Muswellbrook Shire Council

ORDINARY COUNCIL MEETING

BUSINESS PAPER

TUESDAY 19 DECEMBER 2023

MUSWELLBROOK SHIRE COUNCIL

P.O Box 122
MUSWELLBROOK
12 December, 2023

Councillors,

You are hereby requested to attend the Ordinary Council Meeting to be held in the Auditorium, Muswellbrook RSL Club, Bridge Street, Muswellbrook on **Tuesday 19 December 2023** commencing at 6:00 pm.

Derek Finnigan
GENERAL MANAGER

Council Meetings

Meeting Principles

Council and committee meetings should be:

Transparent:	Decisions are made in a way that is open and accountable.
Informed:	Decisions are made based on relevant, quality information.
Inclusive:	Decisions respect the diverse needs and interests of the local community.
Principled:	Decisions are informed by the principles prescribed under Chapter 3 of the Act.
Trusted:	The community has confidence that councillors and staff act ethically and make decisions in the interests of the whole community.
Respectful:	Councillors, staff and meeting attendees treat each other with respect.
Effective:	Meetings are well organised, effectively run and skilfully chaired.
Orderly:	Councillors, staff and meeting attendees behave in a way that contributes to the orderly conduct of the meeting.

Public Forums

The council may hold a public forum prior to each ordinary meeting of the council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held prior to extraordinary council meetings and meetings of committees of the council.

To speak at a public forum, a person must first make an application to the council in the approved form. Applications to speak at the public forum must be received by no later than 9.00 am two (2) days prior to the day of the meeting before the date on which the public forum is to be held, and must identify the item of business on the agenda of the council meeting the person wishes to speak on, and whether they wish to speak ‘for’ or ‘against’ the item.

Approved speakers at the public forum are to register with the council any written, visual or audio material to be presented in support of their address to the council at the public forum, and to identify any equipment needs no more than 3 days before the public forum. The general manager or their delegate may refuse to allow such material to be presented.

Each speaker will be allowed 2 minutes to address the council. This time is to be strictly enforced by the chairperson.

Declarations of Interest

Statement of Ethical Obligations

Councillors are reminded of their oath or affirmation of office, made under section 233A of the NSW Local Government Act 1993, to undertake the duties of the office of Councillor in the best interests of the people of Muswellbrook Shire and Muswellbrook Shire Council and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them, under the Local Government Act 1993 or any other Act, to the best of their ability and judgment. Pursuant to the provisions of the Muswellbrook Shire Council Code of Meeting Practice and the Muswellbrook Shire Council Code of Conduct, Councillors are reminded of their obligations to disclose and appropriately manage conflicts of interest.

Section 451 of the Local Government Act requires that if a Councillor or Member of a Council or committee has a pecuniary interest in any matter before the Council or Committee, he/she must disclose the nature of the interest to the meeting as soon as practicable and must not be present at, or in sight of, the meeting, when the matter is being discussed, considered or voted on.

A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of financial gain or loss (see sections 442 and 443 of the Local Government Act).

A non-pecuniary interest can arise as a result of a private or personal interest which does not involve a financial gain or loss to the councillor or staff member (eg friendship, membership of an association, or involvement or interest in an activity). A Councillor must disclose the nature of the interest to the meeting as soon as practicable.

Council's Model Code of Conduct now recognises two forms of non-pecuniary conflict of interests:

- Significant
- Less than significant

A Councillor must make an assessment of the circumstances and determine if the conflict is significant.

If a Councillor determines that a non-pecuniary conflict of interests is less than significant and does not require further action, they must provide an explanation of why it is considered that the conflict does not require further action in the circumstances.

If the Councillor has disclosed the existence of a significant non-pecuniary conflict of interests at a meeting they must not be present at, or in sight of, the meeting, when the matter is being discussed, considered or voted on.

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1. Applications for Attendance via Audio Visual Link

2. Acknowledgement of Country

3. Civic Prayer

4. Apologies and Applications for a Leave of Absence

5. Confirmation of Minutes

Ordinary Council Meeting held on 28 November, 2023

RECOMMENDATION

The Minutes of the Ordinary Council Meeting held on 28 November, 2023, a copy of which has been distributed to all members, be taken as read and confirmed as a true record.

Moved: _____ **Seconded:** _____

MINUTES OF THE ORDINARY COUNCIL MEETING OF THE MUSWELLBROOK SHIRE COUNCIL HELD IN TRAINING ROOM, UNIVERSITY OF NEWCASTLE - UPPER HUNTER - TEC 1, 87 HILL STREET, MUSWELLBROOK ON TUESDAY 28 NOVEMBER, 2023 COMMENCING AT 6.00PM.

PRESENT: Cr S.M. Reynolds (Mayor), Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr J.A. Lecky, Cr G.T. McNeill, Cr R. Mahajan, Cr D.E. Marshall(VC), Cr R. Scholes and Cr B.N. Woodruff.

IN ATTENDANCE: Mr D. Finnigan (General Manager), Ms S. Pope (Director – Planning & Environment),Ms S. Welchman (Director - Community & Economy), Mr M. Lysaught (Director – Property & Place), Ms E. Lane (Manager – Governance & Risk), Mr J. Hogan (Acting Chief Financal Officer), Mr P. Ball (Manager - Works), Mrs C. Middleton (Communications Co-Ordinator), Mrs M. Sandell-Hay (Governance Officer), Ms K. Hamm (Executive Assistant), Three (3) people and One (1) media in the public gallery.

1. Applications for Attendance via Audio Visual Link

173 RESOLVED on the motion of Cr J. Drayton and Cr M. Bowditch that:

Authority be given for Cr D. Marshall to attend the Council Meeting via video link.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

2. Acknowledgement of Country

The Acknowledgement of Country was read by Cr M. Bowditch.

3. Civic Prayer

The Civic Prayer was read by Cr J. Lecky.

4. Apologies and Applications for a Leave of Absence

174 RESOLVED on the motion of Cr R. Mahajan and Cr M. Bowditch that:

The apologies for inability to attend the meeting submitted by Cr D. Douglas be ACCEPTED and the necessary Leave of Absence be GRANTED.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

5. Confirmation of Minutes

Ordinary Council Meeting held on 24 October, 2023

Extra-Ordinary Council Meeting held on 16 November, 2023

175 RESOLVED on the motion of Cr B. Woodruff and Cr G. McNeill that:

The Minutes of the **Ordinary Council Meeting** held on **24 October, 2023,** and the **Extra-Ordinary Council Meeting** held on **16 November, 2023**, copies of which has been distributed to all members, be taken as read and confirmed as a true record.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

6. Disclosure of any Pecuniary or Non-Pecuniary Interests

Cr G. McNeill - Declared a non-pecuniary interest in Item 10.1.2. Cr McNeill advised Council that he is the part owner of a heritage item in Muswellbrook.

Cr B. Woodruff – Declared a pecuniary interest in Item 10.2.1. Cr Woodruff advised Council that his employer undertakes work for the applicant.

Cr M. Bowditch – Declared a non-pecuniary interest in Item 10.2.1. Cr Bowditch advised Council that his daughter works for the Contractor.

Cr D. Marshall – Declared a non-pecuniary interest in Item 10.2.1. Cr Bowditch advised Council that his daughter works for the Contractor.

7. Mayoral Minute

Nil.

8. Public Participation

Mr Robert Hall - concerning Item 10.1.1. DA 2022-132 - 67 Lot Subdivision and Childcare Centre - 9036 New England Highway Muswellbrook

9. Business Arising (From Previous Meetings)

9.1. Development Application Assessment Times

176 RESOLVED on the motion of Cr L. Dunn and Cr A. Barry that:

Council notes the information provided.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

9.2. Trigger Points for Management of Tree Assets

177 RESOLVED on the motion of Cr G. McNeill and Cr M. Bowditch that:

The information be received and NOTED.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10. Business (Specific Reports)

10.1. Planning and Environment

10.1.1. DA 2022-132 - 67 Lot Subdivision and Childcare Centre - 9036 New England Highway Muswellbrook

178 RESOLVED on the motion of Cr J. Drayton and Cr R. Scholes that:

1. Development Application No. 2022-132 for Subdivision of 1 lot into 67 lots and the construction of a Childcare Centre, at 9036 New England Highway (Lot 1 DP 1203294) Muswellbrook, be approved subject to the conditions in Appendix B.

2. Council delegates to the General Manager the preparation of additional conditions to cover:

- Original fencing on property boundary
- Footpath from the property to Broadlands
- Gate on Crown Land Road
- Restoration of riparian buffer zone along Muscle Creek
- Council officers consider infrastructure requirements on adjoining future developments.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.1.2. Local Heritage Grants

Disclosure of Interest

Cr G. McNeill declared a non-pecuniary interest in this item. Cr McNeill advised Council that he is the part owner of a heritage item in Muswellbrook.

At 6.17pm Cr G. McNeill left the Council Chambers and therefore took no part in discussion or voting on this item.

179 RESOLVED on the motion of Cr B. Woodruff and Cr A. Barry that:

Council APPROVES contributions from the Local Heritage Assistance Fund for the following projects:

1. $2,000 for repair to bricks and mortar in cellar at 33 Brentwood Street, Muswellbrook;
2. $2,000 for repair and maintenance of barge board, sash windows, 6 shutters and doors at 5 Midanga Avenue, Muswellbrook; and
3. $2,000 for roof maintenance and repair at 3179 Bylong Valley Way, Kerrabee.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

At 6.18pm Cr G. McNeill returned to Council Chambers and resumed his chair at the meeting table.

10.1.3. Monthly Report to Council - Planning, Environment and Regulatory Services

180 RESOLVED on the motion of Cr J. Drayton and Cr J. Lecky that:

The information contained in this report be noted.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.2. Community Infrastructure

10.2.1. Mangoola Coal Continued Operations - Yarraman Road Upgrade Project

Disclosure of Interest

Cr B. Woodruff declared a pecuniary interest in this item. Cr Woodruff advised Council that his employer undertakes work for the applicant.

Cr M. Bowditch declared a non-pecuniary interest in this item. Cr Bowditch advised Council that his daughter works for the Contractor.

Cr D. Marshall declared a non-pecuniary interest this item. Cr Bowditch advised Council that his daughter works for the Contractor.

At 6.18pm Cr B. Woodruff, Cr M. Bowditch and Cr D. Marshall left the Council Chambers and therefore took no part in discussion or voting on this item.

181 RESOLVED on the motion of Cr R. Scholes and Cr J. Lecky that:

Council NOTES the information provided in the report.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan and Cr R. Scholes.

Against: Nil.

At 6.20pm Cr B. Woodruff, Cr M. Bowditch and Cr D. Marshall returned to Council Chambers and resumed their chair at the meeting table.

10.2.2. Section 138 Roads Act 1993 Approval Replacement of Effluent Pump Thomas Mitchell Drive

182 RESOLVED on the motion of Cr M. Bowditch and Cr J. Lecky that:

Council delegates to the General Manager authority to sign the s.138 *Roads Act 1993* permit to allow the replacement of the effluent pump identified in the report.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.2.3. 2023-24 Large Plant Replacement Programme

183 RESOLVED on the motion of Cr G. McNeill and Cr B. Woodruff that:

Council APPROVES the 2023-24 Large Plant Replacement Programme.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.2.4. Water and Wastewater Levels of Service for FY 2023-24 Q1

184 RESOLVED on the motion of Cr B. Woodruff and Cr J. Lecky that:

Council NOTES the information contained in the report.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.3. Property and Place

10.3.1. Denman Christmas Markets - Fee Waiver Request

185 RESOLVED on the motion of Cr A. Barry and Cr B. Woodruff that:

Council APPROVES the fee waiver request in support of this community event.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.3.2. Upper Hunter Community Services - Fee Waiver Request

186 RESOLVED on the motion of Cr B. Woodruff and Cr J. Lecky that:

Council:

1. Waives the fee for booking the Highbrook Park sportsground for the Cinema Under the Stars Event; and
2. Does not waive the Section 68 fee.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.3.3. Waagan Galga Community Christmas Event - Fee Waiver Request

187 RESOLVED on the motion of Cr G. McNeill and Cr J. Drayton that:

Council waives the hire fees requested by Waagan Galga for the hire of the Stan Thiess Centre and Victoria Park Sportsground for the Aboriginal Community Christmas Event to be held Saturday, 16 December 2023.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.3.4. Christmas Food and Toy Appeal - Fee Waiver Request

{resolution-number} RESOLVED on the motion of Cr J. Lecky and Cr R. Mahajan that:

Council:

1. Waives the fee for the booking of the Muswellbrook Indoor Sports Centre for the annual Christmas Food and Toy Appeal; and
2. The estimated costs associated for the booking be funded from the Muswellbrook Indoor Sports Centre Materials and Contracts operating expenses budget 0460.0895.500.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.3.5. Major Projects Status Report

189 RESOLVED on the motion of Cr R. Mahajan and Cr G. McNeill that:

Council NOTES the information contained in the report.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.4. Corporate Services

10.4.1. 2023 Christmas Closure

190 RESOLVED on the motion of Cr B. Woodruff and Cr J. Lecky that:

Council:

1. SUPPORTS the closure of Council Administration, Depots, and Water & Wastewater facilities as follows:
   * Friday 8 December 2023 – Staff End of Year Function;
   * 12 Noon Friday 22 December 2023 to 7.00am Tuesday 2 January 2024 – Christmas/New Year closure period;
   * Waste Operations as detailed in the report; and
   * Muswellbrook and Denman Aquatic Centres as detailed in the report.
2. APPROVES the allocation of a $50 We Live Here Gift Card to each staff member as a reward for service during the 2023 calendar year.
3. APPROVES the payment of $1,000 to six staff members who have twenty year or thirty-year service anniversaries as identified in the report.
4. NOTES that the Local Government Unions have requested the following date for their combined Picnic Day, and endorses the closure of Council Administration, Depots, and Water and Wastewater facilities on 27 December 2023, which will fall during the Christmas/New Year Shut Down Period.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.4.2. Public Interest Disclosure Policy MSC16E for ADOPTION

191 RESOLVED on the motion of Cr L. Dunn and Cr B. Woodruff that:

Council ADOPTS the attached *Public Interest Disclosure Policy*.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.4.3. DRAFT Awarding of Sponsorship, Grants and Contributions and DRAFT Council Seeking Sponsorship Policy for Public Exhibition

192 RESOLVED on the motion of Cr A. Barry and Cr J. Lecky that:

1. Council approves the attached *DRAFT Awarding of Sponsorship and Grants and Contributions Policy* (MSC05E) and the *DRAFT Council Seeking Sponsorship Policy* (MSC049E) to be placed on public exhibition via Council's website for a period of 28 days; and
2. A further report be submitted to Council for consideration of submissions received during the exhibition period.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.4.4. DRAFT Section 355 Committee Guidelines MSC22E for Public Exhibition

193 RESOLVED on the motion of Cr J. Lecky and Cr B. Woodruff that:

1. Council approves the attached *DRAFT Section 355 Committee Guidelines* to be placed on public exhibition via Council's website for a period of 28 days; and
2. A further report be submitted to Council for consideration of submissions received during the exhibition period.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.4.5. 2022/2023 Annual Report

194 RESOLVED on the motion of Cr A. Barry and Cr J. Lecky that:

Council:

1. ENDORSES the 2022/ 2023 Annual Report excluding the audited Financial Statements;
2. Delegates to the General Manager authority to publish the 2022/ 2023 Annual Report on Council's website and to forward a link to the Report to the NSW Office of Local Government, Minister for Local Government, and the Minister for Disability Services.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.4.6. General Manager's performance priorities

195 RESOLVED on the motion of Cr R. Scholes and Cr B. Woodruff that:

Council NOTES the information contained in the report.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.4.7. September 2023 Quarterly Budget Review

196 RESOLVED on the motion of Cr J. Lecky and Cr B. Woodruff that:

Council ADOPTS the proposed changes in the September 2023 Quarterly Budget Review.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.4.8. Report on Investments held as at 31 October 2023

197 RESOLVED on the motion of Cr R. Scholes and Cr R. Mahajan that:

Council NOTES Council's Investments as at 31 October 2023.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.4.9. Monthly Financial Report - October 2023

198 RESOLVED on the motion of Cr A. Barry and Cr J. Lecky that:

Council NOTES the Financial Reports for the month ending 31 October 2023.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.5. Community and Economy

10.5.1. Denman Chamber of Commerce - Denman Christmas Markets

199 RESOLVED on the motion of Cr D. Marshall and Cr B. Woodruff that:

Council approves the total contribution of $4,000 towards the Denman Chamber of Commerce Christmas Markets and events.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.5.2. Community Services

200 RESOLVED on the motion of Cr B. Woodruff and Cr J. Lecky that:

The information contained in this report be noted.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

10.5.3. Report on Council Grant Funding and Community Engagement

201 RESOLVED on the motion of Cr J. Lecky and Cr A. Barry that:

Council:

1. NOTES the information contained in the report;
2. APPROVES Council applying for funding under the Community Improvement District Pilot Program for funding for physical and non-physical interventions to activate the public space of the Hunter Innovation Precinct as a component of the Muswellbrook Town Centre Plan;
3. APPROVES Council submitting an Expression of Interest to participate in the Australian Government's next round of National Water Grid for funding for the Denman to Sandy Hollow pipeline, with alternate projects being the installation of a water softening plant at Denman, the replacement of the South Muswellbrook water main and the replacement of the high voltage transformers at the Muswellbrook water treatment plant.
4. APPROVES Council applying for funding under the Get NSW Active program as per the suggested projects nominated in the table contained in this report;
5. APPROVES Council applying for funding under the Disaster Ready Fund Round 2 program for the undertaking of an audit of Council's drainage infrastructure/works and the construction of a detention/retention basin at Karoola Park;
6. APPROVES Council applying for funding under the Clubgrants Category 3 Infrastructure Grants (Arts and Culture) for upgrading of the Muswellbrook Regional Arts Centre, including design, interior/exterior painting, and other renewal works; and
7. APPROVES Council applying for funding under the Commonwealth Regional Precincts and Partnerships Program as per the suggested projects nominated in the table contained in this report.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

11. Minutes of Committee Meetings

11.1. Finance Review Advisory Committee - 19 September, 2023 and 17 October, 2023

202 RESOLVED on the motion of Cr R. Mahajan and Cr J. Lecky that:

The minutes for the Finance Review Advisory Committee meetings held on 19 September, 2023 and 17 October, 2023 be NOTED.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

11.2. Regional Entertainment Centre Development Advisory Committee - 18 October, 2023

203 RESOLVED on the motion of Cr R. Scholes and Cr J. Lecky that:

The minutes for the Regional Entertainment Centre Development Advisory Committee meeting held on 18 October 2023 be ADOPTED.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

11.3. Grants Review Committee - 12 October, 2023 and 9 November, 2023

204 RESOLVED on the motion of Cr J. Lecky and Cr R. Scholes that:

The minutes for the Grants Review Committee meetings held on 12 October, 2023 and 9 November, 2023 be NOTED subject to the following amendment to 9 November, 2023 Minutes:

Cr D. Marshall be listed as being in attendance via VC for the meeting.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

11.4. Local Traffic Committee Minutes - 14 November, 2023

205 RESOLVED on the motion of Cr M. Bowditch and Cr A. Barry that:

The minutes for the Local Traffic Committee meeting held on 14 November 2023 be NOTED and the recommendations contained therein be adopted by Council.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

12. Notices of Motion

12.1. Electric Vehicle Strategy and Feasibility Plan

206 RESOLVED on the motion of Cr A. Barry and Cr R. Scholes that:

Council seeks funding opportunities to initiate the development of an Electric Vehicle (EV) Strategy, encompassing a feasibility plan, identifying optimal charging station locations, and a comprehensive community communication package to promote sustainable transportation in our Shire.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

12.2. Enhancing Public Asset Protection through CCTV Surveillance

207 RESOLVED on the motion of Cr M. Bowditch and Cr G. McNeill that:

1. Muswellbrook Shire Council source appropriate funds via grants for the installation, maintenance, and monitoring of CCTV cameras in strategically selected public areas.
2. Muswellbrook Shire Council will engage with the community through public consultations and awareness campaigns to address any concerns and gather input regarding the implementation of CCTV surveillance in public places.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

12.3. Commencement of Town Beautification Plan upon Completion of Town Bypass

MOVED on the motion of Cr S. Reynolds and Cr G. McNeill that:

1. Muswellbrook Shire Council initiates a Town Beautification Plan in anticipation of the Town Bypass, by constructing a committee immediately.
2. The Town Beautification Plan shall include the following key components:
    a) Landscaping and green spaces enhancements along the bypass and within the town.
    b) Installation of aesthetically pleasing signage welcoming visitors to our community.
    c) Maintenance and restoration of historic landmarks and heritage sites.
    d) Street art and public art installations to promote cultural expression.
    e) Development of pedestrian-friendly pathways and recreational areas.
3. All Muswellbrook Shire Councillors become the dedicated committee responsible for overseeing the planning, implementation, and funding of the Town Beautification Plan and Delivery.
4. Funding for the beautification plan shall be allocated from the town's budget, grants and VPA Funding.
5. Muswellbrook Council shall actively seek input from the residents, local businesses, and community organizations to ensure that the beautification plan aligns with the desires and needs of our community.
6. Regular updates on the progress of the Town Beautification Plan shall be provided to the public, and transparency in decision-making and budget allocation will be a priority.
7. Muswellbrook Council shall work in collaboration with relevant government agencies, experts, and consultants to ensure that the beautification plan is well-informed and sustainable.
8. A timeline for the execution of the Town Beautification Plan shall be developed, with the aim of completing the plan within a reasonable timeframe.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Cr J. Drayton and Cr R. Scholes.

RECOMMITTING OF ITEM

The model code of Meeting Practice clause 17.15 was consulted:

"Recommitting resolutions to correct an error
17.15 Despite the provisions of this Part, a councillor may, with the leave of the chairperson, move to recommit a resolution adopted at the same meeting:
(a) to correct any error, ambiguity or imprecision in the council's resolution, or
(b) to confirm the voting on the resolution."

Due to the ambiguity of the amended motion this was recommitted and proceeded as follows:

12.3. Commencement of Town Beautification Plan upon Completion of Town Bypass

208 RESOLVED on the motion of Cr S. Reynolds and Cr G. McNeill that:

1. Muswellbrook Shire Council initiates a Town Beautification Plan in anticipation of the Town Bypass, by constructing a committee immediately.
2. The Town Beautification Plan shall include the following key components:
    a) Landscaping and green spaces enhancements along the bypass and within the town.
    b) Installation of aesthetically pleasing signage welcoming visitors to our community.
    c) Maintenance and restoration of historic landmarks and heritage sites.
    d) Street art and public art installations to promote cultural expression.
    e) Development of pedestrian-friendly pathways and recreational areas.
3. All Muswellbrook Shire Councillors become the dedicated committee responsible for overseeing the planning, implementation, and funding of the Town Beautification Plan and Delivery.
4. Funding for the beautification plan shall be allocated from the town's budget, grants and VPA Funding.
5. Muswellbrook Council shall actively seek input from the residents, local businesses, and community organizations to ensure that the beautification plan aligns with the desires and needs of our community.
6. Regular updates on the progress of the Town Beautification Plan shall be provided to the public, and transparency in decision-making and budget allocation will be a priority.
7. Muswellbrook Council shall work in collaboration with relevant government agencies, experts, and consultants to ensure that the beautification plan is well-informed and sustainable.
8. A timeline for the execution of the Town Beautification Plan shall be developed, with the aim of completing the plan within a reasonable timeframe.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

13. Councillors Reports

13.1 Muswellbrook High School Business Breakfast

Cr McNeill advised that he attended the Muswellbrook High School Business Breakfast which showcased the Halfway Program, critical thinking etc.

13.2 Olympic Park Advisory Committee

Cr McNeill advised that he attended the Olympic Park Development Advisory Committee meeting held recently where the progress of the Plan of Management was discussed.

13.3 Denman and District Heritage Village Opening

Cr Woodruff advised he attended the Official Opening of the Denman and District Heritage Village Museum. Cr Woodruff thanked everyone involved in bringing this project to fruition.

13.4 District Rotary Conference Public Speaking Event

Cr Scholes advised he attended the District Rotary Conference in Dubbo where the Public Speaking Event was held. Cr Scholes commended Charlise Anderson on her efforts.

14. Written Questions

14.1. Financial Implications of Enhancing Bin Capacity from 120L to 240L

209 RESOLVED on the motion of Cr R. Scholes and Cr L. Dunn that:

The information contained in the report be noted.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

15. Questions for Next Meeting

15.1 2 LAE STREET, MUSWELLBROOK

Cr Drayton inquired whether Council could investigate and report on how and the costs involved in cleaning up the property destroyed by fire several years ago at 2 Lae Street, Muswellbrook?

15.2 TOUR OF WATER TREATMENT FACILITY

Cr Woodruff inquired whether a tour of the Muswellbrook Water Treatment Plant could be organised, in an effort to recognise future needs/requirements for this facility?

Cr Scholes indicated that the facility may be a listed building.

15.3 RUBBISH ON FOOTPATHS

Cr Scholes raised concerns about the rubbish left on footpaths and what was the policy and costs involved annually?

15.4 HUNTER RIVER FORUM

Cr Bowditch inquired whether the Chief Engineer could attend the Hunter River Forum held in Singleton on Thursday and report back to Council?

Mr Finnigan advised Council that the Chief Engineer was not able to attend as the IPWEA were holding their Conference in Muswellbrook on Thursday and that efforts would be made to ensure another staff member attend the Forum.

16. Adjournment into Closed Council

210 RESOLVED on the motion of Cr B. Woodruff and Cr M. Bowditch that:

Council adjourn into Closed Session and members of the press and public be excluded from the meeting of the Closed Session, and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld unless declassified by separate resolution. This action is taken in accordance with Section 10A(2) of the Local Government Act, 1993 as the items listed come within the provisions outlined in Section 17 below.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

Members of the Public left the meeting at this stage.

17. Closed Council

17.1. Contract 2022-2023-0575 - Facility Renovations - Victoria Park

This report is CONFIDENTIAL under the provisions of Section 10A(2)(d) of the Local Government Act 1993, as it relates to commercial information of a confidential nature that would, if disclosed: (i) prejudice the commercial position of the person who supplied it, or (ii) confer a commercial advantage on a competitor of the council, or (iii) reveal a trade secret.

Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

211 RESOLVED on the motion of Cr G. McNeill and Cr A. Barry that:

Council:
1. ACCEPTS the tender from Dalski Pty Ltd for a contract sum of $140,739.30 excl. GST; and
2. Authorises the General Manager to enter into a Contract for the provision of services under the Contract.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

17.2. Regional Entertainment Centre - QS Review of FJCT Studio's Variation Proposal for Design Development

This report is CONFIDENTIAL under the provisions of Section 10A(2)(c) of the Local Government Act 1993, as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

212 RESOLVED on the motion of Cr R. Scholes and Cr L. Dunn that:

Council APPROVES FJCT Studio's fee variation, including provisional sums for consultant design reports, on the condition that the architect collaborates with Council to ensure that the project meets the value management and functionality requirements.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

17.3. Offer to Join Hunter Resource Recovery

This report is CONFIDENTIAL under the provisions of Section 10A(2)(d) of the Local Government Act 1993, as it relates to commercial information of a confidential nature that would, if disclosed: (i) prejudice the commercial position of the person who supplied it, or (ii) confer a commercial advantage on a competitor of the council, or (iii) reveal a trade secret.

Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

213 RESOLVED on the motion of Cr B. Woodruff and Cr D. Marshall that:

Council DECLINES the offer to join the Hunter Resource Recovery group.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

17.4. Review of Workplace Structure

This report is CONFIDENTIAL under the provisions of Section 10A(2)(a) of the Local Government Act 1993, as it relates to personnel matters concerning particular individuals (other than councillors).

Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

214 RESOLVED on the motion of Cr B. Woodruff and Cr M. Bowditch that:

Council APPROVES the organisational structure as provided in the report.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

17.5. 54 Kunapalari Street Throsby - Wonderschool - Tenant Review

This report is CONFIDENTIAL under the provisions of Section 10A(2)(c) of the Local Government Act 1993, as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

215 RESOLVED on the motion of Cr A. Barry and Cr M. Bowditch that:

Council APPROVES proceeding as recommended in the report.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

18. Resumption of Open Council

216 RESOLVED on the motion of Cr G. McNeill and Cr A. Barry that:

The meeting return to Open Council.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr M. Bowditch, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

Members of the public were invited to return to the meeting.

The Mayor read out the resolutions from Closed Council.

19. Closure

The meeting was declared closed at 8.01pm.

THE MINUTES OF THE MEETING (PAGES 1 to 22) WERE CONFIRMED AT THE ORDINARY COUNCIL MEETING OF THE MUSWELLBROOK SHIRE COUNCIL HELD ON TUESDAY 19 DECEMBER, 2023 AND ARE A FULL AND ACCURATE RECORD OF PROCEEDINGS OF THE MEETING HELD ON TUESDAY 28 NOVEMBER, 2023.

....

Mr D. Finnigan
General Manager

Cr S. Reynolds
Chairperson

6. Disclosure of any Pecuniary or Non-Pecuniary Interests

7. Mayoral Minute

Nil

8. Public Participation

9. Business Arising (From Previous Meetings)

Nil

10. Business (Specific Reports)

10.1. Planning and Environment

10.1.1. Bowmans Creek Wind Farm - Submission to the Independent Planning Commission

Attachments:	1. Attach A - Submission to the IPCn for Bowmans Creek Wind Farm [**10.1.1.1** - 14 pages]
Responsible Officer:	Sharon Pope - Director - Planning & Environment
Author:	Theresa Folpp (Development Compliance Officer)
Community Plan Issue:	*6 - Community Leadership*
Community Plan Goal:	Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.
Community Plan Strategy:	*Not Applicable*
	Not applicable

PURPOSE

To consider Council's submission to the Independent Planning Commission (IPCn) in relation to the Bowmans Creek Wind Farm (SSD-10315).

OFFICER'S RECOMMENDATION

Council supports the submission to the IPCn for the Bowmans Creek wind farm provided in Attachment A.

Moved: _____ Seconded: _____

REPORT

The Bowmans Creek Wind Farm (SSD-10315) is located approximately 10km east of the township of Muswellbrook and is within the Muswellbrook, Singleton, and Upper Hunter Local Government Areas (LGA).

Key Project components relevant to Muswellbrook Shire Council are as follows:

- There are 41 turbines located in the Muswellbrook LGA;
- A portion of the underground powerline is proposed to be constructed within the road reserve; and
- There are several road upgrades and improvements proposed on Hebden Road and Albano Road.

Council staff have previously made three formal submissions to the Department of Planning and Environment (DPE) in relation to the Project, as follows:

- Comments on the Environmental Impact Statement dated 11 May 2021;

- Comments on the Submissions Report dated 05 November 2021; and
- Comments on Additional Information dated 22 March 2022.

The Proponent (ArkEnergy) and Council have also previously agreed on the general terms of a Planning Agreement regarding community benefit contributions.

DPE has completed its assessment of the Project and has referred the Project to the IPCn for determination, recommending approval subject to conditions. Staff have reviewed the draft conditions and consider that several should be amended.

Council staff have prepared a submission to provide to the IPCn. The purpose of the submission is to highlight Council's remaining issues, which include:

- The need for a Deed of Agreement to cover matters such as the underground infrastructure within the Hebden Road (north) corridor and road alignment corrections;
- Road upgrades and road maintenance;
- Decommissioning bond and plan;
- Loss of local vegetation and habitat;
- Bushfire preparedness; and
- Accommodation and employment.

The draft submission was reviewed by the State Significant Development Committee on 04 December 2023. The submission was subsequently updated in response to matters raised by the Committee.

The draft submission was provided to the IPCn on 06 December 2023 so the Commissioners would be aware of Council's issues ahead of the public hearing on 7 Dec 2023.

A copy of the proposed submission is provided in Attachment A. The final adopted submission will be provided to the IPCn following the 19 December 2023 Ordinary Council Meeting.

Enquiries
Please ask for Theresa Folpp
Direct 02 6549 3700
Our reference 23/3489

XX December 2023

Alice Clark
Commissioner (Panel Chair)
Independent Planning Commission

Dear Ms Clark

Bowmans Creek Wind Farm – Muswellbrook Shire Council (Staff) DRAFT submission to the Independent Planning Commission in relation to the Bowmans Creek Wind Farm (SSD-10315)

Muswellbrook Shire Council (MSC) has reviewed the Department of Planning and Environment's (DPE) Recommended Development Consent for the Bowmans Creek Wind Farm (SSD-10315) (the Project), which, along with the Project, is currently under consideration by the Independent Planning Commission (IPCn).

The Project is located approximately 10km east of the township of Muswellbrook and is partially within the Muswellbrook Local Government Area (LGA). Key Project components relevant to MSC are as follows:

- There are 41 turbines located in the Muswellbrook LGA;
- A portion of the underground powerline is proposed to be constructed within the road reserve; and
- There are a number of road upgrades and improvements proposed on Hebden Road and Albano Road.

The purpose of this submission is to highlight Council's issues that remain unaddressed. Most of these issues have been raised previously to the Proponent and DPE throughout the planning process and were included as comments to DPE on the draft development consent.

Community Enhancement

Issue

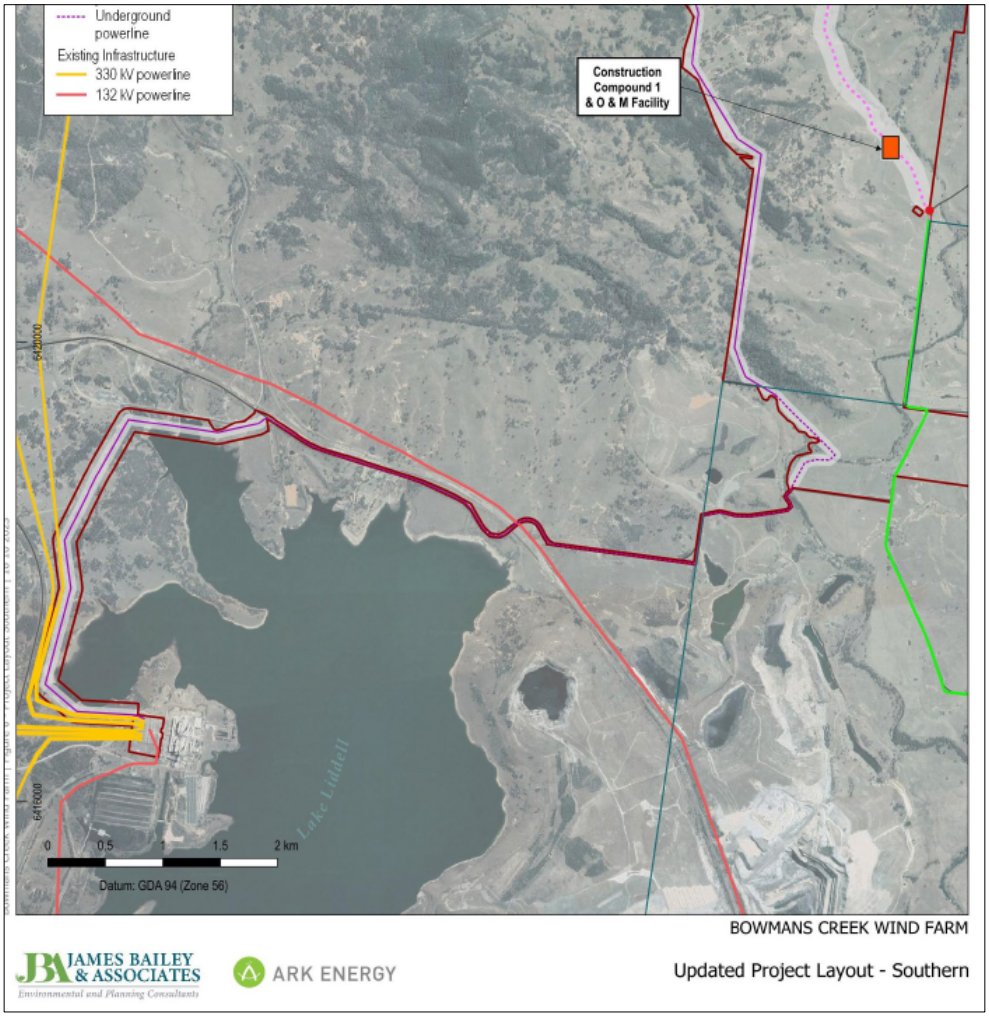
Staff do not support DPE's recommended condition A18 (and Appendix 3) for the following reasons:

1. The letter referenced under Condition A18 is incorrect and does not exist. This condition must reference the letter dated 06 April 2023 (see Appendix 1);
2. Reference to the underground infrastructure within the Hebden Road (north) corridor is not included;
3. Reference to the required road reserve corrections on Albano Road is not included;
4. Council does not agree that the Planning Secretary should be able to override Council requirements regarding changes to local roads; and
5. Staff request that the second dot point in Appendix 3, Table 1 be removed as the statement is ambiguous. A change in the quantum per MW should be a matter addressed in a modification to the approval if the design of the turbine's change.

More detail on these matters is provided below.

Underground Infrastructure within Council Owned Land

The Project proposes underground transmission infrastructure within the public road reserve (as shown in Appendix 1 of the recommended Development Consent conditions and reproduced below).



The Proponent initially submitted a draft Deed of Agreement, to indicate likely principles and scope for Council's consideration in relation to the infrastructure, but finalisation of a Deed was to occur post-approval, prior to commencement of construction. It was emphasised to the Applicant that Council would expect the need for an Agreement to be explicitly included in the conditions of consent and the Applicant had no objection to this.

Past experiences with other State Significant Developments (SSD) in the Shire has demonstrated challenges post-determination when a project requires a deed to undertake work on Council land, and this requirement is not included in the development consent.

