be provided as shown in Annexure A.

ANNEXURES

A: Local Heritage Grant Allocation 2017-18.

MidCoast Council Local Heritage Fund for 2017-2018 financial year APPLICANT SUMMARY REPORT First Priority Projects						
Applicant	Heritage address	Item	Project description	Total project costs	Applicant's contribution	Local Heritage funding
Manning River Agricultural Society Att: Alan Richards Taree showgrounds	1 Muldoon St Taree		Repairs to caretakers cottage	\$1,800	900	\$900
Gavan Hardy Old Cundletown Bakery	36 Main St Cundletown		External painting, repair and resurface bakery and cottage including windows. Fence reinstatement	\$5,856	4856	\$1500
Marcus Cutts Doctors Surgery	70 Wynter St Taree		Repair window sill, repair and restore fencing	\$14,991	12991	\$2000
Nick Cameron Former Tinonee Courthouse	33 Manchester St Tinonee		Replace sash windows	\$13,990.29	11990.29	\$2000
Grahame Nash Dwelling	89 Isabella St Wingham		Verandah works	\$ 9,130	7940	\$1690
Martin Stevens Dwelling	3 Macquarie St Taree		Install front fence with gates	\$ 2,600	1600	\$1000
Andrew Croker Dwelling	47 Farquhar St Wingham		Replace existing guttering	\$ 825	415	\$410
Michael Callinan Dwelling	82 High St Cundletown		Painting of front fence. Exterior house painting	\$13,100	11100	\$2000
Timothy Baber Dwelling	5 West St Cooperook		Restoration of northern verandah- removal of vinyl cladding and painting of original timber boards.	\$5,510	4510	\$1000
Patricia McMahon Dwelling	36 Flett St Taree		External painting and repair of front steps	\$ 18,040	16040	\$2000
Ronald Petto Dwelling	117 Cornwall St Taree		External painting fence verandah	\$2,386	1386	\$1000
Mid Coast Council	Maloney Gates, Taree Park		Repair foundations to straighten gates, make gates operable & re-paint	\$9,240	6740	\$2000
Mid Coast Council	Wingham Courthouse/ Neighbourhood Centre		Internal painting	\$28,000	25500	\$2000
Alan Tickle The Parsonage	12 Albert St Taree		Removal and replacement of existing down pipes- front of building, repair and paint upstairs balcony	\$12,110	11110	\$1000

Applicant	Heritage Item address	Project description	Total project costs	Applicant's contribution	Local Heritage funding
Aaron Cuneo Former ES&A Bank	13A Bent St Wingham	Restoration of top floor: repair of aluminium grille, waterproofing cracked exterior slab, preparation and interior painting of top floor, replacement of roof. Fascia board flashings, reinstatement of flag pole, replace window awnings on west side of building.	\$2594.87	1594.87	\$1000
Sandra Minihan Dwelling	9 Bangalow Rd Cooperook	Removal and replacement of guttering, install downpipes, removal and replacement of bullnose sheets.	\$ 12,727	11727	\$1000
Julie Davidson Alderly house	2653 The Bucketts Way Booral	Exterior painting.	\$ 2043.48	1043.48	\$1000
Stephen Forster Tokelau Guest House	2 Manning St Tuncurry	External Repairs to verandah and windows	\$ 4251.50	3251.50	\$1000
Denyse Mcnamara Failford house	291 Failford Rd Failford	Repair of windows and external painting.	\$ 24,970	22970	\$2000
Andrew Payne Former Darawank Public School	31 Manns Rd Darawank	Exterior painting of Darawank Public School, replace corrugated iron sheets on cloak room, repair and re-point brickwork on chimney, gravel for driveway.	\$ 3,800	2800	\$1000
Kerry Sansom St Paul's Anglican Church Gloucester	Cnr Hume & Ravenshaw Sts Gloucester	Repairing steps and fascia boards on southern side of church	\$ 2,456	1456	\$1000
Gregory Silver Former School building	1630 Thunderbolts Way, Rookhurst	External painting of former school building	\$ 2,680	1680	\$1000
Paul Baker Guest House and Dwelling	404 Barrington Rd, Barrington	External painting, fence and verandah.	\$ 2,386	\$3900	\$500
		Total	\$197,501.14	\$167,501.14	\$30,000

Based on the approved funding agreement for 2017-18 financial year and the local heritage funding expenditure of \$30,000, the Heritage Branch will reimburse \$8,000.

Secondary Priority Projects					
Applicant	Heritage Item address	Project description	Total project costs	Applicant's contribution	Local Heritage funding
Robert Webber Dwelling	25 Edinburgh Dr Taree	Remove and replace boundary fence.	\$1236.10	N/A	N/A
Gregory Lee Dwelling	119 Cornwall St Taree	External painting and replacement of timber awnings	\$5000	N/A	N/A
Gayle Cameron Hillcrest	81 Tinonee Rd Wingham	Gutter replacement	\$4,054	N/A	N/A
Timothy Prescott Community of Christ Church	4 Manning Rd Tuncurry	Electrical works	\$2395	N/A	N/A
Deborah De Jong Dwelling	16 Alban St Taree	Internal ceiling works	\$4122	N/A	N/A
Peter Simpson The Pines	173-175 River Road, Glenthorne	Verandah Restoration	\$2450	N/A	N/A

4 PLANNING PROPOSAL TO AMEND GREAT LAKES LEP 2014 - HERITAGE AMENDMENTS

Report Author Aaron Kelly, Strategic Planner

File No. / ECM Index SP-PP-29

Date of Meeting 23 August 2017

SUMMARY OF REPORT

This report informs Council of submissions received during the public exhibition of the Planning Proposal to amend Great Lakes Local Environmental Plan 2014 Heritage Schedule and associated mapping. The report also outlines proposed administrative amendments to the Planning Proposal as a result of those submissions.

SUMMARY OF RECOMMENDATION

That Council:

- A. Pursuant to section 59 of the Environmental Planning and Assessment Act 1979 adopt the revised Planning Proposal for Heritage Amendments to Great Lakes Local Environmental Plan 2014, contained in Attachment A.
- B. Submit the amended Planning Proposal to the Parliamentary Counsel's Office of the Department of Planning & Environment and request that the amendment to Great Lakes Local Environmental Plan 2014 be drafted and made.

FINANCIAL/RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Nil.

BACKGROUND

Planning Proposal

At its Strategic Planning Committee Meeting of 10 May 2016 the former Great Lakes Council resolved to prepare a Planning Proposal to amend Great Lakes Local Environmental Plan (LEP) 2014 Schedule 5 – Environmental Heritage and associated mapping.

The intentions of the Planning Proposal were to amend Great Lakes LEP 2014 so that:

- A total of 57 new Heritage Items were included in Schedule 5 – Environmental Heritage, one (1) which is an item of State heritage significance;
- An existing Local Heritage Item in Schedule 5 – Environmental Heritage, “Quambi House” is nominated as a State heritage significant item in its own right.
- A total of twelve (12) heritage maps are amended where necessary, incorporating the new Heritage Items in Schedule 5 - Environmental Heritage.

A conditional Gateway Determination was issued by the NSW Department of Planning and Environment (the Department) on 20 April 2017, a copy of which is provided in Annexure A.

Public Exhibition

The Planning Proposal was placed on public exhibition from 14 June 2017 to 14 July 2017 (30 days) inclusive. Notification of the public exhibition included newspaper notices and letters to all affected landowners of proposed heritage items, including State listed items. The Planning Proposal and all supporting documentation were available at Council's Forster, Stroud, Bulahdelah, Tea Gardens and Gloucester Offices and on the MidCoast Council website throughout the public exhibition period.

In response to the exhibition no public submissions were received. It is generally considered that this Planning Proposal has been well received by the affected community.

Public Agency Consultation

Public Agency consultation was undertaken during the public exhibition period with the Heritage Division of the NSW Department of Environment and Heritage (OEH), in accordance with the conditions of the Gateway Determination.

A response was received from OEH on 5 June 2017 supporting the listing of local heritage items, as documented in Annexure B.

However, OEH did lodge an objection to the State heritage listing of Quambi House in its own right, on the grounds that this would have an adverse impact on the significance of the State listed 'St John's Lutheran Church Group' as a 'Complex/Group'. It is noted that Quambi House is located within the same property as the St John's Lutheran Church Group. OEH have requested that Quambi House be included in the St John's Lutheran Church Group.

It is agreed that Quambi House will be removed as an individual item in Schedule 5 of Great Lakes LEP 2014.

It is proposed that:

- The Planning Proposal be amended so that Quambi House will instead be identified as one of the components within Item 45 within the Schedule, being the St John's The Evangelist Church Group,
- The Planning Proposal be amended so that Item 45 in the Schedule, being the St John's The Evangelist Church Group - hall, cemetery and rectory, be amended to include hall, cemetery, rectory and Quambi House;
- The Planning Proposal be amended so that the heritage map including the current Quambi House as Item 46 will be removed and this item be consolidated into Item 45 being the St John's The Evangelist Church Group – hall, cemetery, rectory and Quambi House;
- Council's heritage advisor undertake a further heritage assessment of Quambi House, paying particular attention to its relationship with the St John's Church Group, with the aim of updating the State Heritage database to include Quambi House in its description and statement of significance.

Minor Administrative Amendments

The publicly exhibited Planning Proposal identified Stroud House as an item of Local heritage significance. Stroud House has recently been gazetted by the NSW Heritage Council as an item of State heritage significance.

It is proposed that the Planning Proposal be amended to ensure Stroud House is also identified as a State item within Great Lakes LEP 2014.

It has been noted during the finalisation of the Planning Proposal that the property description (Lot and DP information) for some items may have changed. It is proposed that all property descriptions be reviewed for accuracy, prior to lodgement with the Department.

Conclusion

The Planning Proposal to amend the Great Lakes LEP 2014 has been amended in response to the Heritage Division of OEH submission so that:

- A total of 57 new heritage Items are included in Schedule 5 – Environmental heritage, one (1) which is a State Registered place;
- “Quambi House” is removed as an individual item in Schedule 5 - Environmental Heritage and identified as part of the St John's Lutheran Church Group.
- The heritage map layer is to be amended where necessary, to reflect the proposed amendments to Schedule 5, including the removal of Item 46 (Quambi House) and consolidation of this lot into Item 45 (St John The Evangelist Church Group).
- The property description information in Schedule 5 - Environmental Heritage is reviewed for accuracy and updated where necessary.

The updated Planning Proposal incorporating these changes is provided in Attachment A.