The Deed is essential to:

- Ensure responsible and strategic management of the underground infrastructure within the public road corridor to maintain the overall functionality, safety, and aesthetic quality of the road and its surrounds;
- Address potential impacts and risks associated with the installation, maintenance, and removal of the infrastructure;
- Highlight the importance of proactive maintenance, removal, and restoration efforts;
- Outline legal requirements and provide for a financial security; and
- Establish a framework for communication, regular updates, and compliance with regulations.

Albano Road – Road Reserve Corrections

Parts of the existing Albano Road, proposed to be used as part of the Project, is not within the formal road reserve. Due to topography in that location, the road would have been difficult to construct within the dedicated road reserve (a legacy of Parish portions and Crown Road reserves created without adequate design and/or survey). Council requests that condition A18:

- Requires the Proponent to amend the dedicated public road reserve location to reflect the current road alignment or the amended road alignment, following reconstruction to allow OSOM transport movements; and
- Cover Council's, and any private landowner's, administrative and legal costs.

Requested changes to proposed Condition A18

Condition A18 should be amended as follows:

> A18. Prior to commencing construction~~, or other timeframe agreed by the Planning Secretary~~, the Applicant must enter into a Planning Agreement with Council in accordance with:
>
> (a) Division 7.1 of Part 7 of the EP&A Act; and
> (b) the terms of:
> (i) Muswellbrook Shire Council letter dated ~~26 April 2023~~; 06 April 2023 and terms outlined in Table 2 of Appendix 3;
> (ii) Singleton Council letter dated 27 March 2023;
> (iii) Upper Hunter Shire Council letter dated 6 April 2023;
>
> which are summarised in Appendix 3.
>
> **APPENDIX 3 GENERAL TERMS OF APPLICANT'S VPA OFFER**
>
> The VPA must include provision for the payment, collection, management and distribution of the contributions under the agreement. It must also include commitments and obligations to support infrastructure associated with the development.

Table 1 – Monetary Contributions

Councils	Payment Details
Muswellbrook Shire Council Singleton Council Upper Hunter Shire Council	• The annual contribution payable by the Applicant is $686 per megawatt (MW) installed per annum (increased annually in accordance with increases in CPI), within the relevant local government area over the operational life of development. • ~~Should the turbine capacity exceed 5.6 MW per turbine, the quantum per MW would change.~~ • Payments will commence when the development begins operation and will cease when the development is decommissioned. • Payments will be adjusted annually in accordance with movements in the CPI from the first 1 July occurring after the on the first anniversary of the operational date. Where application of the CPI to the payment would result in an annual contribution that would be less than the annual contribution made during the immediately preceding year, the annual contribution will remain unchanged for that year of contribution.

Table 2 – Planning Agreement Requirements (Muswellbrook Shire Council)

Item	Requirement
Underground Infrastructure within Council Owned Land	• The Applicant shall undertake the following actions as part of the Planning Agreement: • Road Functionality - The placement of the underground infrastructure will be executed in a manner that ensures it does not obstruct or compromise the intended functionality of the public road. • Alternative Placement Consideration: the Applicant is required to prioritise the avoidance of placing the underground infrastructure within the road corridor, wherever feasible. The Applicant will conduct a comprehensive assessment and exploration of alternative options. The results of those assessments and explorations will be reported to Council staff and where possible approved by Council staff before any work is commenced within any road corridor. • Maintenance Responsibility: the Applicant shall be fully responsible for the maintenance of and risk in the underground infrastructure and for the maintenance and repair of the public road (and road reserve) adjacent to the underground infrastructure for the duration of time that the infrastructure is located in the road reserve. A maintenance plan will be developed that includes regular inspections, timely repairs, surface restoration, emergency response, compliance with standards and reporting. The Applicant must develop a Maintenance Management Plan in respect of the road, prepared in accordance with Transport for NSW M3 specifications for road maintenance, to the satisfaction of Muswellbrook Shire Council. • Provision of information: prior to commencing work in any road corridor, the Applicant will provide Council staff with detailed information regarding the underground infrastructure including proposed placement location, voltage capacity, dimensional analysis, impact on road functionality, clearance requirements and safety and mitigation measures in place during the development, for Council staff approval. Placement location will consider the 'Guide to Codes and Practices for Streets Opening' (NSW Streets Opening Coordination Council, 2018). • Deed with Council: Prior to the commencement of work in any road corridor, the Applicant shall enter into a deed with Council, outlining the terms and conditions of the underground infrastructure. This deed shall include a proposed form of easement over relevant road areas to be granted prior to commencement of work in any road corridor and a comprehensive management process for the underground infrastructure throughout all stages of the Project. The management process shall take into account any necessary adjustments to accommodate road works and other road users, including interactions with other projects and utilities, whilst ensuring safety, efficiency, and minimal disruption to the public during the development, and maintenance obligations. The deed shall be prepared by Council's

Item	Requirement
	lawyer and executed before the commencement of any work on any road corridor and will be reviewed every ten years from the date of execution. • Removal of Underground Infrastructure: The Applicant shall be responsible for the prompt and complete removal of all underground infrastructure owned or installed by them within Council Owned Land, including extinguishment of the easement, and in accordance with the specifications and timelines agreed upon by both parties and recorded in the easements. • Payment of Council's Legal Costs: As part of the Planning Agreement, the Applicant shall bear the responsibility of paying Council's reasonable legal costs incurred for the preparation and execution of the Planning Agreement and the deed related to installation and maintenance and removal of the infrastructure within road corridors. This obligation shall include any legal advice, documentation, and administrative expenses . • Bond: As a guarantee of compliance with the obligations specified in the deed, the Applicant shall provide a bond in a form and amount approved by Council, indexed annually on each 1 July from and including the first 1 July to occur after in accordance with movements CPI. Where application of the CPI to the bond amount would result in a bond that would be less than the bond held during the immediately preceding year, the bond will remain unchanged for that year . The bond will serve as security to cover any potential costs associated with maintenance responsibilities and the removal of underground infrastructure and restoration of Council Owned Land if the party with the benefit of the approval fails to do so within an agreed period after the development is decommissioned . • Restoration of Land: Upon completion of the underground infrastructure removal, the Applicant shall undertake all necessary measures to restore Council Owned Land to its original condition, including but not limited to reinstating any disturbed areas, repairing damage, ensuring the site is safe and accessible to the public and, if the relevant Council Owned Land is within a council road, suitable for use as a road . • Liabilities and Indemnities: The Applicant shall indemnify and hold the Council harmless against any claims, damages, losses, or liabilities arising from the installation, maintenance and removal of the underground infrastructure and any related activities and will effect and maintain appropriate insurances to support this indemnity and release. This would be achieved by annual provision of a Certificate of Currency. • Compliance with Regulations: All activities related to the installation, maintenance and removal of the underground infrastructure and restoration of Council Owned Land shall be conducted in full compliance with all applicable laws, regulations, and standards. • Monitoring and Reporting: The Applicant shall provide regular progress updates to Council staff at times and frequency reasonably required by Council staff, outlining the status of the underground infrastructure, its maintenance and repair and any restoration efforts.
Albano Road - Road Alignment Corrections	• Road Alignment Correction, the Applicant shall be responsible for rectifying the errors in road alignment for the affected roads. This correction shall ensure that the roads are appropriately situated within a designated road reserve, aligning with the established and/or modified road network and meeting all relevant regulatory requirements. • Survey and Documentation: The Applicant shall conduct a comprehensive survey and provide all necessary documentation, including engineering plans and reports, detailing the proposed road alignment correction. These documents shall be submitted to Council staff for review and approval before any physical works commence. • Public Safety and Accessibility: The road alignment correction shall prioritise public safety and accessibility for road users and

Item	Requirement
	neighbouring properties. The Applicant shall implement appropriate traffic management measures during the correction works (where applicable) to minimise disruptions and ensure the safety of all stakeholders. • Restoration of Land: Upon successful completion of the road alignment correction, the Applicant shall undertake all necessary measures to restore the affected areas (where applicable) to their original condition or as agreed upon by Council staff. This shall include reinstating any disturbed areas, repairing damages, and ensuring proper drainage and accessibility. • Payment of Council's Administrative and Legal Costs: As part of the planning agreement, the Applicant shall bear the responsibility of paying Council's reasonable administrative and legal costs incurred for the review and approval of the road alignment correction. This shall cover any legal advice, documentation, and administrative expenses required for the proper establishment and execution of the road alignment correction.

Road Upgrades

Issue

There are several road upgrades and improvements proposed along Scrumlo Road and Albano Road as part of the Project.

Section 131 of DPE's assessment report states that "Councils support the… proposed road upgrades, subject to the recommended conditions requiring these proposed works".

Council does not support the recommended conditions. Staff made several recommendations to DPE on the draft conditions which have not been included.

Changes are requested to ensure that concerns raised, in summary to:

- Outline road upgrade standards and to ensure adherence to pavement depth, construction width and seal quality and to maintain road integrity and safety;
- Outline responsibilities and procedures; and
- Cover Council's legal costs.

Requested changes to proposed Condition B2

Council requests that proposed condition B2 be updated as follows:

> B2. ~~Unless the Planning Secretary agrees otherwise~~, The Applicant must implement the road upgrades identified in Appendix 5 in accordance with the relevant timing requirements, to the satisfaction of the relevant road authority.
>
> Unless the relevant road authority agrees otherwise, these upgrades must comply with the current Austroads Guidelines, Australian Standards and TfNSW supplements.
>
> Road upgrades must be undertaken in accordance with the terms of Muswellbrook Shire Council letter dated 14 February 2023, which is summarised in Table 2 of Appendix 5.

If there is a dispute about the road upgrades to be implemented, or the implementation of these upgrades, then either party may refer the matter to the Planning Secretary for resolution.

Notes
- Works on local Council roads - Under Part 4.4.2 of the EP&A Act, the applicant is required to obtain consent under section 138 of the Roads Act 1993 from the relevant road authority prior to commencing the road upgrades.
- The Applicant is required to obtain relevant permits

APPENIDX 5 HAULAGE ROUTE AND ROAD UPGRADES

Table 2 – Road Upgrades Description of Requirements (Muswellbrook Shire Council)

Council	Requirement
Muswellbrook Shire Council	- Road Upgrades will generally be to the following standards: o Sealed local road to remain a sealed road: pavement depth in accordance with applicable standards or 300mm road base, 6.0 m seal and 8.0 m formation width, topped with 14/10 double/double bitumen seal. o Unsealed local road to remain unsealed: construction width 8.0m, pavement thickness 150mm. - Council staff will consider requests to vary the upgrade treatment standards on Local rural roads for specific sections of the road, subject to documentation of physical and environmental constraints where application of road width standards, described in the Consent Conditions, will cause unreasonable ground disturbance. - Council staff will require upgrade treatments to allow for any passing bays recommended in the traffic management plans for construction of the wind farm. - Consent under section 138 (s138) of the *Roads Act 1993* (Roads Act) will be required for any work in, on or over a public road. Any such consent may be issued on conditions reasonably required by Council as roads authority. - Any cost (including legal) resulting from the execution of Council's powers under Section 138 of the Roads Act, or from any landowner court action will be paid for in full by the Applicant. - Prior to issuance of any s138 consent, the Applicant will provide detailed information to Council staff on road geometry, road surface, drainage, proposed services within the road corridor, and results from a Road Safety Audit. - Road construction must be in accordance with relevant AusRoads and AUSPEC standards (subject to geotechnical assessment, Road Safety Audit and to Council's written satisfaction). Any consents required from authorities other than the Council are to be obtained at the Applicant's sole risk and cost. - Water way crossings and filled depressions will need to be upgraded to applicable standards, taking into consideration environmental, geomorphological and river hydraulic factors. Pre-construction, a detailed flood assessment should be undertaken by a suitably qualified consultant, to Council's written satisfaction. An additional structural assessment of any existing drainage structures to be retained within the road reserve is to be provided demonstrating adequate load capacity. - The Applicant, at its cost, is solely responsible for obtaining affected landowner consent, property acquisition and/or adjustment to relevant boundaries defining the road corridor, as it relates to existing roads within private land prior to the issuance of any S138 consent. - Road boundaries are to be fully fenced to enable removal of cattle grids, undertaken in consultation with landowner and Council staff. Any requirement to reconstruct, adjust, repair, or amend public gates, will be undertaken in consultation with the landowner and Council staff. - Underground Infrastructure within the road corridor that is not related to road function will be removed during decommissioning. - Due diligence engineering, biodiversity and heritage assessments will be provided to Council staff with the Section 138 application.

Road Maintenance

Issue

Council requests that Cond B4 be updated to include an independent dilapidation survey on practical completion of the road upgrades to Scrumlo and Albano Roads.

Currently, the condition only requires a dilapidation survey prior to undertaking the road upgrades and then following construction of the Project (which means that traffic will use the reconstructed roads for construction of the turbines for approximately 18 months before the second dilapidation survey). This approach does not allow an accurate assessment of the damage to the upgraded raods, caused by the road usage during the 18 months. A comparison should be made between the road's condition before any upgrades and immediately after the upgrades are completed.

Additionally, the Proponent should be required to:

- Develop a maintenance management plan for roads for the life of the Project; and
- Design the site access point to an applicable standard.

These conditions assist Council in holding the Proponent accountable for the proper upkeep of the roads and ensures that construction occurs to an applicable standard.

Requested changes to proposed Condition B4.

Staff require the development consent to be updated as follows:

B4. The Applicant must, in consultation with the relevant Council:

(a) undertake an independent dilapidation survey to assess the existing condition of Albano Road, Bowmans Creek Road, Hebden Road (north), Hebden Road (south) (including Hebden Bridge) and Scrumlo Road on the access route, prior to construction, upgrading or decommissioning works; and
(b) undertake an independent dilapidation survey on practical completion of road upgrades on Albano Road, Bowmans Creek Road, Hebden Road (north), Hebden Road (south) and Scrumlo Road on the transport route, prior to construction, upgrading or and decommissioning works;
~~(b)~~ (c) undertake an independent dilapidation survey one month following completion of construction, upgrading or decommissioning works, to assess the condition of the roads listed in condition B4(a) and describe the necessary repairs to return the route to a condition that is equivalent to, or better than, the existing condition identified in B4(a); and

The dilapidation surveys will record the condition of the road pavement, drainage structures and other road related infrastructure.

~~(b)~~ (d) repair and/or make good any development-related damage identified during:
(i) the carrying out of the relevant construction, upgrading and/or decommissioning works if it could endanger road safety, as soon as possible after the damage is identified but within 7 days at the latest; and
(ii) dilapidation surveys carried out following the completion of the relevant construction, upgrading and/or decommissioning works within 2 months of the completion of the survey, unless the relevant road authority agrees otherwise;

to the satisfaction of the relevant roads authority.

Proposed conditions B5 and B6.

B5. The Applicant must develop a Maintenance Management Plan in respect of these roads, prepared in accordance with Transport for NSW M3 specifications for road maintenance, to the satisfaction of the relevant council. The Applicant must maintain Albano Road, Bowmans Creek Road, Hebden Road (north), Hebden Road (south) and Scrumlo Road on the transport route, as depicted in Appendix 5 during construction.

B6. Prior to commencing construction of the development, the Applicant must upgrade the site access point to meet the general requirements of Council's 'Standard Drawings for Rural Property Access' (or relevant plan for Singleton Shire Council) to the satisfaction of the relevant road authority.

Decommissioning Bond

Cond B43 includes a requirement to decommission the infrastructure and rehabilitate the site to pre-existing use. Council is concerned that there is a lack of financial security to prevent the Council, landowners and the community from bearing environmental risks and economic costs associated with potential abandonment of the site before decommissioning or adequate rehabilitation.

DPE have released the draft Energy Policy framework which includes a decommissioning calculator however, there is no clear directive to the Proponent to provide a financial security.

The *Draft Wind Energy Guideline* simply states that a host agreement may prescribe assurances including (emphasis added)

> *'ongoing evidence that the applicant **has the capacity** to fund decommissioning activities'*.

The *Draft Private Agreement Guidelines* requires a security and states that a *'Landowner may call on a Security provided under this Agreement if…. The Developer becomes insolvent or is required to undertake the decommissioning'*. However, the guideline does not clearly define how the security will be calculated and whether it will include decommissioning. The definition for Security simply states *'means a Bank Guarantee or bond that is reasonably satisfactory to the Landowner provided in accordance with the terms of this Agreement'*.

DPE currently consider that a Proponent will not be required to pay a security deposit for decommissioning as a renewable project will always remain profitable while operating, and it is only within the last few years of its operation that it may lose profitability. This assumption is incorrect for the following reasons:

- The renewable energy market, like any other, is subject to fluctuations influenced by economic, regulatory, and technological changes. Unforeseen market dynamics, policy shifts, or economic downturns during the lifetime of the Project could impact the profitability of the Project, challenging the assumption of perpetual profitability;
- Renewable energy projects face operational risks such as equipment failures, changes in resource availability, and evolving technology. These operational

challenges could affect the project's financial performance and, if not adequately addressed, could lead to unexpected financial burdens; and

- Predicting the financial performance of a renewable energy project over its entire lifecycle is inherently uncertain. Factors such as advancements in technology, energy storage solutions, and emerging market trends can influence the long-term viability of projects.

Council requests a condition of consent requiring lodgement of a security deposit with the Planning Authority to cover the full cost of decommissioning and rehabilitation calculated in accordance with the Department's new decommissioning calculator as referenced in the *'draft Energy Policy Framework'* (2023).

Decommissioning Plan

Similar to other SSD in the Shire, Council requires confidence that rehabilitation undertaken under Cond B43 will be undertaken to a suitable standard. There should be a condition requiring the Applicant to, not less than 12 months prior to decommissioning commencing, prepare a Decommissioning Plan for the site that outlines the following:

i) A program for the decommissioning of all project elements, above and below ground infrastructure, redundant buildings and other infrastructure related to the approved development.
ii) A strategy for recycling of projects elements and the rehabilitation of the site to return it to a standard consistent to pre-existing use.
iii) A timeline for the completion of decommissioning and rehabilitation works within 12 months of the conclusion of the premises operational lifetime.

Habitat Connectivity

Habitat connectivity will be further fragmented with a loss of 133 ha of woody vegetation. Due to past farming practices substantial clearing has occurred in this area in the past, so the loss of 133 ha of additional vegetation is significant.

While disturbance of threatened vegetation is proposed to be offset under State legislation, any land-based offsets are unlikely to be located within the Muswellbrook Local Government Area (LGA) and may not adequately address the direct ecological consequences within this Shire.

Council requests that the Proponent undertake revegetation initiatives within the Project Boundary e.g. additional plantings, habitat restoration, improvements to wildlife corridors, improvements to soil health, to offset the impacts of the Project.

By doing so, the Proponent would be addressing the environmental disturbances occurring directly in the Shire, aligning with the principles of responsible environmental stewardship. This will also help to foster a positive relationship between the Proponent and the Muswellbrook community.

Biodiversity Pre-Clearance Surveys

Council supports pre-clearance surveys being undertaken prior to construction works, as outlined in the Biodiversity Assessment for the Project.

> *Pre-clearing surveys will be undertaken ahead of clearing, to limit fauna injury and mortality and to identify habitat features to be relocated. Pre-clearance surveys will*

be conducted by a suitably qualified ecologists and all fauna found during these surveys will be encouraged to move on or relocated by the ecologists in areas of similar habitat nearby that will not be impacted.

If threatened hollow-dwelling species are located, removal will be once the ecologist determines the breeding period for that species has ended and all juveniles have moved on.

Staging of Clearing methods including: Provisions made to protect any native fauna during clearing activities including:

- *All staff working on the vegetation clearing will be briefed about the possible fauna present and should avoid injuring any present;*
- *Animals disturbed or dislodged during the clearance but not injured will be assisted to move to adjacent bushland or other specified locations;*
- *If animals are injured during the vegetation clearance, appropriate steps will be taken to humanely treat the animal by an appropriately trained/qualified person (either taken to the nearest veterinary clinic for treatment, or if the animal is unlikely to survive, it will be humanely euthanised); and*
- *At the end of clearing works (or relevant stages thereof), a clearing supervision report will provided detailing the total number and species of individuals recorded and details of their release and/or treatment in case of injured fauna.*

Bushfire Preparedness

Bushfire Response

The Muswellbrook LGA is within the Hunter REZ. Renewable energy projects (e.g. Battery Storage, Solar) are proposed.

Council has concerns regarding the local Rural Fire Service's (RSF) capability to manage chemical fires and electrical fires from renewable energy projects, particularly battery Storage and wind farms.

Given that the local RFS relies on volunteers, it is impractical to depend solely on their response capabilities. Council supports the commitment to the employment of a full-time professional dedicated to managing and mitigating the community's risk. Additionally, Council recommends that the local RFS receives the following:

- Tailored training - for example chemical fire response, high-altitude, wind turbine awareness, hazardous materials, communication protocols, community relations and simulated drills; and
- Equipment upgrades - for example foam systems, high-reach appliances, communication and rescue equipment, and community awareness programs.

Also, the Project site is some distance from RFS facilities. On a windy ridgeline any fire created from malfunctioning turbines has the potential to spread rapidly. The Proponent has committed to keeping firefighting equipment on-site for use by any staff/contractors ahead of arrival of RFS crews.

Council requests that Cond B39 address this commitment, and any measures required to ensure community safety and resilience in emergencies related to wind farm operations.

Environmental Pollution

Council seeks clarification that each turbine pad will be designed with adequate bunded capacity to contain any oil present within the nacelle (gearbox or transformer) of each turbine.

Accommodation and Employment Strategy

The Recommended Conditions include a requirement for an Accommodation and Employment Strategy – see Cond B42.

Since the Environmental Impact Statement (EIS) for the Project was prepared, several renewable energy zones (REZ) (including the Hunter REZ) have been declared as suitable areas for renewable energy generation and energy storage.

As a result of the declaration, Staff have observed an increase in the number of applications for solar and battery storage projects, in addition to other projects in the shire including Maxwell Underground, Mount Pleasant Mine, Muswellbrook Bypass, Liddell Power Station Demolition, Hunter Valley Operations North and South and Hunter Gas Pipeline, and new 500KV transmission lines projects, all with similar or overlapping construction periods.

A cumulative construction labour force assessment was undertaken in 2023 for the Muswellbrook Solar Farm which included several concurrent developments including. The assessment showed:

> *A peak demand of 1,909 construction workers estimated to be required in 2025 (inclusive of the peak construction workforce for the project).*
>
> *If 50% of the cumulative construction labour force were to require accommodation in the Muswellbrook township, this would equate to demand for up to 955 rooms of accommodation.*

The assessment shows that there are already accommodation difficulties being experienced in the Upper Hunter region and that further project approvals of all types will exacerbate this issue.

Council is concerned that if the Proponent completes the Accommodation and Employment Strategy, and do not accurately address the potential challenges e.g unknown or extended construction periods for various projects, the dynamic nature of construction timelines and the nuanced impacts on accommodation and employment dynamics, there is no redress for Council. It may be better for EnergyCo to do this body of work and to provide temporary construction housing in the area than individual project Proponents.

Cond B42 should be amended as follows:

1. Part (b) of this condition states the strategy 'must consider the cumulative impacts associated with other State significant development projects in the area'. This condition needs to include other types of projects in the area as well (e.g SSI and Transport for NSW projects) which carry a large construction workforce.
2. The Accommodation and Employment Strategy should:
   a) Demonstrate how accommodation demand will be managed during periods of high demand e.g during large regional sporting and community events;
   b) Document an approach to informing regional accommodation providers of project workforce accommodation demands including anticipated timing;

c) Enable the coordinated placement of the workforce in short-term accommodation in beneficial locations in the Shire;
d) Keep key stakeholders informed of predicted project accommodation demands with six-month lead times preferable; and
e) Contain a monitoring framework incorporating 'triggers' in decisions about additional accommodation options.

Others Matters

Council request the following draft conditions be updated as well:

- Cond A8. The Applicant may upgrade the wind turbines and ancillary infrastructure on site provided these upgrades remain within the approved development disturbance area and approved wind turbine height.

- Cond A13 requires subdivision of land for the purpose of the Project. Registration of a restrictive covenant against the title to each newly created title lot prohibiting any additional dwelling being constructed on the lot and acting as a notification that lots do not have a dwelling entitlement is requested.

- Cond B6 requires preparation of a Traffic Management Plan. This condition should include reference to communication where mobile phone coverage is limited and procedures to be used in remote areas.

- Cond B37. If the development results in the disruption to any radio communications services (including point-to-point microwave links) in the area or to any Council or emergency service VHF, then the Applicant must make good any disruption to these services as soon as possible following the disruption, but no later than 1 month following the disruption of the service unless the relevant service provider or user or Planning Secretary agrees otherwise.

- Cond C21 requires the Applicant to make available on its website, "a comprehensive summary of monitoring results". A summary of energy output (MW) commissioned and of energy output (MW) produced should be included. This will aid calculate of contributions during the construction and commissioning phase and provide transparency for the community.

- A condition is required for the preparation of a Construction Environment Management Plan. There was a commitment in the EIS to include key environmental management measures for noise, waste, erosion and sediment control, dust and also to include the process for receiving and responding to community complaints.

Council appreciates the opportunity to make a submission and trust that the IPCn will thoroughly consider the implications of the Project on the Shire.

Should you need to discuss the above, or require any further information, please contact Theresa Folpp, Development Compliance Officer on 02 6549 3700 or email council@muswellbrook.nsw.gov.au.

Yours faithfully

Sharon Pope
Director Environment and Planning

10.1.2. Change of Major Landcare Budget

Attachments:	Nil
Responsible Officer:	Sharon Pope - Director - Planning & Environment
Author:	Michael Brady (Sustainability Officer - Waste)
Community Plan Issue:	*3 - Environmental Sustainability*
Community Plan Goal:	An environmentally sensitive and sustainable community
Community Plan Strategy:	3.2.1 - Support Landcare initiatives and advocate for programs to enhance native vegetation connectivity across the Shire and Upper Hunter Region. 3.3.3.1 - Maintain rehabilitation works along Muscle Creek, Karoola and Denman Wetlands, and recommendations from any adopted Catchment Management Plan.

PURPOSE

To request Council's consideration of a reallocation of the Major Landcare Projects budget for the 2023-24 financial year.

Council APPROVES the reallocation of funds from the Major Landcare Projects budget to:

1. $15,000 to natural area maintenance.
2. $15,200 to the Landcare on Rural Land Project.

Moved: _____ Seconded: _____

BACKGROUND

At the 26 July 2023 Ordinary Council Meeting, Council approved allocations for the Major Landcare Projects budget as detailed in the table below:

Cultural burn (carry over from 2022/2023 FY)	Weed control and reduction of fuel through cultural burning. Possibly located on land between the Denman Lookout and Rosemount Road, and involving the Wanaruah Local Aboriginal Land Council.	$13,500
Muscle Creek and Denman Infill Plantings	Planting 3000 native seedlings, weed control, and soft erosion control along Muscle Creek and in Hyde Park, Denman.	$44,000
Landcare Grants	Support 3 community groups with grants of up to $10,000 (dollar for dollar matched, in-kind contributions considered but not preferred).	$30,000
Seedlings for Land	Native seedlings offered free to residents to establish more native vegetation on private land.	$6000
Hunter Floodplain Red Gum Woodland - Knowledge for Restoration and Seed Collection Project	This community is very limited due to past land clearing, and unique as the most eastern occurring distribution of River Red Gum. This project will collect seeds from remaining trees and carry out genetic testing to ensure seeds used for propagation have a wide genetic diversity. This means that plantings carried out in Muswellbrook Shire will be genetically diverse and less susceptible to disease.	$15,000
Asset repairs and Sustainability Hub improvements	Maintaining previously funded capital Landcare projects and the Sustainability Hub nursery.	$10,000
Local Land Services Travelling Stock Reserve – River Red Gum Habitat Project	Support for Local Land Services to protect a critical stand of River Red Gums in Sandy Hollow.	$1,000
Landcare on rural land project	Staff will engage with rural communities to investigate an appropriate landcare project in a rural area and the possible establishment of a new Landcare group.	$9,000
Weed tree removal for Flying Fox	Removal of weed trees on Council land that are used for feeding by Flying Foxes and, as a result, their seeds germinate on other sites via fecal deposits.	$10,000
Total		**$125,000**

Since July, two rounds of Local Landcare Grants have been open for applications. However, Council only received one application, requesting an $800 contribution to the Lake Liddell tree planting project. Additionally, Local Land Services do not require $1000 for the Travelling Stock Route – River Red Gum Habitat Project, as they have been able to secure sufficient funds to complete this work.

This means that there is $30,200 available that could be allocated to other projects.

CONSULTATION

Local Land Services

REPORT

Staff recently organised the planting of 1000 seedlings along the Muscle Creek slopes. These plantings supplement the 4000 seedlings planted in 2022. Staff also recently completed a 3-year Environmental Trust funded project that included the planting of 5000 plants over 3 years. It is proposed to reallocate $15,000 to maintain and water these seedlings to increase their survival rate. The funds would also be used for weeding, mulching, and tree guard replacement. The extra maintenance is needed due to weed growth exacerbated by recent wet weather events.

As these funds will be reallocated from Landcare Grants, it is proposed that the maintenance work will be carried out by volunteers from the Muscle Creek Landcare group. Regular Landcare activities will have the aim of installing a sense of ownership by the community in relation to the Muscle Creek natural areas. It is proposed that the funds originally allocated to Landcare Grants be spent on natural areas maintenance, with a particular focus on the maintenance of sloped creek banks.

It is also proposed to reallocate $15,200 to the ‘Landcare on Rural Land’ Project. Action on this project will commence in 2024 now that several of the other funded projects have commenced or are competed.

OPTIONS

Option 1

Reallocate funds as recommended by staff. This is the preferred option as it provides increased funding to maintain seedlings that have already been planted along Muscle Creek and increases the potential scope of the ‘Landcare on Rural Land’ project.

Option 2

Place the $30,200 in funds into the Environmental Reserve for use in 2024-25 for environmental/sustainability projects.

CONCLUSION

$30,200 of the Major Landcare Fund is no longer required for the projects originally identified in July. Funds for additional maintenance of past plantings in Muscle Creek is desirable to ensure the work carried out by volunteers and staff have the best chance of survival. Reallocation of other funds to the Landcare on Rural Land project will enable a more significant project to be actioned.

SOCIAL IMPLICATIONS

Community members will have the opportunity to volunteer for Landcare activities.

FINANCIAL IMPLICATIONS

This report is proposing the reallocation of Major Landcare funds and will have no net impact on current or future budgets.

POLICY IMPLICATIONS

Environmental Sustainability Policy S32/1

Key Sustainability Principles

This Environmental Sustainability Policy will be pursued by Muswellbrook Shire Council through the following principles:

1. Operations that demonstrate sustainable environmental management.
2. Provide leadership and actions for achieving environmental sustainability.
3. Pursue ecologically sustainable land use and development.
4. Collaborate with the community and other stakeholder groups to protect and preserve the natural environment.
5. Support and regulate activities of others within its control to protect the environment.

STATUTORY IMPLICATIONS

Muswellbrook Shire Council is committed to environmental sustainability and adherence to sections 7 and 8 of the Local Government Act that states:

s.8(1) to properly manage, develop, protect, restore, enhance, and conserve the environment of the area for which it is responsible, in a manner that is consistent with and promotes the principles of ecologically sustainable development.

LEGAL IMPLICATIONS

Not applicable.

OPERATIONAL PLAN IMPLICATIONS

Community Strategic Plan (CSP) Goal 3: An environmentally sensitive and sustainable community.

CSP Strategy 3.2: Improve native vegetation connectivity across the upper hunter region.

3.2.1 Support Landcare initiatives and advocate for programs to enhance native vegetation connectivity across the Shire and upper hunter Region.

3.2.1.1 Provide funds for local Landcare activities.

3.2.1.2 Liaise with Local Land Services to advocate for projects in the Shire.

CSP Strategy 3.3: Enhance our local rivers and creeks to improve environmental outcomes and access for recreation.

3.3.1 Implement funded actions of the adopted Urban Riparian Masterplan.

3.3.1.2 Maintain rehabilitation works along Muscle Creek, Karoola Wetlands, and Denman.

CSP Strategy 3.4: Support initiatives which reduce the community's impact on the environment.

RISK MANAGEMENT IMPLICATIONS

Nil.

WASTE MANAGEMENT IMPLICATIONS

Nil.

COMMUNITY CONSULTATION/MEDIA IMPLICATIONS

Staff will work with the communications team to help promote all Major Landcare Budget funded projects.

10.1.3. Monthly Report to Council - Planning, Environment and Regulatory Services

Attachments:	Nil
Responsible Officer:	Sharon Pope - Director - Planning & Environment
Author:	Kim Randall (Administration Team Leader), Michael Brady (Sustainability Officer - Waste), Tracy Ward (Sustainability Officer)
Community Plan Issue:	*6 - Community Leadership*
Community Plan Goal:	Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.
Community Plan Strategy:	6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

OFFICER'S RECOMMENDATION

The information contained in this report be noted.

Moved: _____ **Seconded:** _____

REPORT

PLANNING AND ENVIRONMENT

Schedule 1: Development Applications Approved (1/11/2023 to 30/11/2023)

DA No.	DESCRIPTION	PROPERTY	VALUE ($)
2013.232. 3	S4.55(1A) Modification – Staging of work	212-216 Queen Street, Muswellbrook	-
2018.099.2	S4.55 (1A) Modification- Centre-Based Child Care Facility Classroom, Storage Shed, Fencing and Signage	Turner Street, Denman	-
2019.025.2	S4.55 (1A) Modification- Dwelling Alterations and Additions (Living Verandah, Deck and Shed)	58 Palace Street, Denman	-
2023.070.1	Storage shed	36 Stockyard Parade, Muswellbrook	$19,483
2023.071.1	Shed	11 Stockyard Parade, Muswellbrook	$50,000

DA No.	DESCRIPTION	PROPERTY	VALUE ($)
2023.084.1	Ancillary use - Shed	1554 Golden Hwy, Sandy Hollow	$50,000
2023.087.1	Carport	93 Shiraz Street, Muswellbrook	$15,579
2023.088.1	Carport	22 Ironbark Road, Muswellbrook	$6,870
2023.094.1	Shed and Slab	234-236 Queen Street, Muswellbrook	$50,193
2022 132.1	Sixty Eight (68) Lot Subdivision and Child Care Centre	9036 New England Highway, Muswellbrook	$6,705,835
2022.080.1	Remediation and Earthworks	Former Muswellbrook Coal Mine Coal Road, Muswellbrook	$2,516,829
2023.079. 1	Camping ground, community building, amenities	66 Palace Street, Denman	$250,000

TOTAL = 13

Schedule 2: Development Applications Currently Being Assessed

DA No.	DESCRIPTION	PROPERTY	VALUE
2002.205.9	S4.55 (1A) Modification - Changes in Rehabilitation Framework	Muswellbrook Coal Mine Muscle Creek Road, Muscle Creek	-
.2011.010.2	S4.55(2) Modification - Change to number of storage unit blocks	49 Enterprise Crescent, Muswellbrook	-
2017.008.2	S4.55(2) Modification -129 lot residential subdivision in 5 stages	Almond Street, Denman	-
2020.007.1	Additions and Alterations to existing Hotel	184 Bridge Street, Muswellbrook	$110,000
2020.083.1	Subdivision of one lot (1) into three (3)	60-62 Palace Street, Denman	$10,000
2021.029.2	S4.55(1A) Modification - Relocation of Existing Dwelling & Construct New dwelling	49 Carl Street, Muswellbrook	-
2021.073.1	Temporary use of the land for receival and dismantling of rail wagons with off-site disposal	18 Strathmore Road, Muswellbrook	$50,000

DA No.	DESCRIPTION	PROPERTY	VALUE
2021.137.1	Change Of Use to Educational Facility	820 Rosemount Road, Denman	-
2022.005.2	Storage premises, office space, car parking, signage & landscaping	Victoria Street, Muswellbrook	-
2022.066.2	Subdivision of land and erection of dwelling on new allotment	146 Palace Street, Denman	-
2022.092.1	Subdivision of One (1) Lot into One Hundred & Ninety Four (194) Residential Lots	Almond Street, Denman	$18,284,734
2022.095.1	Staged Demolition of Existing Buildings and Construction of New Grandstand and Amenities.	3 Wilkinson Avenue, Muswellbrook	$9,455,600
2022.124.1	Shed for Community Facility	17-19 Maitland Street, Muswellbrook	$182,720
2019.053.1	Subdivision of Two (2) Lots into Seventy Five (75) Lots	9027 New England Highway, Muswellbrook	$4,875,600
2022.147.1	Change of Use - Tyre Recycling Facility	12 Carramere Road, Muswellbrook	$2,200,000
2023.014.1	Storage Complex - 103 self storage units and 12 open storage bays	Turner Street, Denman	$3,555,527
2023.019.1	Change of Use - Home Occupation	16 Burgundy Street, Muswellbrook	$10,000
2023.034.2	S4.55(1) Modification - Ancillary Development Shed	12 Lou Fisher Place, Muswellbrook	-
2023.040.1	Steel frame Industrial Structure	4 Wallarah Road, Muswellbrook	$100,000
2023.041.1	Steel Frame Industrial structure	12 Wallarah Road, Muswellbrook	$100,000
2023.047.2	Industrial sheds and lunchroom	26 Glen Munro Road, Muswellbrook	-
2023.054.2	S4.55(1A) Modification - Commercial Storage Building	39-41 Ogilvie Street, Denman	-
2023.056.1	Geotechnical investigations & Clearing of .908 ha of native vegetation	Limestone Road, Muswellbrook	$993,939
2023.057.1	Battery Energy Storage System & Shed Structures	981 New England Highway, Aberdeen	$16,900,000
2023.059.1	Inground Swimming Pool	12 Octagonal Way, Muswellbrook	$50,750

DA No.	DESCRIPTION	PROPERTY	VALUE
2023.060.1	Use and completion of partially constructed covered deck. Construction of awning over BBQ area, WC & Pool pump	22 Lorne Street, Muswellbrook	$35,000
2023.061.1	Three (3) Lot Subdivision	Golden Hwy, Giants Creek	$20,031
2023.065.1	2 Relocatable Modular Units/Deck/Roof Workers Accommodation	10 Ogilvie Street, Denman	$42,900
2023.066.1	Battery Energy Storage System and Associated Shed Structures	105 Merriwa Road, Denman	$16,900,000
2023.072.1	Demolition of Existing Structures & Construction of Childcare Centre	200 Bridge Street, Muswellbrook	$2,960,280
2023.076.2	S4.55(1) Modification - Subdivision of One (1) Lot into Two (2) Lots	280 Scrumlo Road, Hebden	-
2023.078.1	Geotechnical Drilling & minor vegetation clearing	Dolahentys Road, McCullys Gap	$1,888,600
2023.081.1	Single Storey Dwelling & attached Garage	1 Stable Close, Muswellbrook	$458,459
2023.082. 1	Temporary use of land for lawn mower racing events	659 Peberdys Road, Sandy Hollow	$5,000
2023.083.1	Three (3) Lot Subdivision	Golden Hwy, Giants Creek	$20,031
2023.086.1	Construction of a 90 Place Child Care Centre	84 Brook Street Muswellbrook	$1,975,000
2023.090.1	Shed with attached awning	106 Ironbark Road Muswellbrook	$74,372
2023.092.1	2 additional dwellings at 16 Brook Street, Muswellbrook	16 Brook Street Muswellbrook	$185,000
2023.093.1	Shed with Awning	130 Hill Street Muswellbrook	$36,650
2023.095.1	Inground Swimming Pool and Associated Safety Barriers	6 Lonhro Place Muswellbrook	$46,795
2023.096.1	Shed	31 Babbler Crescent Muscle Creek	$74,000
2023.097.1	Ancillary use - Carport	91 Shiraz Street Muswellbrook	$17,815
2023.098.1	Dwelling House - Two Storey	2237 Martindale Road Martindale	$1,013,502
2023.099.1	Ancillary Use - Shed	42 Shiraz Street Muswellbrook	$30,000

DA No.	DESCRIPTION	PROPERTY	VALUE
2023.100.1	2 retail premises, 2 shop top houses, 7-unit motel and Strata Title Subdivision (11 lots)	37 Ogilvie Street Denman	$1,441,202
2023.102.1	Ancillary use - Shed with awning	10 Jackaroo Close Muswellbrook	$49,485
2023.103.1	Installation of a Verandah	Ellis Parish County Brisbane	$15,000
2023.104.1	Dwelling house	51 Babbler Crescent Muscle Creek	$554,968
2023.105.1	Removal and Replacement of existing sign	102-106 Sydney Street Muswellbrook	$40,000
2023.106.1	Ancillary Use - Shed	71 Babbler Crescent Muscle Creek	$54,928
2023.107.1	Ancillary Use - Shed	5 Stockyard Parade Muswellbrook	$62,994
2023.108.1	Ancillary Use - Carport	10 Ted Clay Street Muswellbrook	$13,952
2023.109.1	Swimming Pool	23 Stockyard Parade Muswellbrook	$44,990
2023.110.1	Ancillary Use - Shed	190 Woodland Ridge Road Muscle Creek	$38,711
2023.111.1	Dwelling House	16 Stockyard Parade Muswellbrook	$694,655
2023.112.1	Dwelling House	44 Aberdeen Street Muswellbrook Nsw 23	$576,090
2023.113.1	A storage room will be added to the existing exhibition hall.	Ellis Parish County Brisbane Nsw 2333	$11,000
2023.114.1	Ancillary Use - Shed	14 Wanaruah Circuit Muswellbrook	$14,398
2023.115.1	Shed	16 Martindale Street Denman	$16,450
2023.116.1	Home Business - Beauty Room	55 Woollybutt Way Muswellbrook	$2,500
2023.117.1	Dwelling House - Single Storey - Manufactured Home	13 Virginia Street Denman	$296,551
2023.118.1	steel frame shed	75 Woodland Ridge Road Muscle Creek	$75,000
2023.119.1	Restoration of the former Negoa Homestead and associated structures	90 Wiltons Lane Kayuga	$882,527
2023.120.1	Alterations and Additions to Dwelling House	58 Paxton Street Denman	$47,958

DA No.	DESCRIPTION	PROPERTY	VALUE
2023. 121.1	Change of use to existing garage to a residential dwelling home	79 Aberdeen Street Muswellbrook	$1,000
2023.122.1	Garage with 1st Floor studio and amenities	3 Arlingham Close Muswellbrook	$152,515
2023.123.1	Relocated dwelling	478 Sandy Creek Road Muswellbrook	$135,240
2023.124.1	Swimming pool	12a Grey Gum Road Denman Nsw 2328	$49,620
2023.125.1	Subdivision of farming land from land with newly constructed railway to allow the transfer of ownership	3 Bengalla Road Muswellbrook	$30,000
2023.126.1	Subdivision of Lot 1 in DP198545 into two lots	90-92 Palace Street Denman	15,000
2023.127.1	Construction of a single storey dwelling	35 Silver Eye Road Muswellbrook	$774,905

Total = 71

20.1.12 Inspect onsite wastewater sewerage systems to ensure they are installed and maintained in compliance with regulatory requirements.

On-site Wastewater Statistics - 13 Month Analysis (2022/2023)

	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	July 23	Aug 23	Sept 23	Oct 23	Nov 23
Applications Received (new installation)	2	0	0	0	2	0	2		0	1	1	2	3
Applications Approved (new installation)	0	1	0	0	0	0	0		1	2	2	0	1
Inspections (new system)	2	1	0	0	7	0	0		0	3	1	3	3
Inspections (existing system)	1	1	0	2	0	0	0		1	1	0	0	3

24.1.5 Registration and inspection of regulated premises (caravan parks, food outlets, skin penetration premises, hairdressers, mortuaries, air handling systems) in accordance with regulatory requirements to

ensure public health and safety is protected.

	Nov	Dec	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	July 23	Aug 23	Sept 23	Oct 23	Nov 23
Applications Received (new businesses)	1	3	3	13	10	1	13		11	1	4	1	1
Inspections (new businesses)	3	1	1	2	2	0	0		1	0	1	1	2
Inspections (existing businesses)	5	0	15	3	4	13	16		1	0	0	0	1
Reinspections	0	0	0	0	0	0	0		0	0	0	0	0

4.1.1.1 Reduce the environmental impact of development on our community by carrying out regular inspection of building sites and monitoring waste.

Building Site Compliance Inspection Statistics – 13 Month Analysis (2022/2023)

	Nov	Dec	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	July 23	Aug 23	Sept 23	Oct 23	Nov 23
Total Sites Inspected	19	17	17	15	12	11	9	7	20	16	10	10	15
Total non-compliant and educated	0	0	0	0	0	0		0	0	0	1	0	0
Total compliance after education	19	0	0	15	12	0		0	0	0	9	0	0
Total Penalty Notices Issued	0	0	0	0	0	0		0	0	0	0	0	0

14.1.11 Continue surveillance and regulation of illegal dumping on an ongoing basis through participation in the Hunter Central Coast Regional Illegal Dumping Squad

Illegal Dumping Statistics – 13 Month Analysis (2022/2023)

	Nov	Dec	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	July 23	Aug 23	Sept 23	Oct 23	Nov 23
Total Investigations	1			4	7	4	4	3	4	1	1	1	5
Total Clean up by Council - insufficient evidence	1			0	0			0	3	0	1	0	2
Total Clean Up by individual	0			1	6			0	1	0	0	0	0

Total Penalty Notices Issued	0			0	0			0	0	0	0	0	0
Court Attendance Notice Issued	0			0	0			0	0	0	0	0	0
Still under investigation	0			3	1			0	0	0	0	1	3

24.1.8 Ensure statutory requirements under the Private Swimming Pools Program (Swimming Pool Act 1992) are implemented.

Swimming Pool Compliance Statistics – 13 Month Analysis (2022/2023)

	Nov	Dec	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Total
Applications for Compliance Certs.	5	3	1	2	3	0	0	0	1	1	2	2	1	21
Total compliance inspections (not inc. finals for OCs)	4	10	5	11	8	7	4	8	8	9	10	12	7	103
Initial Inspections	1	7	1	3	5	2	1	2	3	3	7	7	2	44
Re-inspections	3	3	4	8	3	5	3	5	5	7	3	5	5	59
Compliance Certs / Occ. Certs issued	3	1	1	1	7	3	6	5	6	7	7	7	4	58
Fees invoiced	$1050	$1263	$363	$700	$863	$740	$786	$350	$800	$700	$700	$1600	$650	$10,567.55

Total Pools in Council's SPR = 984

(Note: 1122 records in SPR but 135 have been notified as demolished, 2 are Council's Public Pools and 1 is on Crown Land)

Current Compliance = 29.6%

SUSTAINABILTY

Air Quality

Sustainability staff continue to perform air quality monitoring at the Council owned air quality monitoring station and liaise with ANSTO.

Electric Vehicle Fleet Strategy

Sustainability staff have been working across Council departments to create an Electric Vehicle Strategy to guide Council in both charging infrastructure installation and fleet transitioning.

Ausgrid Consultation

Sustainability staff have been actively participating in Ausgrid Climate Resilience Working Group meetings, to gain a better understanding of the initiatives that Ausgrid are implementing to bolster the resilience of the electricity network, particularly in the face of extreme weather events.

EV Fleet Day

Staff attended "Plugging into the Future: Electrifying Council Fleets" day in Port Stephens. This day was organised by Hunter Joint Organisations and Cities Power Partnership. The day involved workshops run by the University of Technology Sydney, IPWEA Fleet, Regional Procurement, NSW Government Net Zero Engagement Officer and EVenergi. Staff learned about successful EV transition and how to undertake a business case for electrifying the fleet and key considerations for EV charging infrastructure. Staff also test drove some vehicles on the day.

Sustainable School Network

A meeting of the Sustainable Schools Network was held. So far 7 schools/preschools have expressed interest in joining.

Joining the Network means signing a commitment to aim to achieve one of the Sustainable Development Goals. For example, responsible consumption and production could be creating a healthy food garden. Life of the Land could be participating in National Tree Day.

Groups then form a Network and get access to the following:

- Funding for sustainability projects.
- Access to meetings with other like-minded groups and staff who are also in the Network and are at different stages of the sustainability journey.
- Access to activities and events for students.

Muswellbrook Connect

A Muswellbrook Connect meeting was held recently. The Anglican Church is planning on a food drive before Christmas. Groups in Muswellbrook Connect will assist.

Muswellbrook Homeschool Visit Muswellbrook Shire Council Animal Care and Sustainability Hub

The new Muswellbrook Shire Council Animal Care and Sustainability Hub had a visit from Muswellbrook Homeschool students today. They did a tour of both facilities and learnt about

how to care for animals such as dogs, cats and worms.

Sandy Hollow Public School Sustainable Education Grant

Sandy Hollow Public School (SHPS) received a Sustainable Education grant from Council to establish and maintain an edible/vegetable garden at school. They have used their compost bin and worm farm to fertilise gardens and SHPS students are enjoying their sustainability journey.

Muswellbrook South Public School visit the new Animal Care and Sustainability Hub

Muswellbrook South Public School visited the new Animal Care and Sustainability Hub. The students and teachers learnt about animals and did a tour of both animal care facility and

Sustainability Hub. They enjoyed patting a dog and watering the worms.

Muswellbrook Multicultural Group Toured the New Animal Care and Sustainability Hub.

Muswellbrook Multicultural Group today toured the new Animal Care and Sustainability Hub. We showed them the composting, worms and garden at the Hub and learnt about the new Animal Care Facility.

Muscle Creek Walk with Muswellbrook High School

Muswellbrook High School students went on a guided walk along Muscle Creek and learnt about native plants.

FOGO

A waste audit was completed at St Joseph's Aberdeen. Students learnt about the benefits of FOGO. Sustainability staff discussed FOGO with the mother's playgroup at Hunter Park Family Centre.

Hunter Region Landcare Network (HRLN) Meeting

Council presented at the Hunter Region Landcare Network meeting. Staff are advocating for more Landcare support from HRLN in our shire.

Local Land Services (LLS) Hunter River Forum

Staff attended the Local Land Services Hunter River Forum in Singleton. Staff are hoping to build better partnerships with LLS staff.

Youth Services Visit to New Sustainability Hub

Youth Services visited the New Sustainability Hub. Here they planted seedlings, composting and worm farmed. This is a great way to talk with kids and teachers about subjects such as food waste.

Fires From Batteries

The focus of National Recycling Week was how the incorrect disposal of batteries causes fires. This included partnering with NSW Fire and Rescue for some promotion.

Sustainable Futures – Muswellbrook Facebook

The popularity of the Sustainable Futures – Muswellbrook Facebook page continues to

grow. It has now received 1,740 page likes and 1,942 page followers. This page continues to be a great way for Council to engage with the community around a range of sustainability topics. This includes promoting the Community Recycling Centres, correct waste management practices, sewerage management, the Reuse Shop, soft plastic recycling, Sustainability Hub activities, reducing food waste, plastic free July, worm farms, composting, grant projects and more.

10.2. Community Infrastructure

10.2.1. FOGO Education & Communication status report

Attachments:	1. Phase 01 FOGO is coming Landcape DL (Muswellbrook)_ FA (2) [**10.2.1.1** - 2 pages] 2. Heat Stamp Caddy 135 x 90 03 Muswellbrook-21 Nov 23 (1) [**10.2.1.2** - 1 page] 3. Digital NSWEPA YGGG 01- FOG O-is-coming Web-banner-2813 x 1070(Muswellbrook)-28 Nov [**10.2.1.3** - 1 page]
Responsible Officer:	Derek Finnigan - General Manager
Author:	Courtney Chetty (Technical Officer - Waste Operations), Joann Polsen (Senior Coordinator Waste Operations), Jo Ayres (Digital Media Officer), Christine Middleton (Communications & Media Co-Ordinator), Ivan Skaines (Grants and Community Engagement Officer), Michael Brady (Sustainability Officer - Waste)
Community Plan Issue:	*3 - Environmental Sustainability*
Community Plan Goal:	An environmentally sensitive and sustainable community
Community Plan Strategy:	3.4.3 - Advocate and support Circular Economy principles and Waste Management Initiatives. 3.4.3.2 - Council formalises the processes for the Food Organics and Garden Organics (FOGO) Tender and Request For Quote (RFQ).

PURPOSE

To provide Council with information regarding Food Organics Garden Organics (FOGO) Education & Communication activities. The report aims to provide Council with an account of the objectives, implementation methods, and outcomes to support informed decision-making and enhance community engagement.

OFFICER'S RECOMMENDATION

Council NOTES the progress of Food Organics Garden Organics (FOGO) Communications and Education activities.

Moved: _____ Seconded: _____

BACKGROUND

This report provides a monthly update to Council regarding the progress and implementation of Council's FOGO Communications and Education Plan.

The Plan themes and timing of phases are detailed in the table below:

Community Education and Engagement Plan (CEEP).

Phases	Theming/Strategy	Timing
Phase 1- Situational analysis and awareness raising:	***"Have you heard?"*** In developing the actions in this phase, the following questions or concerns are posed: What is FOGO? I already have an existing green waste bin. What is changing for me? Why is Council doing this? What will it cost? What happens to the materials once they are collected?	15 – 9 months before collections start
Phase 2 - Pre-rollout preparation, awareness building and preparation. Ensure residents are aware that FOGO will be introduced in July 2024. Provide details of household support – caddies, liners. Identify engagement activities. Build on information/queries gathered in Phase 1 to inform messages and move forward.	***"Get Ready for FOGO"*** Key messages: When will FOGO start? What are the changes? Utilise Starting Scraps collateral to develop actions in this phase. The following questions or concerns are addressed: What is acceptable and not acceptable in my FOGO bin and why? If my green waste bin is full of garden waste, what do I do? I don't need FOGO. I compost/have a worm farm/have backyard pets. I am worried my bin will smell. How do I use FOGO? How do I get my kitchen scraps from the kitchen to the FOGO bin? How do I sign up? Will I have to pay for an extra red bin? Why is Council doing this?	8 – 1 month before collections start
Phase 3 Service commencement:	***"FOGO is here!"*** This is the "go live" period; actions in this short phase will focus on reinforcing messaging and monitoring community feedback	June - July 2024
Phase 4 Post rollout review, monitoring, and	***"How's it going?"*** In developing the actions in this phase, the following questions or concerns are addressed:	1 – 6 months following start of collections

Phases	Theming/Strategy	Timing
improvement:	What material is accepted and not accepted in my FOGO bin and why? Why should I compost/have a worm farm and a FOGO bin? How do I manage odour? I don't have room for food scraps and garden materials in my FOGO bin – what do I do? Why was my FOGO bin not emptied? Can I get a FOGO bin if I didn't have a GO bin? What happens to the materials once they are collected? What difference are we making?	

CONSULTATION

Communications and Media Coordinator

Digital Media Officer

Sustainability Officer

Manager Waste Operations

Technical Officer Waste Operations

Grants & Community Engagement Officer

Water & Waste Administration Officer

REPORT

Through September and October 2023, the Staff FOGO Working Group progressed the following actions:

- Published "Your Greener Green Bin" advertisement, and Mayor's Message including FOGO announcement, in the Hunter River Times.
- Updated the "Frequently Asked Questions" document with detail of replacement caddy liners. Council's contractor advises they can issue a new roll of liners to a property upon request and supply Council with stock to distribute over the counter if a resident attends in person.
- Launched FOGO announcement page and FOGO landing page. Updated information to highlight Kitchen Caddies based on Councillor feedback.
- Drafted letter for distribution with Rates introducing the FOGO concept and providing details of start date and eligibility.
- Met with Water & Wastewater staff to consult and inform the FAQs.
- Draft designs for hot stamping 240L FOGO bin lids, kitchen caddy lids and liner printing sent to supplier for mock up. The mock ups will go to the NSW Environment Protection Authority (EPA) for review prior to production, as this is a requirement of the Go FOGO grant.
- Met with EPA staff to consult on collateral being developed in the "Starting Scraps" campaign. Staff have reviewed and provided feedback on the video suite and early designs for stickers.

- Received Starting Scraps media items for Phase 1 use, including web banner and social media tiles.
- Programmed fortnightly social media posts to highlight FOGO information, aligned with the CEEP.
- Met with the following groups to discuss FOGO: Koora Industries, Warrior Disability Services, Probus, Hunter Family Centre playgroup and family group, Muswellbrook Library Playgroup, Pacific Brook Christian School, and St Joseph's Aberdeen.

The Staff FOGO Working Group progressed the following actions through October/November:

- Requested adjustments to social media tiles and digital banner margins.
- Planned promotion of selected FOGO posts using domestic waste funding.
- Worked on creating a graphic to explain the "WHY" behind the transition to FOGO.
- Inquired with JR Richards regarding caddy rollout plans and resourcing.
- Initiated requests for a half A4 artwork and information for a community newsletter piece with phase 2 messaging.
- Planned the creation of an A4 or A3 poster for sustainability use at events.
- Preparing a DL size tri-fold brochure for February 2024 rates mail-out.
- Prepared the Phase 2 action plan.
- Drafted a budget for the CEEP actions related to Starting Scraps funding.
- Reviewing the current "your waste guide brochure" with consideration of FOGO.
- Reaching out to community services for assistance with contacting specific population groups.
- Investigated costs for YouTube advertising and geographics targeting – completed.
- Planned Facebook advertising and boosted posts – completed.
- Drafted social media posts for phase 1 – completed.
- Booked an insert with Forms Express for the February 24 rates mailing – completed.
- Inquired with rates regarding the number of rates notices sent out each time – completed.
- Determined EPA's preferred kitchen caddy lid design – completed.

Please see below the detailed planned activities of the **Phase 1 Communications FOGO Action Plan**:

FOGO - Action Plan Phase 1

FOGO service awareness raising

Date	Action	Responsibility	Comment
May 2022	Residential Bin Audit	Contracted	Completed
June 2022	Community Survey	Contracted	Completed
By 31 August 2023	Finalise FAQs	Joann P Mick B Chris M	Version 4 completed
Early September 2023	Inform and advise Council staff: • Consult FAQs with Customer Service and Rates • Meet with other functional areas to inform and cultivate understanding of the new service	Joann P	CS&A and Rates completed. Meetings to be scheduled with other functional areas.
Launch Phase 1 – late September / early October 2023 **12 Week Awareness Campaign**	Key messages: FOGO is coming. What is FOGO? Why implement FOGO? What will go in each bin? Where will it go?	Chris M Jo A	Dedicated FOGO Web Page including FAQs. Fortnightly social media posts incorporating existing imagery. E-News Mayor & Councilor Champions Local Media
Preparations for Phase 2 – Pre-Rollout January 2024	Compile related collateral, including multi-lingual options - posters, factsheets, brochure to be delivered to residents along with caddy.	Discussion - All Engage graphic designer and printer – Chris M.	Designed and printed prior to Phase 2 Pre-Rollout in January.

FOGO – Action Plan Phase 2

Get Ready For FOGO

Date	Action	Responsibility	Tactics
January 2024	Introduce Phase 2 – Lead up to launch of service. Get Ready for FOGO. Continue to build awareness of the change to collection services. Build on key messaging and tailor message in response to information gathered in Phase 1. Compile related material utilising Starting Scraps collateral and resources, including posters, factsheets, brochures to be delivered to residents along with caddy. Starting Scraps promotional and educational material, developed by the EPA, offers considerable cost saving to Council along with providing consistent material for the entire campaign. Use these resources to develop a DL brochure for distribution to ratepayers.	Working Group	Phase 2 leads up to FOGO Launch and will utilise Council's website and social media platforms and other outlets - including You Tube, local radio advertising, and events/community partnerships to embed FOGO messaging in the community. Identify potential ambassadors and champions.

February – March 2024	Brochure and/ (or) Flyer to be inserted with Rates Notice. Distribution date – from 28 February.	Working Group EPA/Starting Scraps	For distribution to all ratepayers in the Shire
March – April 2024	Develop an Information Pack for distribution to residents with kitchen caddie and liners	Working Group EPA/Starting Scraps	Information Pack to include dos and don'ts, pictorials, FAQs. Regularly update web content – ensure message is positive and constructive. Hold pop up information sessions at Muswellbrook Marketplace and Muswellbrook Fair. Monitor media and social media for negative reactions.
			Explore cross-promotional opportunities

Starting Scraps – NSW EPA materials to assist Council's rollout of FOGO

Council's timing for the FOGO rollout fits neatly with the NSW EPA's progress in developing their "Starting Scraps" pre-FOGO service promotional and educational material. Filming was wrapped up a few weeks ago, and Council is being provided access to this collateral and minor customisation as required through the phases of the CEEP. This is a significant opportunity, as Council will now not have to develop its own creative suite with a graphic designer. This pilot program represents a significant cost-saving to Council. The collateral will be used in Phases 1, 2, and 3. In the Starting Scraps section, Council has made notable progress. Alignment with council's branding resources, along with the approval and readiness of the caddy heat stamp for production, ensures a cohesive approach.

Council has successfully obtained approval for fonts, logos, flyers, radio ads, and social tiles for phase 1, which focuses on explaining "What is FOGO". Additionally, videos and web banners have been provided by Starting Scraps and Council has received approval for their use.

While Council continues to work on finalising FOGO bin stickers and teardrop banners, it is

important to express gratitude to the Programs and Innovation Division of NSW EPA for their invaluable support and resources, which have contributed to these accomplishments.

Scrap Together

Once the FOGO collections begin, Phase 4 of the CEEP will commence and will transition to use the “Scrap Together” collateral. Scrap Together is also developed by the NSW EPA, however is produced specifically to support Council’s post-FOGO rollout, to embed good FOGO practices in the community, and to educate and inform about the positive environmental benefits obtained by the FOGO process. Using both platforms for Council’s FOGO messaging will ensure Council’s output is consistent with a similar look and feel, which will enhance Council’s brand and ensure consistency of information is provided to the community.

As we move into Phase 4 of the CEEP alongside the commencement of FOGO collections, Council will shift focus to leveraging the “Scrap Together” collateral. Developed by the NSW EPA, this resource is tailored to support Council in FOGO rollout phases. It plays a crucial role in promoting and embedding good FOGO practices within the community.

Scrap Together also serves as an educational tool, enlightening residents about the significant environmental benefits of the FOGO process. This strategic alignment ensures consistency in Council’s messaging.

OPTIONS

The report is provided for information purposes.

CONCLUSION

Staff will continue to work on actions within the CEEP, including internal staff consultation to get everyone on board and informed, should they receive enquiries from the community. Feedback is welcomed throughout all phases of the process. Active community participation is instrumental in Council’s collective approach to advance waste management practices throughout the community.

SOCIAL IMPLICATIONS

Through implementing the CEEP in a collaborative manner, Council staff will ensure best efforts are made to reach all members of the community, including vulnerable people. By proactively engaging with all segments of society, Council not only strives for inclusivity but also aims to address unique needs and challenges. This approach underscores Council’s strong dedication to fostering a sense of unity and equity, ensuring the benefits of the FOGO program are accessible to all, regardless of their circumstances.

FINANCIAL IMPLICATIONS

With the Starting Scraps pilot program partnership with the NSW EPA, it is estimated that several thousands of dollars of graphic design, filming, and associated promotional material development will be available to Council at no charge.

Ongoing Operational and Maintenance Costs Implications Associated with Capital Project

1. ***Financial Implications – Capital***

   Nil capital expenditure for the educational activities.

2. ***Financial Implications – Operational***

   Operational expenditure will be kept to a minimum by utilising the Starting Scraps collateral. Some one off costs will be incurred for graphic design for bin lids. These will be funded by the existing Domestic Waste budget for Education. Costs for social media boosting and printing costs will also apply to this budget.

POLICY IMPLICATIONS

- Net Zero Policy.
- Strategic Direction for Waste in NSW.

STATUTORY IMPLICATIONS

- The Solid Food Waste Order 2014.
- The Solid Food Waste Exemption 2014.
- The Compost Order 2016.
- The Compost Exemption 2016.

LEGAL IMPLICATIONS

- Waste Avoidance and Resource Recovery Act 2001 no 58.
- NSW Waste and Sustainable Materials Strategy 2041.
- AS4454-2012: Composts, Soil Conditioners and Mulches.

OPERATIONAL PLAN IMPLICATIONS

State: The *NSW Waste and Sustainable Materials Strategy 2041* mandates the separate collection of food and garden organics from all NSW households by 2030, to help achieve the State targets of halving food waste to landfill and achieving net zero emissions from organics in landfill by 2030.

Local: The *Muswellbrook Shire Council Operational Plan* includes the following Key Delivery: “Commence a communication program for the Food Organics Garden Organics waste service”.

RISK MANAGEMENT IMPLICATIONS

The change in service creates three potential risks:

1. Reputational risk – if the Communications and Education Plan is not rolled out, or rolled out incorrectly, the community may not be prepared for the change.
2. Increase in Domestic Waste Management charges – until a tender process is completed for the processing of the collected FOGO, Council will not be fully aware of the likely costs to ratepayers. It is important to note the anticipated reduction in red lid bin waste will assist in off-setting FOGO costs.
3. Impact on Collection Schedule - Changes in collection schedules, such as reduced red bin pickups, can impact residents’ waste management routines, requiring adjustment and awareness.

WASTE MANAGEMENT IMPLICATIONS

There are many waste management implications of introducing a new FOGO service, including:

1. Diverting waste from landfill.

2. Increasing the workload of Waste and other staff.
3. Fulfilling the requirements of the NSW Government's Waste and Sustainable Materials Strategy 2041 – Stage 1.
4. Council's Waste and Recycling facility must comply with relevant waste management regulations and standards related to FOGO handling and disposal.

COMMUNITY CONSULTATION/MEDIA IMPLICATIONS

The success or failure of the rollout of the FOGO service will rely on successful community communication and engagement. The Community Education and Engagement Plan has been prepared to guide the actions and timing of activities to most effectively prepare the community for the change in service. This comprehensive plan underscores Council's commitment to transparent communication, proactive outreach, and responsive feedback.

YOUR GREENER GREEN BIN

THE NEW HOME FOR YOUR FOOD SCRAP

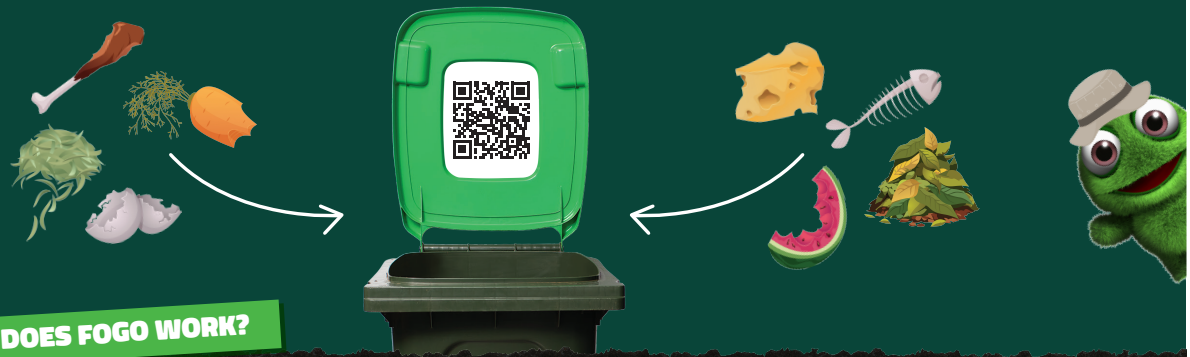
COMING JULY 2024

NSW GOVERNMENT

muswellbrook shire council

YOUR GREEN BIN SERVICE IS GOING GREENER WITH FOGO.

It will be accepting Food Organics & Garden Organics.



HOW DOES FOGO WORK?

Our Food Organics & Garden Organics (**FOGO**) will now stay out of landfill and get turned into professionally treated compost.
This means less emissions and the compost will help keep our parks, streets and sporting fields **GREENER.**

WWW.MUSWELLBROOK.NSW.GOV.AU

YOUR FOGO KITCHEN CADDY

Fruit & vegetable scraps

Meat, bones & cooked leftovers

Eggshells, bread & dairy

USE ONLY CERTIFIED COMPOSTABLE LINERS

muswellbrook shire council

Attachment 2.2 Kitchen Heat Stamp Caddy 135 x 90 03 Muswellbrook Nov 23 (1)

MUSWELLBROOK.NSW.GOV.AU

YOUR GREENER GREEN BIN
THE NEW HOME FOR YOUR FOOD SCRAP
COMING JULY 2024
NSW GOVERNMENT
muswellbrook shire council

10.2.2. Tree Removal Requests

Attachments:	1. Management of Trees on Roads and Public Land Policy [**10.2.2.1** - 9 pages]
Responsible Officer:	Matthew Lysaught - Director Property & Place
Author:	Peter Ball (Senior Works Co-Ordinator)
Community Plan Issue:	*5 - Community Infrastructure*
Community Plan Goal:	Effective and efficient infrastructure that is appropriate to the needs of our community.
Community Plan Strategy:	*Not Applicable*
	Not applicable

PURPOSE

To request Council's consideration of removing a number of trees that have been assessed as posing a threat.

OFFICER'S RECOMMENDATION

Council APPROVES the recommendations contained in the report.

Moved: _____ Seconded: _____

BACKGROUND

Council's Management of Trees on Roads and Public Land Policy – MSC27E (the policy) was adopted by Council on 22 November 2022 and, for reference purposes, is attached to this report.

At the 22 August 2023 Ordinary Council Meeting, Council resolved as follows:

10.3.3. Henry Dangar Drive - Plane Trees

60 RESOLVED on the motion of Cr G. McNeill and Cr D. Marshall that:

Council APPROVES:

1. Managing, on a case by case basis, the matters described in the report;
2. Prioritising the renewal of concrete footpath on Henry Dangar Drive (between Day Street and Dixon Circuit); and
3. Carrying out discrete tree removal and replacement if issues cannot be appropriately resolved, regarding tree preservation
4. Other than in Emergency situations all requests for Tree Removal are submitted to Council for consideration.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr D. Douglas, Cr J. Drayton, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall, Cr R. Scholes and Cr B. Woodruff.

Against: Nil.

The required amendments to the Policy arising from Council's resolution of 'Other than in

Emergency situations' are addressed in a separate report to Council.

In accordance with other than in Emergency situations, a report has been prepared for requests for tree removal.

Council's Work section undertakes tree inspections regularly. Generally, the tree inspections are undertaken by Council's Tree Officer, who is a Level 2 arborist and qualified tree inspector.

Most of the inspections are undertaken due to requests from community members or because the tree is known to Council to be a problem tree.

Council keeps a register of all tree inspections. All trees receive a rating from 3–12 with three being hazard free and healthy and 12 with a recommended action be to pruned or removed.

The ratings are based on three categories:

1. Potential for failure;
2. Size of defective part; and
3. Target rating which measures occupancy of the area.

Wherever possible, the aim is to undertake remedial works to rectify a hazard prior to any removal. If a tree is required to be removed, then a minimum of two advanced trees proximate to the location of removal, where practicable, are to be planted.

CONSULTATION

Tree Maintenance Officer

Acting Works Coordinator - Parks

Manager Works

REPORT

20 Henry Dangar Drive, Muswellbrook

Previously reported to Council in August 2023 were resident's concern with Plane trees along Henry Dangar Drive. The footpath needed renewal, and between Day Street and Dixon Circuit along Henry Dangar Drive, the footpath has now been replaced.

As reported, a Level 5 arborist report on the Plane trees did not recommend removal but did indicate the trees may only be suitable for this location in the short to medium term with a retention period between 5 to 40 years. It is not recommended at this stage to remove any of the 24 Plane trees

The proximity of a Plane tree to an electrical substation between 20 and 22 Henry Dangar Drive has been referred to Ausgrid, and is scheduled for inspection for an assessment of any risk to the substation.

It is recommended that Council continue to monitor these trees.

1 Kamilaroi Street, Muswellbrook

This is a Grey Gum Tree (*Eucalyptus punctata)* located in the nature strip in front of 1 Kamilaroi Street. There have been recent failures due to birds causing delamination at the base of scaffolds and the main trunk fork.

This tree has been rated:

1. Potential for failure, **2**
2. Size of defective part, **4**
3. Target rating which measures occupancy of the area. **4**

Overall rating **10**

Council has previously pruned this tree, however, the damage being sustained is in the two main forks shown above and does pose a serious risk for property or people.

Recommend engagement of a Level 5 Arborist and to follow their recommendations.

5 Hastings Street, Muswellbrook

This is a bottlebrush tree (*Callistemon)* located in the nature strip in front of 5 Hastings Street. The tree has been split in the trunk following a motor vehicle accident. Fallen limbs were removed at the time of inspection, however, the tree now will continue to fail.

This tree has been rated:

1. Potential for failure **4**
2. Size of defective part **3**
3. Target rating which measures occupancy of the area **4**

Overall rating **11**

Recommended removal.

23 Scott Street, Muswellbrook

This a Blue Olive Berry (*Elaeocarpus reticulatus)* located in the nature strip in front of 23 Scott Street. This tree is rotting at the base and is full of borers, a type of destructive pest that causes irreparable damage to trees.

This tree has been rated

1. Potential for failure **4**
2. Size of defective part **3**
3. Target rating which measures occupancy of the area **4**

Overall rating **11**

It is recommended that this tree be removed.

66 Upper William Street, Muswellbrook

This is a Silky Oak (*Grevillea robusta)* located in the nature strip adjacent to 66 Upper William Street, with the tree located in Carl Street. This tree is split three quarters of the way up the canopy.

This tree has been rated:

1. Potential for failure **3**
2. Size of defective part **4**
3. Target rating which measures occupancy of the area **4**

Overall rating **11**

Recommended removal.

Muswellbrook Cemetery

This is an Ironbark tree (*Eucalyptus sideroxylon)* located in the Muswellbrook Cemetery near the centre garden and above one of the constructed walking paths. This tree is dying from the top of the canopy down. There are numerous dead limbs in the tree and several limbs have already fallen.

This tree has been rated:

1. Potential for failure **4**
2. Size of defective part **4**
3. Target rating which measures occupancy of the area **2**

Overall rating **10**

Recommended removal.

Denman Golf Course

Denman Golf Course recently had a tree fall down, causing damage to a perimeter fence. A joint inspection of the golf course was undertaken with a representative of the Denman Golf Club and Council's Tree Maintenance Officer, who recommends the following trees for removal but with many others recommended for remediation works only.

If any trees are identified as habitat trees or have the potential to provide habitat they will be pruned where practical and left as a stag tree. An inspection of the golf course demonstrates this practice.

Hole 1

This is a Gum Tree (*Eucalyptus)* located to the left side of the 1st hole. This tree is dead and poses a risk of falling limbs.

This tree has been rated:

1. Potential for failure **4**
2. Size of defective part **4**
3. Target rating which measures occupancy of the area **2**

Overall rating; **10**

Recommended removal.

Hole 2

This is a She Oak *(Casuarina equisetifolia)* located on the Left-Hand Side of the 2nd hole. This tree is dead and poses a risk of falling limbs.

This tree has been rated:

1. Potential for failure **4**
2. Size of defective part **4**
3. Target rating which measures occupancy of the area **2**

Overall rating **10**

Recommended removal.

Hole 4

Both these are Gum Tree (*Eucalyptus)* located at the 4th hole. These trees are dead and pose a risk of falling limbs.

These trees have been rated:

1. Potential for failure **4**
2. Size of defective part **4**
3. Target rating which measures occupancy of the area **2**

Overall rating **10**

Recommended removal.