It is recommended that the Planning Proposal, amended in response to submissions received during public exhibition, be adopted by Council and forwarded to the Department for drafting as an LEP amendment and subsequent publication on the NSW Legislation website.

CONSULTATION

Community Consultation and Public Exhibition of this Planning Proposal is now considered to be completed in accordance with section 56(2) and 57 of the *Environmental Planning and Assessment Act 1979* as per Condition 2 of the Gateway Determination.

COMMUNITY IMPACTS

There will be minimal community impacts resulting from the Recommendation.

ALIGNMENT WITH COMMUNITY PLAN/OPERATIONAL PLAN

The finalisation of the Planning Proposal to amend Great Lakes LEP 2014 - Schedule 5 - Environmental Heritage is consistent with MidCoast Council's Operational Plan:

Objective 11 Plan for sustainable growth and development

Strategy 11.3 Plan for the conservation and protection of our built heritage

11.3.1 Effectively manage the heritage of MCC (with partnership with the Office of Environment & Heritage) through:

- *Planning proposal that adds items of heritage to Great LEP heritage Schedule.*

TIMEFRAME

Adoption of the amended Planning Proposal at this time ensures its completion within nine (9) months, as recommended by the NSW Department of Planning and Environment in its Gateway Determination, dated 20 April 2017.

BUDGET IMPLICATIONS

There are no additional budget implications arising from the Recommendations of this Report.

RISK CONSIDERATION

There are minimal risks arising from the Recommendations of this Report.

RECOMMENDATION

That Council:

- A. Pursuant to section 59 of the Environmental Planning and Assessment Act 1979 adopt the revised Planning Proposal for Heritage Amendments to Great Lakes Local Environmental Plan 2014, contained in Attachment A.
 - B. Submit the amended Planning Proposal to the Parliamentary Counsel's Office of the Department of Planning & Environment and request that the amendment to Great Lakes Local Environmental Plan 2014 be drafted and made.
-

ATTACHMENT

- A: Revised Planning Proposal for Heritage Amendments to Great Lakes Local Environmental Plan 2014 - 31 July 2017

Due to its large size, Attachment A has been circulated in hard copy to the Administrator only as a paper conservation measure. However, this Attachment is publicly available on Council's Website, copies are available at Council offices and copies are available on request.

ANNEXURES:

A: Department of Planning and Environment Gateway Determination 20 April 2017



Our ref: PP_2017_MCOAS_005 00(17/05261)

Mr Glenn Handford
Interim General Manager
MidCoast Council
PO Box 450
FORSTER NSW 2428

Att: Aaron Kelly

Dear Mr Handford,

Planning Proposal to amend Great Lakes Local Environmental Plan 2014

I am writing in response to your Council's letter dated 30 March 2017 requesting a Gateway determination under section 56 of the *Environmental Planning and Assessment Act 1979* (the Act) in respect of the planning proposal to amend Schedule 5 Environmental Heritage and the associated Heritage maps.

As delegate of the Minister for Planning, I have now determined the planning proposal should proceed subject to the conditions in the attached Gateway determination.

The Minister delegated plan making powers to councils in October 2012. It is noted that Council has requested to be issued with delegation for this planning proposal. I have considered the nature of Council's planning proposal and have decided to issue an authorisation for Council to exercise delegation to make this plan.

The amending Local Environmental Plan (LEP) is to be finalised within 9 months of the week following the date of the Gateway determination. Council should aim to commence the exhibition of the planning proposal as soon as possible. Council's request to draft and finalise the LEP should be made directly to Parliamentary Counsel's Office 6 weeks prior to the projected publication date. A copy of the request should be forwarded to the Department for administrative purposes.

The State Government is committed to reducing the time taken to complete LEPs by tailoring the steps in the process to the complexity of the proposal, and by providing clear and publicly available justification for each plan at an early stage. In order to meet these commitments, the Minister may take action under section 54(2)(d) of the EP&A Act if the time frames outlined in this determination are not met.

Attached for your assistance is a simplified guide to the plan making process and reporting requirements to ensure that the LEP Tracking System is kept updated.

Should you have any questions regarding this matter, I have arranged for Ms Susan Blake from the Hunter office to assist you. Ms Blake can be contacted on (02) 4904 2720.

Yours sincerely,

20/4/2017

Monica Gibson
Director Regions, Hunter and Central Coast
Planning Services

Hunter and Central Coast Region - Hunter Office - Level 2 28 Honeysuckle Drive (PO Box 1226) Newcastle NSW 2300
Phone 02 4904 2700 Fax 02 4904 2701 Website planning.nsw.gov.au



Gateway Determination

Planning Proposal (Department Ref: PP_2017_MCOAS_005 00): to protect and conserve heritage in the Great Lakes local government area.

I, the Director Regions, Hunter and Central Coast at the Department of Planning and Environment as delegate of the Minister for Planning, have determined under section 56(2) of the Act that an amendment to the Great Lakes Local Environmental Plan (LEP) 2014 to amend Schedule 5 Environmental Heritage and the associated Heritage maps with the following conditions:

1. Community consultation is required under sections 56(2)(c) and 57 of the Act as follows:
 - (a) the planning proposal must be made publicly available for a minimum of **28 days**; and
 - (b) the relevant planning authority must comply with the notice requirements for public exhibition of planning proposals and the specifications for material that must be made publicly available along with planning proposals as identified in section 5.5.2 of *A Guide to Preparing LEPs (Department of Planning & Environment 2016)*.
2. Consultation is required with the Heritage Division of the Office of Environment and Heritage, under section 56(2)(d) of the Act. The Heritage Division of the Office of Environment and Heritage is to be provided with a copy of the planning proposal and any relevant supporting material, and given at least 21 days to comment on the proposal.
3. A public hearing is not required to be held into the matter by any person or body under section 56(2)(e) of the Act. This does not discharge Council from any obligation it may otherwise have to conduct a public hearing (for example, in response to a submission or if reclassifying land).
4. The timeframe for completing the LEP is to be **9 months** from the week following the date of the Gateway determination.

Dated 20th day of April 2017.

Monica Gibson
Director Regions, Hunter and Central Coast
Planning Services
Department of Planning and Environment

Delegate of the Minister for Planning



WRITTEN AUTHORISATION TO EXERCISE DELEGATION

MidCoast Council is authorised to exercise the functions of the Minister for Planning under section 59 of the *Environmental Planning and Assessment Act 1979* that are delegated to it by instrument of delegation dated 14 October 2012, in relation to the following planning proposal:

Number	Name
PP_2017_MCOAS_005_00	Planning proposal to amend Schedule 5 Environmental Heritage and the associated Heritage maps.

In exercising the Minister's functions under section 59, the Council must comply with the Department's "*A guideline for the preparation of local environmental plans*" and "*A guide to preparing planning proposals*".

Dated 20th April 2017

Monica Gibson
Director Regions, Hunter and Central Coast
Planning Services
Department of Planning and Environment

Delegated plan making reporting requirements

(Attachment 5 from "A guide to preparing local environmental plans)

Notes:

- The department will fill in the details of Table 3
- RPA is to fill in details for Table 2
- If the planning proposal is exhibited more than once, the RPA should add additional rows to **Table 2** to include this information
- The RPA must notify the relevant contact officer in the regional office in writing of the dates as they occur to ensure the Department's publicly accessible LEP Tracking System is kept up to date
- A copy of this completed report must be provided to the Department with the RPA's request to have the LEP notified

Table 1 – To be completed by the Department

Stage	Date/Details
Planning Proposal Number	PP 2017 MCOAS_005_00
Date Sent to Department under s56	30 March 2017
Gateway determination date	20 April 2017

Table 2 – To be completed by the RPA

Stage	Date/Details
Dates draft LEP exhibited	
Date of public hearing (if held)	
Date sent to PCO seeking Opinion	
Date Opinion received	
Date Council Resolved to Adopt LEP	
Date LEP made by GM (or other) under delegation	
Date sent to Department requesting notification (hunter@planning.nsw.gov.au)	
Brief Description of Purpose of planning proposal	

Table 3 – To be completed by the Department

Stage	Date/Details
Notification Date and details	

Additional relevant information:

PLAN MAKING PROCESS POST GATEWAY – FOR DELEGATED MATTERS

1. Post Exhibition Review

- Any unresolved s117 directions must be finalised before progressing with LEP
- If planning proposal is revised, council is to email a copy of the revised proposal to the regional planning team - hunter@planning.nsw.gov.au under Section 58(2) of the Act prior to requesting LEP to be made.
- If changes to planning proposal are substantial then may no longer be authorised by the Gateway determination and a Gateway amendment may be required before LEP is made. Councils are encouraged to contact regional planning team to seek advice before finalising the LEP under delegation.

2. Legal Drafting of the LEP

- Council's request to draft and finalise the plans should be made as soon as possible to ensure timeframes are met. Council should upload the maps and GIS data directly to the department's portal site (<https://data.planningportal.nsw.gov.au/help>).
- Once uploaded Council should email hunter@planning.nsw.gov.au and advise maps are available for checking. Any questions about uploading can be directed to gis@planning.nsw.gov.au.
- Unless otherwise negotiated the department will only undertake a technical review of any maps, to ensure they comply with LEP mapping technical guidelines.
- No maps or mapping/GIS data is to be sent directly to PCO.
- The request for legal drafting should be send to PCO at parliamentary.counsel@pco.nsw.gov.au including the planning proposal, a copy of the gateway determination and details of any change to the proposal arising from the gateway determination. The name and contact details of the council contact officer should also be supplied.
- A copy of the request to PCO should also be forwarded to the department for administrative purposes only – hunter@planning.nsw.gov.au

3. Making of the draft LEP s59

- Council's delegate resolves to finalise the LEP by signing the instrument (see example below).
- If council's delegate decides not to make plan or defer a matter, council should liaise with regional team for assistance.
- Council must also notify PCO if plan not proceeding

4. Notification of LEP

- Council advises and requests the department to make the plan, email request to hunter@planning.nsw.gov.au and the following documents to be provided for notification
 1. Signed LEP - which includes full name of LEP and PCO file reference
 2. Signed map cover sheet and associated maps,
 3. Name and position of the delegate who signed the LEP and date,
 4. Completed Attachment 5 - delegated plan making reporting template,
 5. Copy of council's assessment (s 59 report) which is usually the council report/minutes
 6. PC opinion
- Request to hunter@planning.nsw.gov.au by Tuesday of the week will enable notification by Friday.