Hole 7

All of these are Gum Trees (*Eucalyptus)* located close to the 7th hole tee. These trees are dead and pose a risk of falling limbs.

These trees have been rated:

1. Potential for failure **4**
2. Size of defective part **4**
3. Target rating which measures occupancy of the area **2**

Overall rating **10**

Recommend removal.

Hole 8

This a Gum Tree (*Eucalyptus)* located on the 8th hole. This tree is dead and poses a risk for falling limbs.

This tree has been rated:

1. Potential for failure **4**
2. Size of defective part **4**
3. Target rating which measures occupancy of the area **2**

Overall rating **10**

Recommend removal.

Hole 8

This is a She Oak *(Casuarina equisetifolia)* located on the Left Hand Side of the 8th hole. This tree is dead and poses a risk of falling limbs.

This tree has been rated:

1. Potential for failure **4**
2. Size of defective part **4**
3. Target rating which measures occupancy of the area **2**

Overall rating **10**

Recommend removal.

OPTIONS

Council may endorse the recommendations or make amendments.

CONCLUSION

It is recommended that Council approves the recommendations contained in the report.

SOCIAL IMPLICATIONS

Nil known.

FINANCIAL IMPLICATIONS

Capital Landscaping and Tree Management has sufficient funds to fund this works. A level 5 arborist costs approximately $4,000 for a full day.

POLICY IMPLICATIONS

Management of Trees on Roads and Public Land Policy – MSC27E

STATUTORY IMPLICATIONS

Nil known.

LEGAL IMPLICATIONS

Nil known.

OPERATIONAL PLAN IMPLICATIONS

Not applicable.

RISK MANAGEMENT IMPLICATIONS

- Risk of damage to public and private infrastructure.
- Loss of street amenity and appearance.
- Loss of street shade and increased urban heat.

WASTE MANAGEMENT IMPLICATIONS

Unless likely to contain invasive weed seed, the removed trees will be mulched by a contractor and used in gardens and tree surrounds.

COMMUNITY CONSULTATION/MEDIA IMPLICATIONS

Nil.

Management of Trees on Roads and Public Land Policy

Policy No. MSC27E

Adopted by Council:
Date: 22/11/2022
Minute No: 156

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POLICY OBJECTIVES

1. To manage the risks arising from trees on all roads and public land under Muswellbrook Shire Council's control taking reasonable measures within available resources. Providing for the management of risks arising from:
   - Tree failure potentially causing injury to people and/or property damage, and
   - Tree roots causing and/or likely to cause damage to property such as buildings and structures.

2. To preserve, enhance and develop attractive, uniform streetscapes and public open space areas to ensure local history, identity, and liveability is preserved and enhanced for future generations within Council's planning controls and adopted strategies.

RISKS BEING ADDRESSED

1. Damage caused by trees to people, property, and infrastructure.

2. Damage to the environment and the loss of:
   - Community history, identity, and natural landmarks; and
   - Community liveability by the reduction of trees and environment.

3. Poor land management leading to soil compaction, loss of topsoil, and erosion.

4. The urban heat island effect.

SCOPE

To be considered under this Policy, trees originate "wholly or principally" from public land owned or managed by Council.

DEFINITIONS

Term / Abbreviation	Definition
Advance Tree	Greater than 60 Litre pot size and 25 mm caliper.
Council	Muswellbrook Shire Council
EEC	Endangered Ecological Community
Habitat Tree (stag tree)	A live or dead tree with one or more hollows, nest, or roost sites.
Public land	Public land includes: • Land owned by the Council set aside for community uses (such as parks and natural bushland) including Crown land managed by Council. • Roads and road reserves (whether the road is formed or not). • Council owned/managed natural areas and drainage reserves, and • Land owned by Council set aside for its operational purposes.
Solar Appliance	An attached, fixed appliance that is intended to capture the sun's energy for heating water or generating electricity.
Tree	A perennial woody plant with secondary branches supported by a primary stem and usually having a distinct crown. A tree may be dead or alive.
Vandalism	Unlawful destruction, damage, or injury to trees, whether dead or alive, through methods including, but not limited to poisoning, pruning, cutting, ring barking and/or removal.

POLICY STATEMENT

Section 42 of the Civil Liability Act 2002 makes allowance for Council's ability to carry out its duty of care as being limited by the financial and other resources which are reasonably available to exercise its functions. To rely on this section, inter alia, Council is required to show evidence of its compliance with the general procedures and applicable standards for the exercise of its functions, such as risk management from trees on public land controlled by Council.

With this Policy, Council aim to:

- Promote an integrated framework for dealing with the management of risks from trees on land under the control of Council and take reasonable steps to ensure that Council delivers its required duty of care;
- Ensure consistency and fairness in the way the Council manages the risks arising from trees within public land controlled by Council;
- Ensure compliance with legislative requirements under the Local Government Act 1993, Roads Act 1993, the Civil Liability Act 2002, and the Privacy & Personal Information Protection Act 1998; and
- Take such steps as are appropriate to ensure a balance between managing the risks to the community's safety and infrastructure, whilst acknowledging the significant benefit of trees within the landscape to the social, environmental, economic, and cultural wellbeing of our community.

1. NEW TREES

Council does encourage planting of trees within road reserves or in public reserves but only through Council approved programmes and/or application process.

New street tree plantings should consider existing solar access for solar appliances, habitable buildings, and important garden areas (such as vegetable gardens) on neighbouring properties.

Amenity tree planting will be guided by Council's preferred species list.

Plantings in bushland and natural areas must be species native to the region preferably of local provenance.

Council does not authorise the planting of trees on public land by individuals unless they are working as part of a recognised group in accordance with an approved management plan, or Council approved programmes and/or application process.

2. EXISTING TREES - POTENTIAL HAZARDS

Where a request for tree removal or pruning relates to the potential for injury to any person or damage to property, a suitably qualified Council Officer will undertake a tree inspection to assess the risk using a hazard rating.

2.1. Hazard Ratings and Council's Actions

Table 1 below outlines Council's hazard rating and corresponding action determined from a tree inspection. It describes the hazard rating at which Council will undertake work subject to Council's resourcing.

HAZARD RATING Personal injury / Property damage	**COUNCIL ACTION**
< 5	No action based on hazard assessment.
5 – 9	Conditional actions as recommended by Council Officer or arborist.
10 – 11	Tree removal or pruning.
12	Tree removal or pruning.

2.2. Refusal of Requests to Prune or Remove Council Trees

Council will refuse requests for removal or pruning of trees, if at the time of the inspection, the tree:

a. Is in a healthy and stable state,

b. Does not interfere with overhead or underground services,

c. Does not affect the sight lines of motorists or pedestrians,

d. Is not causing damage to private or public property,

e. Is not risking public safety, and

f. Is not likely to cause any of the above in the foreseeable future.

If no significant hazard or other considerations apply, Council will not consider the following reasons as valid for the removal or pruning of a tree(s):

a. Leaf drops or bark shedding (into gutters and downpipes, pools, and lawns, for example),

b. To improve the street lighting of private property,
c. To enhance views,
d. To reduce shade created by a tree,
e. To reduce fruit, resin, bat or bird droppings on cars, driveways, pathways, clothes lines/washing,
f. Minor lifting of driveways and paths on private property by tree roots, and
g. To improve reception of communication transmissions such as digital TV signals.

2.3. Other Considerations (Not Including Solar Access):

Council will consider the following circumstances in conjunction with the hazard rating of the tree, when determining which action is appropriate:

a. Whether the tree is heritage listed or listed on Council's Significant Tree Register,
b. Whether the tree has significant amenity or aesthetic value, including the significance of the tree within the local area and regional landscape,
c. Whether the tree provides habitat,
d. Whether the tree species is listed as an environmental or noxious weed, and
e. Whether the tree obstructs or prevents reasonable access for the maintenance of infrastructure,
f. Whether the tree is listed as a threatened species or forms part of an Endangered Ecological Community (EEC),
g. Whether the tree is demonstrated to cause or contribute significantly to health hazards and/or conditions,
h. Whether there are other alternatives that could reduce the hazard such as managing access around the tree or removing the target,
i. The proximity of the tree to Local and State Heritage items, and
j. Where a tree impedes the authorised use of community land categorised under the *Local Government Act 1993*, such as sportsground, consideration will be given to pruning or removal of the tree.

2.4. Appeal of Hazard Assessment

Council will reconsider an assessment where a suitably qualified person supplies additional and satisfactory evidence.

2.5. Existing Trees - Potential Damage to Private Assets

Property owners are responsible for the repair and maintenance of assets on their land, including pipes, plumbing, driveways and retaining walls. If tree roots have entered a pipe, it is typically because the roots are attracted to water leaking from a pipe. Property owners are responsible for repairs to pipes and should notify Council if repairs require pruning the roots of public trees.

Council will only consider claims for damage to private assets where there is sufficient evidence of a Council tree causing damage and it is shown that the property owner has

previously notified Council about a particular issue and Council can be shown to have failed to take appropriate action.

Damage alleged to have been done to private property caused by a public tree requires documentation including photographs of the alleged damage and the subject tree to be provided to Council. The obligation is on the private property owner to provide sufficient evidence.

2.6. Existing Trees - Solar Access

Where a request for removal or pruning a tree on Council managed land relates to solar access, Council requires evidence of the solar appliance being installed prior to the tree being present before considering the request. Any tree pruning, removal or other works arising from a request to provide for solar access will be at the applicant's expense.

2.7. Refusal of Requests for Tree Pruning / Removal to Increase Solar Access

Request for removing or pruning of public trees will not be considered if any of the following conditions apply:

a. The tree predates (that is: was growing prior to) the solar appliance installation,
b. The tree is located on community land identified in the Community Land Plan of Management and is part of the native vegetation on the site,
c. The tree is in an area of public bushland or is a native bushland remnant tree,
d. The tree is a threatened species or part of an EEC,
e. The tree is a habitat or stag tree,
f. The tree forms part of a native vegetation corridor and the removal or pruning of the tree will have a negative impact on that corridor,
g. The tree is listed on the Council's Significant Tree Register,
h. The tree is included in a heritage declaration,
i. The solar appliance is receiving four (4) hours or more full sunlight in winter, and
j. The tree is subject of a development consent or other approval that requires its retention.

3. VANDALISM

Various legislation provides for an offence where a person who, without lawful excuse, wilfully or negligently injures, damages or removes a tree on public land.

Council may implement actions relative to the severity and scale of the environmental vandalism, up to and including issuing infringement notices and legal proceedings.

4. TREE REPLACEMENT

If a tree is removed Council will require the replacement with two advanced trees proximate to the location of removal where practical. Tree selection be guided by Council's preferred species list.

5. DEAD WOOD / FIREWOOD COLLECTION

The removal of dead wood, trees and logs is a Key Threatening Process under the *Threatened Species Conservation Act 1995*. Council will leave dead wood in situ or on site as much as possible

to provide habitat for native fauna, facilitate ecological processes and assist in the control of soil erosion. The collection of firewood is not permitted from public land.

6. TREE HARVESTING / SEED COLLECTION

Harvesting or collection of plant material on public land requires written permission and will be considered on a case-by-case basis. Collection of seed from proposed development areas approved by Council is preferred.

If approved, the collection of seed from public land is subject to the following requirements:

a. Flora bank guidelines must be followed. (www.florabank.org.au),
b. No collection in areas which have been burnt by a bushfire or subject to a major disturbance within the previous 3 years,
c. Written consent of Council for seed collection shall be limited to a maximum of 2 years,
d. No collection of seed from sensitive species,
e. Applicants must demonstrate they have any necessary approvals/licences from relevant government agencies, and
f. Any other conditions Council may require.

7. REMOVAL FOR DRIVEWAY CROSSINGS

Street tree planting, with or without tree guards, usually occurs when a new urban subdivision is developed. New development on the vacant blocks should have regard to the location of street trees. New driveway crossings are designed to be a minimum of 1 metre from any tree trunk.

A driveway crossing that requires removal of the street tree or will be closer to 1 metre to the trunk of the street tree, will only be approved in exceptional circumstances. Removal of a street tree for a new driveway crossing is subject to the following requirements:

a. s138 permit,
b. Location of proposed driveway allows for improved passive energy design of the building to be served by the driveway,
c. A replacement street tree is planted along the frontage of the lot, or two trees are planted in a nearby public park nominated by Council. Replacement trees are to be advanced in size and maintained for a minimum of 12 months. If the trees don't survive in the first 12 months, they are to be replaced.

DELEGATIONS

Delegate authority to staff to act to mitigate risk or remove trees that are assessed as a high and immediate risk to public safety.

DISPUTE RESOLUTION

Any disputes should be directed to the Manager Works, Muswellbrook Shire Council.

ASSOCIATED COUNCIL DOCUMENTATION

- Amenity Tree Planting – Preferred Species List
- Community Infrastructure Precinct Service Specifications for Parks and Reserves,

- Muswellbrook Flying Fox Camp Management Plan
- Riparian master plan
- Parks and Recreation Asset Management Plan
- Road Asset Management Plan

LEGISLATION

- Biodiversity Conservation Act 2016
- Civil Liability Act 2002
- State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017- (SEPP)
- Hunter Regional Plan 2036
- MSC Locally Environmental Plan (LEP)
- MSC Development Control Plan (DCP)
- Local Government Act 1993,
- Roads Act 1993, and
- The Privacy & Personal Information Protection Act 1998

REFERENCES

AS 4373-2007 Australian Standard Pruning of Amenity Trees

Statewide Mutual – Best Practice Manual – Trees and Tree Roots version 8: December 2019

AUTHORISATION DETAILS

Authorised by:	Council
Minute No:	156
Date:	22/11/2022
Review timeframe:	4 years
Policy Type:	External
Department:	Property and Place
Document Owner:	Director Property and Place

DETAILS HISTORY

Version No.	Date changed	Modified by	Amendments made

10.3. Property and Place

10.3.1. DRAFT Recreation Needs and Management Study 2023 for Public Exhibition

Attachments:	1. DRAFT Recreation Needs and Management Study 2023 [**10.3.1.1** - 90 pages]
Responsible Officer:	Matthew Lysaught - Director Property & Place
Author:	Paul Chandler (Recreation & Property Officer)
Community Plan Issue:	*5 - Community Infrastructure*
Community Plan Goal:	Effective and efficient infrastructure that is appropriate to the needs of our community.
Community Plan Strategy:	6.1.3 - Enhance Council's communication with the community to build awareness and understanding of Council's activities and community needs.
	Not applicable

PURPOSE

To submit for Council's consideration the progress of the Draft Recreation Needs and Management Study and to request Council's endorsement to place the draft study on public exhibition.

OFFICER'S RECOMMENDATION

Council APPROVES:

1. The Draft Recreation Needs and Management Study 2022-2023 be placed on public exhibition until Friday, 2 February 2024; and
2. A further report be submitted to Council following the period of public exhibition.

Moved: _____ Seconded: _____

BACKGROUND

Approximately every five years, Council has been undertaking independent recreation needs and management studies. These studies provide recommendations for Council to consider as part of the Integrated Planning and Reporting framework and capital works programmes.

In 2023, a review of Muswellbrook Shire's recreation needs has been undertaken by Access Environmental Planning consultants, and is presented in the attached Draft Recreation Needs and Management Study Vol 1 – Analysis and Needs Assessment and Vol 2 – Strategic Directions.

CONSULTATION

Muswellbrook Shire Sport and Recreation Committee

Community Survey

Public information drop-in session

Technical Officer - Recreation and Property

Director Property and Place

REPORT

Volume 1: Analysis and Needs Assessment

Volume 1 provides the context for the study. It details and discusses the findings of the desktop assessment, including Muswellbrook Shire demographics, national trends in recreation and sport, and Federal/State government initiatives. Volume 1 also presents the results of the User Group consultation and General Community Surveys, and facility inspections.

The facilities are categorised as Leisure Facilities, Sports Grounds, Regional Parks, and Pocket Parks.

Volume 2: Strategic Directions

Volume 2 provides the recommendations that have been informed by the study, and the rationale for any recommendations. Recommendations are grouped as:

- Additional Sport and Recreational Activities.
- Additional Studies.
- Additional and Amended Strategic Plans.
- Collaborative Partnerships.
- Improvements to Leisure Facilities, Sports Grounds, Regional Parks, and Pocket Parks.

The Draft Recreation Needs and Management Study makes several recommendations organised by facility/site, informed by visits undertaken by the consultant and clubs and community user input providing capital works and operational recommendations.

This draft document has been formatted like other Council Integrated Planning documents and is at the stage of development for wider public consultation. It is requested to be placed on public exhibition to inform the development of Council's next suite of Integrated Planning and Reporting Documents.

The report, user, and community feedback will be an important part of Council's upcoming community engagement and subsequent delivery of a Community Strategic Plan, Delivery Plan, and Operational Plan, along with associated budgets.

Following public exhibition, staff will provide all submissions to the Access Environmental Planning consultants to finalise the report for submission to Council. A register of input received to date by clubs, users, and the community is captured in the document.

Alongside the final report to be received by Council, staff will prepare analysis that considers the operational and financial implications of any recommendations and whether these can be delivered and sustained over time, producing a list of recommendations for Council's consideration and endorsement.

Due to the Christmas/New Year period, it is considered appropriate to extend the period of public consultation to Friday, 2 February 2024.

OPTIONS

Council could choose to delay or change the public exhibition period and process.

CONCLUSION

The Draft report requires wider community consultation, and this will be facilitated by placing the Draft Recreation Needs and Management Study on public exhibition. Key stakeholders will also be able to provide additional feedback through the public consultation period.

SOCIAL IMPLICATIONS

The provision of sport and recreation encourages active and passive recreation for all age groups and provides public amenity.

FINANCIAL IMPLICATIONS

Final recommendations will have financial implications to consider as part of Council's Integrated Planning and Reporting processes.

POLICY IMPLICATIONS

Nil identified.

STATUTORY IMPLICATIONS

Nil Identified.

LEGAL IMPLICATIONS

Nil identified.

OPERATIONAL PLAN IMPLICATIONS

'2.1.1 Implement the funded outcomes of the Recreation Needs Study', Muswellbrook Shire Council 2023 - 2024 Operational Plan

RISK MANAGEMENT IMPLICATIONS

Final recommendations will consider risk implications.

WASTE MANAGEMENT IMPLICATIONS

Nil.

COMMUNITY CONSULTATION/MEDIA IMPLICATIONS

Advertise and place on public exhibition.

MUSWELLBROOK SHIRE COUNCIL RECREATION NEEDS AND MANAGEMENT STUDY 2023

muswellbrook.nsw.gov.au

muswellbrook shire council

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1. Background

Muswellbrook Shire Council currently has a large range of open space managed by Council for use by the local community and visitors. The total area managed by Council is currently 137.83 hectares, comprising 49.06 hectares of active sports fields, 84.7 hectares of parks 4.07 hectares of community use (playgrounds).

Muswellbrook Shire Council previously completed Recreation Needs Studies in 2011 and 2016. Since that time, Council has implemented most of the recommendations. Subsequently, Council decided to review its position on regard to the provision of sport and recreation opportunities for its residents for the next 5 years.

The Recreation Needs and Management Study will become a critical future management and planning tool for current and future sporting and recreation facilities within Muswellbrook Shire.

The strategy's focus was to review Council's current Recreation Assets and Level of Service with an emphasis on:

- The status of previous Recreation Needs and Management studies
- Changes in local recreation needs and trends
- Identifying future recreational needs
- Level of Service against community requirements and expectations
- Opportunities for greater efficiencies in the delivery of recreation
- Exploring alternative management options for Council facilities

The active sportsgrounds, playgrounds and leisure facilities that are subject of this review are provided in Table 1.

Sportsgrounds	Regional Parks	Nominated Pocket Parks	Leisure Facilities
■ Denman Golf Course ■ Denman Recreation Area ■ Hyde Park ■ Bowman Park ■ Highbrook Park ■ Karoola Park, ■ Olympic Park ■ Victoria Park ■ Volunteer Park ■ Weeraman Fields ■ Wollombi Park	■ Highbrook Park ■ Simpson Park ■ Denman Memorial Park	■ Hunter Park ■ Sandy Hollow Park ■ Eastbrook Links ■ Lions Park ■ Memorial Park ■ Hyde Park ■ Victoria Park	■ Muswellbrook Aquatic Centre ■ Denman Memorial Pool ■ Muswellbrook Indoor Sports Centre ■ Denman Indoor Sports Centre

Table 1 Facilities to be included in Study

The project was undertaken in several stages

- Desktop Review
- Site Visits
- User Group Workshops and General Community Engagement
- Gap Analysis and Needs Assessment
- Recommendations

1.1 Desktop Review

The objectives of the desktop review were to:

- Identify the changes in local recreation needs and trends
- Identify future recreation needs
- Identify opportunities for greater efficiencies
- Assess the current level of utilisation of the sportsgrounds, playgrounds, and leisure facilities subject to this review and provided in Table 1
- Assess current management arrangements for Council facilities

The Desktop Review comprised of a review of all available and relevant reports, Council Budgets, Management Plans, Council Strategies. Draft and Final Masterplans detailing future proposed developments and site improvements were also reviewed.

The Desktop Review also reviewed the current utilisation of the nominated recreation facilities, analysed social indications, and predicted future population growth.

1.2 Site Visits

A visual assessment of each leisure facility, sports ground, regional park, and pocket park as listed in Table 1 was undertaken over a two-day period. The visual assessment included inspection of building condition, accessibility, security, amenity provisions, playground/sports ground condition and carparking. Example Site Visit checklists are provided in Appendix 1 A.

1.3 User Group Workshops And General Community Engagement

To undertake a comprehensive assessment and to develop recommendations, the project team developed several surveys aimed at community, individual and club/organisation level. The purpose of the surveys was to gather the information required to assess the current level of services and facilities against community expectations.

To further engage with the Community and Clubs/ Organisations the Project Team also ran a 'Drop-in N Chat' session at Muswellbrook Marketplace. At the Drop-in N Chat people were able to talk to the project team directly to find out more about the Study and share their thoughts on how the Shire can improve facilities and provide a greater level of service now, and in the future.

Copies of the User Group Survey and the General Community Survey are provided in Appendix 1 B.

1.4 Gap Analysis and Needs Assessment

Once all information was collected, the team analysed the results of the Surveys, the information that was collected at the User Group Workshop, the information that was collected at the Drop-in N Chat, and the observations recorded during the site visits.

1.5 Recommendations

Using the information gathered from the user groups, community and site inspections recommendations for improved service delivery and facilities upgrade were formulated. The recommendations were tailored to be S.M.A.R.T

- Specific: Well defined, clear, and unambiguous
- Measurable: With specific criteria that measure progress toward the accomplishment of the goal
- Achievable: Attainable and not impossible to achieve

- Realistic: Within reach, realistic, and relevant to a local government council
- Timely: With clearly defined timeframes

The recommendations will provide a strategic direction to the Muswellbrook Shire Council. There is an intent that the recommendations will be considered and included in the Councils next corporate plan. To facilitate this the recommendations have been provided in a subsequent volume of this report, namely Muswellbrook Shire Council Recreation Needs and Analysis – Volume 2 Strategic Directions.

1.6 Structure of the Report

This report is presented in two volumes.

VOLUME 1 – Analysis and Needs Assessment

Volume 1 provides the strategic context of the study. It also details and discusses findings of the desktop assessment. The Shire demographics, national trends in recreation and sport, and current Federal/State government initiatives are defined and discussed. This volume also presents the results of the User Group and General Community Surveys and the site inspections.

The facilities are categorised as Leisure Facilities, Sports Grounds, Regional Parks, and Pocket Parks. Under the relevant category, for each site.

VOLUME 2 – Strategic Directions

Volume 2 provides the recommendations that have been derived from the study and the rationale for the recommendation. Indicative costs to implement the recommendations are also provided. Recommendations are grouped as:

- Additional Sport and Recreational Activities
- Additional Studies
- Additional and Amended Strategic Plans
- Collaborative Partnership
- Improvements to Leisure Facilities, Sports Grounds, Regional Parks, and Pocket Parks

Volume 1 - Analysis and Needs Assessment

1. Strategic Context

Community Strategic Plan

The Integrated Planning and Reporting (IP&R) framework was established in 2009 by the New South Wales Government. This legislation requires all Councils to have several prescribed plans developed in consultation with the community. A Community Strategic Plan is one of the prescribed plans. It is an overview document that identifies the community's vision and goals for the future. It covers a minimum time frame of 10 years.

Source: Muswellbrook Shire Council

The Muswellbrook Shire Council Community Strategic Plan 2022-2032 has 6 Goals to achieve the Shires Vision *"Engaging with our community to achieve an inclusive, vibrant and sustainable future".* The Plan also describes 25 Strategies to achieve the Goals.

The Strategies that are relevant to this Study and Needs Assessment are as follows:

2.1 Improve the affordability, livability, and amenity of the Shire Communities

2.4 Facilitate opportunities to expand senior living

2.6 Investigate opportunities to expand services and facilities of youth and children within the Shire

5.1 Construct and maintain well-planned community infrastructure that is safe, reliable and provides agreed levels of services

5.2 Improve all abilities access to Council facilities

The Delivery Program (4 Year)

The Delivery Program is a plan that details the activities Council will undertake over a four-year period, which align with goals and strategies outlined in the Community Strategic Plan.

The Delivery Program 2022-2026 contains a raft of Delivery Program Activities (projects and programs) that Council will undertake to achieve the Community's Vision and long-term goals and strategies.

The Delivery Program Activities that are relevant to this Study and Needs Assessment are as follows:

2.1.2 Promote and facilitate in increased participation in active and passive recreation activities

2.4.1 Advocate to enhance the delivery of services to support other people to live in the Muswellbrook Shire

2.6.1 Engage with young people in the Shire to better inform projects and programs for youth and children

5.1.2 Maintain and continually improve asset management

5.1.4 Maintain and continually improve community infrastructure across the Shire

5.2.1 Facilitate and implement improved all ability access and inclusion across the Shire

Management Plans and Operation Plans

The Local Government Act 1993 is the principal legislation that applies to the management and use of Council owned land. Under the legislative requirements of the Local Government Act 1993, a Plan of Management must be prepared for Council land that is classified as 'Community Land' (and is thus designated for community use).

The Muswellbrook Shire Council has a raft of Management Plans that require updating. There are currently no active site-specific Business Plans.

The Muswellbrook Shire Council has implemented the following Management Plans:

- Highbrook Park Plan of Management – 10 August 2004
- Aquatic Centre Asset Management Plan – 20 August 2004
- Denman Park Preliminary Plan of Management (Draft) – 20 April 2021
- Denman Recreation Area Plan of Management – May 2022
- Hunter Park Plan of Management – March 1996
- Karoola Wetland Park Plan of Management – October 2011
- Olympic Park Precinct Plan of Management (Draft) March 2022
- Simpson Park Plan of Management (Draft) – 13 February 2005
- Victoria Park Plan of Management (Draft) – September 2001

The Muswellbrook Shire Council also has a raft of Masterplans that describe the future development of various facilities within the Shire. These Masterplans are in various stages of development ranging from draft to approved.

- Denman Recreation Area Masterplan 21 - September 2018
- Olympic Park Masterplan – 2016-2017
- Muswellbrook Master Plans (Wollombi, Hunter and Sandy Hollow Park) – June 2022

2. Council Synopsis

2.1 Location

Muswellbrook Shire Council covers 3,402km^2 [12], and is centrally located in the Upper Hunter Valley approximately 130km north-west of Newcastle.

It is estimated that 1,455km (43%) of the Muswellbrook region is occupied by national parks. Lake Liddell delineates the Muswellbrook Shire boundaries to the east, Wollemi National Park to the west, Aberdeen to the north and Coricudgy State Forest to the south.

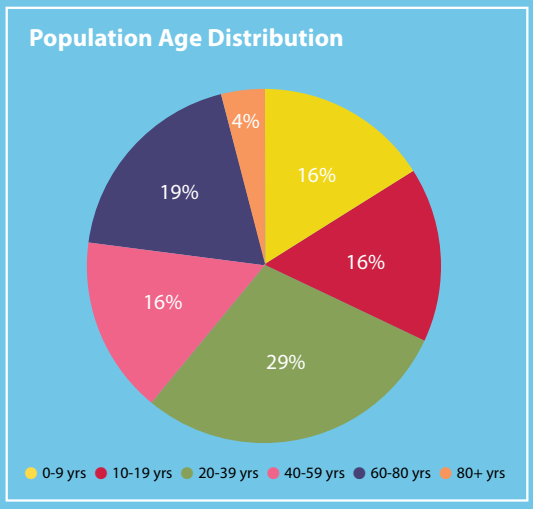
Muswellbrook Shire Council consists of 2 larger towns, Muswellbrook and Denman. There are also several outlining rural communities including Sandy Hollow, Wybong, Baerami, Martindale, McCullys Gap, Widden and Muscle Creek.

Muswellbrook is serviced by a broad range of community facilities and services, including five schools and a TAFE college. The town is expanding to the outer south, east and north, with future residential development earmarked for these areas (subject to approvals). Muswellbrook is an expanding service centre due to the employment opportunities provided by the eight coalmines in the district, the presence of the Liddell and Bayswater Power Stations, and a flourishing wine grape industry.

Denman is a small centre servicing the western part of Muswellbrook Shire. The town is located about 25km west of Muswellbrook. The town's main community focal points are the business centre (Ogilvie Street), two schools, hospital, retirement village, and Denman Recreation Area. There are also many agricultural ventures nearby. Although the Denman area was once known for its dairy farms, horse, and cattle studs, in more recent times, there has been significant growth in local vineyards and associated tourism activity.

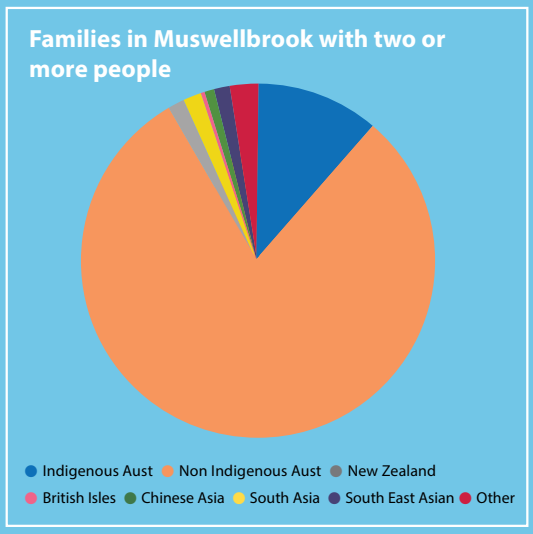
2.2 Population Profile

Muswellbrook Shire Council has a current total population of 16,463 with a median age of 37 years [13]. It has a relatively young population compared to the rest of New South Wales with 20.2% of the community that are 60 years or older, in comparison to the State average of 23.5%.



2.3 Ethinicity

Australian born residents make up most of the population at 84.7%.



English is the most spoken language with 88.0% speaking English only, 2.8% speak a language other than English and the remaining 9.8% not specified.

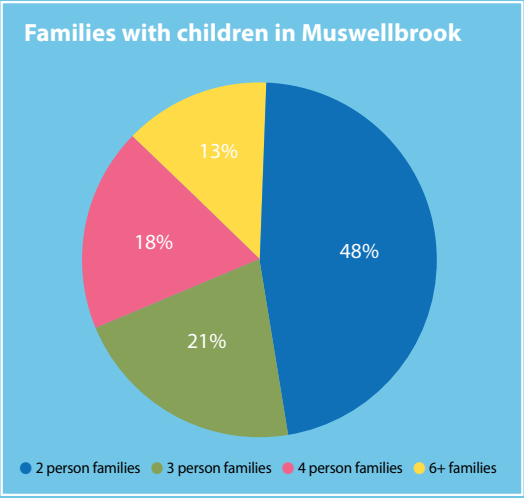
Muswellbrook Shire has a high proportion of Indigenous Australian people living in the community. Muswellbrook Shire now comprise 8.3% of the total population according to the most recent ABS census data.

Indigenous Australian people have occupied the greater Muswellbrook area for thousands of years. Evidence of their occupation can be found throughout the region, with numerous Aboriginal archaeological sites having been identified and recorded. Major site types for this area include open camp sites, rock shelters, scarred trees and grinding grooves. Together, these sites attest to the widespread use of the landscape by Aboriginal people and are of cultural significance to the Aboriginal people who are the owners of this land.

2.4 Household Dynamics

Of the 4,221 families in Muswellbrook with two or more people, almost 70% were two or three person families, and approximately 30% were four or more persons.

Of the 2,519 families with children under 28 years of age in Muswellbrook in 2021, almost 40% were one child families and approximately 50% had two or three children in family. Less that 10% were four or more children in the family.



2.5 Income

Of the 4,216 families in Muswellbrook in 2021:

- 12.1% earned $104,000-$129,999 per annum
- 8.8% earned $130,000-$155,999 per annum
- 8.6% earned $156,000-$181,999 per annum

2.6 Education

Of the 16,357 residents in Muswellbrook Certificate Level education was the most common with 3,714 people. Of the population:

- 27.0% completed Year 10 or equivalent
- 25.2% completed Year 12 or equivalent
- 7.6% completed Year 9 or equivalent
- 6.7% attended Infants/Primary - Government
- 4.5% attended Secondary - Government
- 2.9% attended TAFE

2.7 Employment and Occupation

In 2021, the town of Muswellbrook supported 11,341 jobs and had an annual economic output of $9.571 billion.

The Employed, working full-time population were the most common with 4,679 people.

Of persons aged 15 years and over, 61.2% were employed, 35.6% were not in the labour force and 3.3% were unemployed.

The largest employer in Muswellbrook in 2021 was mining. A total of 1,593 people were employed in mining in 2021 (almost 10% of the entire population).

The not a volunteer trend dominated Muswellbrook in 2021 with 10,170 people not volunteering, and 1,560 volunteering.

2.8 Wellbeing

The Wellbeing / SEIFA (relative disadvantage) score for Muswellbrook in 2016 was 930, showing the relative lack of disadvantage, when compared to other LGAs. This may mean few households with low incomes, few people with no qualifications, and few people in low skilled occupations.

Across Australia's local government areas SEIFA scores range from 188 (most disadvantaged) to 1186 (least disadvantaged).

For Muswellbrook:

- Ranks 119 out of 544 local government areas with SEIFA scores in Australia
- There are 425 local government areas which are less disadvantaged
- There are 118 local government areas that are more disadvantaged

Of the 16,357 residents in Muswellbrook in 2021:

- 86.2% did not have a need for assistance with core activities
- 5.6% had a need for assistance with core activities

The nominal Gross Domestic Product (GDP) in Muswellbrook increased by 164.8% from $1.869 billion in 2008 to $4.950 billion in 2021, and it is higher than the average real GDP in New South Wales.

3. Sport and Recreation Needs and Trends

3.1 Research Methodology

This section provides a 'big picture' background to further analysis of the level of service against the Muswellbrook community requirements and expectations, and the opportunities for greater efficiencies in the delivery of recreation.

Section 3.2 outlines current and future recreation needs and trends on a global, federal, state, and regional level, which are relevant to the Muswellbrook Recreation and Management Needs Study.

The individual Australian sports' growth and popularity is reviewed in 3.2.2, and conclusions drawn recommending tennis and football (soccer) as the main sports. These two sports will most likely grow in the next five years and will need multi-purpose infrastructure to cater for its emerging modified games and new programs.

Sections 3.2.3, 3.2.4 and 3.2.5 describe the most recent Australian government direction towards sport and recreation, embracing participation in sport as a remedy to major public health issues, such as mental health, asthma, and diabetes.

The public health of the Muswellbrook Shire Council residents, (recognised as a social capital), is benchmarked against NSW studies. This facilitates the development of recommendations on the specific sport and recreation needed in Muswellbrook to improve and address residents' health.

The emerging important role of the physical activity and club-based organised sport in preventing long term health conditions in Australia is now recognised by the Allied Health and Australian Government through specific long-term strategies (Sport 2030 Enabling Strategies), Sport Australia funding, and future to-be government policies.

Understanding these strategies, (such as building the capacity of sporting organisations and clubs), will assist Council to tap to the Sport Australia funding, and to prioritise its expenditure on the recreation infrastructure and programs that really matter for the next five years.

The 'Conclusion' (section 3.4) brings the section research findings together indicating the specific recreation needs relevant to Muswellbrook Shire Council.

3.2 Government Approach to Sport And Recreation

3.2.1 Physical activity - global / NSW health recommendations

Every year NSW Health conducts health surveys to provide ongoing information on health behaviours, health status and other factors that influence the health of the NSW population [1]. Population levels of physical activity (PA) are compared to World Health Organisation (WHO) and Australian National Guidelines of Physical Activity.

The WHO 2020 [1] recommends the following:

- Adults (aged 18 to 64) should do at least 150 minutes per week of moderate activity. As an alternative they should do at least 75 minutes of intense physical activity.
- Walking is considered a moderate activity. Running is considered an intense activity.
- Children (aged 5 to 7) should accumulate an average of at least 60 minutes per day moderate physical activity through play games, sports, chores, recreation and/or planned activities.

3.2.2 Office of Sport – NSW – current situation

The Office of Sport is the lead Government Agency for sport and recreation in New South Wales [2]. The aims of the agency are to increase the level of physical activity of people in NSW by providing the leadership policies, programs, funding and infrastructure necessary to enable high rates of participation in sport and recreation.

The Office of Sport NSW data [1] from 2018-2019 indicates "that 23% of children (aged 5 to 15) (NSW Child Health Survey 2018-19) and 61.5% of adults (NSW Adult Population Health Survey 2019)" are adequately meeting the WHO recommended levels of activity.

The NSW data from 2020 [1] indicates the following participation rates in sport and active recreation for 2020 in comparison to 2019 in NSW:

- Adults' participation remained consistent at 63.9% and the same in comparison to 2019

- Children's (0-14 years) participation declined (reduced from 24.9% to 19.5%), as 2020 public health orders impacted many organised sports, and children participate in organised sports more than adults
- Walking (recreational), fitness/gym and swimming remained the most popular activities, as most adults prefer self-directed active recreation. Access to most active recreation activities (such as walking and swimming) was only partially impacted during the 2020 public health restrictions

3.3 Overall Trends in NSW - Recreation And Sport Needs

Based on the 2022 AusPlay research results [18] the top activities for adults' sport participation in NSW are football/soccer, golf, tennis, netball, cricket, touch football, swimming, rugby league, basketball, and Australian football, in that order.

The top activities for children's participation in NSW in 2022 [18] are swimming, football/soccer, dancing (recreational), gymnastics, netball, running/athletics, tennis, basketball, cricket, rugby league in that order.

The top activities for adults in NSW in 2022 are [18] walking, fitness/gym, swimming, running/athletics, cycling, bushwalking, football/soccer, yoga, tennis, and golf in that order.

3.4 Targeted Individual Sport Trends

Research of the individual sport trends shows that the sports described below will most likely continue to grow to the future.

3.4.1 TENNIS

Tennis participation grew 14% to 1.514 M in 2021 nationwide. A 20% increase in the number of Aussie adults taking to the court is higher than AFL, cricket, soccer, golf, basketball, and surfing [23]. The number of tennis regional events held in the first six months of 2022 are up 130% on the previous year, meaning that there are more opportunities to play locally than ever before [23]. The number of endorsed events has increased 70% to more than 300 because of the new competitive framework launched in January 2022 [23]. International Tennis Federation (ITF) and Tennis Australia have now modified the game of tennis to encourage more participation and to make it fun. They have also introduced Women's leadership and mentoring program [23]. Tennis was number 1 Sporting Schools Program delivered for six straight years [23]. Given the continuous growth and evolution of tennis, and the growing popularity of POP tennis, Padel tennis and Pickleball [27] [28] [29], there may be a need to invest in local tennis clubs' infrastructure and development. Future unused tennis courts can be easily converted to Pickleball courts and generate substantial income for tennis clubs. This is already happening in Queensland (i.e., Beenleigh Tennis).

3.4.2 FOOTBALL (SOCCER)

Football (soccer) participation increased in 2021, and NSW women and girls' participation increased by 12% since 2020 and despite COVID [24]. As the popularity of this game is likely to grow, it will be important to assist local football (soccer) clubs to thrive by maintaining the grounds, allocating more land for football / cricket share used fields, and providing development/training programs. Given Futsal has grown in participation nationwide [24] investing in well-lit Futsal soccer outdoor courts with markings for Futsal and basketball (shared use) [30] may encourage participation in safe formal / social structured games during the day, and at night / after hours for those working shift work in mining.

3.5 Sport Australia – Sport 2030 Plan and Funding

In mid-2018 Australian Government released "Sport 2030" [3] [4], a comprehensive plan to reshape Australian sport and build a healthy more physically active nation. One of the first actions of the plan was to rebrand the Australian Sports Commission as Sport Australia, and to announce a new ongoing annual grant program called Move It AUS.

As a result of the new grant program Sport Australia provided grant funds in 2018-19, 2019-20 and 2021-2022 to support improvements to community sporting

infrastructure [3] [5]. The funding may continue for the next five years to support Sport 2030 and is an opportunity for the Muswellbrook Shire Council to invest in its clubs.

Sport 2030 identifies the role of local government as significant in "the Sporting Ecosystem" and is crucial for increasing sport participation. It also recognises that better provision of sport facilities is linked with higher rates of sport participation [4].

Sport 2030 reflects the evidence that the physical inactivity is now recognised as a major contributor to the high rates of preventable chronic diseases across the world including Australia [4] and that team-based sport is more strongly associated with improved health outcomes than individual physical activity [4].

Sport 2030 identifies several population groups at risk of being the most inactive:

- people over 65 years (older adults)
- people with a disability
- Aboriginal and Torres Strait Islander people
- people from culturally and linguistically diverse backgrounds
- people living in regional communities, such as Muswellbrook Shire Council
- low-income households
- women and girls

3.6 Allied Health Professions Council

According to the Allied Health Professions Council [4] "participation in sport – and particularly in organised club-based team sport – is known to contribute to positive physical and psychosocial health above and beyond individual-based physical activities.

Participation in sport in school and early adult years is also an important contributor to continuing engagement in recreational physical activity in later years".

3.7 Sport 2030 Enabling Strategies and Council's Needs

It is recommended, that Muswellbrook Shire Council sport and recreation funding aligns with the national sport plan (SPORT 2030) enabling strategies [4] to encourage more people to be involved in sport and physical activity, from childhood through to senior years, so they receive the health and social benefits of participating in sport.

The following enabling strategies are in place to deliver the Australian government vision for Australian sport in 2030: Australia as the world's most active, healthy sporting nation, known for its integrity and excellence [3]:

- maximise purpose and use of the existing and new sport infrastructure and facilities
- target sporting programs for those most at-risk by keeping the fun in sport and establishing modified programs, e.g. AusKick, (Australian rules football), ANZNetSetGo (netball), MiniRoos (soccer) and ANZ Tennis Hot Shots aimed at four-five-year-old children
- focus on early childhood activities to get the kids active early.
- build the capacity of sporting organisations and clubs by:
  - co-designing multipurpose facilities and programs with communities
  - supporting existing sporting activities, that will lead to increased engagement, frequency, and retention within groups in the community with very low levels of engagement in traditional sports
  - building up the influence of sport clubs in health, e.g. 12-week football program for the club members consisting of sessions at local clubs to educate and learn skills and techniques around diet, physical activity, healthy weight, and waist size

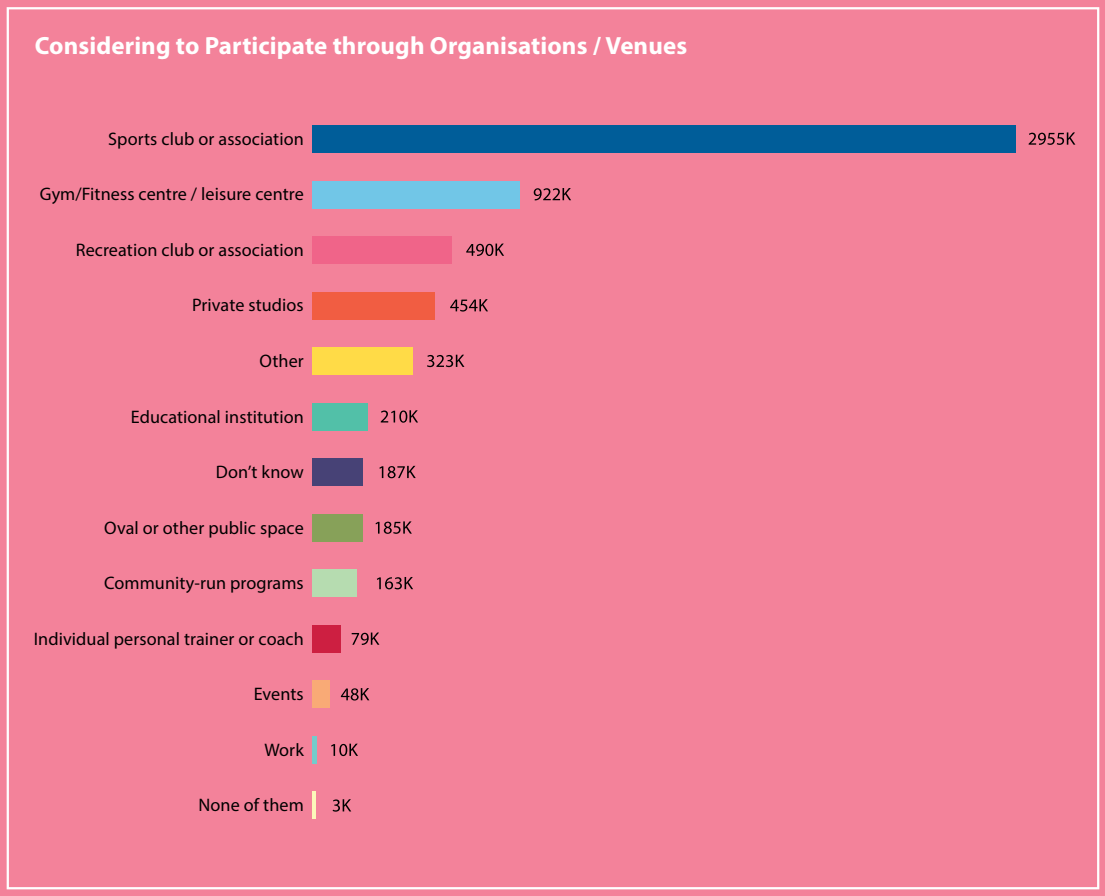
3.8 Public Health Value (Social Capital) of Sport

3.8.1 Importance of the Club Based Organised Sport

Research shows that those participating in club-based sport are more likely to gain health benefits including a decreased risk of chronic physical and mental health conditions such as diabetes, cardiovascular disease (CVD) and depression compared to non-club participants [6].

Australian researchers [4] compared the health-related quality of life and life satisfaction of women who participated in club-based team sports to that of women who participated only in individual physical activities. They concluded that the greater health benefits of those involved with club-based sport were largely due to the social nature of engagement, and that these benefits result from improved social connectedness, social support, peer bonding and self-esteem.

AusPlay research 2022 [17] indicates that nationally Australians will consider participating in sport mostly through sport clubs or associations, gym/leisure centres and recreation club and association, as illustrated in the figure below.



Source: Australian Government, Australian Sport Commission, 2022 [17]

3.8.2 Targeted Activities to Address Health Issues

According to the 2021 ABS census, Muswellbrook LGA shows a higher proportion of people (in comparison to NSW, and Australia) suffering from:

- long chronic conditions of asthma
- arthritis
- mental health condition (including depression and anxiety)
- diabetes (excluding gestational diabetes), as illustrated in the figure below

Health

Type of long-term health condition *All people*	Muswellbrook Surrounds	%	New South Wales	%	Australia	%
Arthritis	430	10.5	679,359	8.4	2,150,396	8.5
Asthma	377	9.2	625,835	7.8	2,068,020	8.1
Cancer (including remission)	116	2.8	227,981	2.8	732,152	2.9
Dementia (including Alzheimer's)	18	0.4	62,706	0.8	189,162	0.7
Diabetes (excluding gestational diabetes)	220	5.4	388,747	4.8	1,198,721	4.7
Heart disease (including heart attack or angina)	182	4.5	316,840	3.9	999,096	3.9
Kidney disease	39	1.0	77,272	1.0	231,777	0.9
Lung condition (including COPD or emphysema)	98	2.4	135,909	1.7	441,109	1.7
Mental health condition (including depression or anxiety)	346	8.5	646,412	8.0	2,231,543	8.8
Stroke	31	0.8	73,269	0.9	234,609	0.9
Any other long-term health condition(s)	246	6.0	626,827	7.8	2,041,929	8.0
No long-term health condition(s)	2,309	56.6	4,925,422	61.0	15,292,718	60.2
Not stated	412	10.1	654,833	8.1	2,066,251	8.1

Note 1: *Respondents had the option of reporting multiple long-term health conditions. Therefore, the sum of all long-term health condition responses for an area will not equal the total number of people in the area.*
Note 2: *Calculated percentages represent a proportion of the number of people in the area (including those who did not answer the long-term health conditions question).*

More information on Type of long-term health condition (LTHP)
Table based on place of usual residence

Source: Australian Bureau of Statistics, 2021

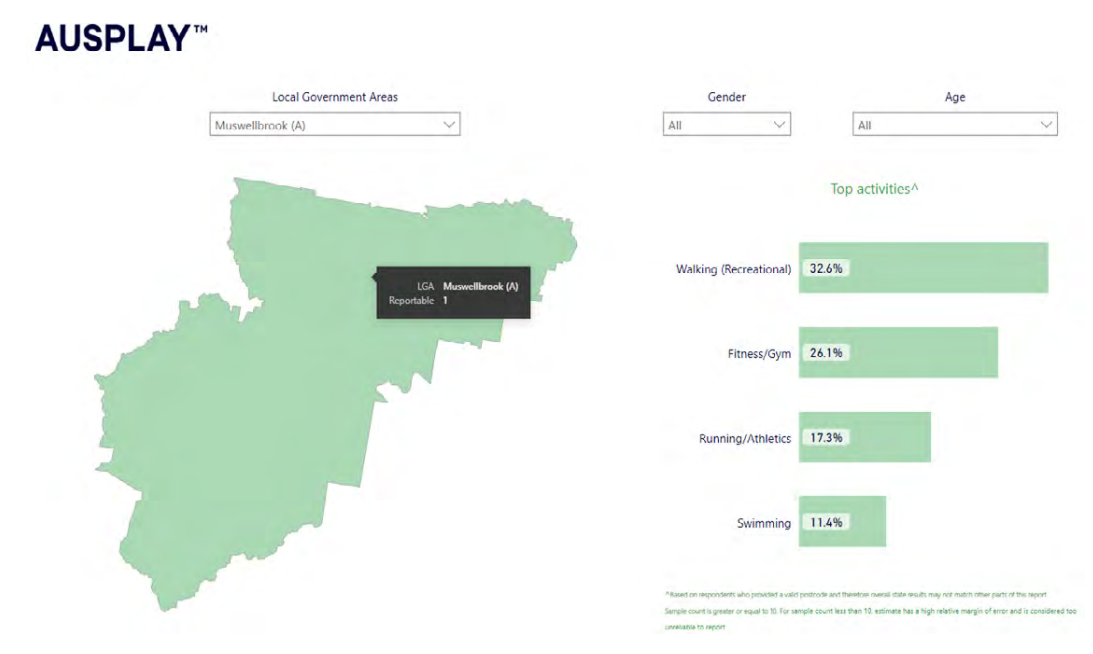
The following activities are recommended to manage and prevent these conditions:

- walking, tai chi and swimming for asthma [8]
- walking, swimming, cycling/exercise bike, dancing, gardening, golfing, weight training, Tai Chi, Water aerobics for diabetes [9]
- walking, yoga, Tai Chi, water exercise, gym bike riding and weight strength exercises for arthritis [10]
- sport club activities (e.g., group cycling) or singing in a choir for mental health conditions [58]

An Australian study looking at rural communities [11] identified the significant role of local government in promoting physical activity and sport through infrastructure and facilities and urged a focus on "spaces and places for all", encompassing the notion that shared-usage spaces, such as family-friendly and dog friendly areas, are important for physical activity in rural communities.

This indicates that Muswellbrook Shire Council needs to seek funding and promote community infrastructure and programs that increase participation in the above activities, as a priority. For example, swimming clubs, walking / Tai Chi clubs, gym clubs, community garden clubs, golf club, dog clubs, and the associated infrastructure/accessibility.

AusPlay research 2022 [18] indicates that the Muswellbrook LGA sample population's top activities are walking, fitness/ gym, running/athletics, and swimming, as illustrated below.



Source: Australian Government, Australian Sport Commission, 2022 [17]

In 2021, Singleton Council, NSW, allocated "$269,000 to keep the Gym and Swim at the top of the game" [62]. Currently Singleton Council collaborates with Live Life Get Active, and provide a free fitness camp in Townhead Park, Singleton [63]. The camp is open to all members of the public, offering Active Yoga and Active X Training sessions at 9:30 am, 5:30 pm on Monday, Tuesday, Wednesday, Thursday, Friday during school terms.

Live Life Get Active is a registered health promotion charity, that works with council partners who help them fund free camps, provide them with free use of land and support and promote their community activities.

Singleton Council is also registered on the free outdoor gym website to indicate that they provide free parkrun under 'free fitness' in the Rose Point Park All Abilities Playground [64].

3.9 Conclusion and Recommendations

The above research findings indicate that Muswellbrook Shire Council need to support existing sporting activities and clubs, maximise use of the existing sport infrastructure, develop multi-use sporting facilities, playgrounds, parks, by co-designing them with local communities. This community engagement at all levels (including school children) will lead to increased participation and sense of community/pride, all contributing to public health.

As walking (recreational), fitness/gym and swimming remained the most popular activities in 2020, and those recommended to tackle local long term health conditions, Muswellbrook Council should invest in enabling access to swimming, building shared walking/cycling paths, connecting its walking/cycling paths and natural trails to all its parks, shopping centres, schools, and sport facilities.

In addition, there is a need to build outdoor gym/fitness stations to encourage participation in gym-based resistance activities, accessible at all hours, in fresh-air, and for free. This intervention will improve Council's public health and will increase participation in gym activities (especially for local shift workers, residents with low income, and those afraid of COVID-19).

Based on the NSW Office of Sport 2020 data, there is a need to increase sport and recreation participation for Aboriginal or Torres Strait Islanders, people with disability, and people with language other than English. Council could develop grant funding for sport clubs to subsidise the cost of participation or club membership for these groups and to make the facilities more accessible.

The Sport 2030 urged a focus on "spaces and places for all", highlighting that shared-use spaces, such as family-friendly and dog friendly areas, are important for physical activity in rural communities. Therefore, it would be beneficial to ensure that the outdoor recreation areas include dog friendly area, playground, and outdoor fitness/gym stations (suitable for adults and adolescents and accessible to people with disabilities) next to each other, and adjacent to (or within) all sport and recreation facilities, local and regional parks.

The growing popularity of tennis and football (soccer) also calls for Council's support and further development of the tennis and football (soccer) clubs, multi-purpose facilities with courts for tennis, basketball, futsal and pickleball, and sport fields shared by football and cricket.

4. Community Needs Assessment

To undertake a comprehensive assessment and to develop recommendations, the project team developed several surveys aimed at community, individual and club/ organisation level. The purpose of the surveys was to gather the information required to assess the current level of services and facilities against community expectations.

The Community Survey was made available on Council's website and Facebook page. It sought information about the types of sport and recreation activities individuals currently undertake, accessible services and facilities in their chosen activity, identify barriers to participation, and highlight activities that may be of interest in the future.

The User Group Survey was provided to each identified User Group. A User Group workshop was also convened to further discuss the needs of the User Groups and to ascertain how Council's level of service could be improved.

To further engage with the Community and Clubs/ Organisations the Project Team also ran a 'Drop-in N Chat' session at Muswellbrook Marketplace. At the Drop-in N Chat people were able to talk to the project team directly to find out more about the Study and share their thoughts on how the Shire can improve facilities and provide a greater level of service now, and in the future.

Once all information was collected, the team analysed the results of the Surveys, the information that was collected at the User Group Workshop, the information that was collected at the Drop-in N Chat, and any other information that was collected in conversation with Council staff.

User Group Surveys

Facility specific information provided from the User Group Survey has been recorded under each relevant facility in Section 5. Sport and Recreation Facilities.

A total of 16 User Groups submitted completed surveys. The Surveys submitted are provided in Appendix 1C. In general the User Groups indicated finding volunteers to assist with the running of activities an issue. They were generally happy with the facilities provided by Council.

Drop-in n Chat

The comments collected from the Drop-in N Chat are provided in Appendix 1D. In summary community feedback indicated that there needed to be more recreational opportunities for disabled people and elderly people, improvement to playgrounds, and lower aquatic centre fees.

Community Survey

A total of 140 people completed the community sport and recreation needs survey for this project. Facility specific information provided from the Community Survey has been recoded under each relevant facility in Section 5. Sport and Recreation Facilities. A copy of the survey questions is provided in Appendix 1E. In general the respondents indicated they were happy with the facilities and recreation activities provided by Council.

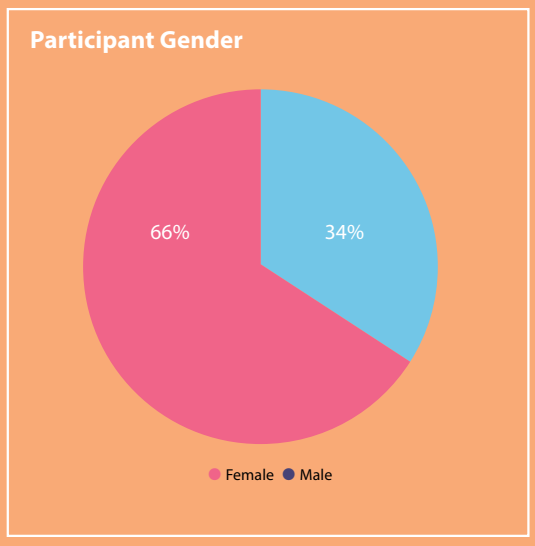
Disclaimer

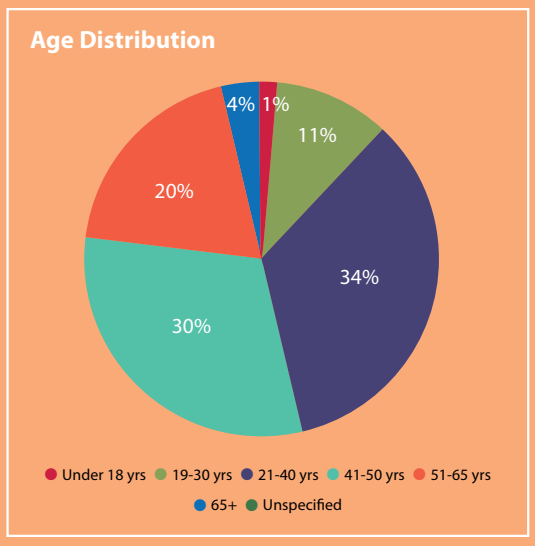
**It must be noted that the information reported from the User Group Workshop, User Group Survey, Community Survey and Community Drop-in N Chat have not been verified for accuracy.

Demographic of the Survey participants

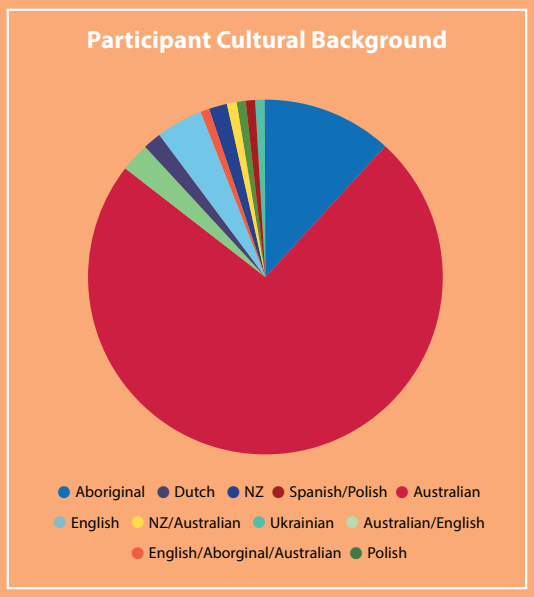
Of the survey participants females accounted for most of the respondents at 66%.

The age of the participant was represented by mostly 21-50 years old at 34%, followed by 51-60 years old at 20%. There were very few respondents over age of 65, thereby resulting in minimal assessment of the recreation needs of the older population of Muswellbrook Shire Council. As provided in Section 2.





Over 70% of the participants identified their cultural background as Australian, 12% identified as English. The remaining 18% were from other cultural backgrounds. This is consistent with the council wide demographic, that is over 90% of the population are Australian, as provided in Section 2.

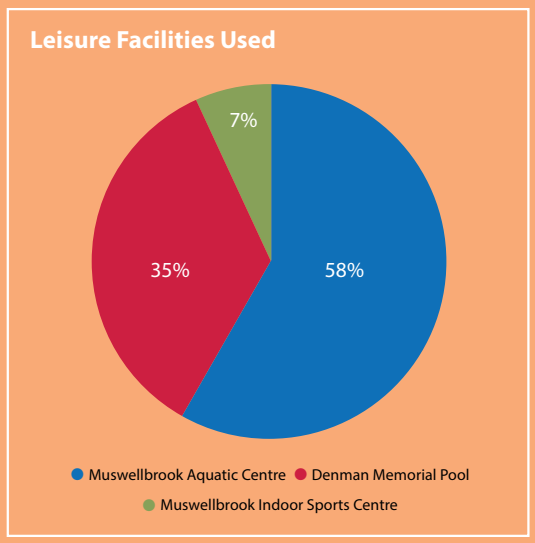


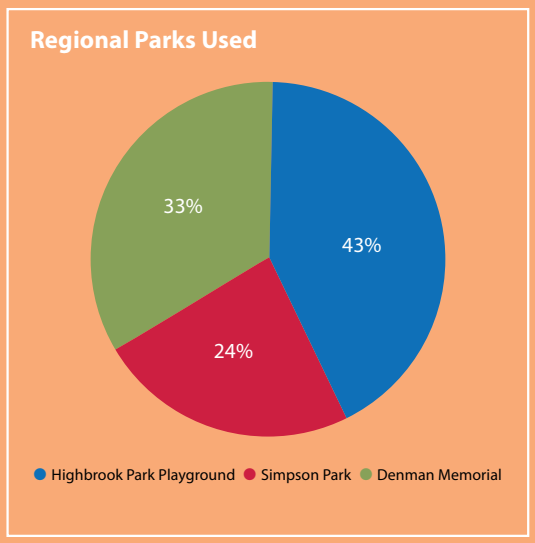
Group Participation

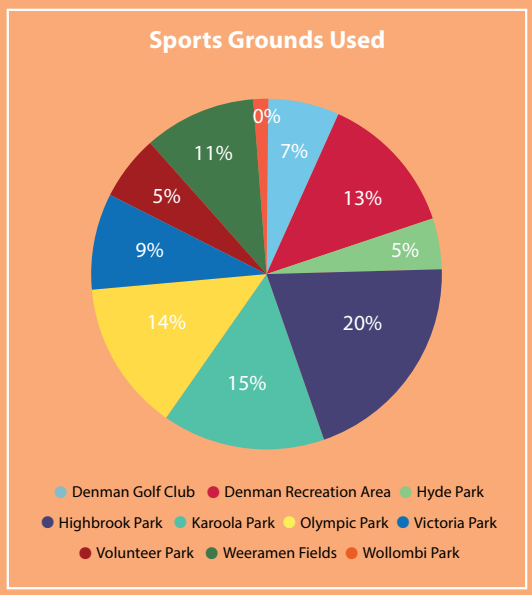
Almost 64% of the survey participants using the existing facilities were associated with the local organised sport (the survey did not ask about the details) in comparison to 36% not part of the sport users' group. Some of those not associated with the sport clubs declared they would like to be part of tennis, rugby, squash, Muswellbrook Squash Club, rugby league, touch football, indoor cricket, and netball clubs.

Facility Utilisation

Over the last 12 months Muswellbrook Aquatic Centre and Highbrook Park featured as the most utilised facilities of all the recreation and sport facilities provided by Muswellbrook Shire Council. Denman Memorial Park, Karoola Park, Denman Memorial Pool, and Olympic Park were also favoured venues, as illustrated below.


Leisure Facilities Used
7%
35%
58%
Muswellbrook Aquatic Centre
Denman Memorial Pool
Muswellbrook Indoor Sports Centre


Regional Parks Used
33%
43%
24%
Highbrook Park Playground
Simpson Park
Denman Memorial


Sports Grounds Used
0%
7%
13%
5%
20%
15%
14%
9%
5%
11%
Denman Golf Club
Denman Recreation Area
Hyde Park
Highbrook Park
Karoola Park
Olympic Park
Victoria Park
Volunteer Park
Weeramen Fields
Wollombi Park

This shows the growing popularity of swimming, gym, walking, and multipurpose facilities offering tennis, basketball, netball, other organised sports, and high-quality playgrounds with good public amenities within the precinct.

Most of the survey participants have indicated that indoor/outdoor pool, outdoor sport fields and running/walking tracks/trails are their most accessed local recreational facilities. Movie theatre, community centre/public hall, community garden, campgrounds, exercise equipment in parks (outdoor gym), community library, bowling alley, gym (gym floor, cardio, weight room), golf course, tennis, basketball, and netball courts are also popular.

The survey results show that the community want Council's recreation and sport money to be spent on upgrading the existing facilities, parks, and playgrounds in the first instance, building new facilities, parks, and playgrounds as a second priority, and covering the cost of facility access for families (e.g., the first 5 visits to the gym and/or a swimming pool are free), as a third priority.

Activities Undertaken

In terms of time dedicated to physical activities, most of the survey participants spent 2-4 hours per week engaging in a casual physical activity such as walking/jogging/hiking and cycling.

There was a comparatively lower participation, at 30%, for organised sport and physical competitive regular team activity (e.g., team sports or recreation club).

This shows that casual physical activities, such as swimming, walking, gym, are increasingly popular, and there is a need to increase participation in both casual and organised physical activities. This may be achieved by investing in better infrastructure and accessibility to the facilities after hours (e.g., automatic time-based lighting of the courts at night, walking/cycling paths, outdoor gyms), promotion of the team-based activities, clubs, sport events, and facilities.

The community survey respondents have indicated they currently participate (or would like to participate) in the non organised sport (cycling, dancing, jogging/walking).

The remaining favored activities are outdoor adventure (hiking, bushwalking), special events (e.g., Community Garden Activities, Rock'n the Brook), fitness and wellness (yoga, gym), and aquatics. Competitive organised sports (rugby/football) are the least favored.

The top three reasons for not participating in the organised sport and physical recreation activities are (as per survey results) due to the shift work community, lack of access outside business hours and the cost.

Community Satisfaction

When measuring satisfaction level of the survey participants, most of them responded as follows:

- The highest, extreme satisfaction level, was given to:
  - variety and quantity of recreation clubs and groups
- The lowest, extremely dissatisfied score was given for:
  - Council's mail outs/flyers
  - family activities
  - activities offered for women

This result reinforces the need for continuing effort to support, develop and strengthen local recreational and sport groups/users, work with the local clubs on improving and increasing family activities, women activities, and consulting with local families and women when investing in the recreational multi-purpose infrastructure.

For most of the survey participants (98.53%), recreation is an important aspect of their life.

64% of the survey participants think that Council's facilities are generally in good condition, 62% indicate that the existing recreation facilities are generally easily accessible and affordable, and 63% believe that the existing recreation facilities do not meet participants' needs.

80% of the survey responses indicate that the Council does not promote and encourage the use of school facilities for community recreation, which shows the need for improvement.

5. Sport and Recreation Facilities

Most recommended improvements for sport and recreation facilities across the Shire in the both the 2011 and 2016 Recreation Needs and Management Study have been undertaken by Council (and the clubs). The following section provides a snapshot of the status of these facilities. It also provides feedback from the current User Groups and General Community on how they can be improved over the next five years to better provide sport and recreation opportunities to the Shire. For ease of reference, facilities are grouped as Leisure Facilities, Sports Grounds Regional Parks, and Pocket Parks.

Disclaimer

**It must be noted that the information reported from the User Group Workshop, User Group Survey, Community Survey and Community Drop-in N Chat have not been verified for accuracy.

Leisure Facilities

Muswellbrook Aquatic Centre

Situated within the Olympic Park Precinct, the Muswellbrook Aquatic Centre is a new facility owned and managed by the Council.

It has an outdoor 50m pool, three indoor swimming pools, water slides and an interactive water feature.

The leisure centre has an inside grandstand with seating for up to 150 people.

One of the indoor pools is equipped with handrails, chair lift, aquatic chairs, and ramps to facilitate elderly or disabled use. Warm water therapy sessions are frequently conducted in the pool.

Amenities in the complex include commercial kitchen, canteen, office, playroom, and a 20–30-person gym.

User Groups

The regular User Groups of this facility are the Muswellbrook Amateur RSL Youth Swimming Club, physiotherapist, and occupational therapist.

*** User Group Needs*

Users of the facility have indicated the following needs now and in the next five years.

Needs Now:

- Link between the swim club and council learn to swim programs. Swim club is a natural progression after kids finish their learn to swim programs, notwithstanding the fact that the pool has been shut and no swimming lessons have been offered
- 25 metre finishing rope and poles
- BBQ facilities
- Landscaping around the outdoor pool and access to a club room
- Opportunity via signage to advertise the club and club sponsors

Needs for the next five years:

- Connect the pool and swim club. Squad training i.e., club pays council for pool staff member to offer squad training developed programs. Muswellbrook swim club is losing swimmers to Singleton and to LGA's that offer 'squad training' to swimming club members and the public

Community User Needs

- The survey participants have requested reduced fees for kids swimming programs and swimming club, and they have also indicated that:
- The Muswellbrook Aquatic Centre needs to have a parent's room
- The warm water therapy pool doesn't meet expected standard for injury /surgery rehabilitation, when compared to Newcastle or Singleton. It is not a hydrotherapy pool
- The Muswellbrook Aquatic Centre's Gym is too expensive

Denman War Memorial Swimming Pool

The Denman Memorial Pool was built in 1975 It offers three outdoor swimming pools, namely a 50-metre pool, a small wading pool and children's learn to swim pool. There is an aquatic chair and chair lift available. The pools are not heated.

Amenities at the facility include canteen/kiosk, office (with kitchenette), change rooms (including showers and toilet), disability access.

Within the grounds of the facility are an outdoor half basketball concrete court, pergola, picnic tables and benches.

Organised activities at the facility include aqua aerobics fitness sessions (Monday, Wednesday, and Fridays), learn to swim program (during school terms Monday to Friday), and holiday programs during school holidays.

The facility abuts a site for a new $2.5M tourist park. The tourist park will include a BMX track, Denman Nature Trail, playground, and BBQ areas.

User Groups

The regular User Groups of this facility are Denman Amateur Swimming Club.

*** User Group Needs*

No user Group needs were identified.

**** Community User Needs***

The community survey participants have indicated that the Denman pool needs the following upgrades:

- Fencing upgrade
- Heating all pools with solar panels (as it is too cold to swim in it during summer)
- Installing a ramp or access for women with babies

The survey participants have asked for better maintenance (as "the grounds are covered in duck poo"), and reduced and/or no fees to/for:

- parents who only supervise their kids swimming
- use the pool's basketball court
- use the pool for swimming (lane hire charge)
- learn to swim to promote a lifesaving skill and save lives
- Kids' swimming programs and swimming club

There are also numerous requests for better, updated information on current fees and opening hours, allowing use outside business hours, and to introduce low impact activities such as aqua aerobics.

Muswellbrook Indoor Sports Centre

This is an old multi-purpose building located at Rutherford Rd, Muswellbrook.

Activities undertaken at the site include Basketball, Volleyball, Dance, Physical Culture, Aerobics, Roller Derby, Tae Kwon Do, and Extreme Youth on Friday nights.

The facility also provides hire courts for badminton, soccer, netball, volleyball, squash.

A Youth Centre is proposed as an expansion to the existing building structure. Final design of the Youth Centre is currently in progress.

The facility has one full size basketball court (with two ¾ courts across; with a wooden floor refurbished three years ago), a dance studio without wooden floor and a storeroom.

Amenities within the facility include a kitchenette, a canteen/office area, one meeting room, one accessible toilet, 3 female toilets, and 1 male toilet. There are 3 showers provided in the female toilets. There are 5 showers in the male toilets.

The facility is used as a Emergency Evacuation Centre when required.

**** User Groups***

This facility is also a nominated local Emergency Evacuation Centre.

**** Community User Needs***

The community survey participants have provided comments regarding the user group and the need for squash courts in Muswellbrook, as follows:

"Muswellbrook Squash Club has been operating a volunteer organisation for over 60 years and in all this time has had to fight with operators of private squash facilities to provide squash competitions, training, and youth programs. The Muswellbrook Squash Club fought hard 11 years ago to have $300K of Council's funds set aside to support the building of new community squash facilities. Those Council's funds plus other state government funds were provided to Muswellbrook Golf Club/RSL club to build two squash courts. They were completed early this year. Muswellbrook squash club was then banned from using this facility by the Muswellbrook Golf/RSL club."

"The town of Muswellbrook requires the minimum of a four (4), and preferable 5 or 6 court squash facility to be constructed to enable school and junior squash programs and development, to cater for increasing squash competitions and programs and to allow for regional and representative squash competitions. These facilities could also be used for a host of other activities and could become a multi-use facility. It is important that these facilities are council and community owned to allow the sport to grow and flourish and so the sport has a future and security of venues."

The Muswellbrook Squash Club has indicated the following as high priority needs. It must be noted they currently do not use the facility.

- Add 4 court squash facility
- The four-court facility to have toilets, showers, viewing area/spectators, kitchen, storage (cleaning, etc.). If managed on site, sporting goods, food, and drinks for sale. Other uses: fitness classes, badminton, pickleball (fastest growing sport), table tennis, dance, indoor bowls, and many more
- Accessible booking system for public and club
- Movable walls to allow other uses (make a bigger area)
- Four courts, as a minimum, would allow state tournaments to be run

Denman Indoor Sports Centre

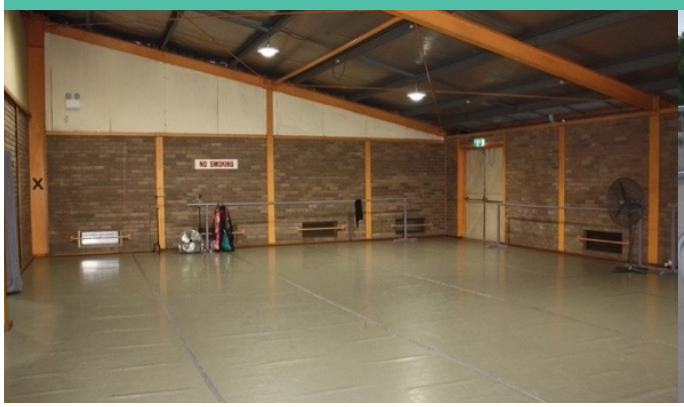
The facility is located within the Denman Sports Complex. It is also a nominated local Emergency Evacuation Centre.