Example of signature front page

Fred Smith
General Manager

As delegate for the Minister for Planning
12/12/14

B: New South Wales Office of Environment and Heritage (OEH) - Correspondence dated 5 June 2017



Level 6, 10 Valentine Avenue
Parramatta NSW 2150
Locked Bag 5020
Parramatta NSW 2124
DX 8225 PARRAMATTA

Telephone: 61 2 9873 8500
Facsimile: 61 2 9873 8599
heritagemailbox@environment.nsw.gov.au
www.heritage.nsw.gov.au

File No: SF17/23756
Ref No: DOC17/276407

Aaron Kelly
Strategic Planner
MidCoast Council
PO Box 11
Gloucester NSW 2422

Sent via email to: aaron.kelly@midcoast.nsw.gov.au

Dear Mr Kelly

RE: Planning Proposal to amend the Great Lakes Local Environmental Plan (GLLEP) 2014 – Heritage Amendments

I refer to your email dated 15 May 2017 regarding the abovementioned planning proposal. As the delegate of the Heritage Council of NSW, I provide the following comments:

The planning proposal seeks to amend GLLEP by:

- Inserting an additional 55 heritage items, within 'Schedule 5 – Environmental heritage' in accordance with the recommendations of the revised Great Lakes Heritage Study,
- Updating the Heritage Map Sheets where necessary and incorporating the new items, and
- Amending the listing of 'Quambi House' from a locally listed item to a separate 'state listed item'.

Currently, Quambi House is identified within Schedule 5 – 'Environmental heritage' of GLLEP as a separate locally listed item. However, the lot containing 'Quambi House' is included in the current State Heritage Listing for St John's Lutheran Church Group (SHR No. 00330). Whilst the lot containing 'Quambi House' is included within the complex group, Quambi House is not specifically mentioned within the statement of significance, description or the history.

Given that the lot containing 'Quambi House' is listed on the state heritage register the proposal to amend the listing from 'Local' to 'State-nominated' is not supported. It is considered that a separate listing for the 'Quambi House' may have an adverse impact on the heritage significance of the State listed 'St John's Lutheran Church Group' as a 'Complex/Group'.

Therefore, it is recommended that the proposed separate listing for 'Quambi House' be removed from the planning proposal and that the listing of 'St John the Evangelist Church group—hall, cemetery and rectory' and 'Quambi House' be amended to include both items to be consistent with the current SHR listing. It is further recommended that a heritage assessment of Quambi House be undertaken to ascertain the heritage significance of the house and the relationship with St John's Church.

You are advised that the Heritage Council of NSW supports the listing of items of local heritage significance where they are supported by robust heritage assessments. The planning proposal demonstrates that the properties to be included meet the significance criteria for local heritage listing therefore, no objection is raised to the inclusion of additional items of heritage significance within 'Schedule 5 - Environmental heritage' of GLLEP 2014. In

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addition, no objection is raised to the proposed amendments to the Heritage Maps reflecting the insertion of new items within Schedule 5.

If you have any questions regarding the above matter please contact Vibha Bhattarai Upadhyay, Heritage Assessment Officer, at the Heritage Division, Office of Environment and Heritage on 9873 8587 or at vibha.upadhyay@environment.nsw.gov.au.

Yours sincerely

Rajeev Maini
Acting Manager, Conservation
Heritage Division
Office of Environment & Heritage
As Delegate of the NSW Heritage Council
5 June 2017

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DIRECTOR ENGINEERING & INFRASTRUCTURE

5 LAND ACQUISITIONS - HARRINGTON RD RECONSTRUCTION - CATTAI CREEK TO CHRISTIES LANE

Report Author Rob Langdon, Senior Surveyor

File No. / ECM Index RD2350/04

Date of Meeting 23 August 2017

SUMMARY OF REPORT

The purpose of this report is to obtain approval to acquire easements for services and land for public road. The acquisitions will complete the land acquisition and services relocation component for the reconstruction of Harrington Road. The acquisition plan is completed but has not yet been registered with Land & Property Information. Negotiations continue with the owner of one of the three subject properties. The report also seeks approval to make application to the Minister to compulsorily acquire land under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Roads Act 1993.

SUMMARY OF RECOMMENDATION

1. That the acquisition survey plan be registered with Land & Property Information,
2. That the acquisition of proposed Lot 10 and the Easement for Services within proposed Lot 15 be completed,
3. That Council proceed with an application to the Minister for Local Government for approval to compulsorily acquire proposed Lot 11 under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Roads Act 1993,
4. That Council proceed with an application to the Minister for Local Government for approval to compulsorily acquire proposed Lot 12 and the Easement for Services within proposed Lot 15 under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Roads Act 1993.

FINANCIAL/RESOURCE IMPLICATIONS

All costs associated with the proposed acquisitions are to be covered by the project budget.

LEGAL IMPLICATIONS

There are no legal implications relating to the proposed acquisitions, other than Council's resolution for the acquisition of land required for the purposes of the Roads Act 1993 and the Local Government Act 1993.

In regard to the compulsory acquisition of land under the provisions of the Land Acquisition (Just Terms) Compensation Act 1991, Council must obtain consent from the Minister to issue a Notice of Proposed Acquisition on the land owner.

BACKGROUND

Council is about to commence road reconstruction works on Harrington Road between Cattai Creek and Christies Lane, Harrington. The realignment of this section of Harrington Road will significantly improve sight distances and general road safety.

A report to the 28 June 2017 meeting of Council considered the tenders for the contract to complete the road construction component of the project. The construction stage of the project has been awarded to Eire Constructions and is to commence in September 2017.

Permits to Enter have been obtained from the owners of proposed Lots 10 & 12. A temporary licence over proposed Lot 11 has also been obtained from NSW Crown Lands. Both Permits to Enter and the Crown Lands licence will allow construction works to proceed unfettered. When the acquisition of proposed Lot 11 is completed, the Crown Lands licence will be terminated.

DISCUSSION

Significant preliminary works have been completed and continue to be carried out to provide a clean site for the road construction contractor. Such works include power pole relocations, water main relocations and the relocation of telecommunications (copper cabling and the nbn). Fencing of the new road boundaries will immediately follow the completion of the telecommunications relocations and be completed prior to road construction works commencing.

Proposed Lot 10 is shown in Attachments A1 and B. An easement for services is also to be acquired from proposed Lot 13, being the residue of the property. The land is owned by K & P Shelton for which the amount of compensation has been agreed following valuation advice.

Proposed Lot 11 is owned by NSW Crown Lands and shown in Attachments A2 & B. Council has obtained consent to compulsorily acquire this land subject to compensation being determined by the Valuer General. The acquisition of this land will allow realignment/relocation of the Longworths Rd intersection, achieving acceptable sight distances and considerably improving road safety.

Proposed Lot 12 is owned by Zapateado Pty Ltd and shown in Attachments A3 & B. An easement for services is also to be acquired from the residue of this land (proposed Lot 15). Following lengthy negotiations commencing in April 2016, Council was informed by the owner in January 2017 that contracts had exchanged for the sale of Lot 2 DP1072072 (this land comprising proposed Lots 12 and 15). Council was able to obtain a Permit to Enter from the purchaser so that preliminary works and road construction could proceed regardless of the potential change of ownership of Lot 2 or when/if the sale contract was settled. However, as at 8 August 2017, the sale of Lot 2 had not settled. Should the current contract of sale be rescinded or terminated, the current owner will be obliged to disclose to any new purchaser the current Permit to Enter held by Council. Any new purchaser will also be informed of the proposed acquisition via a Section 149 certificate issued by Council under the Environmental Planning & Assessment Act.

In order to avoid delays to completing the acquisition due to the potential sale of Lot 2, it is proposed to make application to the Minister for Local Government for approval to compulsorily acquire proposed Lot 12 and the proposed Easement for Services within Lot 15. Having the Minister's approval to proceed to compulsory acquisition will provide Council with an option should negotiations with the current (or subsequent) owner not be successful.

CONSULTATION

The following have been consulted in regard to this matter:

- K & P Shelton (land owner)
- NSW Crown Lands (land owner)
- Zapateado Pty Ltd (land owner)
- J McMahon (potential land owner)
- First State Property Valuers
- Property NSW, Valuation Services (Valuer General)
- MCC Environmental Officer
- MCC Manager Transport Assets
- MCC Manager Projects & Engineering

COMMUNITY IMPACTS

The realignment of Harrington Road at this location will significantly improve road safety for the Harrington and wider communities. Acquisition of the subject land is crucial in completing the realignment of this section Harrington Road.

ALIGNMENT WITH COMMUNITY PLAN/OPERATIONAL PLAN

The Harrington Road realignment was included in the 2016/2017 Operational Plan. Due to the availability of service authorities and their approved contractors to carry out electricity, water and telecommunications relocations, it was necessary to carry over the project into the 2017/2018 Operational Plan.

TIMEFRAME

There is no legislative timeframe with which to comply in regard to the acquisition of proposed Lot 10. However, Mr & Mrs Shelton are eager to have the acquisition completed. It would be prudent to resolve the matter as soon as possible while Council has an agreement with the affected land owner.

The consent of NSW Crown Lands to acquire proposed Lot 11 from Lot 9915 DP1206292 expires on 8 December 2017. The acquisition of proposed Lot 11 should be completed as soon as possible to avoid new application costs and reduce the potential of land claims under the Native Title Acts (State and Federal) or the Aboriginal Land Rights Act 1983.

There is also no legislative timeframe with which to comply in regard to the acquisition of proposed Lot 12. The acquisition has been complicated by the sale of the property. The author is eager to complete the acquisition as soon as possible before a new potential purchaser exchanges a contract for the purchase of Lot 2.

BUDGET IMPLICATIONS

The R2R and Council funds already allocated to the Harrington Road Reconstruction project will cover the land acquisitions and associated costs, being a total of approximately \$66,000. These include LPI plan lodgement fees, fencing, Valuer General's valuation fees, land compensation costs and legal fees. A summary of these costs (estimated and actual) is included as *Confidential Attachment C (Section 10A(2)(c) Local Government Act 1993)*.

RISK CONSIDERATION

Acquisition of an interest in Crown land always holds the risk of claimants additional to the registered owner (being NSW Crown Lands) lodging a claim through native title legislation. The potential land claim risks associated with this site have been all but excluded as a result of searches through NSW Crown Lands and the current Aboriginal Land Claims register showing sites within the MidCoast Council LGA. The risk of a Native Title claim over proposed Lot 11, being vacant Crown land, has also been all but excluded as a result of NSW Crown Lands issuing a temporary licence over proposed Lot 11 to allow Council to commence construction works. Both prior to and after the introduction of native title legislation, services authority works have taken place within proposed Lot 11 (water supply and telecommunications). Any claim of an ongoing connection to the land within proposed Lot 11 would be very difficult, if not impossible, to substantiate.

RECOMMENDATION

1. That the acquisition survey plan be registered with Land & Property Information,
 2. That the acquisition of proposed Lot 10 and the Easement for Services within proposed Lot 15 be completed,
 3. That Council proceed with an application to the Minister for Local Government for approval to compulsorily acquire proposed Lot 11 under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Roads Act 1993,
 4. That Council proceed with an application to the Minister for Local Government for approval to compulsorily acquire proposed Lot 12 and the Easement for Services within proposed Lot 15 under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Roads Act 1993.
-

ATTACHMENTS

- A. A1 Detail Plan of Lot 1 DP 248923 showing proposed Lot 10 to be acquired for Public Road and Easement for Services over proposed Lot 13.
A2 Detail Plan of Lot 9915 DP 1206292 showing proposed Lot 11 to be acquired for Public Road.
A3 Detail Plan of Lot 2 DP 1072072 showing proposed Lot 12 to be acquired for Public Road and Easement for Services over proposed Lot 15.
- B. Survey Plan showing land and easement to be acquired for purposes of the Roads Act 1993.
- C. *CONFIDENTIAL* - Costs Associated with Land Acquisitions

REASON FOR CONFIDENTIALITY

Attachment C has been classified as confidential and circulated to the Administrator and Senior Staff only. The Attachment has been classified as **CONFIDENTIAL** in accordance with Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

6 CAPITAL WORKS REPORT - JULY, AUGUST & SEPTEMBER 2017

Report Author Rhett Pattison - Team Leader Project Delivery

File No. / ECM Index Corporate Mgmt - Works Depot

Date of Meeting 23 August 2017

SUMMARY OF REPORT

This report provides advice on work currently in progress or recently completed within MidCoast Council by day labour staff and contractors. Also included is advice on work planned in the near future.

SUMMARY OF RECOMMENDATION

That Council note the information included in this report.

FINANCIAL/RESOURCE IMPLICATIONS

Projects listed within this report are included in the 2016/17 and the 2017/2018 Operational Plans of MidCoast Council or grant funding that has subsequently been accepted by Council.

Work funded under Council's Road Maintenance Council Contract (RMCC) with Road & Maritime Services (RMS) for the state road sections of The Lakes Way and Failford Road is also included.

LEGAL IMPLICATIONS

Nil.

BACKGROUND

An update on the progress of capital works included in the 2016/17 & 2017/18 Operational Plans for the MidCoast Council area is included in this report. It also includes works undertaken through special grants and the RMCC. The report is provided for the information of Council.

DISCUSSION

Attachment A (Works Program - Monthly Report) provides a summary of the capital works completed in the previous month and those in progress or commencing in the subsequent month. The projects listed to commence in the future are a projection based on work programs at the time of writing this report. Attachment A outlines whether the work is being undertaken by day labour staff or contractors.

Within the projects listed in Attachment A, a summary of the main highlights is as follows:

Manning Region

- Drainage improvement works in Wootton Crescent Taree are now complete including the road reseal.
 - AC works on Wingham Rd / Commerce intersection are complete. Commerce St resurfacing between the hospital and Deb St will commence 9 August 2017.
 - Diamond Beach Road reconstruction is progressing with current works between Pacific Drive and Diamond Drive.
 - Kellys Bridge replacement including roadworks on The Bucketts Way Burrell Creek is progressing.
-

Great Lakes Region

- The reconstruction of Memorial Drive is nearing completion with finalisation of footpaths and rain garden required.
- Coomba Road shoulder widening is continuing. This will see a section of road widened to improve road safety.

Bulahdelah

- Works has commenced on extending the seal on Willina Rd with seal planned for early July.
- Roundabout construction at Lee St and Stroud St intersection is in progress

Stroud

- Works on the reconstruction of a section of Booral Washpool Rd has been completed.

Tea Gardens / Hawks Nest

- Road reconstruction on Marine Drive is progressing.
- Charles St Reconstruction has commenced. Asphalt lanned for mid September.
- The rehabilitation of a section of Toonang Dr between Petrel Place and Boondelbah Rd is complete.

Gloucester

- The Bucketts Way Upgrade - Project #84 reconstruction of the northern and southern approaches to the bridge over the Avon River at Stratford is now complete.
- Geales Bridge Deck Replacement is practically complete .
- Tate Street Reconstruction is complete.

CONSULTATION

The management and coordination of all aspects of the Capital Works Program is undertaken in consultation with a wide range of internal and external stakeholders.

The key stakeholders in the preparation of this monthly report include the Transport Assets Section, Projects and Engineering Section, Operations (North and South) Sections and the Finance Section.

COMMUNITY IMPACTS

Community Impacts are considered and managed as part of each Capital Works Program project.

TIMEFRAME

Details are reported within the attachments.

RECOMMENDATION

That Council note the information in this report.

ATTACHMENT

A: Summary of projects completed or to be completed July, August & September 2017

Due to its large size, Attachment A has been circulated in hard copy to the Administrator and Senior Staff only as a paper conservation measure. However, this Attachment is publicly available on Council's Website, copies are available at Council offices and copies are available on request.

DIRECTOR COMMUNITY SPACES & SERVICES

7 EVENT SPONSORSHIP

Report Author Deb Tuckerman, Manager – Growth, Economic Development & Tourism

File No. / ECM Index S1395/03

Date of Meeting 23 August 2017

SUMMARY OF REPORT

This report seeks approval for the allocation of the events sponsorship budget for events held in the Manning Valley in the 2017/18 financial year.

SUMMARY OF RECOMMENDATION

That Council endorse the sponsorship of events taking place in the Manning Valley in 2017/18 as detailed in Tables 1 and 2 of this report.

FINANCIAL/RESOURCE IMPLICATIONS

Nil – Sponsorship funding is contained in the 2017/18 budget.

LEGAL IMPLICATIONS

Nil

BACKGROUND

The former MidCoast Water, Gloucester Shire, Great Lakes and Greater Taree City Councils each managed support for community events in varying forms. Support has in the past been provided in the form of both in-kind and cash contributions.

Prior to amalgamation, the former Greater Taree City Council invited applications annually from groups staging events in the Manning Valley. Applications needed to demonstrate social or economic benefits to the community.

The harmonisation of all event support programs, including the development of a MidCoast Council Events Strategy, will occur during the 2017/18 financial year, following finalisation of the Growth, Economic Development and Tourism structure.

DISCUSSION

Given a consolidated approach to the support of events is yet to take place, and to ensure ongoing support for community events in the Manning Valley, sponsorship applications were sort from groups organising events to be held in the 2017/18 year. \$39,500 is available in the current budget for events support in the Manning Valley.

Sponsorship to each event may be monetary and/or in-kind. In some cases it will be used to cover Council related costs (if applicable).

Many of the events for which sponsorship has been sort are annual and have been supported by the former GTCC for a number of years. To this end, an allocation has been included towards Council's costs of supporting the staging of ANZAC Day in Taree and Christmas Carol events across the Manning Valley.

A total of 22 applications were received, requesting sponsorship of \$92,375. Table 1 below provides a list of the events, the previous amount of sponsorship provided and a recommendation for sponsorship in 2017/18.

It should also be noted that the provision of funding to event organisers will be subject to the receipt of all approvals normally required to run the event.

Table 1 – Proposed Event Sponsorship

Event Title	Location	Organiser	Previous amount received - 16/17 \$	Recommended 17/18 \$
Mountains to the Sea Hot Rod Run	Taree	Manning Valley Cruzers Inc.	500	500
Taree Aquatic Powerboat Club's Easter Spectacular	Taree	Taree Aquatic Powerboat Club Inc.	Nil (1,200 in 15/16)	1,500
Rotary ACMF (fundraising) Christmas Cocktail Party	Taree	Rotary Club of Taree on Manning Inc.	Event not held.	1,500
Taree's World Food Fair	Taree	Manning Media Co-Operative	1,000	1,000
Craftathon	Taree	Taree Craft Centre Inc.	500	500
Taree & District Eisteddfod	Taree	Taree & District Eisteddfod Society	3,000	3,300
Manning Valley Night Bazaar	Taree	Manning Valley Night Bazaar Inc.	1,000	1,500
MNC Canine Club Championships Shows	Taree	Mid North Coast Canine Club Inc.	500	500
Tastefest on the Manning 2018	Taree	Lions Club of Taree Inc	2,000	2,000
Manning River Dragon Boat Regatta	Taree	Manning River Dragon Boat Club Inc.	1,000	1,000
Taree Croquet Club Wild Fig Carnival	Taree	Taree Croquet Club Inc	500	500
Weekend on Wheels	Taree	Taree Volunteer Rescue Assoc of Taree VRA.	600	600
Taree Envirofair	Taree	Manning Media Co-operative	1,500	1,500

Event Title	Location	Organiser	Previous amount received - 16/17 \$	Recommended 17/18 \$
Taree Show	Taree	Manning River Agricultural & Horticultural Society Taree Inc.	1,500	1,500
Wingham Akoostic Music Festival	Wingham	Manning Valley Neighbourhood Services Inc.	3,000	3,700
Bonnie Wingham Scottish Festival	Wingham	Manning Valley Historical Society Inc.	1,200	1,500
Cinema Under the Stars	Wingham	LJHooker Wingham	Nil	1,200
133 rd Wingham Annual Show	Wingham	Wingham Show Society Inc.	1,500	1,500
Wingham Chamber Christmas Street Carnival	Wingham	Wingham Chamber of Commerce Inc.	1,000	1,000
Old Bar Beach Festival	Old Bar	Old Bar Beach Festival Inc.	3,000	3,700
Harrington Festival	Harrington	Harrington Crowdy Head Chamber of Commerce, Industry & Tourism Pty Ltd.	2,000	2,000
Australian Angers Association National Convention & Championship	Harrington	NSW Fishing Clubs Association Inc	Nil (new event)	2,000
TOTAL				\$34,000

The following allocations in Table 2 are also recommended to support annual events in order to cover Council costs associated with staging the event (eg. park fees, power, waste):

Table 2 – Annual Events

Event Title	Location	Recommended Support \$
Anzac Day	Taree	3,000
Carols in the Park	Taree	1,000
Carols in the Park	Hallidays Point	300
Carols by Candlelight	Harrington	300
Carols in the Park	Coopernook	300
Carols	Black Head	300
Carols	Tinonee	300
TOTAL		\$5,500

A total sponsorship program of \$39,500 (ex GST) is recommended to be allocated for events in the Manning Valley in 2017/18. This sponsorship provides a useful platform to market and promote Council and the benefits it provides to the community.