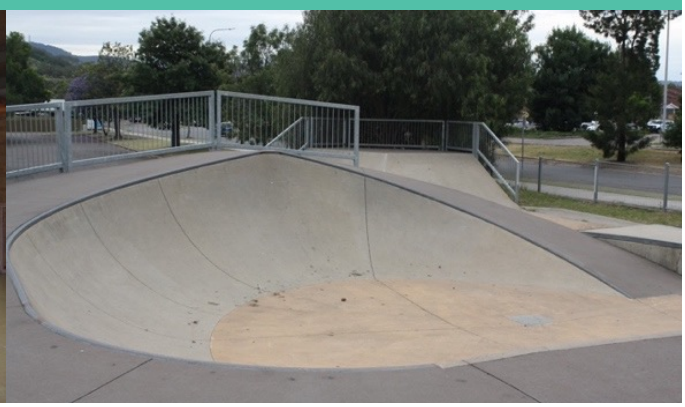
The facility offers two indoor squash courts (wooden floor), kitchen, meeting room, basketball court / stadium (wooden floor), small storage area, accessible toilet (no accessible shower), female and male toilets (1 cubicle) with showers (2).

The basketball stadium is also used for events and functions.

In the absence of air conditioning, a natural ventilation method (open wall panels) is used to cool down the basketball stadium.

The ground level of the facility is accessible for wheelchairs.





The upper area is accessible via very steep wooden stairs that may not comply with current building standards (Ref. https://www.aussiebalustrading.com.au/what-you-need-to-know-about-australian-regulations-for-stairs/).

$150,000 has been allocated to install insulation and to upgrade toilets. The site has 5KW solar panels.

There is childcare centre adjacent to the facility.

Schools are frequent users of this facility.

In the grounds of the Complex are tennis courts and BBQ areas.

The facility is available for casual hire and competitions in basketball, tennis, and squash.

User Groups

The regular User Groups of this facility are the Denman Squash Club Denman Basketball Club.

*** User Group Needs*

The Denman Tennis Club and the Muswellbrook Squash Club have indicated the following as high, medium, and low priority needs for the facility operated effectively.

High:

- Online booking system visible to all (request from 2 people)
- Easier access to the facility (currently 2 keys per club; not sure how social bookings work) (request from 2 people)
- Enable use of Denman Indoor Sports Centre kitchen facilities by tennis club
- Repaint court front walls (MSC)

Medium:

- New kitchen / lounge area dated with mice problems (requested by 2 people)
- Storage room repairs - wall damaged (requested by 2 people)

Low:

- Air Conditioning Upstairs (requested by 3 people)
- Squash Centre in Muswellbrook to attract additional players from the town, and school children involvement (MSC)

***** Community User Needs***

The survey results show that "nobody knows how to get access to any of the facilities such as the tennis courts, indoor centre, squash courts". Better accessibility to currently locked facilities is required. Denman basketball stadium is never or rarely used and is too costly to hire. Denman squash courts need renovating and upgrading with insulation, new kitchen facility (allowing to cook), indoor and outdoor gym and fitness facility, toilet block or BBQ/outdoor cooking facilities, chairs for outdoor events.

There is a request for more activities such as dance, karate, yoga, art class, crafting, soccer, boxing.

Sports Grounds

Bowman Park

Description

This is a relatively small park surrounded by residential properties. Other than a cricket pitch it is an undeveloped park.

The park has been bequeathed to Council and must be used as a recreation reserve.

A Childcare Centre is adjacent to the park.

The park is the former home of the Muswellbrook District Junior Rugby League Football Club. The clubhouse (pictured below) was demolished in 2017.

User Groups

No User Groups Identified

**** Community User Needs***

The survey participants requested that Bowman Park is regularly mowed and maintained.

Users of the facility have indicated the following needs for the facility operated effectively.

- Cricket, Football, Soccer, Baseball
- Give it to croquet
- Turn over to low-cost housing
- Cricket, Football, Soccer, Baseball

Denman Golf Course

Description

The Denman Golf Course complex is managed and maintained by the Denman Golf Club. The facility includes a clubhouse that has a dining room, bar facilities and small office.

The Gold course is a 9-hole golf course that is irrigated by treated wastewater.

The golf course is owned by Council. The council currently pays $6,000 to the club to maintain the grounds.

The clubroom was built in 1950-1960s. The club is affiliated with the NSW Golf and Australian Golf peak bodies. There is no commercial outlet to hire or buy golf equipment, clothes, or food.

User Groups

Denman Golf Club

*** User Group Needs*

No needs identified

*** Community User Needs*

No needs identified

Denman Recreation Area

Description

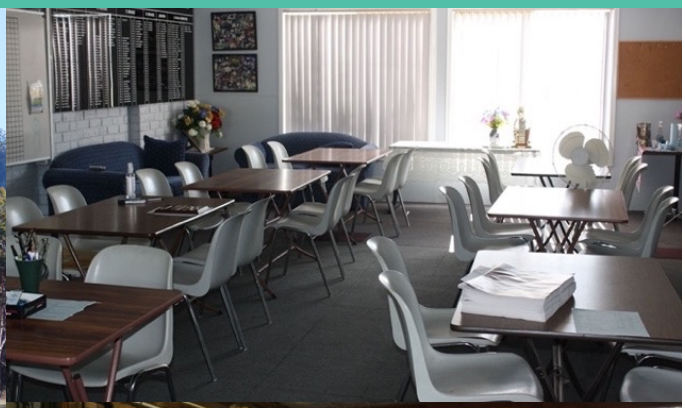
The Denman Recreation Area is an expansive recreation precinct housing Denman's sporting facilities and several sports.

User Groups

Denman Rugby League Football Club, Denman Sandy Hollow Junior Rugby League Football Club (RLFC), Little athletics NSW, Denman Pony Club, and Denman Cricket Club.

*** User Group Needs*

The Denman Sandy Hollow Junior RLFC Inc and the Denman Tennis Club have indicated the following priority needs for the facility operated effectively.



- Road repairs and drainage repairs.
- Fit commercial Rangehood to the Canteen
- Construct a larger car park (next five years)
- A cover /roof for the grandstand seating is required (in the next five years)

High priority needs:

- Install smart lock system/website via Tennis NSW to enable out of hours court usage
- allocate/provide dedicated storage area for tennis gear
- significantly reduce court hire fees, (e.g., align with those of swimming pool entry fees) and remove arrival fees
- install drainage channel to prevent court flooding and being damaged by dirty water from golf club
- Enable to book/use courts out of hours, weekends. website booking system
- Provide Marketing support to increase membership base and assist with gaining traction in community to increase interest in sport and events
- Implement a maintenance schedule including drainage, fencing repair (lights have been broken for years, mud flows onto the courts following rain, courts were mouldy until a recent clean). Make it known to the User Groups

***** Community User Needs***

The Community survey participants have indicated that:

- the cost of hiring the tennis courts is too high
- the tennis courts are a safety hazard for children because they are covered with black mold, and need cleaning
- Denman Pony Club is unwilling to share their horse-riding facilities at a reasonable cost. N.B this is Community Users feedback

Highbrook Park

Description

The sportsground has an area of 5.33 hectares with a frontage of 343 metres to Ironbark Road. The sportsground area is approximately 272 metres deep by 198 metres wide.

It has two Rugby Union fields, synthetic cricket pitch, a covered grandstand, and one clubhouse.

The covered grandstand provides kiosks, change rooms and amenities underneath the seating area.

To the south of the grandstand is the Rugby Union Clubhouse.

A kerbed and sealed car parking area that accommodates 62 cars.

User Groups

- Muswellbrook Junior Cricket Club
- Muswellbrook & District Cricket Association
- Muswellbrook Rugby Union Football Club
- General Public

*** User Group Needs*

The Muswellbrook Junior Cricket Club and an individual community member have indicated the following needs for the facility:

- Rehabilitation works on cricket pitch
- Membership recruitment
- Outdoor gym equipment, playground for adults, and a picnic area

*** Community User Needs*

No Community Users needs identified.

Karoola Park

Description

Karoola Park is on an artificial wetland constructed by Council in 2004.

The site comprises approximately 1.8 hectares. A sand pathway extends across part of the park.

It has a netball court, a multi- use court, play equipment, a dog leash free area, an enclosed dog agility park, a BMX track, as well as a walk and cycle track. Being a drainage reserve the park is susceptible to flooding.

There has been interest in further developing the area for recreational purposes, including a rest-stop for travelers passing through Muswellbrook.

User Groups

Muswellbrook Netball Association

***** User Group Needs***

Users of the facility have identified the following needs:

- Continue a shared pathway (walking and cycling) from Semillon Street to the netball courts
- Construct a children's playground facility (like Highbrook Park)

***** Community User Needs***

- The Survey participants want to see this park upgraded to a standard of the Highbrook Park, with more variety for children's playground, picnic tables, safe walking/bike track, and a pickleball court either painted on the basketball court or located at tennis club
- The survey participants also request a toilet facility (to alleviate the overcrowding at Highbrook park), new outdoor gym equipment (to encourage children and adults to exercise together), and a scooter loop (goes around the playground) encouraging parents to play with their children

Olympic Park

Description

Olympic Park is in the sports precinct. It has three rugby league fields and one unmarked touch football field, a velodrome, a 400-seat grandstand, a clubroom with two change rooms and a coach's room, bowling green, and 12 tennis courts.

The velodrome is rarely used due to its small size.

Muswellbrook Shire Council has received a funding boost from the NSW Government for planned upgrades to the Olympic Park Precinct.

User Groups

- Muswellbrook Park Tennis Club
- Olympic Park Tennis Club
- Muswellbrook Rugby League Football Club
- Muswellbrook District Junior Rugby League
- Touch Football
- Muswellbrook Cycle Club
- Muswellbrook & District Cricket Association
- Public

*** User Group Needs*

The Olympic Park Tennis Club (OPTC) and other users have indicated the following high, medium, and low priority needs for the facility:

High:

- Screening from road and roundabout and the vehicles' lights
- Court area for the OPTC
- Paint Facility Building for OPTC
- New roof on the OPTC club house
- More volunteers for the OTPC
- Velodrome fenced off
- Tidy up access and parking on Bell St

Medium:

- New fences around "tennis court area"
- Upgrade toilet facilities for OPTC
- Re-configure management of tennis – correct duplication with 2 x club side by side, somewhat counterproductive (2 x insurance cost, 2 x administration cost)
- Improve car parking on Nth/East Side adjacent to Tennis Courts – more space available
- Signage on Bell Street frontage. Maybe highlight facility users contact details, sports scheduled like "Touch football", "League", etc

Low:

- Attract a resident pro tennis player
- Return "key gates" memorial sandstone gate – where? When?
- New nets (6)
- Rewiring fences and shade cover

The Muswellbrook Junior Rugby League Club identified the following needs now and in the next five years:

Needs Now:

- A home (clubhouse); place for club's memorabilia, to hold meetings, social gathering
- Female changerooms
- Lack of parking

Needs for the next five years:

- More area to train
- More parking

The Muswellbrook Cycle Club have identified the following needs:

- Preserve access to the Velodrome rather than see it demolished for any other purpose – the time will come when Velo cycling is strong again – it's just not strong at this present time
- Essential - once we have sufficient participants to run organised events, access to Olympic Park facilities would be desirable, as the Velodrome by itself has no facilities

The Muswellbrook Park Tennis Club have identified the following needs:

- Shed
- Two courts upgrade
- Extra funding towards two (2) more resurfaced
- Resolve lawn mowing situation

The Olympic Park Tennis Club have suggested the following opportunities to generate additional income for the club and to improve the facility:

- More membership junior competition
- More competition like mixed or ladies
- Professional coach on site
- More outside hirings
- More volunteers

***** Community User Needs***

One survey respondent has asked to upgrade other facilities not just Olympic Park "as rugby league is not the only sport played in Muswellbrook".

The other survey participant has indicated that the Olympic Park needs "the grandstand replacement for mixed sex sports and to make it attractive for outside attractions including nrlw".

Victoria Park

Description

Located on the hill, Victoria Park is a sportsground and complex that contains a soccer field, a cricket pitch, and playground.

User Groups

- Muswellbrook & District Cricket Association
- Muswellbrook Eagles Football Club
- Muswellbrook Amateur Athletics Club
- Muswellbrook Little Athletics Centre

The complex contains changerooms, toilet and Stan Thiess Function Centre.

**** User Group Needs***

Muswellbrook Eagles Football Club have identified the following needs now, and in the next five years:

Needs Now:

- Drainage near canteen. The year 2022 has seen site works creating uneven ground, lack of drainage around the canteen. The guttering of the canteen needs fixing
- One light requires fixing (bottom field)

Needs for the next five years:

- Possible regrade / levelling
- Drainage improvement

**** Community User Needs***

The survey results show that the community wants to see this park fully fenced and upgraded with shade structures, new toilet block, "a working water station for dogs and humans", refurbished facilities, more variety in the children's playground, and safer bike/ scooter paths for families with small children, away from busy roads.

The community also requests the Stan Thiess Centre's major "revamp", and installation of the air-conditioning in the Centre.

Volunteer Park

Description

Volunteer Park is a cricket ground with one irrigated cricket field. A playground and picnic area are adjacent to the fenced cricket field.

There are toilet facilities at the park however public access is provided only when club cricket is played.

User Groups

- Muswellbrook Junior Cricket
- Public

**** User Group Needs***

Muswellbrook Junior Cricket have identified the following needs for now, and the next five years:

Now:

- Membership recruitment

Next five years:

- Install Cricket Nets
- Update facilities

Other users have identified the following high priority and medium priority needs:

High:

- Install some solar lights
- Upgrade to the Children's Play Equipment to the similar standard as at "Lizard Park", Highbrook Park
- Provide a "Fitness Apparatus" - Running Track

Medium:

- Improve parking

***** Community User Needs***

Survey participants have indicated that a public toilet and a working water station for dogs and humans are needed in the Volunteer Park. The survey results also show a request to "keep on top of grass cutting, because it is hard to walk around parks with grass not cut and patrons cannot see snakes".

Weeraman Fields

Description

Weeraman Fields site contains a cricket oval, cricket nets, athletics track, AFL field, and training field.

Amenities at the site include changerooms, male and female toilets, and a canteen.

The training field is located on top of a former landfill. Areas of land slump are noticeable.

User Groups

- Muswellbrook Junior Cricket Club
- Muswellbrook Cats AFL Club
- Muswellbrook Amateur Athletics
- Public

**** User Group Needs***

Muswellbrook Junior Cricket Club and Cats AFL Club have identified the following needs:

Junior Cricket Club:

- Membership recruitment

Cats AFL Club:

- Lighting quality needs to be improved
- Ground drainage
- Better access to the facility early in the year
- Generate additional income for the club/facility by upgrading facilities to bring rep games/finals to Muswellbrook

Other users identified the following higher and medium priority needs:

High:

- Field structure - engineering (training field up top has depression) --- very high priority
- Facilities - storage
- Drainage
- Security - access to fields. Fences damaged.
- Car Park Fills with Water. More Parking

Medium:

- Vehicle access - road narrow

**** Community User Needs***

The survey participants have indicated that Weeraman fields need attention, upgrade of the club house facilities, new shade structures to provide appropriate shade for spectators, more seating, lighting upgrade (to run and participate in the Twilight netball), additional aqua aerobics classes, water polo, outdoor hockey (using top field at Weeraman), "better facilities that include a disabled toilet that isn't used as a storage room as well as a parents room", and "a walking track and beautification (gardens) added in and around the grounds" to create a place where people want to visit.

Wollombi Park

Description

Wollombi Park has a cricket pitch.

Council has developed draft concept plans for Wollombi Park.

The objectives of the plans include to:

- Promote and enhance community identity and sense of belonging
- Provide active and passive recreation opportunities with safety and amenity for all users
- Explore opportunities for residential development on Council vacant land at Wollombi Road

The Wollombi Park concept plan has been designed to accommodate a wide range of community activities with a primary focus on families and teenagers.

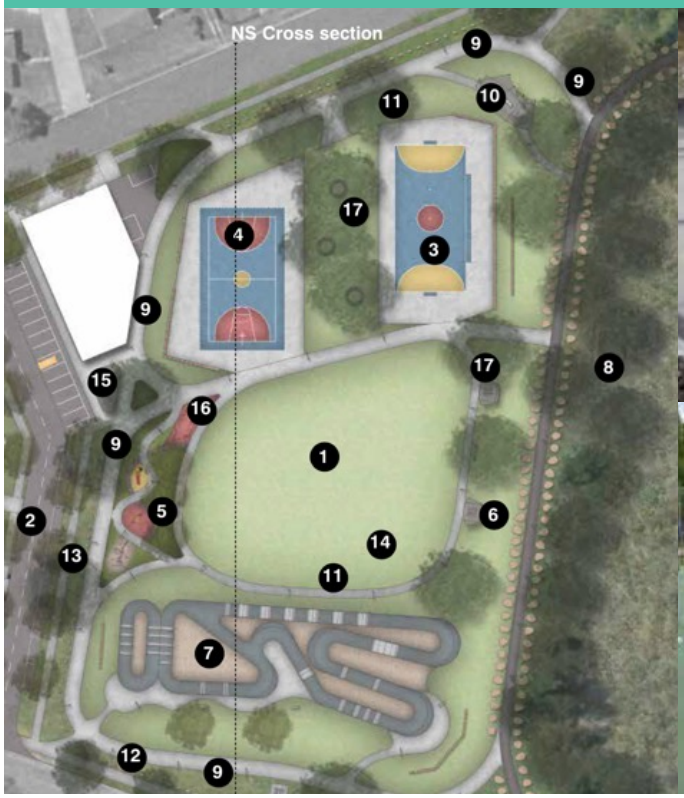
Muswellbrook Shire Council has been awarded $480,000 in funding from the NSW government towards the construction of a bicycle pump track as part of planned upgrades to Wollombi Park.

*** User Groups*

No identified User Groups

*** Community User Needs*

No needs identified



Regional Parks

Highbrook Park

Highbrook Park includes Council's major playground with a giant lizard slippery dip (70 m long and 10 m high), a concrete table tennis table made by local artist, learn to cycle track, flying fox, swings, climbing ropes and mazes, accessible toilets, water bubblers, barbeque, picnic benches and undercover seating.

User Groups

No identified User Groups.

*** User Group Needs*

No needs identified.

*** Community User Needs*

The survey participants have indicated that the Highbrook Park needs to be upgraded with shade structures, soft fall rubber (instead of bark at the lizard slide), and more security cameras.

Regularly cleaning the slide of rubbish and debris is required. Park needs to be locked at night time.

Simpson Park

Simpson Park includes barbeque, wheelchair friendly picnic tables and benches, small play equipment, liberty swing, the Aboriginal Reconciliation Mural, the Scarred Tree, public art sculptures, public toilet in a concrete water tank (not accessible), wooden sign made by a local artist, test yourself pathway fitness station walking trail (not accessible by a wheelchair), and solar lighting.

User Groups

No identified User Groups.

*** User Group Needs*

Users identified the following high priority and other needs:

High:

- New toilet block
- Tourist Information Centre. Maybe convert some of the QE II Building (high priority)
- More tables and more swings for adults

Not ranked Needs:

- Inclusive Playground
- Provide caravan park / lay back for visitors

*** Community User Needs*

Survey results show requests for upgrading the Simpson Park old toilets and installing fenced "suitable play equipment/play area for children", as the current playground is perceived as being in a "horrible condition". Some people request upgrades duplicating the style of Rose Point in Singleton or east Cessnock Park at Cessnock.

*** Community User Needs*

Survey results show requests for upgrading the Simpson Park old toilets and installing fenced "suitable play equipment/play area for children", as the current playground is perceived as being in a "horrible condition". Some people request upgrades duplicating the style of Rose Point in Singleton or east Cessnock Park at Cessnock.

DENMAN MEMORIAL PARK

Denman Memorial Park includes a 2-year-old shaded playground with new soft fall rubber, exemplary creative play equipment, including sensory play equipment, swings, high curved slippery dip, solar panels, shaded picnic tables, park benches, architecturally designed accessible toilets, a War memorial, and a public art sculpture made by a local artist (with a sign describing it). This site has a disabled toilet with hoist and three barbeques.

The park is the first stop for tourists from Sydney and the park is a tourist attraction.

User Groups

No identified User Groups.

*** User Group Needs*

One of the users identified the following need:

- More shade from the sun required.

*** Community User Needs*

The community survey results show the need to connect pathways to help with accessibility for people with mobility issues who are in wheelchairs and scooters, providing wide pathways away from highway and busy roads for families to exercise, walk, job, ride bikes and scoot.

POCKET PARKS

Park Name	*Description*	*** User Group Needs*	*** Community Group Needs*
Hunter Park 	Hunter Park has a basketball hoop, swings, and BBQ. The Council has planned a $220,000 upgrade for irrigation, lighting, rubber surface, and picnic tables.	No identified User Groups.	No needs identified
Sandy Hollow Park 	Sandy Hollow Park is a small park upgraded in February 2022. It includes a picnic table/ shelter, a public art feature, sculptures of a Horse head and a Galah created by a local artist, a water fountain, and a natural play area with soft fall around the climbing logs.	No identified User Groups	The user groups participating in the workshop have identified the following high priority and low to medium priority needs: High: ▪ Map walking trails or promote walking tracks in the "Giants Leap" (3 people requested) Low / Medium: ▪ Create Bike Trails in the beautiful Giants Creek area The Community Survey feedback states that there is "lack of anything going on in Sandy Hollow and activities that adults can do and have childcare or include children".
Eastbrook Links 	The Eastbrook Links Park includes a shaded playground.	No identified User Groups.	No needs identified.

Park Name	*Description*	*** User Group Needs*	*** Community Group Needs*
Memorial Park 	Memorial Park is a potential tourist attraction, currently very hard to find. The park has a remarkable war memorial path with several war memorials, a parking bay, and an old toilet block (not accessible) with poor lighting. The location is at the entrance to Muswellbrook town.	No identified User Groups; general public; tourists.	The user groups participating in the workshop have identified the following high priority need: ▪ Upgrade toilets - 'Poor' No needs identified for this specific location, however the following requests for Council's pathways have been received: "Connect pathways to help with accessibility for people with mobility issues who are in wheelchairs and scooters. Provide wide pathways away from highways and busy roads for families to exercise, walk, jog, ride bikes and scoot."
Hyde Park 	Hyde Park includes a playground.	No identified User Groups.	The survey participants have indicated that the Hyde Park playground and Hyde Park need "a complete overhaul".
Lions Park 	Lion Park has a parking bay, old playground, neglected community garden, one bin and a seat.	No identified User Groups.	No needs identified.

Park Name	*Description*	*** User Group Needs*	*** Community Group Needs*
Victoria Park 	The Victoria Park playground is a gated enclosure at Victoria Park sports fields. The playground is adjacent to the Stan Thiess Centre, which may be booked for private functions, making this a good option for children's birthday parties. Please refer to the Victoria Park Sportsground for more information.	Refer to Victoria Park under the Sports Grounds.	The survey results show that the community wants to see this park fully fenced and upgraded with shade structures, new toilet block, "a working water station for dogs and humans", refurbished facilities, more variety in the children's playground, safer bike/ scooter paths for families with small children, away from busy roads. The community also requests the Stan Thiess Centre's major "revamp", and installation of air-conditioning in the Centre.
Volunteer Park 	The Volunteer Park playground is adjacent to the fenced cricket field. Please refer to the Victoria Park Sportsground for more information.	User groups requested to upgrade "the Children's Play Equipment to the similar standard as at Lizard Park, Highbrook Park", and to provide a "Fitness Apparatus - Running Track".	The community requested a public toilet and a water station for dogs and humans.

Volume 2 - Strategic Directions

Background

Muswellbrook Shire Council previously completed Recreation Needs Studies in 2011 and 2016. Since that time, Council has implemented most of the recommendations. Subsequently, Council decided to review its position regarding the provision of sport and recreation opportunities for its residents for the next 5 years.

The Recreation Needs and Management Study will become a critical future management and planning tool for current and future sporting and recreation facilities within Muswellbrook Shire.

This Second Volume of the Report provides a raft of recommendations that been developed after consultation with current User Groups of the facilities and the general community. The recommendations are also in keeping with the research findings of Federal and State government agencies as provided in Volume 1.

This Volume of the study provides recommendations on how, over the next five years, the Council can further embellish services and facilities to provide sport and recreation opportunities to the Shire's residents. For ease of reference, facilities are grouped as Leisure Facilities, Sports Grounds, Regional Parks, and Pocket Parks.

Structure of Volume 2

Volume 2 is divided into six (6) parts described as follows.

Section 1 provides a list of recommendations for additional sport and recreation activities based on the findings of the Desktop assessment I.e., the research findings of state and government agencies, national trends, federal/state government initiatives and policies.

Section 2 provides recommendations for additional studies. This is a result of the Gap Analysis which concluded there are some areas where there is currently little data to formulate recommendations.

Section 3 addresses the issue that many of the management plans that are required pursuant to the Local Government Act are outdated and require amending to update current services and expanded infrastructure.

Section 4 highlights the findings of the gap analysis and provides recommendations for further studies to investigate the recreation and sport activity needs of minority groups such as the over 65 years of age residents and residents from non-English cultural backgrounds.

Sections 5 provides recommendations for improvements to each of the sport and recreation facilities owned and maintained by the Muswellbrook Shire Council. The recommendations are derived from the site inspections, User Group Workshops and Survey, as well as the Community Survey.

Section 6 provides a table summarizing the recommendations and apportions an indicative cost to implement each recommendation.

1. Additional sport and recreation activities

1.1 Council to collaborate with the private and not for profit sector to provide free or low-cost group activities targeting the local community public health issues.

1.2 Council to seek grant funding, donations and/or allocate budget to install outdoor gym/fitness stations in appropriate locations, that can be used by both children and adults.

1.3 Council to seek and apply for grant funding to upgrade existing sports clubs and facilities to cater for increased participation in sport and recreation activities.

1.4 Where resources are available, Council to collaborate with agencies such as the Australian Sports Foundation and the NSW Office of Sport to increase participation in sports and recreation activities within the Shire.

1.5 Where resources are available implement the recommendations of the Walk and Cycle Plan for Musswellbrook and Denman (2009) and the Active Transport Strategy 2023 to increase walking and cycling.

Rationale:

1.1 The World Health Organisation recommends physical activities should be delivered at least three times a week, as one-hour sessions. The group activities addressing diabetes, asthma, arthritism, and mental health issues, could include tai chi, dance exercise, bootcamp, outdoor gym workouts, walking/running, deep water running/walking, water therapy/exercise, and swimming for health.

Councils around Australia provide free and low-cost activities in their parks to keep local community active and healthy. Some Queensland Councils provide daily free (or at $5 per person) sessions every week. They include Active & Healthy programs such as Yoga and Pilates, various Aqua programs, as well as programs for Toddlers and Seniors [59].

1.2 Many Australian Councils build outdoor gym/fitness stations to increase participation in physical activity at no cost to the community, and to accommodate the needs of the community working shift work, or not working at all (e.g., Isaac Council, Logan City Council, Town of Gawler Council) [60] [65][66] [67].

The budget can come from a new income stream created through the new memorial plaques and park benches program, corporate sponsorship, or grants.

1.3 As previously indicated in Volume 1, Sport 2030 reflects the evidence that team-based sport is more strongly associated with improved health outcomes than individual physical activity [4]:. Grant funding is available through various government agencies and sport associations.

1.4 Cricket Australia (CA) and Cricket NSW, through programs such as the Australia Cricket Infrastructure Fund, are actively trying to assist Councils to increase participation in cricket [68] [69] [70]. Clubs, associations, schools, councils, and cricket facility managers can all apply for community cricket facility projects that focus on growing participation and promoting accessibility and inclusivity.

The 2022/23 Australian Cricket Infrastructure Fund (ACIF) offers minor and major grants (of up to $30,000) for shovel-ready projects that aim to increase cricket participation, and which best demonstrate a partnership approach to funding with other clubs, sporting codes and all levels of government.

Swim Australia is raising funds towards free community swimming lessons through Australia Sports Foundation – Support Swim Australia- Swim it Forward project [71] [72].

Swimming NSW currently promotes the NSW Government's Active Kids program towards swimming. Parents, guardians, and carers of school-enrolled children can now apply for a $100 voucher which can be used towards the cost of sports fees until 30 June 2023 [73].

The Office of Sport NSW currently promotes the First Lap voucher program, which provides $100 vouchers for parents, guardians and carers of children aged 3-6

2. Additional Studies

2.1 Undertake an Aged Recreation Needs Assessment Study to determine the recreation needs of the 65+ years community.

2.2 Undertake a cultural diversity recreation needs assessment to determine the recreation needs of the culturally and linguistically diverse (CALD) community

Rationale:

2.1 As indicated in Volume 1, Sport 2030 identifies several population groups at risk of being the most inactive:

- people over 65 years (older adults)
- people with a disability
- Aboriginal and Torres Strait Islander people
- people from culturally and linguistically diverse (CALD) backgrounds
- people living in regional communities, such as Muswellbrook Shire Council
- low-income households
- women and girls

As 20.2% of the residents are 60 years or older, and only few of them provided their feedback via survey and community/user group consultation, it would be beneficial to have a targeted recreation needs study for this group.

2.2 As 2.8% of the residents have declared CALD background, and only 18% of the survey respondents identified as CALD, it would be beneficial to conduct a focused needs assessment for this group.

3. Additional Strategic Plans

3.1 Develop a site-specific Integrated Asset, Plan of Management and Business Management Plan for each leisure facility. Each Plan should make provisions for the following:

- Maintenance protocol
- Scheduled upgrades
- Use of renewable energy e.g. solar panels and low energy lighting
- QR Codes and links to website to provide operating hours, activities, and fees
- Disabled access to all facilities
- Potential economic strategies and collaborative partnership such as cafes, retail outlets, function hire

3.2 Update Plans of Management for each regional park and pocket park. Each plan should make provisions for the following:

- Maintenance protocols
- Scheduled upgrades
- Solar lights, rainwater tanks, CCTV
- QR Codes and links to websites to provide information about the site and protocol for reporting damage and/or vandalism
- Disabled access to all facilities

Rationale:

3.1 and 3.2.

The Council could offer field experience placements for TAFE students, and these could eventually become casual swimming / aqua-aerobics instructor jobs.

The Muswellbrook Shire Council has a raft of Management Plans that require updating. There are currently no active site-specific Business Plans.

The Muswellbrook Shire Council has implemented the following Management Plans:

- Highbrook Park Plan of Management – 10 August 2004
- Aquatic Centre Asset Management Plan - 20 August 2004
- Denman Park Preliminary Plan of Management (Draft) – 20 April 2021
- Denman Recreation Area Plan of Management – May 2022
- Hunter Park Plan of Management – March 1996
- Karoola Wetland Park Plan of Management – October 2011
- Olympic Park Precinct Plan of Management (Draft) March 2022
- Simpson Park Plan of Management (Draft) – 13 February 2005
- Victoria Park Plan of Management (Draft) – September 2001

4. Collaborative Partnerships.

4.1 Set up a Memorandum of Understanding with the NSW TAFE, Swim Australia, AUSTSWIM Ltd, and the NSW Office of Sport skills development program to have field experience and job placements for swim and aqua-aerobics instructors' students at the Muswellbrook Aquatic Centre and Denman Memorial Pool.

4.2 Set up a crime prevention sport and recreation programs with the local police.

4.3 Involve local schools in cultural historical art projects in nominated parks to establish local identity and sense of belonging.

4.4 Set a Memorandum of Understanding with local public and Catholic schools, and Department of Education NSW to use the school facilities and school ovals for the community recreation.

Rationale:

4.1 In 2022, TAFE NSW in Shellharbour started a new Certificate III in Aquatics and Community Recreation, aimed at boosting the number of qualified swim instructors in the region [75]. The course qualifies graduates as both swim instructors and aqua-aerobics instructors. The Council could offer field experience placements for TAFE students, and these could eventually become casual swimming / aqua-aerobics instructor jobs.

Swim Australia is asking people to enroll in the swimming teaching course and to become a SWIM Australia™ Accredited Swimming Teacher. [72]

NSW Government Education Department currently promotes free swim instructor training to help meet demand of the NSW Government's First Lap voucher program [74].

Australian Swimming Coaches and Teachers Association Ltd and AUSTSWIM Ltd have been offered a Smart and Skilled contract, joining Royal Life Saving Society of Australia (New South Wales Branch) in delivering the new swim instructor places. [76]

4.2 Councils in Queensland have successfully run basketball programs aimed at strengthening bonds between police and young people. [78]

4.3 Many local councils have successfully involved local schools in cultural/art 'hands on' projects beautifying the parks, to prevent graffiti and to create a sense of belonging and pride. The project may include picnic tables to be covered with a mosaic designed and delivered by the school kids, or a mural on the public toilet wall.

4.4 80% of the community survey responses indicate that the Council does not promote and encourage the use of school facilities for community recreation, which shows the need for improvement.

5. Improvements to Leisure Facilities, Sports

5.1 Recommendations For Leisure Facilities

This section provides recommendations for the following Leisure Facilities:

- Muswellbrook Aquatic Centre
- Muswellbrook Indoor Sports Centre
- Denman Memorial Pool
- Denman Indoor Sports Centre

5.1.1 Muswellbrook Aquatic Centre

The Muswellbrook Aquatic Centre has undergone a major redevelopment.

Features of the Centre now include:

- indoor, heated 25m pool
- outdoor 50m pool, outdoor, shaded wading pool and exercise pool
- fully equipped fitness centre
- cafe
- modern change facilities including adult disability changeroom
- various multi-purpose rooms
- pool inflatables.

There are many opportunities to expand the activities provided at the facility such as an expanded learn to swim program, and aquatic activities for the 65+ community. The development of public/private collaborative partnership may facilitate the expansion of these programs.

At the facility rehabilitation programs are offered by physiotherapists and other rehabilitation specialists. Currently these are on a relatively small scale. Discussions with the providers of these services may reveal the need for additional equipment and features that could expand these programs. A collaborative partnership with rehabilitation service providers should be considered in an Integrated Asset, Plan of Management and Business Development Plan.

The Facility also lends itself well as venue for corporate and private functions.

2011 Recommendations

Install basic water play facilities at the Muswellbrook Aquatic Centre and undertake a detailed engineering investigation of the integrity of the Muswellbrook 50m swimming pool

2016 Recommendations

Investigate leak in outdoor 50m pool, including:

- implement a staged works program to isolate areas of the outdoor pools to gain further information about potential leakage
- consider the installation of sub-metering to gain further water usage information about the facility
- complete audit of fixtures

2023 Recommendations

Develop an Integrated Asset, Plan of Management and Business Development Plan that addresses the following additional items:

- QR codes for gym cost, opening hours, programs offered, and Council' support
- water aerobics and gentle exercise in water programs offered
- 65+ programs and activities
- Expanded rehabilitation programs, function hire and retail services
- Upgrade gym facilities.

5.1.2 Muswellbrook Indoor Sports Centre

Minimal changes/improvements have been made at the Centre in the last 10 years. A development application is currently being assessed to expand the facility. The expansion will include a Youth Centre to accommodate the Extreme Youth Program. Further redevelopment of the existing structure would encourage additional use from other sports clubs and community groups.

Given the diverse range of activities that occur at the centre (basketball. volleyball, soccer, badminton, netball, squash, dance, aerobics, roller derby and Tae Kwon Do) a retail/café outlet providing for the purchase of personal sporting equipment and sporting attire could be lucrative. This could be considered in the development of the Integrated Asset, Operations and Business Management Plan.

The entry to the Centre would greatly benefit from a redevelopment and make the Centre more inviting.

The Centre also lends itself well as an Emergency Evacuation Centre, after hours school care programs and youth programs.

2011 Recommendations

Investigate the ongoing viability of the Muswellbrook Indoor Sports Centre. If not viable, consider selling the parcel (for commercial return) to fund the construction of a more viable facility in another location

Council to manage indoor centres.

2016 Recommendations

While there are no specific facility improvements recommended for the indoor sports centres (apart from the proposed signage for the Muswellbrook Centre) for the term of this review, Council should be mindful of the need to begin budgeting for major refurbishments to both centres within a 5–10-year timeframe. This is acceptable, given the significant costs of recent and future developments such as the Muswellbrook Aquatic Centre, the Denman sporting fields and the various improvements to sporting facilities across the Shire.

2023 Recommendations

Develop an Integrated Assets, Plan of Management and Business Management Plan that includes the following additional items:

- Redevelopment of existing building to facilitate use by other sport and community groups
- Install air-conditioning to the basketball stadium
- Replace the dance studio floor with wooden floor
- Upgrade toilets and showers
- Revamp the building entrance

Collaborate with schools and local Community Groups to add Murals and other artwork on external walls and concrete picnic tables.

5.1.3 Denman Memorial Pool

No major improvements have been made at the Denman facility (except for the addition of hot showers, new starting blocks, and a shade sail) in the last ten years.

The facility still contains the 50m pool and wading/ infants pool and hosts the local swimming club. While the Centre is functional and meets most of the community's needs, it will need a refurbishment in the longer term.

The facility is adjacent to the site a tourist park has been approved for construction. The relocation of the facility entry to the rear of the site would facilitate easy access to the pool by patrons of the tourist park once it is constructed.

The refurbishment could include a retail outlet for the sale of aquatic equipment and personal swimming. A small café would also increase the functionality of the facility and integration with the proposed adjacent tourist park.

2011 Recommendations

No recommendations.

2016 Recommendations

The development of the Denman facility should be considered in the long term (5-10 years), such as for the indoor sports centres. This will allow Council to budget and plan accordingly for any major refurbishments/ redevelopments.

2023 Recommendations

Undertake an Energy Audit to investigate the need for solar panels.