CONSULTATION

Advertising of the sponsorship program took place across the Manning Valley via local media.

COMMUNITY IMPACTS

The events recommended for support will deliver a variety of social and economic benefits for the Manning Valley and wider MidCoast Council.

The former GTCC events sponsorship policy states that Council, '*...encourages the involvement of other organisations in the hosting of events held in the local government area that benefit the local community through opportunities for participation, increased visitation rates and resulting economic development gain locally.*'

The majority of events proposed for support have been running for a number of years and are important to their local communities.

Organisations who are funded are requested to provide information about the overall impact of their event including number of participants, visitors, etc which will be useful in determining Council's ongoing role in supporting events and will ensure this is well connected with Council's objectives articulated in plans such as the Community Strategic Plan, Destination Management Plan and Regional Economic development Strategy.

RECOMMENDATION

That Council endorse the sponsorship of events taking place in the Manning Valley in 2017/18 as detailed in Tables 1 and 2 of this report.

8 DRAFT COMMUNITY ENGAGEMENT POLICY

Report Author Jane Ree - Manager Engagement & Communication

File No. / ECM Index S1537

Date of Meeting 23 August 2017

SUMMARY OF REPORT

This report proposes to adopt the draft Community Engagement Policy.

SUMMARY OF RECOMMENDATION

That Council adopt the Draft Community Engagement Policy as attached to this report

FINANCIAL/RESOURCE IMPLICATIONS

Funding required to administer the Policy and undertake community engagement activities will be made available through Council's adopted budget.

LEGAL IMPLICATIONS

Under the Integrated Planning and Reporting Framework, Councils are required to engage with their communities. The Community Engagement Policy also fulfils requirements under the Local Government Act 1993 for a public policy that provides a clear standard for community engagement by Council that is commensurate with the nature, complexity and impact of the issues(s) or project.

Adoption of the Policy will supersede the previous policies adopted by the former Great Lakes, Gloucester and Greater Taree City Councils.

DISCUSSION

This report recommends the adoption of a draft Policy that supports Council's Community Engagement activities and provides an outward-facing statement of Council's commitment to ongoing and meaningful engagement with its stakeholders.

The draft Policy outlines the principles and activities that will guide Council's community engagement practices to effectively contribute to Council's decision-making process and ensure the delivery of an appropriate standard of service to residents within the MidCoast Local Government Area.

Additionally, the Policy will outline the circumstances under which Council will undertake community engagement activities using the International Association for Public Participation Australasia (IAP2) Community Engagement Spectrum as its base model for engagement.

Alongside the development of the MidCoast Community Plan in 2017/18, Council staff will develop a community engagement matrix to assist in prioritising and resourcing engagement activity.

The Community Engagement Policy is applicable to Councillors, Council staff, contractors and consultants undertaking engagement on behalf of Council, and will be supported by the MidCoast Community Engagement Framework and Toolkit.

CONSULTATION

Following the June meeting, the policy was placed on public exhibition and advertised in local media. One submission was received during this period. The suggestions and comments raised in the submission have been incorporated into this report and the policy proposed to be adopted.

COMMUNITY IMPACTS

This policy outlines the principles and activities that will guide our community engagement practices to ensure they effectively contribute to Council's decision-making process.

ALIGNMENT WITH COMMUNITY PLAN/OPERATIONAL PLAN

Community Engagement is required to develop the MidCoast Community Strategic Plan and support its areas of focus across all elements of the quadruple bottom line i.e. Economic, Environmental, Social and Governance.

RECOMMENDATION

That Council adopt the Draft Community Engagement Policy as attached to this report.

ATTACHMENT

A: Draft Community Engagement policy

Due to its large size, Attachment A has been circulated in hard copy to the Administrator and Senior Staff only as a paper conservation measure. However, this Attachment is publicly available on Council's Website, copies are available at Council offices and copies are available on request.

DIRECTOR CORPORATE & BUSINESS SYSTEMS

9 OPERATIONAL PLAN REVIEW - 1 JULY 2016 TO 30 JUNE 2017

Report Author Lynn Duffy, Manager Corporate Strategy & Development
File No. / ECM Index Delivery Program/Operational Plan 2016/2017 - MidCoast Council

Date of Meeting 23 August 2017

SUMMARY OF REPORT

Under the Integrated Planning & Reporting (IP&R) Framework all councils are required to report on progress with implementation of the 4-year Delivery Program and 1-year Operational Plan on a 6-monthly basis. Councils that merged in May 2016 are only required to have a 1-year Operational Plan at this stage. The Delivery Program and Operational Plan are the point where the community's aspirational goals (as expressed in the Community Strategic Plan) are translated into action.

MidCoast Council adopted its initial combined Operational Plan on 29 June 2016 in line with Department of Premier and Cabinet (DPC) requirements for newly merged Councils. At the time, the three former Councils had all developed plans for the 2016-17 year under the IP&R framework. These plans formed the basis for the combined MidCoast plan.

The attached document details progress against specific actions outlined in each of the former Council's Operational Plans.

Council's Administrator will present a separate document prior to the election of the first council that will outline achievements of MidCoast Council since its inception on 12 May 2016. This is essentially an 'end of term' report to the community. Council will also prepare an Annual Report for 2016-17 as part of the IP&R Framework.

SUMMARY OF RECOMMENDATION

That the review of the 2016/2017 Operational Plan be noted.

FINANCIAL/RESOURCE IMPLICATIONS

Nil

LEGAL IMPLICATIONS

Six month reporting on the Operational Plan is a legislative requirement.

BACKGROUND

The Local Government Act 1993 requires progress reports are provided to council, with respect to the principal activities detailed in the Delivery Program and Operational Plan, at least every 6 months.

404 Delivery Program

- (5) *The general manager must ensure that regular progress reports are provided to the council reporting as to its progress with respect to the principal activities detailed in its delivery program. Progress reports must be provided at least every 6 months.*
-

Attachment A provides an overview of the implementation of the 2016-17 MidCoast Council Operational Plan specifically reviewing annual progress and status of activities identified in the Plan.

Operational plans are council's commitment to their community on how and where funds will be expended and what services and activities the community can expect to be delivered during the year. These plans link to the Community Strategic Plan, being the long term wishes and aspirations of the community.

As MidCoast Council does not currently have a single Community Strategic Plan, the plans of the three former councils, prepared prior to the amalgamation have been used to inform the MidCoast 2016-17 Operational Plan. This is in accordance with the guidelines for merged councils issued by the NSW Department of Premier and Cabinet, *"a community strategic plan will be fulfilled by the community strategic plans of the former councils until the community strategic plan is reviewed and adopted by the new council following its first ordinary election"*.

The combined Operational Plan uses quadruple bottom line reporting as the overarching key focus areas for the activities undertaken by Council. These include Environmental Focus, Economic Responsibility, Social Commitment and Civic Leadership. Under each of these broad headings are the objectives and strategies from the previous three Council's community plans, and the related actions. The attachment includes details on the status of each action identifying how it is progressing and a comment explaining the status in relation to the performance over the 12 month period from 1 July 2016 - 30 June 2017.

DISCUSSION

Format of the Plan

The format of the 2016-17 Operational Plan 12-monthly review is cumbersome. This is a result of the amalgamation of the three former councils and the requirement to adopt an Operational Plan by 30 June 2016 with limited time to integrate the activities within the individual Council plans.

The combined activities from each of the separate plans from the three former Councils are grouped under the broad quadruple bottom line key focus areas as mentioned above. Although similar objectives and activities have been grouped together, each former Council's activities have been kept separate as this is in alignment with the program of activities prepared for each region at the time.

Each of the activities has a review status, a comment on the status and the designated responsibility area under the MidCoast Council organisational structure. The commentary reflects the 12-month period from 1 July 2016 - 30 June 2017. The review status is shown as either:

- Completed
- Commenced & on schedule
- Commenced & not on schedule
- Deferred
- Withdrawn

Status of actions

A number of activities are shown as being commenced and on / not on schedule. These activities are generally those functions of Council that continue to be provided to the community irrespective of the actual period or are of a multi-year nature due to funding.

Some actions that were specific to a former Council region have been deferred pending identification and integration of a whole of council approach.

There are also a number of integration actions that were introduced during the year as a result of the amalgamation. Many of these integration activities will continue in 2017-18.

Council's Administrator will present a separate document prior to the election of the first Council that will outline achievements of MidCoast Council since its inception on 12 May 2016. This is essentially an 'end of term' report to the community. Council will also prepare an Annual Report for 2016-17 as part of the IP&R Framework.

RECOMMENDATION

That the report on the 12 month Operational Plan activities be noted.

ATTACHMENT

A: 2016-17 Operational Plan Review at 30 June 2017

Due to its large size, Attachment A has been circulated in hard copy to the Administrator and Senior Staff only as a paper conservation measure. However, this Attachment is publicly available on Council's Website, copies are available at Council offices and copies are available on request.

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10 2017-2018 FEES & CHARGES - PROPOSED AMENDMENTS

Report Author Phil Brennan, Manager Finance

File No. / ECM Index MidCoast Council - 2017/2018 Fees & Charges

Date of Meeting 23 August 2017

SUMMARY OF REPORT

This report proposes a number of amendments to the adopted 2017/2018 Fees & Charges Schedule adopted by Council at its Ordinary Meeting of 28 June 2017. The amendments include some proposed new fees (which will require public exhibition before adoption), some deletions of fees due to changes in operations and some general housekeeping by way of removing some duplications, re-aligning fees between sections and amending some descriptions to provide more clarity around the adopted fee.

SUMMARY OF RECOMMENDATION

1. That the general amendments proposed to the 2017/2018 Fees and Charges Schedule be adopted.
2. That the fees proposed for deletion from the 2017/2018 Fees and Charges Schedule be adopted and take effect immediately.
3. That the new fees proposed for inclusion within the 2017/2018 Fees and Charges Schedule be advertised for the required legislative period and reported back to Council for consideration and final adoption.

FINANCIAL/RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Chapter 15 Part 10 of the Local Government Act 1993 deals with the process for the setting of fees. Public notice for a period of at least 28 days is required during which members of the public can make submissions. These submissions are required to be considered by Council prior to determining whether to adopt the proposed new fees.

BACKGROUND

Council adopted its 2017/2018 Fees and Charges Schedule at its Ordinary Meeting held on 28 June 2017 following the required period of public exhibition. A number of proposed changes to the draft Schedule were proposed and accepted.

Since that time further review of the Fees and Charges Schedule has occurred as staff work with the document and continue to review the differing practices of the former organisations. This has led to the identification of items that need to be addressed by way of amendments to the Fees and Charges Schedule.

These amendments fall in to 3 main categories:

1. Housekeeping - amendment to headings and descriptions to improve clarity of the document
2. Deletions - fees that are no longer charged due to the nature of operations.
3. Proposed new fees - arising from new work practices or omissions from the original document.

Details of each of these are set out below and include a reference to the relevant page number in the adopted version found on Council's website:

Housekeeping items

1. Page 89 - Saleyards

Recommended that the title be amended to 'Saleyards - Gloucester Only'. This is to differentiate the operations of the Gloucester Saleyards from the hire of the Nabiac Showground Stock Yards Facility.

2. Page 113 - General Waste Disposal - all areas.

Recommended that the fee 'Approved Clean Dry Fill - inert and <40mm diameter' be amended to add 'Stroud Only' to the end of that description. This clarifies that Clean fill can only be taken at the Stroud Facility and not at the Tea Gardens or Bulahdelah facilities.

3. Page 113 - Waste Disposal Trucks - (Sites without Weighbridge)

Recommended that this title be amended to 'Waste Disposal Trucks - (Trucks With No Weighbridge)' to provide consistency in terminology.

4. Page 114 - Tyres - All Sites

Remove 'All Sites' from the heading as it is redundant.

5. Page 114 - Tyres - All Sites

Move the items 'Shredded Tyres - per tonne - min', 'Shredded Tyres - per tonne - max', 'Whole tyres per tonne - min' and 'Whole tyres per tonne - max' and the relevant fees to the section headed 'Waste Disposal - (Sites with Weighbridge)' and include in that list after the items 'Treated timber per tonne'. This places all of the weight based disposal items together in one section.

6. Page 56 - Road / Reserve / Park / or Building Naming Submission (Section 162)

Amend the title to 'Road / Reserve / Park / or Building Naming Submission (Roads Act 1993 - Section 162)' so as to provide the relevant legislative reference for this fee.

7. Page 56 - Driveways

Amend the title to 'Driveways - (Roads Act 1993 - Section 138)' so as to provide the relevant legislative reference for this fee.

8. Page 51 - Application to erect Hoarding

Amend the title to 'Application to Erect Hoarding or Occupy a Workzone'. A new fee is proposed for this amended heading and is discussed below.

9. Page 77 - Public Gates, 1919

Amend the title to 'Public Gates - (Roads Act 193 - Section 128)' so as to provide the correct legislative reference for this fee.

10. Page 99 - Vehicles - Heavy/wide Loads

Amend the description of this fee to 'Route Assessment and Supervision of Heavy / Wide Loads (per hour)' and include the following note "Council's supervision of loads after 3.00pm on weekdays and at all times on weekends / public holidays will incur penalty rates". This provides additional information on this particular fee.

Deletions

1. Page 38 - Companion Animals

Delete the fees 'Microchipping' and 'Microchipping - Animal Welfare Organisation' as fees are not actually charged.

2. Page 55 - Engineering Works

It is recommended that the section titled 'Subdivision Applications' be deleted given that these fees are contained within the Development Application section.

3. Page 62 - Gravel Quarries

It is recommended that this section be deleted. Council's Engineering section has advised that this fee previously applied to one region of the Council and that given the scarcity of this resource for roadworks should be quarantined for Council purposes only. The deletion of the fees removes the indication that Council's gravel resources are available for sale to the public and allows for the alignment of management practices at all of Council's quarries.

New Fees

1. Nabiac Showground Stock Yards Facility

It is proposed to introduce a new fee for the daily hire of this facility. The proposed fee is \$370.00 (including GST).

2. Waste Disposal - (Sites with Weighbridge)

It is proposed to introduce a new fee into this section as follows:

- 'Approved clean dry fill - inert <40mm diameter (Gloucester and Bucketts Way only)' with the fee being \$87.56 (including GST).

3. Taree Airport

It is proposed to include a new section within this are titled 'Casual Hangar Hire' with a line item 'Casual Hangar - Hire of Hangar 8' with a monthly fee of \$290 (including GST). It is also proposed to include a note with this item that reads 'Long term storage fees within this hangar are subject to quotation by Council'.

4. Halls

Previous Fees and Charges Schedules have included a Key Deposit and Booking Fee for these venues. This was omitted from the adopted Fees and Charges Schedule. This omission needs to be rectified.

It is proposed to introduce two standard fees for the venues listed below. These fees are:

- Key Deposit - Refundable - \$100.00
- Booking Fee - Non-Refundable - \$25.00 (including GST).

The venues are:

- Allworth Community Hall
- Booral Soldiers Memorial Hall
- Bulahdelah School of Arts Hall
- Bungwahl Public Hall
- Bunyah Public Hall
- Coolongolook Hall
- Coomba Park Community Hall
- Forster Tuncurry Community Centre
- Harrington Function Centre
- Hawks Nest Community Hall
- Limeburners Creek Hall
- Monkerai School of Arts Hall
- Nabiac Showground Hall - Hall only
- North Arm Cove Community Centre
- Ormsby House
- Pacific Palms Community Centre
- Stroud School of Arts
- Wingham Court House
- Wingham Town Hall
- Wootton Community Centre

5. Engineering Works

It is proposed to add the following fees to the section titled 'Engineering Plans - Approval / Supervision Fees':

- Application for Public Engineering Works Permit (PEWP) - \$200.00
- Application for Subdivision Construction Certificate - \$200.00

It is proposed to add the following fees to the section titled 'Applications for Approval under section 68 of the Local Government Act':

- Application for Stormwater Connection Fee - \$220.00
- Application for Onsite Detention Works
 - Impervious area < 2500 Sqm - \$760.00
 - Impervious area > 2500 Sqm - \$1,500.00
- Checking of amended OSD plans - \$320.00

It is proposed to add the following fee to the section titled 'Application to Erect Hoarding or Occupy a Workzone':

- Occupy car park in CBD - per carpark per day - \$28.00

CONSULTATION

Consultation with the community on proposed new fees will via the required public notice period. Members of the public may lodge a submission on the proposal and these will be considered by Council as part of a follow-up report that is required to obtain formal adoption of the proposed fees.

TIMEFRAME

The required public notice period is at least 28 days. It is likely that the follow-up report will be presented to the October Ordinary meeting of Council.

RECOMMENDATION

1. That the general amendments proposed to the 2017/2018 Fees and Charges Schedule (as detailed in the section 'Housekeeping' within the report) be adopted.
2. That the fees proposed for deletion from the 2017/2018 Fees and Charges Schedule (as detailed in the section 'Deletions' within the report) be adopted and take effect immediately.
3. That the new fees proposed for inclusion within the 2017/2018 Fees and Charges Schedule be advertised for the required legislative period and reported back to Council for consideration and final adoption.

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11 INVESTMENTS REPORT - JULY 2017
Report Author Phil Brennan, Manager Finance
File No. / ECM Index Investments - Monthly Reports
Date of Meeting 23 August 2017

SUMMARY OF REPORT

This report provides details of the funds invested by Mid-Coast Council under section 625 of the Local Government Act 1993 as required by clause 212 of the Local Government (General) Regulation 2005.

SUMMARY OF RECOMMENDATION

That the report be received and noted.

FINANCIAL/RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

A monthly report on Investments made and held by Council together with a statement by Council's Responsible Accounting Officer is required by legislation.

BACKGROUND

Clause 212 of the Local Government (General) Regulation 2005 requires that the Responsible Accounting Officer of Council must provide Council with a written report setting out all money invested under section 625 of the Local Government Act, at the last day of the month immediately preceding the meeting.

This report represents the position as at 31 July 2017. It is a consolidation of the investments made by the 4 offices under the existing policies. As previously reported this was the case for all of 2016/2017 as the financial systems, policies and operations remained separate.

The previous Investment Policies have been reviewed and consolidated into a new Investment Policy which is presented to and adopted by Council at the July Ordinary meeting. Following its adoption each office will now start to realign the investment portfolios to match the new policy settings. A new combined report will be presented to the September Ordinary Meeting and will no longer refer to the former offices.

DISCUSSION

The following comments are made in respect of the individual offices:

Gloucester Office

Total invested funds held by the Gloucester Office at 31 July 2017 amounted to **\$4,208,498.19**. The average return on invested funds was 2.55%. It should be noted that this is not a weighted average return.

The Gloucester policy limits for investments held per rating and per institution and the actual results are set out below.

Per rating	Policy Limit	Actual
A1+ or above	100%	38%
A1 or below	65%	62%
Unrated (max. of \$250k)	34%	6%
Per Single Institution		
A1+ or above	80%	28%
A1 or below	34%	42%
Unrated	34%	7%

It should also be noted that in 2007 the former Gloucester Shire Council purchased a CDO investment with the Commonwealth Bank worth \$500,000 which subsequently reduced down to zero as a result of the Global Financial Crisis (GFC).

Council instructed Piper Alderman (now Squire Patton Boggs) through International Litigation Partners Pty Ltd on a no-win - no-fee basis to try and recoup the lost investment. The initial case has been settled for the group of claimants represented against the Commonwealth Bank. A Final Distribution Statement has now been received at 30 June 2017 which has resulted in Council recouping \$154,503.66 of the original \$500,000 investment.

Squire Patton Boggs have submitted a second claim against the Fitch rating agency for any amounts unrecovered from the Commonwealth Bank (Fitch was the rating agency behind the Palladin investment purchased by Council). This claim is proceeding through various court hearings at present.

The CDO is not included on the list of investments (Attachment A) due to the investment being fully provided for back in 2008.

Taree Office

The Taree Office cash position as at 31 July 2017 was as follows:

	Balance
	(\$'000)
Cash on Hand and at Bank (Ledger balance)	\$1,548
Investment Portfolio (Attachment A)	\$39,300
Total Funds	\$40,848

Investment movements during the month were:

Opening Balance	\$46,708
New Investments	\$3,000
Withdrawn Investments	(\$10,408)
Net Movement Cash at Call	\$0
Closing Balance	\$39,300

The weighted average return on the Taree Office investment portfolio at the end of July 2017 was 2.54%.