Develop an Integrated Assets, Plan of Management and Business Management Plan that includes the following additional items:

- Install solar lights for the basketball area.
- Integration and collaborative arrangements with the proposed Denman Tourist Park
- Install a ramp for patrons with infants or disabled children to access the pool
- Demolition of existing building and construction of new purpose-built venue housing a café, retail outlet, change rooms and amenities

5.1.4 Denman Indoor Sports Centre

No improvement has been made to the Denman Indoor Sports Centre over the past ten years however $150,000 has been allocated to install insulation and upgrade the toilets.

The community have requested more activities at the Centre such as karate, dance, yoga, art/craft classes, soccer, and boxing. The facility requires a major internal upgrade to facilitate this request.

2011 Recommendations

No recommendations.

2016 Recommendations

While there are no specific facility improvements recommended for the indoor sports centres (apart from the proposed signage for the Muswellbrook Centre) for the term of this review, Council should be mindful of the need to begin budgeting for major refurbishments to both centres within a 5-10 year timeframe. This is acceptable, given the significant costs of recent and future developments such as the Muswellbrook Aquatic Centre, the Denman sporting fields and the various improvements to sporting facilities across the Shire.

Recommendations for the tennis courts include:

- • install drainage, especially around courts, to reduce water ingress
- • resurface the courts as required with a synthetic grass surface (an unusual colour may further reinvigorate the facility)

2023 Recommendations

Develop an Integrated Assets, Operations and Business Management Plan that includes the following additional items:

- Install industrial fans, air-conditioning and upgrades to the basketball stadium
- Renovate squash courts and lounge space,
- Investigate marketing for function and events
- Expand activities at the site such as dance, yoga, art/craft, soccer, and boxing

5.2 Recommendations for Sports Grounds

This section provided recommendations for the following Sports Grounds

- Denman Golf Course
- Denman Recreation Area
- Hyde Park
- Bowman Park
- Highbrook Park
- Karoola Park
- Olympic Park
- Victoria Park
- Volunteer Park
- Weeraman Fields

5.2.1 Bowman Park

The park is for former home of the Muswellbrook District Junior Rugby League Football Club. The clubhouse (pictured below) was demolished in 2017.

The proximity to residences and its relatively small size are constraints to Bowman Park being re-developed as a future sports ground. Given the proximity to an adjacent childcare centre and residential properties, the site could be vegetated and developed as a local recreation park with a playground, street art and walking trails.

2011 Recommendations

Recommended to develop minor playground and picnic facilities in small pocket of Bowman Park for general community use and investigate disposing rest of land parcel.

2016 Recommendations

Recommendation for 2016 remains the same as for 2011: Bowman Park not to be used for future sporting activities, but to be developed as a local recreation park with minor embellishments. This is due to its constraints as a sporting facility, mainly its proximity to residences and small size.

2023 Recommendations

Develop and implement an Integrated Asset Management Plan and Plan of Management that includes the following:

- Develop site as a passive recreation area
- Install a playground, skate park, and walking trails
- Collaborate with and involve local schools, the adjacent childcare centre, and Community Groups to add street art to the park celebrating the local area (e.g., a mural on paved areas.)

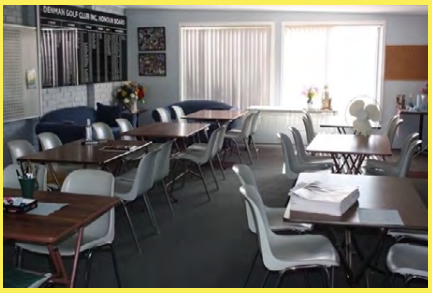
5.2.2 Denman Golf Club

Several improvements have been made at the golf club in 10 years. They have included the installation of an automatic irrigation system and rebuilding of the greens with a new turf that is compatible with the use of reclaimed water.

The Golf Club is adjacent to the site of the proposed tourist park. It is envisaged the Golf Club will be an attraction for potential patrons of the Tourist Club.

The facility would greatly benefit from a renovation. Whilst the clubhouse contains a dining area and bar area, there are no kitchen facilities.

Currently under utilised, an upgrade of the facility would encourage the use of the club house for corporate and private functions.



2011 Recommendations

2016 Recommendations

Recommended improvements for the site are those related to improved internal roads and pathways connecting the club and other facilities within the overall site.

2023 Recommendations

Develop an Integrated Assets, Plan of Management and Business Management Plan that includes the following additional items:

- Renovate the current clubhouse with a new air-conditioned, energy efficient, building

5.2.3 Denman Recreation Areas

The Denman Recreation area encompasses the Denman Rugby League/Little Athletic, and Denman Cricket.

The internal roads are in poor condition and are not all weather accessible. There is little or no connectivity (internal pedestrian paths) between the netball courts, pony club and cricket fields. This makes it difficult for users to move on foot to the kiosk and amenities in the main facility.

The site would benefit from a site map at the main carpark and direction signage so users can navigate themselves around the site.

There is no cover on the spectator grandstand. A cover would provide both shelter from the rain and sunshade.

Given the size of the area and the kiosk/kitchen facilities, the site could be used for community events and private outdoor corporate functions.

Adjacent to the site are wastewater ponds. These ponds are not fenced therefore are a safety risk to humans, native animals and any domestic animals that may frequent the area. There is an opportunity to install walking trails around the pond area, Pony Club and sports fields adding passive recreational use of the area.

2011 Recommendations

Implement the first stage of the Denman Recreation Area Master Plan outlined in the study.

Recommendations for the Pony Club include a new water supply, new horse yards, cattle holding yards, new PA system and storage shed, and replacement of the arena fencing. Recommendations for the Denman Cricket Club include new cricket fields, improvement to cricket oval and cricket practice nets. Clubs to undertake the ongoing maintenance of the facilities they use. Recommended incorporating recreation paths (walk and cycle) within the site and implementing the staged planning of shade/wind-break trees.

2016 Recommendations

Rugby League/ Little athletics: Recommended improvements for this area of the site include the continued development of ancillary facilities to complement the new sporting fields and the removal of redundant amenities at old fields.

Denman Cricket: Recommended improvements for this area of the site include improved pitches and ancillary facilities such as sight screens, fencing and shaded seating.

2023 Recommendations

Develop an Integrated Assets, Plan of Management and Business Management Plan that includes the following additional items:

- Install rainwater tanks to re-use stormwater for irrigation
- Build one additional multi-purpose court (tennis/ basketball/futsal)
- Install a cover /roof for the grandstand seating
- Construct a larger car park and bitumen internal roads
- Install a walking trail, connecting the recreation ground, the Pony Club, and Denman Rugby League Clubroom
- Fence off the nearby green lake (re-used water)

5.2.4 Denman Pony Club

The Pony Club's club rooms are rundown, and the area designated to the Pony Club requires maintenance in the form of weed control, vegetation, and rubbish collections.

Given the nature of the events that occur at the facility, a Concept Plan of the site to include a camp ground, amentities building (shower, toilet and laundry), camp kitchen, designated barbeque/camp cooking areas and sheltered picnic tables should be developed in collabotation with the Club. Grant finding and corporate finding opportunities should be sought to facilitate the constructions detailed in the Concept Plan.

2011 Recommendations

Recommendations for the Pony Club include a new water supply, new horse yards, cattle holding yards, new PA system and storage shed, and replacement of the arena fencing.

Clubs to undertake the ongoing maintenance of the facilities they use. Recommended incorporating recreation paths (walk and cycle) within the site and implementing the staged planning of shade/wind-break trees.

2016 Recommendations

Recommended improvements for this area of the site include:

- installation of power outlets on grounds for camping participants
- future upgrades to amenities and road access

2023 Recommendations

Develop a Concept Plan to facilitate discussion and grant funding opportunities. Concept Plan should include:

- camp ground with amenities building and camp kitchen
- designated barbecue and camp cooking areas,
- covered picnic tables
- larger car park and bitumen internal roads

5.2.4 Hyde Park

Hyde Park has a good quality playground however it lacks a soft fall rubber surface. The amenities do not have a disabled toilet.

The park is adjacent to a meandering creek that flows through the town of Denman. The mature trees are a haven for wildlife with numerous hollows for native fauna. Additional interpretative and directional signage, extending the path along the extent of the creek and a path from gravel to a sealed surface would make this area all abilities accessible and facilitate passive recreational activities such as walking and cycling.

2011 Recommendations

Clubs to undertake the ongoing maintenance of the facilities they use.

Recommended incorporating recreation paths (walk and cycle) within the site and implementing the staged planning of shaded/wind-break trees.

2016 Recommendations

No recommendations.

2023 Recommendations

Develop and implement an Integrated Asset Management Plan and Plan of Management that includes the following:

- Seal the pathway surface and install wheelchair ramps to facilitate disabled access
- Explore adding solar lighting bollards along the path, connecting the path with the Denman Wetlands
- Install soft fall rubber to the playground
- Upgrade the public toilet to make it disability accessible

5.2.5 Highbrook Park

In 1983, the development of a playing field was arranged by Landcom. Council arranged for the installation of a watering system and floodlighting as well as the construction of a grandstand.

The sporting fields comprise two (2) football fields and one (1) cricket wicket and field.

The covered grandstand, located on the western side of the sporting fields, provides kiosks, change rooms and amenities underneath the seating area.

To the south of the grandstand is the Rugby Union Clubhouse, which was officially opened in 1994. The Clubhouse building was erected by the Rugby sporting clubs. The Clubs also installed the playing field drainage system.

2011 Recommendations

Recommended improvements include installation of perimeter fencing, new goal posts, improved drainage, refurbishment of the clubhouse and playground, and a major redevelopment.

Clubs to undertake the ongoing maintenance of the facilities they use. Recommended incorporating recreation paths (walk and cycle) within the site and implementing the staged planning of shade/wind-break trees.

2016 Recommendations

Recommended improvements for the site that will allow it to better cater for improved training and competition games (and allow the development of social competitions/activities) include:

- field lighting upgrade (including automation)
- upgrade to spectator seating, including the provision of shade

2023 Recommendations

Develop an Integrated Assets, Plan of Management and Business Management Plan that includes the following additional items:

- Undertake an Occupation Health and Safety Audit of the clubhouse facility, especially storage (accessible by ladder) and showers
- Upgrade field lighting

5.2.6 Karoola Park

Karoola Park is on an artificial constructed wetland constructed by Council in 2004. A Masterplan has been drafted for the site.

The site comprises approximately 1.8 hectares.

It has netball courts, play equipment, a dog leash free area, an enclosed dog agility park, a BMX track, as well as a walk and cycle track. Being a drainage reserve the park is susceptible to flooding.

There has been interest in further developing the area for recreational purposes.

2011 Recommendations

Recommended improvements include major development of the clubhouse, court resurfacing, development of the new informal BMX jumps as detailed in the study.

Clubs to undertake the ongoing maintenance of the facilities they use.

Recommended incorporating recreation paths (walk and cycle) within the site and implementing the staged planning of shade/wind-break trees.

2016 Recommendations

Recommended improvements for the site include rectifying existing court damage (including re-surfacing) and improving spectator seating (including shade provision).

2023 Recommendations

Develop an Integrated Asset Management Plan and Plan of Management that includes the following additional items:

- Install solar lighting in the car park and along the footpath connecting the car park with the courts
- Build an accessible ramp from the car park to the courts
- Upgrade the courts, so they can be used for pickleball, tennis, and basketball
- Install outdoor gym/fitness equipment lit by solar lights and accessible 24/7
- Build an accessible public toilet, with a rainwater tank, CCTV, and solar panels
- Replace the BMX track with a cycling/walking pathway connecting with other parks and schools
- Upgrade the dog park with solar lighting, permanent rubbish bin, signage alerting people to pick up and dispose the dog waste

5.2.7 Olympic Park

In May 2017 Muswellbrook Shire Council engaged urban design consultancy The Design Partnership to prepare a Masterplan for Olympic Park. The Masterplan addresses many of the issues identified in this study.

The primary structural changes the Masterplan proposed include:

- Upgrade of Wilkinson Avenue
- Construction of a new bridge over Muscle Creek which provides a new egress from the precinct
- Installation of an additional 100 carparks
- Relocation of the Heritage Gates
- Installation of intelligent lighting to sports fields and velodrome
- Field improvements and drainage to fields 1 and 2
- Irrigation and upgrades to fields 3 and 4
- New amenities building (with changerooms, storage rooms and lift/stair access to above multi-function room

2011 Recommendations

Recommended the following improvements for the site:

- Tennis Clubs: new fencing and court resurfacing, covered BBQ area, new storage shed
- Rugby League: new seats in the grandstand, new goal posts, canteen upgrade and canteen security door installed
- Velodrome: concrete warm up stand to be installed.
- Clubs to undertake the ongoing maintenance of the facilities they use.

Recommended incorporating recreation paths (walk and cycle) within the site and implementing the staged planning of shade/ wind-break trees.

2016 Recommendations

Recommended improvements for the site include:

- a master plan to be undertaken for the entire site
- replacement of synthetic grass on tennis courts 4, 5 & 6
- upgraded field drainage for rugby league field
- upgrade velodrome lighting

2023 Recommendations

Develop an Integrated Assets, Plan of Management and Business Management Plan that includes the following additional items:

- Develop the site in accordance with the 2018 Masterplan
- Explore Velodrome's potential to become an educational historical precinct, and a tourist attraction for cycling enthusiasts in Australia
- Consider using the Velodrome area for the Remote-Control Racing Australia (RCRA) clubs, drones, and other future emerging recreational activities
- Install rainwater tanks, water stations, and outdoor gym/fitness stations accessible for free and after hours

5.2.8 Victoria Park

Covering an area of 3.18 hectares, Victoria Park is on Crown land that was vested in council on August 20, 1976. A complete rehabilitation of the area was undertaken in 1985/86. The main sporting oval was reconstructed, and the Stan Thiess Centre was developed

The main oval that is located on the top level comprises cricket wickets and an oval. The Bob Hallett Memorial Cricket Practice Nets are in the northwest corner of the top field. A memorial stone and plaque are erected adjacent to the practice nets.

There is a small playground adjacent to the Stan ThiessCentre. The Playground is in poor condition and requires replacement.

The lower-level sporting fields to the eastern side of the park comprise soccer fields for both senior and junior competition.

The main kiosk, of brick and colour bond construction, is located between the upper and lower-level sporting fields. The kiosk was constructed in 1998 by the Soccer Club.

The Stan Thiess Centre is available for hire to the public as a function venue and to playgroups, dance classes, corporate workshops, or club meetings. The facility is very dated and requires renovating.

2011 Recommendations

Recommended minor upgrade to the canteen, field levelling, perimeter fence installed, new practice cricket netting; water management installed, investigating the viability of constructing a multi-purpose synthetic grass field at Victoria Park.

Clubs to undertake the ongoing maintenance of the facilities they use. Recommended incorporating recreation paths (walk and cycle) within the site and implementing the staged planning of shade/wind-break trees.

2016 Recommendations

Recommended improvements for the site include:

- shaded spectator seating back nets for football (soccer) goals
- upgraded playing surface

2023 Recommendations

Develop an Integrated Asset Management Plan, Plan of Management and Business Management Plan that includes the following additional items:

- Renovate interior Stan ThiessCentre
- Build drainage for the soccer field and improve drainage near the canteen
- Renovate the Stan Thiess Centre to include air-conditioning, disabled access, and solar panels
- Replace the white picket fence with a cyclone mesh wire fence as per Cricket Australia recommendations
- Replace halogen lights with LED
- Build a storage shed for chemicals and mowing equipment
- Replace old seats with covered tiered aluminum seats
- Replace the playground and install soft fall rubber
- Install a digital multi-use scoreboard
- Upgrade the toilet block, and the disabled toilet

5.2.9 Volunteer Park

This site was developed by Council in 2011. It comprises of a cricket oval surrounded by a white picket fence, a playground, undercover picnic area and playground. There are no spectator facilities.

Given the area of the site and accessibility, the site could also be used as a for space community markets and other community events. The current amenities would need to be further developed to facilitate these additional uses.

2011 Recommendations

Clubs to undertake the ongoing maintenance of the facilities they use.

Recommended incorporating recreation paths (walk and cycle) within the site and implementing the staged planning of shade/wind-break trees.

2016 Recommendations

Recommended improvements for the site include upgrading the spectator/gathering area, replacing the pitch (or making wider), installing field irrigation, shade, and cricket practice nets.

2023 Recommendations

Develop an Integrated Asset Management Plan and Plan of Management that includes the following additional items:

- Change the white picket fence to a cyclone mesh wire fence as recommended by Cricket Australia
- Install a covered spectator area
- Upgrade the existing playground
- Build a public toilet and BBQ, so the park can be used for community and school events
- Install drinking fountains for dogs and humans

5.2.10 Weeraman Fields

Home to the AFL club and hosting cricket, the site also caters for both athletics clubs. Playing field improvements have been made since the 2016.

Improvement of the existing amenity building are required to better cater for clubs and visitors. Improvements to the playing fields have been undertaken to ensure the site can cater for the athletics clubs and there are improved cricket practice nets.

There is limited spectator seating. Shaded areas are required to increase the comfort of casual spectator seating. A playground adjacent to the playing fields would be a welcome addition.

2011 Recommendations

Recommended incorporating recreation paths (walk and cycle) within the site and implementing the staged planning of shade/wind-break trees.

Clubs to undertake the ongoing maintenance of the facilities they use.

2016 Recommendations

Recommended improvements for the site include:

- amenity building upgraded and extended
- field lighting upgrade
- fields treated for hardness and made more suitable for athletics and cricket
- master plan of site undertaken for possible future expansion

2023 Recommendations

Develop an Integrated Assets Management Plan, Plan of Management and Business Management Plan that includes the following additional items:

- Investigate land stability of training field located on top of former landfill
- Improve drainage for both fields and car park
- Build a shaded playground, including outdoor gym/ fitness equipment, and drinking water stations,
- Upgrade halogen field lighting to LED
- Install coach boxes
- Replace shipping containers with a purpose-built storage shed
- Build shaded spectator seating
- Upgrade the clubhouse with a commercial kitchen, bar, solar panels, water stations, CCTV cameras, more lighting, and sharps disposal bins in all toilets

5.3 Recommendations for Regional Parks

This section provides recommendations for the following Regional Parks:

- Highbrook Park
- Simpson Park
- Denman Memorial Park

5.3.1 Highbrook Park Playground

Muswellbrook Shire Council has progressively replaced playground equipment and installed soft fall areas to the playground equipment. The Playground now comprises of the 'Larry the Lizard' slide, learn to bicycle track, flying fox, swings and climbing ropes and mazes.

The primary use of the park is from casual users of the playground area. Families with young children are the dominant users. Young children of spectators to sporting events are also regular users.

Highbrook playground is a popular location for birthday parties, family gatherings and afternoon playtime. Greater marketing and an online booking system for BBQ's would be advantageous.

The learn to ride cycle track needs repair, expanding and updating. This would add to its functionality and increase community use.

2011 Recommendations

Recommended incorporating recreation paths (walk and cycle) within the site and implementing the staged planning of shade/wind-break trees.

2016 Recommendations

No recommendations

2023 Recommendations

Develop and implement an Integrated Asset Management Plan and Plan of Management that includes:

- Install rainwater tank and solar panels
- Replace bark with soft fall rubber around all play equipment
- Install water play / sensory play equipment
- Upgrade and extend the learn to cycle track
- Install lighting in the playground and in the adjacent car park

5.3.2 Simpson Park

A War Memorial was unveiled on 25 April 1923 and contains the names of Muswellbrook and District ex-servicemen who paid the supreme sacrifice during and since WW1 including those who went to war and returned. Some interpretive signage around the memorial would add to this feature. The memorial is also the central focus of Anzac Day services and other commemorative events in Muswellbrook. Additional seating around the Memorial is required.

In 2003 a Reconciliation Mural was erected as part of the staged re-development of Simpson Park. Additional signage directing users to the park and explaining the features of the park should be considered.

The park contains two areas with a variety of artwork The larger area has a sand soft fall area, whereas the smaller area has a fine wood chip soft fall area. Adding soft fall rubber to the smaller area would be more appropriate safety features.

2011 Recommendations

Recommended incorporating recreation paths (walk and cycle) within the site and implementing the staged planning of shade/wind-break trees.

2016 Recommendations

No recommendations.

2023 Recommendations

Develop an Integrated Asset Management Plan and Plan of Management that includes:

- Build a Tourist Information Booth
- Build a new accessible toilet block
- Install more picnic tables
- Install CCTV cameras
- Upgrade the path to the accessible walking trail and install a network fitness stations with the outdoor gym equipment along the path
- Provide rubbish bins
- Install new soft fall rubber in the smaller art work area

5.3.4 Denman Memorial Park

This park has undergone significant re-development in the last 10 years. The park is the first stop for tourists from Sydney and the park is a tourist attraction. The War Memorial, and a public art sculpture made by a local artist (with a sign describing it) are prominent features.

This site has a disabled toilet with hoist and two barbeques.

Given the park is a regular stop for tourists, directional signage from the main street to the park, walking trails connecting to the park, an information booth providing historical and cultural information about the park and the surrounding area, and a dog water station would all add to the functionality of the park.

Additional shaded seating within the playground area, and shaded seating around the War Memorial, would add to the comfort of park visitors.

2011 Recommendations

Recommended incorporating recreation paths (walk and cycle) within the site and implementing the staged planning of shade/wind-break trees.

2016 Recommendations

No recommendations.

2023 Recommendations

Develop and implement an Integrated Asset Management Plan and Plan of Management that includes the following:

- Install CCTV
- Provide more shade from the sun
- Provide a dog drinking water fountain
- Install direction signage from the main street and a tourist information shelter highlighting the towns features, its history and indigenous culture
- Build and connect accessible pathways (away from the highway) to lead to the park

5.4 Recommendations for Pocket Parks

This section provides recommendations for the following Pocket Parks:

- Hunter Park
- Sandy Hollow Park
- Eastbrook Park
- Memorial Park
- Hyde Park
- Lions Park
- Victoria Park

POCKET PARKS

Park Name	*Description*	*Recommended Improvements*
Hunter Park 	Hunter Park has a basketball hoop, swings, and BBQ. The Council has planned a $220,000 upgrade for irrigation, lighting, rubber surface, and picnic tables.	▪ Update the Hunter Park Plan of Management 1996 ▪ Install CCTV cameras ▪ Add a half basketball court or a concrete table tennis table to encourage evening use of the park ▪ Involve local community (kindergarten, schools) in the art project in the park ▪ Implement Council's planned $220K upgrades for irrigation, lighting, rubber surface, and picnic stations ▪ Provide more shade from the sun
Sandy Hollow Park 	Sandy Hollow Park is a small park upgraded in February 2022. It includes a picnic table/ shelter, a public art feature, sculptures of a Horse head and a Galah created by a local artist, a water fountain, and a natural play area with soft fall around the climbing logs.	▪ Install BBQ ▪ Develop and install interpretative signage including a map of walking and bike tracks in the "Giants Leap"
Eastbrook Links 	The Eastbrook Links Park includes a shaded playground.	▪ Install soft fall rubber in the playground ▪ Add seats and shade structures ▪ Offer Council's approved memorial plaques and park benches at a cost
Lions Park 	Lions Park has a parking bay, old playground, neglected community garden, one bin and a seat.	▪ Remove playground and install picnic facilities such as shelters barbecues and seating ▪ Install a sign with the name of the park and interpretative signage celebrating the cultural heritage of the park's name

Park Name	*Description*	*Recommended Improvements*
Memorial Park 	Memorial Park is a potential tourist attraction, currently very hard to find. The park has a remarkable war memorial path with several war memorials, a parking bay, and an old toilet block (not accessible) with poor lighting. The location is at the entrance to Muswellbrook town.	▪ Develop a Masterplan for the site ▪ Upgrade toilet block to include disabled toilet and child changing facilities ▪ large sign celebrating the entrance to the town and directing traffic to the Memorial Park as a tourist attraction ▪ Develop a tourist brochure and informative interpretive signage with a map of the memorial park, and all memorials ▪ Build a wide walking path throughout the park, accessible for wheelchairs and scooters ▪ Build a noise embankment wall with war memorial information and images ▪ Install benches and lighting (24/7) along the walking path
Hyde Park 	Hyde Park includes a playground.	▪ Upgrade playground and install soft fall rubber ▪ Upgrade toilets to make them accessible ▪ Change the gravel surface of the existing pathway to concrete to make it more accessible for wheelchairs and scooters ▪ Install a ramp to the existing path to make it accessible ▪ Install solar lighting bollards along the path and connect it with the Denman Wetlands path
Victoria Park 	The Victoria Park playground is a gated enclosure at Victoria Park sports fields. The playground is adjacent to the Stan Thiess Centre, which may be booked for private functions, making this a good option for children's birthday parties. Please refer to the Victoria Park Sportsground for more information.	▪ Install soft fall rubber in the playground ▪ Install outdoor gym/fitness equipment (suitable for children 12+ years old and adults)

	Recommendation	*Est. Cost*	*Priority*
Additional Sport & Recreational Activities	1.1 Council to collaborate with the private and not for profit sector to provide free or low-cost group activities targeting the local community public health issues.		
	1.2 Council to seek grant funding, BHP donations and/or allocate budget to install outdoor gym/fitness stations in local parks, that can be used by both children and adults.		
	1.3 Council to seek and apply for grant funding to upgrade existing sports clubs and facilities to cater for increased participation in tennis, football (soccer), swimming, and other emerging popular sports.		
	1.4 Council to collaborate with Cricket Australia and Cricket NSW to grow participation in local cricket.		
	1.5 Council to investigate alliance with Swim Australia, Swimming NSW, the Australian Sports Foundation, and the NSW Office of Sport to access more swim and water exercise instructors and to increase community participation in swimming.		
Additional Sport & Recreational Activities	2.1 Undertake an Aged Recreation Needs Assessment Study to determine the recreation needs of the 65+ years community.		
	2.2 Undertake a cultural diversity recreation needs assessment to determine the recreation needs of the culturally and linguistically diverse (CALD) community .		
Additional Strategic Plans	3.1 Develop a site-specific Integrated Asset, Operation and Business Management Plan for each leisure facility, and sports ground. Each Plan should make provisions for the following: ▪ Maintenance protocol ▪ Scheduled upgrades ▪ Solar lights, rainwater tanks, CCTV ▪ QR Codes and links to website to provide operating hours, activities, and fees ▪ Disabled access to all facilities ▪ Potential economic strategies and collaborative partnership such as cafes, retail outlets, function hire		

	Recommendation	*Est. Cost*	*Priority*
	3.2 Update Operation Plans for each regional park and pocket park. Each plan should make provisions for the following: ▪ Maintenance protocols ▪ Scheduled upgrades ▪ Solar lights, rainwater tanks, CCTV ▪ QR Codes and links to website to provide information about the site and protocol for reporting damage and/or vandalism ▪ Disabled access to all facilities		
LEISURE FACILITIES			
L. 1. Muswellbrook Aquatic Centre	L1.1 Undertake an Energy Audit to investigate the installation of additional solar panels.		
	L1.2 Develop an Integrated Asset, Operations and Business Develop Plan that includes the following additional items: ▪ Lost cost/subsidised swimming lessons ▪ Swimming club and squad training cost and useGym cost, opening hours, programs offered, and Council' support ▪ Water aerobics and gentle exercise in water programs offered ▪ 65+ programs and activities ▪ Expanded rehabilitation programs, function hire and retail services		
L. 2. Muswwellbrook Indoor Sports Centre	L 2.1 Develop an Integrated Assets, Operations and Business Management Plan that includes the following additional items: ▪ Install air-conditioning to the basketball stadium ▪ Replace the dance studio floor with wooden floor ▪ Upgrade toilets and showers ▪ Revamp the building entrance		
	L2.2 Collaborate with Schools and Community Groups to add murals and other artwork on external walls and concrete picnic tables by local User Groups, Community Groups and Schools		

	Recommendation	*Est. Cost*	*Priority*
L. 3. Denman Memorial Pool	L.3.1.Undertake an Energy Audit to investigate the need for solar panels.		
	L.3.2 Develop an Integrated Assets, Operations and Business Management Plan that includes the following additional items: ▪ Separate the basketball area from the pool so that they operate independently ▪ Install solar lights for the basketball area ▪ Integration and collaborative arrangements with the proposed Denman Tourist Park ▪ Install a ramp for patrons with infants or disabled children to access the pool ▪ Demolition of existing building and construction of new purpose-built venue housing a café, retail outlet, change rooms and amenities		
L.4. Denman Indoor Sports Centre	L.4.1 Develop an Integrated Assets, Operations and Business Management Plan that includes the following additional items: ▪ Install industrial fans, air-conditioning and upgraded to the basketball stadium ▪ Create an air-conditioned indoor gym and fitness space above the squash courts, that is wheelchair accessible ▪ Renovate squash courts and lounge space ▪ Install a commercial kitchen and retail/café outlet ▪ Investigate marketing for function and events		
	L.4.2 Expand activities at the site such as dance, yoga, art/craft, soccer, and boxing.		

	Recommendation	*Est. Cost*	*Priority*
SPORTS GROUNDS			
S.1. Bowman Park	S.1.1 Develop site as a passive recreation area.		
	S.1.2 Install a playground, skate park and walking trails.		
	S 1.3 Revegetate the site and install walking trails/ paved footpaths for passive activities.		
	S.1.4 Install a dog park.		
	S 1.5 Collaborate with and involve local schools, the adjacent childcare centre, and Community Groups to add street art to the park celebrating the local area (e.g. a mural on paved areas)		
S. 2. Denman Gold Club	S.2.1 Develop an Integrated Assets, Operations and Business Management Plan that includes the following additional items: ▪ Replace the current clubhouse with a new air-conditioned, energy efficient, building including pro shop, commercial kitchen, and a function room for corporate and private functions		
	S.3.1 Develop an Integrated Assets, Operations and Business Management Plan that includes the following additional items: ▪ Install rainwater tanks to re-use stormwater for irrigation ▪ Build one additional multi-purpose court (tennis/ basketball/futsal) ▪ Install a cover /roof for the grandstand seating ▪ Construct a larger car park and bitumen ▪ Install a tennis hitting wall for free access 24/7 ▪ Audit the Pony Club AUSCO building if it is insulated and appropriate to be used in winter ▪ Install a walking trail, connecting the recreation ground, the Pony Club, and Denman Rugby League Clubroom ▪ Fence off the nearby green lake (re-used water)		

	Recommendation	*Est. Cost*	*Priority*
S.4 Hyde Park	S.4.1 Develop an Integrated Assets, Operations and Business Management Plan that includes the following additional items: ▪ Seal the pathway surface and install wheelchair ramps to facilitate disabled access ▪ Explore adding solar lighting bollards along the path, connecting the path with the Denman Wetlands ▪ Install soft fall rubber to the playground ▪ Install outdoor fitness/gym stations for adults and children ▪ Upgrade the public toilet to make it disability accessible		
S.5 Highbrook Park	S.5.1 Develop an Integrated Assets, Operations and Business Management Plan that includes the following additional items: ▪ Install outdoor gym/fitness equipment in front of the entrance to the sports clubhouse, in the unused grassed area ▪ Undertake an Occupation Health and Safety Audit of the clubhouse facility, especially storage (accessible by ladder) and showers ▪ Install more shade structures ▪ Replace bark with soft fall rubber in the playground area ▪ Add outdoor gym stations within the playground area		

	Recommendation	*Est. Cost*	*Priority*
S.6. Karoola Park	S.6.1 Develop an Integrated Assets, Operations and Business Management Plan that includes the following additional items: ▪ Construct a playground to the standard of Highbrook Park, with a scooter loop ▪ Install solar lighting in the car park and along the footpath connecting the car park with the courts, ▪ Build an accessible ramp from the car park to the courts ▪ Upgrade the courts, so they can be used for pickleball, tennis, and basketball ▪ Install outdoor gym/fitness equipment lit by solar lights and accessible 24/7 ▪ Build an accessible public toilet, with a rainwater tank, CCTV, and solar panels ▪ Replace the BMX track with a cycling/walking pathway connecting with other parks and schools ▪ Upgrade the dog park with a dog waste station, solar lighting, permanent rubbish bin, signage alerting people to pick up and dispose the dog waste ▪ Build a dog wash pay station, also called "Evolution Dog Wash"		
S.7 Olympic Park	S.7.1 Develop the site in accordance with the 2018 Masterplan.		
	S.7.2 Develop an Integrated Assets, Operations and Business Management Plan that includes the following additional items: ▪ Explore Velodrome's potential to become an educational historical precinct, and a tourist attraction for cycling enthusiasts in Australia ▪ Consider using the Velodrome area for the Remote-Control Racing Australia (RCRA) clubs, drones, and other future emerging recreational activities ▪ Install rainwater tanks, water stations, and outdoor gym/fitness stations		

	Recommendation	*Est. Cost*	*Priority*
S.8 Victoria Park	S.8.1 Develop an Integrated Assets, Operations and Business Management Plan that includes the following additional items: ▪ Build drainage for the soccer field and improve drainage near the canteen ▪ Renovate the Stan Thiess Centre to include air-conditioning, disabled access, and solar panels ▪ Replace the white picket fence with a cyclone mesh wire fence as per Cricket Australia recommendations, ▪ Replace halogen lights with LED ▪ Build a storage shed for chemicals and mowing equipment ▪ Upgrade kitchen to a commercial standard ▪ Replace old seats with new aluminium seats, ▪ Install shade structures ▪ Upgrade the playground with a soft fall rubber, and install outdoor gym/fitness equipment ▪ Install a scoreboard ▪ Upgrade the toilet block, and the disabled toilet		
S.9 Volunteer Park	S 9.1 Develop an Integrated Assets, Operations and Business Management Plan that includes the following additional items: ▪ Install a scoreboard, as recommended by Cricket Australia ▪ Change the white picket fence to a cyclone mesh wire fence as recommended by Cricket Australia ▪ Upgrade the existing playground to the Highbrook Park standard ▪ Install lighting ▪ Build a public toilet and BBQ, so the park can be used for community and school events ▪ Install outdoor fitness stations / gym equipment for adults, next to the playground ▪ Build a dog park and Install directional signage for dog users ▪ Install drinking fountains for dogs and humans		

	Recommendation	*Est. Cost*	*Priority*
S.10 Weeraman Fields	S.10.1 Develop an Integrated Assets, Operations and Business Management Plan that includes the following additional items: ▪ Investigate land stability of training field located on top of former landfill ▪ Explore possibility of playing outdoor hockey using top field ▪ Irrigate the training field ▪ Improve drainage for both fields and car park ▪ Build a shaded playground, including outdoor gym/ fitness equipment, and drinking water stations ▪ Upgrade halogen field lighting to LED ▪ Install coach boxes ▪ Replace shipping containers with a purpose-built storage shed ▪ Build shaded spectator seating, a walking track, and edible community gardens around the grounds ▪ Upgrade the clubhouse with a commercial kitchen, bar, solar panels, water stations, CCTV cameras, more lighting, and sharps disposal bins in all toilets		
REGIONAL PARKS			
RP. 1 Highbrook Park Playground	RP.1.1 Install rainwater tank and solar panels.		
	RP. 1.2 Install water play / sensory play equipment.		
	RP.1.3 Add soft fall rubber to replace bark.		
	RP .1.4 Upgrade the learn to cycle track.		
	RP .1.5 Install CCTV camera.		
	RP. 1.6 Install lighting in the playground and in the adjacent car park.		
RP.2 Simpson Park	RP.2.1 Build a Tourist Information Booth.		
	RP.2.2 Build a new accessible toilet block.		
	RP. 2.3 Install more picnic tables.		
	RP.2.4 Upgrade the path to the accessible walking trail and replace the natural rocks with fitness stations with the outdoor gym equipment.		
	RP.2.5 Provide rubbish bins.		

	Recommendation	*Est. Cost*	*Priority*
	RP.2.6 Install new soft fall rubber in the playground.		
	RP.2.7 Fence the play area for children.		
RP.3 Denman Memorial Park	RP.3.1 Provide more shade from the sun.		
	RP.3.2 Provide a dog drinking water fountain.		
	RP.3.3 Install direction signage from the main street and a tourist information shelter highlighting the towns features, its history and indigenous culture.		
	RP.3.4 Build and connect accessible pathways (away from the highway) to lead to the park.		
PP1 Hunter Park	PP.1.2 Update the Hunter Park Plan of Management 1996.		
	PP.1.2 Install CCTV cameras.		
	PP.1.3 Add a half basketball court or a concrete table tennis table to encourage evening use of the park.		
	PP.1.4 Involve local community (kindergarten, schools) in the art project in the park.		
	PP.1.5 Implement Council's planned $220K upgrades for irrigation, lighting, rubber surface, and picnic stations.		
	PP.1.6 Provide more shade from the sun,		
	PP.1.7 Install direction signage from the main street and a tourist information shelter highlighting the towns features, its history and indigenous culture.		
	PP.1.8 Build and connect accessible pathways (away from the highway) to lead to the park.		
PP 2 Sandy Hollow Park	PP. 2.1 install BBQ,		
	PP.2.2 Develop and install interpretative signage including a map of walking and bike tracks in the "Giants Leap".		
	PP.2.3 Install outdoor gym/fitness stations suitable for children/youth/adults.		
PP 3 Eastbrook Links	PP.3.1 Install soft fall rubber in the playground.		
	PP.3.2 Add seats and shade structures.		
	PP.3.3 Offer Council's approved memorial plaques and park benches at a cost.		