The Taree Office investments are being maintained in a series of term deposits with short maturities (typically 90 days) in accordance with previous policy directions.

Forster Office

The Forster Office investments at 31 July 2017 amounted \$78,310,533. This is a decrease on the position at 30 June and is due financial year end and new financial year payments including approximately \$2.5 million in insurance premiums for the 2017/2018 period.

The Forster Office investment portfolio remains weighted to shorter investments, with some floating rate notes sold to assist with liquidity which was impacted by the late issue of rates.

The following table provides a summary of movement of Investments for the month of July 2017.

Investment Type	Opening Balance 01/07/2017	Movement	Closing Balance 31/07/2017	Portfolio %
Term Deposits	\$55,000,000	-\$2,000,000	\$53,000,000	67.68%
Managed FRNs & FTDs	\$29,800,000	-\$4,550,000	\$25,250,000	32.24%
On Call Deposits	\$3,057,473	-\$2,996,940	\$60,533	0.08%
Total	\$87,857,473	-\$9,546,940	\$78,310,533	100.00%

Whilst Attachment A provides a detailed summary of each investment held by the Forster Office, the following table provides an analysis of those investments based on their maturity horizon, the actual amount and percentage of portfolio, the benchmark return and the actual weighted average return for the month.

Investment Horizon	Amount Invested	Actual % of Portfolio	Targeted Minimum Return	Weighted Average Monthly Return	Investment
On Call	\$60,533	0.08%	Cash Rate (1.69%)	2.08%	On Call Accounts
0-3 Months	\$23,750,000	30.33%	BBSW +20-40 (1.89%)	2.83%	Term Deposits, FRNs, FTFDs
3-6 Months	\$27,250,000	34.80%	BBSW +30-50 (1.99%)	2.75%	Term Deposits, FRNs, FTDs
6-12 Months	\$5,500,000	7.02%	BBSW +40-60 (2.09%)	2.70%	Term Deposits, FRNs, FTDs
1-2 Years	\$3,000,000	3.83%	BBSW +80-100 (2.49%)	3.00%	Term Deposits, FRNs, FTDs
Greater	\$18,750,000	23.94%	BBSW +100 (2.69%)	3.01%	Term Deposits, FRNs, FTDs
Total	\$78,310,533	100.00%			

Council uses a weighted average when determining the return (interest rate) on investments within any given period. A weighted average calculation takes into account the interest rate applied to each investment and the actual amount of each investment. The greater the amount invested the more weight its interest rate carries.

The following table provides a break-up of Council's investments into long and short term with their corresponding credit ratings.

Long Term Credit Rating	% of Portfolio	Short Term Credit Rating	% of Portfolio
AA	6.38%	A1	7.74%
A	6.38%	A2	54.92%
BBB & Unrated	11.17%	Unrated	13.41%
Total	23.93%	Total	76.07%

Long term investments are investments with a maturity of greater than 2 years.

Water Division

The Water & Sewer Division's (formerly MidCoast Water) investment portfolio as at 31 July 2017 is as follows:

	31 July 2017	30 June 2017
Water Fund	\$7,176,239	\$10,174,489
Sewer Fund	<u>\$30,875,079</u>	<u>\$29,873,632</u>
	<u>\$38,051,318</u>	<u>\$40,048,121</u>

The overall yield on the portfolio is 1.93% compared to the 90 day BBSW of 1.69%.

CONSOLIDATED INVESTMENT POSITION

The following is a summary of the individual positions from each of the offices at 31 July 2017.

Office	Amount Invested
Gloucester Office	\$4,208,498
Taree Office	\$39,300,000
Forster Office	\$78,310,533
Water Division	\$38,051,318
Total	\$159,870,349

RECOMMENDATION

That the report be received and noted.

ANNEXURES

A: Mid-Coast Council Investments at 31 July 2017

Investment Date	Interest Rate	Security Type	Duration	Amount Invested	Maturity Date	Held With	Credit Rating
Financial Securities as at 31 July 2017							
FORSTER OFFICE INVESTMENTS							
Floating Rate Notes							
24/06/2014	BBSW +110	FRN		\$1,000,000.00	24/06/2019	Bank of Queensland	A2/BBB+
24/10/2014	BBSW +113	FRN		\$1,000,000.00	22/12/2017	Bank of Queensland	A2/BBB+
27/11/2013	BBSW +1.30	FRN		\$1,000,000.00	27/11/2018	Bendigo & Adelaide	A2/BBB+
18/08/2015	BBSW+110	FRN		\$1,000,000.00	18/08/2020	Bendigo & Adelaide	A2/BBB+
28/01/2016	BBSW +115	FRN		\$1,000,000.00	18/01/2021	CBA	A1/AA+
9/03/2016	BBSW +195	FRN		\$1,000,000.00	9/03/2021	Credit Suisse	A1/A
20/03/2017	BBSW +130	FRN		\$750,000.00	20/03/2020	CUA	A2/BBB
24/02/2017	BBSW +145	FRN		\$1,000,000.00	24/02/2020	Greater Bank	A2/BBB
9/08/2016	BBSW+152	FRN		\$1,000,000.00	7/06/2019	Greater Bank	A2/BBB
30/08/2016	BBSW+155	FRN		\$1,500,000.00	30/08/2019	Greater Bank	A2/BBB
7/07/2015	BBSW+110	FRN		\$1,000,000.00	3/03/2020	Macquarie Bank	A1/A
5/11/2015	BBSW+108	FRN		\$1,000,000.00	5/11/2020	NAB	A1/AA
26/02/2015	BBSW+110	FRN		\$500,000.00	27/02/2018	Newcastle Permanent	A2/BBB
21/08/2014	BBSW +110	FRN		\$1,000,000.00	17/08/2017	Police Bank	A2/BBB
4/03/2016	BBSW + 150	FRN		\$1,000,000.00	4/03/2021	Rabobank	A1/A+
20/10/2015	BBSW +125	FRN		\$1,000,000.00	20/10/2020	Suncorp	A1/A+
4/12/2014	BBSW+1.05	FRN		\$1,000,000.00	4/12/2017	Teachers Mutual Bank	A2/BBB
28/10/2016	BBSW+140	FRN		\$500,000.00	28/10/2019	Teachers Mutual Bank	A2/BBB
2/06/2017	BBSW +140	FRN		\$1,000,000.00	29/05/2020	Greater Bank	A2/BBB
7/06/2017	BBSW +140	FRN		\$1,000,000.00	29/05/2020	Greater Bank	A2/BBB
		Floating Rate Notes		\$19,250,000.00			
Floating Term Deposits							
19/02/2015	BBSW + 95	FTD		\$1,000,000.00	21/02/2020	ING	A1/A
11/12/2014	BBSW + 106	FTD		\$1,000,000.00	11/12/2019	NAB	A1/AA
11/12/2014	BBSW + 106	FTD		\$1,000,000.00	11/12/2019	NAB	A1/AA
1/12/2015	3.0000%	FTD		\$1,000,000.00	1/12/2020	WESTPAC	A1/AA
		Floating Term Deposits		\$4,000,000.00			
On Call Bank Accounts							
31/07/2017	1.4000%	On call		\$2,196.72		CBA	A1/AA+
31/07/2017	2.1000%	On call		\$58,335.91		T-Corp	A1/AAA
		On Call		\$60,532.63			

Stronger Communities Investments

27/06/2016	BBSW+148	FRN	175	\$1,000,000.00	18/05/2021	Bank of Queensland	A2/BBB+
20/04/2017	2.7000%	Term Deposit			12/10/2017	Beyond Bank	A2/BBB+
14/06/2017	2.7300%	Term Deposit	239	\$1,000,000.00	8/02/2018	Beyond Bank	A2/BBB+
15/06/2017	2.8000%	Term Deposit	245	\$1,000,000.00	15/02/2018	Bank Australia	A2/BBB
30/06/2017	2.7000%	Term Deposit	69	\$1,000,000.00	7/09/2017	Beyond Bank	A2/BBB+
8/06/2017	2.8500%	Term Deposit	189	\$1,000,000.00	14/12/2017	Greater Bank	A2/BBB
8/06/2017	2.7500%	Term Deposit	196	\$1,000,000.00	21/12/2017	Beyond Bank	A2/BBB+
20/04/2017	2.5500%	Term Deposit	154	\$1,000,000.00	21/09/2017	ME Bank	A2/BBB
18/05/2017	2.6500%	Term Deposit	182	\$1,000,000.00	16/11/2017	ME Bank	A2/BBB
25/05/2017	2.6500%	Term Deposit	183	\$1,000,000.00	24/11/2017	ME Bank	A2/BBB
29/06/2017	2.7500%	Term Deposit	189	\$2,000,000.00	4/01/2018	My State Bank	A2/BBB
20/04/2017	2.5500%	Term Deposit	161	\$1,000,000.00	28/09/2017	NAB	A1/AA
20/04/2017	2.6000%	Term Deposit	147	\$1,000,000.00	14/09/2017	Queensland Police Credit Union	A3/BBB-
14/06/2017	2.7000%	Term Deposit	232	\$1,000,000.00	1/02/2018	Rural Bank	A2/BBB+
				\$15,000,000.00			

Implementation Funds Investments

27/10/2016	2.7500%	Term Deposit	365	\$1,000,000.00	27/10/2017	Bananacoast CU	NR
27/06/2016	BBSW+148	FRN	178	\$1,000,000.00	18/05/2021	Bank of Queensland	A2/BBB+
29/05/2017	2.7000%	Term Deposit			23/11/2017	Defence Bank	A2/BBB
23/03/2017	2.8500%	Term Deposit	273	\$1,000,000.00	21/12/2017	Police Credit Union SA	NR
				\$4,000,000.00			
				\$78,310,532.63			

TOTAL FORSTER INVESTMENTS

GLOUCESTER OFFICE INVESTMENTS

14/03/2017	2.6100%	Term Deposit	210	\$1,000,000.00	10/10/2017	Bankwest	A1+
24/05/2017	2.8000%	Term Deposit	181	\$560,000.00	21/11/2017	Auswide Bank	A3/BBB-
20/06/2017	2.6500%	Term Deposit	98	\$500,000.00	26/09/2017	Beyond Bank Australia	A2/BBB+
6/06/2017	2.7700%	Term Deposit	154	\$250,000.00	7/11/2017	Bank of Sydney	unrated
21/03/2017	2.5900%	Term Deposit	182	\$508,482.19	19/09/2017	People's Choice Credit Union	A2
11/04/2017	2.7000%	Term Deposit	197	\$500,000.00	25/10/2017	Beyond Bank Australia	A2/BBB+
9/05/2017	2.6500%	Term Deposit	91	\$500,000.00	8/08/2017	Beyond Bank Australia	A2/BBB+
		Term Deposits		\$3,606,482.19			
		On Call		\$602,016.00			
		On Call Deposits		\$602,016.00			
				\$4,208,498.19			

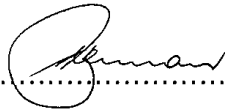
TOTAL GLOUCESTER OFFICE INVESTMENTS

B: Responsible Accounting Officer's Certificate

Investment Certificate

In accordance with the provisions of the Local Government (General) Regulations, Part 9 Division 5 Clause 212, I certify that Council's Investments have been made in accordance with the Local Government Act 1993, Regulations and Council's Investment Policy.

This certificate is to be read in conjunction with the Investment Report and Annexures for the month of July 2017.



.....
Phil Brennan
Responsible Accounting Officer
/o August 2017

DIRECTOR WATER SERVICES

12 INFRASTRUCTURE PROJECT STATUS REPORTS

Report Author Daniel Brauer, Group Manager Planning & Development

File No. / ECM Index A614848

Date of Meeting 23 August 2017

SUMMARY OF REPORT

This monthly report provides the status of major infrastructure projects and highlights potential issues with schedule, cost or impacts on delivery. Recommendations to change project budget or schedule are identified against individual projects or programs.

SUMMARY OF RECOMMENDATION

That the infrastructure project status reports be received and noted.

FINANCIAL/RESOURCE IMPLICATIONS

These activities are proceeding within existing financial and resource allocations. Projects listed within this report have been included in the 2016/17 Operational Plan, the 2017/18 Operational Plan or in both in the case of multi-year projects.

The recommendations will not result in additional expenditure or resource allocation.

LEGAL IMPLICATIONS

Nil

BACKGROUND

The attachment to this report contains individual status reports and a covering index.

DISCUSSION

A brief synopsis of the project status reports for the period ending 31 July 2017 is as follows:

- Sewer gravity mains renewals program – The renewals program for the 2017/18 financial year has been reviewed with respect to incomplete projects from the previous financial year. Works are continuing in Taree and Tuncurry.
 - Pacific Palms Sewage Treatment Plant Stage 1 – The project has been assigned to the capital works group for completion of the detailed design phase.
 - Gloucester Water Treatment Plant Upgrades – delivery of remaining scope of chemical dosing, electrical work and process controls is continuing with the remaining scope of works subject to final confirmation and approval.
 - Nubiack Water Supply Scheme – Construction of the Nubiack Water Treatment Plant has continued with the installation of pipework, electrical conduits and pits, and concrete panels. The tender package for the low voltage electrical scope for the Darawank Water Pump Station has been complete and contracts for the SCADA/PLC and commissioning components have commenced.
-

- Water mains renewals program – The renewals program for the 2017/18 financial year has been reviewed with respect to incomplete projects from the previous financial year. Works are continuing in Taree.
- Bootawa Dam Safety Works 2017 – The selected contractor has confirmed a commencement period of 14 to 21 August 2017 with completion of the works scheduled for September 2017.
- Implement Enterprise Business Management Systems (Technology One) software – The handover to the business has continued in the reporting period whilst the core project team maintain a support role on remaining scope items.

CONSULTATION

The management and coordination of all aspects of infrastructure projects are undertaken in consultation with a range of internal and external stakeholders.

The internal stakeholders which have contributed to the preparation of this monthly report include the Planning & Development Group, Capital Works Group and GIS Section.

COMMUNITY IMPACTS

Community impacts are considered and management in accordance with communication plans tailored to individual infrastructure projects.

ALIGNMENT WITH COMMUNITY PLAN/OPERATIONAL PLAN

These activities align with the following objectives of MidCoast Water's Operational Plan:

- 1.1.3 Deliver our asset management strategy
- 3.1.5 Monitor and report on our progress towards our strategic goals

TIMEFRAME

The timeframes associated with each infrastructure project are outlined in Attachment A.

BUDGET IMPLICATIONS

These activities are proceeding within existing financial and resource allocations. Projects listed within this report have been included in the 2016/17 Operational Plan, the 2017/18 Operational Plan or in both in the case of multi-year projects.

RISK CONSIDERATION

The risks associated with each infrastructure project are identified and managed within individual management plans in accordance with MidCoast Water's corporate risk management framework.

RECOMMENDATION

That the infrastructure project status reports be received and noted.

ATTACHMENT

A: Project Status Reports

Due to its large size, Attachment A has been circulated in hard copy to the Administrator and Senior Staff only as a paper conservation measure. However, this Attachment is publicly available on Council's Website, copies are available at Council offices and copies are available on request.

13 SIX MONTH PROGRESS REPORT - 1 JAN TO 30 JUNE 2017

Report Author Natalie Pekic, Business Performance Officer

File No. / ECM Index A614902

Date of Meeting 23 August 2017

SUMMARY OF REPORT

The purpose of this report is to outline progress against planned actions and activities in the Delivery Program 2013-17 and Operational Plan 2016-17 respectively. We have recorded successful completion of 40% to 70% of activities across the five key directions.

SUMMARY OF RECOMMENDATION

That the six month progress report for the period 1 January to 30 June 2017 be received and noted.

FINANCIAL/RESOURCE IMPLICATIONS

Financial implications will be reported separately through MidCoast Water's end of year financial statements.

LEGAL IMPLICATIONS

Section 404(5) of the *Local Government Act 1993* states that:

The General Manager must ensure that regular progress reports are provided to the Council reporting as to its progress with respect to the principal activities detailed in its delivery program. Progress reports must be provided at least every 6 months.

BACKGROUND

The attached six month progress report has been prepared in the same format as requested by MidCoast Water's former Board, prior to its termination on 12 May 2016.

DISCUSSION

All councils in NSW are required to work within the Office of Local Government's Integrated Planning & Reporting (IP&R) framework. MidCoast Water's Strategic Business Plan *Future Directions 2037*, Delivery Program 2013-17 and Operational Plan 2016-17 were established under this framework. The status of each activity is defined by a 'traffic light' system which is contained on the second page of the attached report.

MidCoast Water's Strategic Business Plan *Future Directions 2037* is divided into five key directions, namely:

1. Service quality and continuity

This key direction contains 19 delivery program actions which cascade into 54 operational plan activities for the 2016-17 year. Of these activities, 36 (67%) have received a green traffic light status, 7 (13%) have received a yellow traffic light status and 11(20%) have received a red traffic light status.

2. Sustainable resource management

This key direction contains 14 delivery program actions which cascade into 17 operational plan activities for the 2016-17 year. Of these activities, 10 (59%) have received a green traffic light status, 6 (35%) have received a yellow traffic light status and 1 (6%) have received a red traffic light status.

3. Business health

This key direction contains 32 delivery program actions which cascade into 46 operational plan activities for the 2016-17 year. Of these activities, 26 (56%) have received a green traffic light status, 16 (35%) have received a yellow traffic light status and 4(9%) have received a red traffic light status.

4. Community leadership

This key direction contains 8 delivery program actions which are supported by 10 operational plan activities for the 2016-17 year. Of these activities, 7 (70%) have received a green traffic light status, 3 (30%) have received a yellow traffic light status and 0 (0%) have received a red traffic light status.

5. Readiness for change

This key direction contains 6 delivery program actions which cascade into 10 operational plan activities for the 2016-17 year. Of these activities, 4 (40%) have received a green traffic light status, 5 (50%) have received a yellow traffic light status and 1 (10%) have received a red traffic light status.

The primary factor influencing the status of activities in both the Delivery Program and Operational Plan has been the extended period of transition, both in terms of resources and capabilities that the organisation has experienced over the last three years.

Over the last 12 months leading up to the dissolution of MidCoast Water effective 1 July 2017, the strategic and operational capacity of the organisation had also been constrained pending a decision on the organisation's future.

CONSULTATION

The management and coordination of all activities in the Delivery Program and Operational Plan are undertaken in consultation with a range of internal and external stakeholders.

The internal stakeholders which have contributed to the preparation of this monthly report include all groups within the Corporate Services, Service Delivery and Infrastructure Development divisions.

COMMUNITY IMPACTS

Community impacts are considered and managed in accordance with communication plans tailored to individual activities.

ALIGNMENT WITH COMMUNITY PLAN/OPERATIONAL PLAN

3.1.5 Monitor and report on our progress towards our strategic goals
(MidCoast Water Strategic Business Plan *Future Directions 2037*)

TIMEFRAME

The timeframes associated with each activity are outlined in Attachment A.

BUDGET IMPLICATIONS

These activities are proceeding within existing financial and resource allocations. Budget implications will be reported separately through MidCoast Water's end of year financial statements.

RISK CONSIDERATION

The risks associated with each activity are identified and managed within individual management plans in accordance with MidCoast Water's corporate risk management framework.

RECOMMENDATION

That the MidCoast Water Six Month Progress Report for 1 January to 30 June 2017 be received and noted.

ATTACHMENT

A: MidCoast Water Six Month Progress Report 1 January to 30 June 2017

Due to its large size, Attachment A has been circulated in hard copy to the Administrator and Senior Staff only as a paper conservation measure. However, this Attachment is publicly available on Council's Website, copies are available at Council offices and copies are available on request.

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CLOSED COUNCIL

14 EXEMPTION OF RATES

Report Author Anita Gillies, Senior Revenue Officer
File No. / ECM Index Rates & Valuations - Rates Abandonments
Date of Meeting 23 August 2017

REASON FOR CONFIDENTIALITY

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(b) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

- (b) the personal hardship of any resident or ratepayer

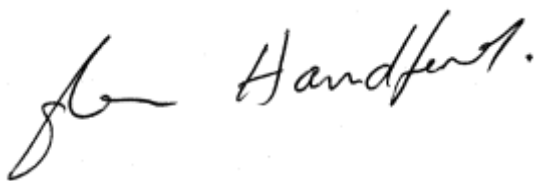
15 TRANSFER OF LAND IN PAYMENT OF RATES - NORTH ARM COVE

Report Author Lee Howard, Revenue Coordinator
File No. / ECM Index Rate Recovery
Date of Meeting 23 August 2017

REASON FOR CONFIDENTIALITY

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(b) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

- (b) the personal hardship of any resident or ratepayer



Glenn Handford
GENERAL MANAGER