	Recommendation	*Est. Cost*	*Priority*
PP 4 Memorial Park	PP.4.1 Upgrade toilets to make them accessible.		
	PP.4.2 Install a large sign celebrating the entrance to the town and directing traffic to the Memorial Park as a tourist attraction.		
	PP.4.3 Commission a heritage study to investigate the history of the park, memorials, and the OAK - old milk factory.		
	PP.4.4 Develop a tourist brochure and informative interpretive signage with a map of the memorial park, and all memorials.		
	PP.4.5 Build a wide walking path throughout the park, accessible for wheelchairs and scooters.		
	PP.4.6 Build a noise embankment wall.		
	PP.4.7 Install benches and lighting (24/7) along the walking path.		
PP 5 Hyde Park	PP 5.1 Install soft fall rubber in the playground.		
	PP.5.2 Upgrade toilets to make them accessible.		
	PP. 5.3 Change the gravel surface of the existing pathway to concrete to make it more accessible for wheelchairs and scooters.		
	PP. 5.4 Install a ramp to the existing path to make it accessible.		
	PP. 5.4 Install solar lighting bollards along the path and connect it with the Denman Wetlands path.		
PP 6 Lions Park	PP.6.1 Upgrade the community garden into a low maintenance edible garden (e.g., herbs)/ indigenous food garden.		
	PP. 6. 2 Upgrade the playground, replace the old equipment, and add outdoor gym/fitness equipment.		
	PP.6.3 Install a sign with the name of the park and interpretative signage celebrating the cultural heritage of the park's name.		
	PP.7.1 Install soft fall rubber in the playground.		
	PP.7.2 Install outdoor gym/fitness equipment (suitable for children 12+ years old and adults).		

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10.3.2. Acquisition of Crown Land - Skellatar Stock Route

Attachments:	Nil
Responsible Officer:	Derek Finnigan - General Manager
Author:	Matthew Lysaught (Director Property & Place)
Community Plan Issue:	*2 - Social Equity and Inclusion*
Community Plan Goal:	Effective and efficient infrastructure that is appropriate to the needs of our community.
Community Plan Strategy:	2.1.2 - Promote and facilitate increased participation in active and passive recreation activities. 5.1.4 - Maintain and continually improve community infrastructure across the Shire. 2.6.1.2 - Construct the new Muswellbrook Youth Venue.

PURPOSE

To progress a Development Approval condition for DA 99/2021 Alterations and Additions to Muswellbrook Indoor Sports/Youth Centre.

OFFICER'S RECOMMENDATION

Council APPROVES:

1. Proceeding with compulsory acquisition of the land described as Part Lot K/DP25666 for the purpose of building a Youth Centre in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991;
2. Making an application to the Minister for Local Government and/or Governor of NSW for permission to compulsorily acquire Part Lot K/DP25666 under section 186(1) of the Local Government Act 1993; and
3. That the land be classified as community land under section 31 of the Local Government Act 1993.

Moved: _____ Seconded: _____

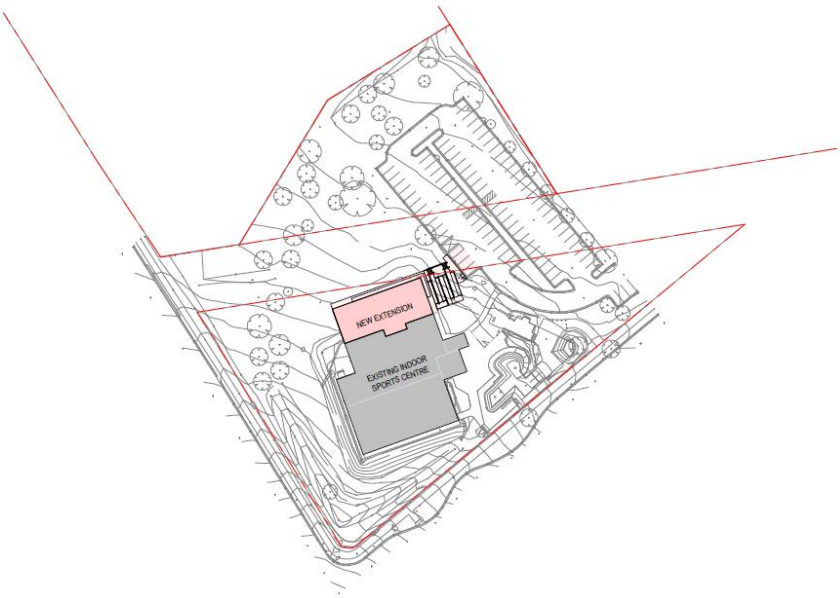
BACKGROUND

Muswellbrook Indoor Sports Centre is located on the corner of Rutherford Road and Cassidy Avenue on a parcel of land titled Lot 802/DP1189685. This lot is bisected by Lot K/DP25666, which is Crown Land. Lot K/DP25666 extends from Rutherford Road, across Cassidy Avenue, and up to Adams Street. It was once part of a Travelling Stock Route and is split into two areas by Cassidy Avenue.

The section of the Crown Lot K/DP25666 from Cassidy Avenue to Rutherford Road is zoned RE1 Public Recreation, whilst the balance from Cassidy Avenue through to Adams Street is zoned R1 General Residential.

Council has development approved plans DA 99/2021 to extend the Muswellbrook Indoor Sports Centre to incorporate a Youth Centre which, is currently in detailed design to be able to tender for construction in the new year.

Part of the extension of the building, as well as footpaths and an access ramp, encroaches on to the parcel of land that is Crown Land. Council's car park that services the Muswellbrook Indoor Sports Centre is also located over Part Lot K/DP25666.



Council contacted Crown Lands to seek Owner's Consent to the proposed development and advice for the future tenure/management of this lot. Crown Lands advised that acquisition by council of Part Lot K/DP25666 that bisects the Council owned land is the best course of action. The Development Approval for this development has conditioned the acquisition of Part Lot K/DP25666.

CONSULTATION

Acting Property Officer – Community, Sport, and Recreation

REPORT

To compulsorily acquire land, Council must make an application to the Minister for Local

Government to seek permission to proceed with the compulsory acquisition of the land. This application needs to include a copy of the minutes from a Council Meeting where Council has agreed to:

a) Compulsorily acquire Part Lot K/DP25666; and

b) Make an application to the Minister for Local Government and/or Governor of NSW for permission to compulsorily acquire Part Lot K/DP25666.

The Youth Centre will be an important facility for the youth of Muswellbrook Shire. It will incorporate meeting spaces, a counselling room, games room, computer stations, and a kitchen. It will provide young people with a new dedicated space, and will leverage off the existing facilities at the Muswellbrook Indoor Sports Centre including the skatepark.

It is recommended that Council compulsorily acquires the land described as Part Lot K/DP25666 and apply to the Minister for Local Government for permission to proceed with the compulsory acquisition of this land.

OPTIONS

Council could decide not to acquire Part Lot K/DP25666 and amend the design for 'Alterations and Additions to Muswellbrook Indoor Sports/Youth Centre', however the issue of Council's car park over the lot would remain unresolved.

CONCLUSION

It is recommended that Council acquires the land described as Part Lot K/DP25666.

SOCIAL IMPLICATIONS

The Youth Centre will provide a new facility and consolidate the availability of facilities and services for young people in Muswellbrook Shire.

FINANCIAL IMPLICATIONS

The available 2023-24 capital budget for the project is $1,177,394.

POLICY IMPLICATIONS

Nil known.

STATUTORY IMPLICATIONS

Just Terms Compensation Act 1991

Local Government Act 1993

LEGAL IMPLICATIONS

Legal advice will be sought as part of the acquisition process.

OPERATIONAL PLAN IMPLICATIONS

'2.6.1.2 Construct the new Muswellbrook Youth Venue', *Muswellbrook Shire Council - 2023/2024 Operational Plan*

RISK MANAGEMENT IMPLICATIONS

To be managed as part of the construction project.

WASTE MANAGEMENT IMPLICATIONS

Nil known.

COMMUNITY CONSULTATION/MEDIA IMPLICATIONS

To be determined.

10.3.3. Karoola Park - Optus Tower Proposed Location

Attachments:	1. S 4928 MUSWELLBROOK NORTH DSL Rev 01 20231205 [**10.3.3.1** - 4 pages]
Responsible Officer:	Matthew Lysaught - Director Property & Place Derek Finnigan - General Manager
Author:	Cameron O'Brien – Trainee Property Officer
Community Plan Issue:	*5 - Community Infrastructure*
Community Plan Goal:	Effective and efficient infrastructure that is appropriate to the needs of our community.
Community Plan Strategy:	5.1.3 - Facilitate investment in high quality community infrastructure necessary to a Regional Centre.
	Not applicable

PURPOSE

To consider a proposal from Singtel Optus Pty Limited (Optus) to build a telecommunications facility in Karoola Park, Muswellbrook, and provide or refuse property owner's consent.

OFFICER'S RECOMMENDATION

Council provides owner's consent for the proposal from Singtel Optus Pty Limited (Optus) to build a telecommunications facility in Karoola Park, Muswellbrook.

Moved: _____ Seconded: _____

BACKGROUND

Optus has appointed Indara Digital Infrastructure to address mobile coverage and network issues by establishing additional sites to support Optus' increasing customer demand. This includes identifying a suitable site in the northern area of Muswellbrook for installation and operation of telecommunications facilities.

Downer Group is one of Indara's consulting design and constructions firms which specialises in telecommunications infrastructure. This team is responsible for managing the project from the initial site identification phase, through the design and town planning phase, and finally the physical construction of the infrastructure and associated telecommunications equipment.

The equipment includes a 40 -meter high Indara monopole, Optus outdoor cabinets, contained within an in 11.6 x 9.6 metre Indara compound. The total area would be approximately 12 x 10 metres.

Staff met with the consultants and Optus representatives in October 2023 at several locations, including Victoria Park, Weeraman Fields, and Karoola Park. It was considered that Karoola Park would be the most suitable location. Weeraman Fields was outside the coverage area required, as shown below, and Victoria Park already has the Telstra Tower.

It was considered that the passive nature of Karoola Park, the size, and vegetation of trees may provide a suitable site for a telecommunications tower.

CONSULTATION

Downer Group

Director of Property and Place

Technical Officer Recreation and Property

REPORT

Downer Group, on behalf of Optus, is proposing the construction of a telecommunications facility in Karoola Park, near the existing BMX track. Attached to the report is the Optus Tower Concept Plan *S 4928 MUSWELLBROOK NORTH DSL Rev 01 20231205.*

Subject to owner's consent, Downer will enter into lease negotiations with Council, submit a development application, and Council will advertise the proposed lease, as the land is classified as community land.

The proposed lease arrangement is anticipated to be similar to the Telstra Tower arrangement at Victoria Park. Under the Local Government Act 1993, Council may lease community land for a public purpose. The proposed lease would be for less than 5 years, and would be notified and publicly exhibited.

The development assessment of the proposal would be conducted independently to Council's role as property owner.

OPTIONS

Council may provide or refuse property owner's consent.

CONCLUSION

It is recommended that Council provides owner's consent. The development application would be assessed independently of Council's role as owner of the subject property.

SOCIAL IMPLICATIONS

The telecommunications facility will assist with telecommunications coverage. The expected revenue will contribute to Council's capacity to maintain passive areas.

FINANCIAL IMPLICATIONS

The lease arrangement would be similar to that associated with the Telstra Tower at Victoria Park.

POLICY IMPLICATIONS

Council Development Conflict of Interest Management Policy - MSC35E

STATUTORY IMPLICATIONS

Local Government Act 1993.

Local Government General Regulation 2021.

LEGAL IMPLICATIONS

Legal advice will be obtained in the preparation of lease documents.

OPERATIONAL PLAN IMPLICATIONS

'5.1.4 Maintain and continually improve community infrastructure across the Shire', *2023/2024 Operational Plan – Muswellbrook Shire*

RISK MANAGEMENT IMPLICATIONS

The installation of the telecommunications tower would be subject to development approval.

WASTE MANAGEMENT IMPLICATIONS

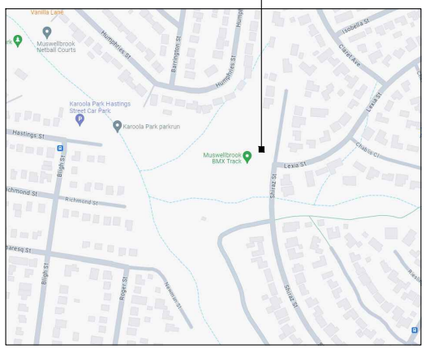
Nil.

COMMUNITY CONSULTATION/MEDIA IMPLICATIONS

To be determined.

N
MGA

PROPOSED
INDARA SITE



LOCALITY MAP

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NOTE:
THIS DRAWING IS DIAGRAMMATIC ONLY AND SHOULD NOT BE SCALED. DIMENSIONS, COORDINATES, AND LEVELS SHOWN ARE NOMINAL AND SUBJECT TO CONFIRMATION BY SURVEYOR.

13
DP 1080309

1
P2

SHIRAZ STREET

LEXIA STREET

PROPOSED INDARA INSTALLATION

PROPOSED ACCESS ROUTE

REMOVE EXISTING BOLLARDS (2-OFF)

PROPOSED EWP SETUP LOCATION

PROPOSED OPTUS U/G FIBRE LINE (INDICATIVE ONLY)

PROPOSED OPTUS U/G POWER LINE (INDICATIVE ONLY)

EXISTING BOLLARDS (TYP.)

EXISTING BUILDING (TYP.)

EXISTING POWER POLE

EXISTING BMX TRACK

EXISTING TREE (TYP.)

EXISTING O/H POWER LINE

EXISTING POWER POLE

LEGEND

- PROPERTY BOUNDARY
- INDARA LEASE LINE
- FENCE
- OPTUS FIBRE OPTIC
- OPTUS ELECTRICITY
- O/H POWER SUPPLY

OVERALL SITE PLAN

SCALE 1:1000

DRAFT

Rev	Date	Revision Details	Consultant	CAD	Designer	Verifier	Approver
01	29.11.23	ISSUED FOR APPROVAL	INDARA	JM	JMB	GH	PM

Client: indara DIGITAL INFRASTRUCTURE

Project: INDARA DIGITAL INFRASTRUCTURE
BUN No:- 3503282 - X
MUSWELLBROOK NORTH
COOK STREET

Drawing Title: OVERALL SITE PLAN

Drawing Status: FOR APPROVAL

Drawing No. 3503282-P1

Revision 01

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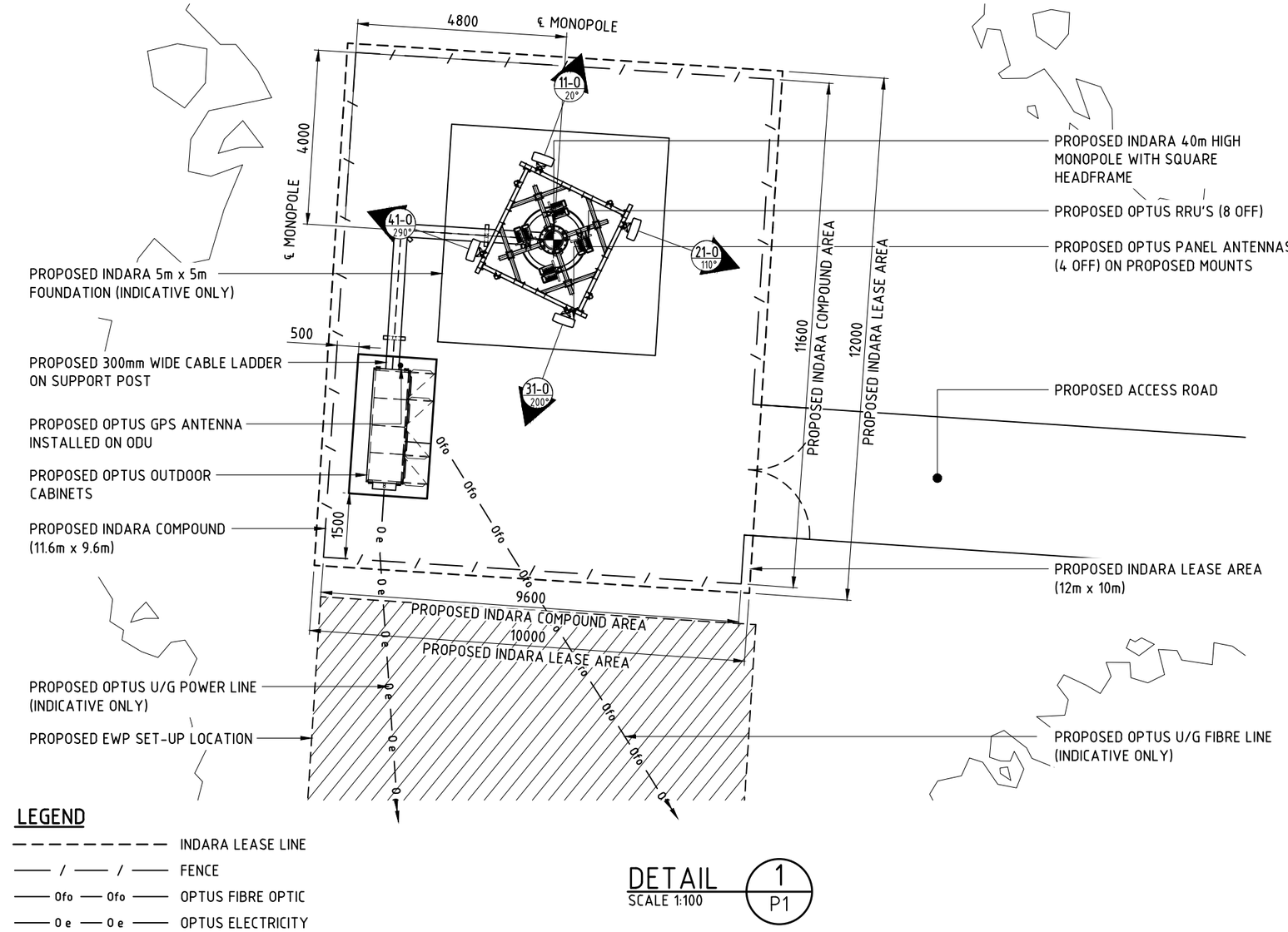
A3



ANTENNA LEGEND

ID 0° — PROPOSED OR REPLACE

DATUM POINT	GDA94 CO-ORDINATES		ZONE	GROUND LEVEL
⊕	LATITUDE	-32.255188°	56	A.H.D RL. 172.0m EL 0.0m
	LONGITUDE	150.897452°		

SITE ADDRESS:
LOT 13 DP1080309
COOK STREET
MUSWELLBROOK, NSW, 2333

BUN NO: 3503282
CARRIER SITE ID: S4928
RFNSA NO: 2333032
eJV NO: XXXXX

NOTES:

1. **SITE DESIGN VISIT** 09/11/2023
2. **BUSHFIRE PRONE AREA -** NO
3. **FLOOD PRONE AREA -** NO
4. **INDARA MONOPOLE**
   40m HIGH STEEL/OUTDOOR MONOPOLE
5. **CARRIER EQUIPMENT SHELTER/OUTDOOR CABINET**
   OPTUS OUTDOOR CABINETS, 4-BAY, INSTALLED ON NEW CONCRETE SLAB
   CARRIER HEADFRAME
   CARRIER SQUARE HEADFRAME AT 41.60m,
   ANTENNA ℄ AT 41.60m
   SECTOR 1 - 20°, SECTOR 2 - 110°, SECTOR 3 - 200°, SECTOR 4 - 290°
6. **TRANSMISSION (CARRIER)**
   PROPOSED FIBRE
7. **SITE ACCESS AND SECURITY**
   SECURITY FENCE WITH BARBED WIRES WITH 3m ACCESS GATE.
8. **FEEDERS/HYBRID CABLES MANAGEMENT**
   9/18 MLEH (3-OFF) HYBRID CABLE, LENGTH 50m.
9. **ANTENNA ACCESS**
   EWP ONLY
10. **MAINS POWER**
    THREE PHASE SUPPLY IS TO BE CONFIRMED WITH POWER SUPPLIER. CABLE RUN IS EXPECTED TO BE 70m (TBC) UNDERGROUND .
11. **SERVICES**
    EXISTING UNDERGROUND ASSETS TO BE CONFIRMED
12. **SITE SPECIFIC REQUIREMENTS**
    TBC.

LEGEND

- INDARA LEASE LINE
- / — / — FENCE
- 0fo — 0fo — OPTUS FIBRE OPTIC
- 0 e — 0 e — OPTUS ELECTRICITY

DETAIL 1/P1
SCALE 1:100

DRAFT

Rev	Date	Revision Details	Consultant	CAD	Designer	Verifier	Approver
01	29.11.23	ISSUED FOR APPROVAL	INDARA	JM	JMB	GH	PM

Client: indara DIGITAL INFRASTRUCTURE

Project: INDARA DIGITAL INFRASTRUCTURE
BUN No:- 3503282 - X
MUSWELLBROOK NORTH
COOK STREET

Drawing Title: DRAFT SITE LAYOUT

Drawing Status: FOR APPROVAL
Drawing No. 3503282-P2
Revision 01

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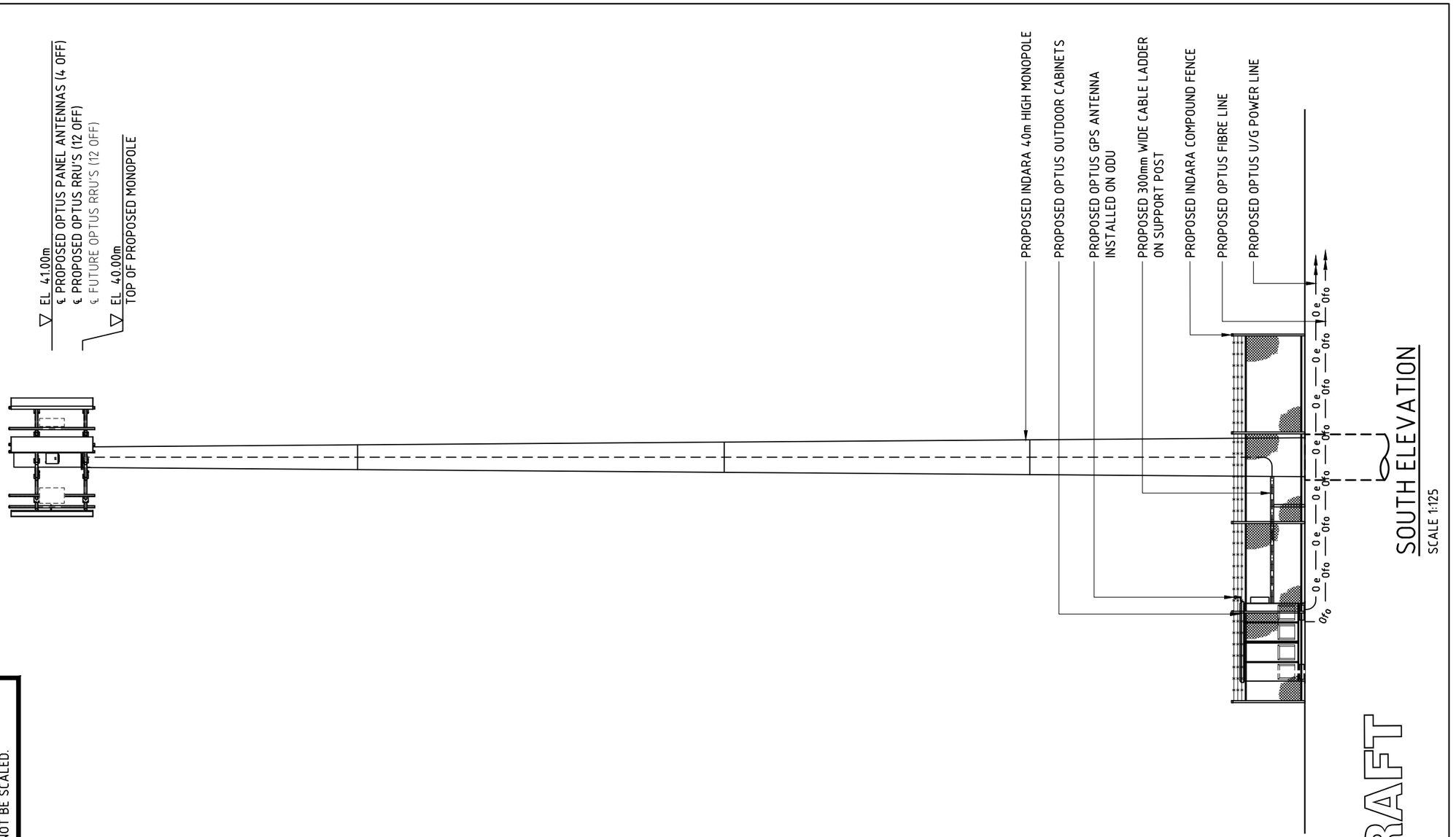

SOUTH ELEVATION

SCALE 1:125

DRAFT

NOTE:
THIS DRAWING IS DIAGRAMMATIC ONLY AND SHOULD NOT BE SCALED.

Rev	Date	Revision Details	Consultant	CAD	Designer	Verifier	Approver
01	29.11.23	ISSUED FOR APPROVAL	INDARA	JM	JMB	GH	PM

Client: indara DIGITAL INFRASTRUCTURE

Project:
INDARA
DIGITAL INFRASTRUCTURE
BUN No:- 3503282 - X
MUSWELLBROOK NORTH
COOK STREET

Drawing Title:
DRAFT SITE ELEVATION

Drawing Status:	Drawing No.	Revision
FOR APPROVAL	3503282-P3	01

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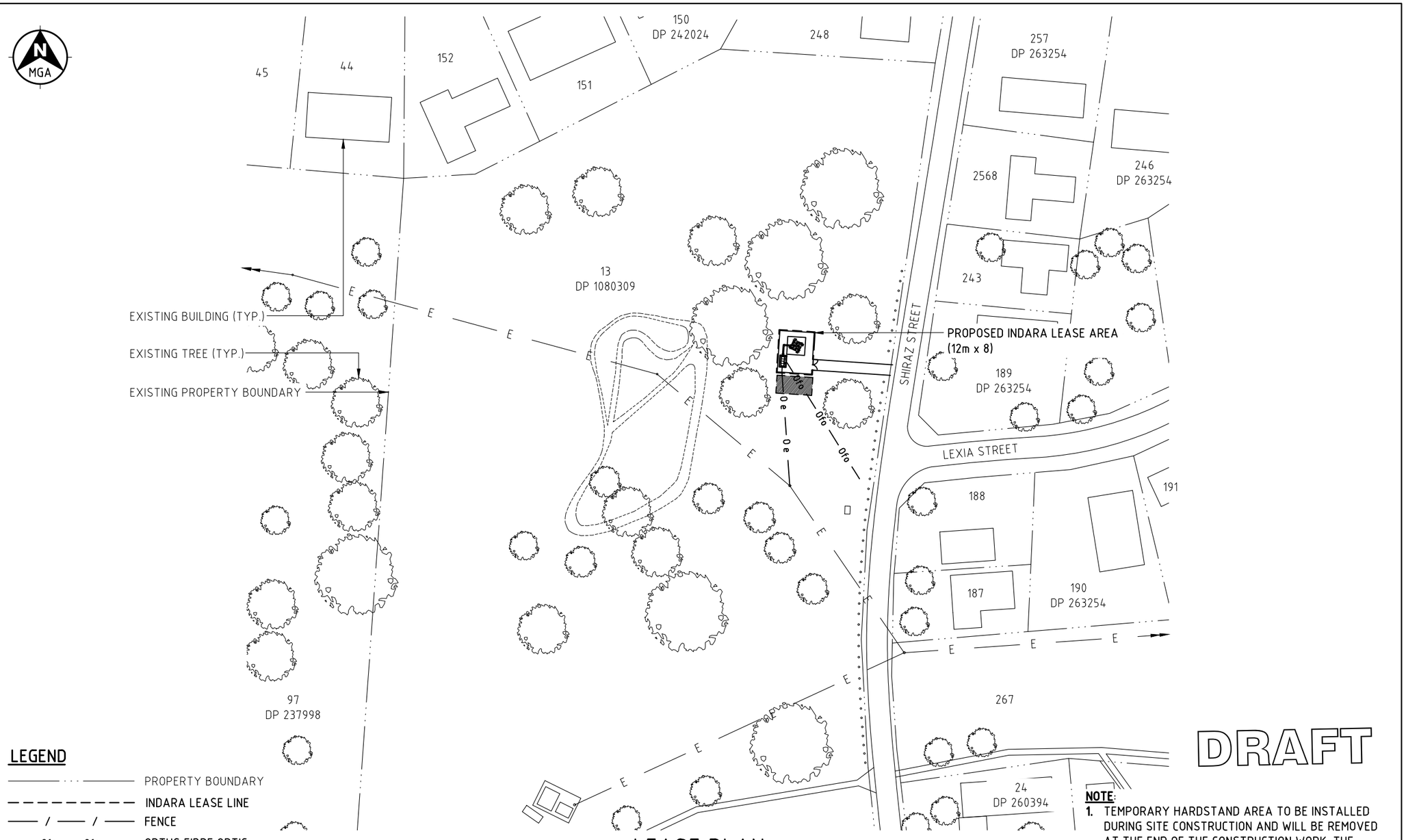

LEASE PLAN

SCALE 1:1000

DRAFT

NOTE:

1. TEMPORARY HARDSTAND AREA TO BE INSTALLED DURING SITE CONSTRUCTION AND WILL BE REMOVED AT THE END OF THE CONSTRUCTION WORK. THE LAND WILL BE RESTORED TO ITS PREVIOUS CONDITION INCLUDING RE-TURFING.

Rev	Date	Revision Details	Consultant	CAD	Designer	Verifier	Approver
01	29.11.23	ISSUED FOR APPROVAL	INDARA	JM	JMB	GH	PM

Client: indara DIGITAL INFRASTRUCTURE

Project: INDARA DIGITAL INFRASTRUCTURE
BUN No:- 3503282 - X
MUSWELLBROOK NORTH
COOK STREET

Drawing Title: DRAFT LEASE PLAN

Drawing Status: FOR APPROVAL

Drawing No.: 3503282-L1

Revision: 01

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10.3.4. Major Projects Status Report

Attachments:	1. CURRENT 2023 2024 CI Capital Works Hybrid [**10.3.4.1** - 6 pages]
Responsible Officer:	Derek Finnigan - Acting General Manager
Author:	Matthew Lysaught (Director Property & Place)
Community Plan Issue:	*5 - Community Infrastructure*
Community Plan Goal:	Effective and efficient infrastructure that is appropriate to the needs of our community.
Community Plan Strategy:	1.4.1 - Complete current infrastructure projects and identify future opportunities for the Shire.
	Not applicable

PURPOSE

To provide for Council's information the monthly Major Projects Status Report for December 2023.

OFFICER'S RECOMMENDATION

Council NOTES the information contained in the report.

Moved: _____ Seconded: _____

BACKGROUND

A monthly tabular report is provided with status updates and information on major community infrastructure projects.

CONSULTATION

Respective project managers.

REPORT

The Major Projects Status Report is attached for the information of Councillors as at 11 December 2023.

Each iteration of the report is reviewed to improve the communication of status updates against Council's Delivery Program and 2023–2024 Operational Plan.

OPTIONS

Council may request further information on respective projects.

CONCLUSION

It is recommended that the information contained in the report be noted.

SOCIAL IMPLICATIONS

To provide infrastructure that is well-planned and appropriate for the needs of our community.

FINANCIAL IMPLICATIONS

Nil known.

POLICY IMPLICATIONS

Nil known.

STATUTORY IMPLICATIONS

Nil known.

LEGAL IMPLICATIONS

Nil known.

OPERATIONAL PLAN IMPLICATIONS

'1.4.1 Complete current infrastructure projects and identify future opportunities for the Shire', *Muswellbrook Shire 2023–2024 Operational Plan.*

RISK MANAGEMENT IMPLICATIONS

Risk implications are considered and assessed for major projects.

WASTE MANAGEMENT IMPLICATIONS

Waste management plans are developed and implemented for applicable projects.

COMMUNITY CONSULTATION/MEDIA IMPLICATIONS

Subject to the type and scale of the project, Council consults and provides communications to the community.

PROJECT NUMBER	PROJECT	PROJECT STAGE INVESTIGATION (I) DESIGN (D) CONSTRUCTION (C)	GL Number	BUDGET ESTIMATE	FY BUDGET ALLOCATION	WORKS INSURANCE	PLANNED START	PLANNED COMPLETION	START	COMPLETION	STATUS AS AT 11 DECEMBER 2023
MULTIPLE YEAR PROJECTS											
Olympic Park											
2019-2020-0417	**Olympic Park Amenities and Grandstand**	**D & C**	3710.7824.504	**$8,150,000**	**$3,505,706**	Existing Cover to $2M	Jan-21	Dec-24	Jan-21		The Development Application for the Olympic Park amenities and grandstand design is under planning assessment. The Olympic Park Development Advisory Committee is meeting monthly or as required. An Event Management Plan suite has been developed to address outstanding issues raised by the Regional Planning Panel. The details of the Australian Government Grant Application were reported to the September Ordinary Council meeting for the application under the Priority Community Infrastructure Program (PCIP) and was submitted on 30 October 2023.
2021-2022-0520	**Olympic Park Field Improvements**	**D & C**	3710.1405.504	**$1,500,000**	**$933,904**	Existing Cover to $2M	Jul-22	Dec-24	Jul-22		Draft drainage and irrigation designs have been prepared for Olympic Park field improvements. Discussions have been held with funding bodies to align grant and project milestones. Council is awaiting formal feedback on these discussions following the lodgment of PCIP grant programme.
TBA	**Olympic Park Projects**	**D**	3710.1405.504	**TBD**	**$56,848**	Existing Cover to $2M	Jul-22	Dec-24			Design for Olympic Park Funds has been allocated for investigation and design of other precinct stages including precinct landscape design. Fencing has been installed has been in around the Olympic Park Bridge which expends this Financial Year allocation. Separately Crown Lands, Department of Planning and Environment have provided consent for the draft Plan of Management - Olympic Park Precinct to be placed on public exhibition.
Regional Entertainment and Conference Centre											
2020-2021-0463	**Regional Entertainment and Conference Centre - ENABLING WORKS**	**D & C**	3690.5433.504	**TBD**	**TBD**	TBA	Oct-21	Jun-26	Oct-21		Development Application (DA) is being prepared for demolition of Bridge Street buildings to be lodged following the endorsement by CBD 7 - Pocket Park concept design at the May 2023 Ordinary Council meeting. Request for Quotation (RFQ) process for removal of hazardous waste from the Bridge Street buildings completed. Contract for removal of Hazardous materials awarded to Fenech Demolition. Development Application documentation pack progressing. Stakeholder consultation completed. Removal of Hazardous materials works currently underway with the removal of ACM to be completed by 18 December 2023.
2020-2021-0463	**Regional Entertainment and Conference Centre**	**D & C**	3690.5433.504	**$16,500,000**	**$3,273,204**	TBA	Oct-21	Dec-26	Oct-21		Staff have commenced discussions with the Principal Design Consultant (PDC) regarding changes in design including an alternative Town Centre location and lodgment of the development application. The architect has prepared a return brief. Geotechnical and ground contamination investigation to be undertaken of the proposed new location. Architects are reviewing scope and any fee variation for Council's consideration. The Studio component of the development is to be staged. The architect's proposal to deliver the stages for the new location has been received and was reported to the Development Advisory Committee on 18 October 2023. An independent review of the architect's proposal was carried out by a Quantity Surveyor. The recommendations of the Quantity Surveyor were reported to the November 2023 Ordinary Council meeting where Council resolved to approve the Architects Variation proposal including provisional sums for consultant design reports, on the condition that the architect collaborates with the Council to ensure that the project meets the value management and functionality requirements.
Other											
TBA	**Civic Precinct (Town Square)**	**D & C**	3690.5498.504	**$14,500,000**	**$2,256,524**	Council insured	Oct-21	Jun-26	Oct-21		Planning for demolition and scoping of the Pocket Park has commenced. Funding of $10.5m confirmed awaiting finalisation of grant process. The details of the Australian Government Grant Application reported to the September Ordinary Council meeting for the application under the Priority Community Infrastructure Program (PCIP) and was submitted on 06 November 2023. Development Application to be lodged tentatively by mid-December.
2021-2022-0500	**Denman Heritage Village**	**D & C**	3590.4222.504	**$1,830,871**	**$1,809,525**	Existing Cover to $2M	Sep-21	Jul-23	Sep-21	Aug-23	Deed for Heritage items executed. Design and Construction tender awarded. Occupation Certificate received. Soft opening followed installation of artwork. Artwork installed and keys handed over. Official opening planning for Friday 24 November 2023.
2020-2021-0443	**MSC Depot Construction**	**D &C**	3910.5939.504	**$8,000,000**	**$4,838,000**	Council insured	Jul-21		Jul-21		Resources for Regions Round 9 funding announced of $4.8M. Concept design provided to staff for feedback. Final concept and costs reported to the July 2023 Ordinary Council meeting. Council going out for a Design consultant to take the project to Design and Construct Tender. The call for Tenders closed on 20 November 2023. Tenders have been assessed and is being reported to the December 2023 Ordinary Council meeting..
2020-2021-0452	**Muswellbrook Animal Shelter**	**C**	3910.5887.504	**$3,191,041**	**$1,206,134**	Council Insured	Feb-21	Mar-23	May-21	Jul-23	The construction project is complete and the facility is open. Currently in the Defect Liability Period.
2019-2020-0413	**Muswellbrook Indoor Sport Centre**	**D & C**	3910.5844.504	**$1,242,452**	**$1,177,934**	Existing Cover to $2M	Oct-19	Jun-23	Oct-19		Upper Hunter Youth Services was awarded Stronger Country Community grant funding of $500k. Stakeholder consultation and preliminary design complete and Development Application approved. Detailed design contract has been awarded to be completed alongside land parcel acquisition with Crown Land.

2020-2021-0448	**Tertiary Education Centre - Stage 2 (Donald Horne Building) incl. Upper Hunter Innovation Hub and Weidmann Café**	**D & C**	3690.5438.504	**$6,930,061**	**$580,613**	Council insured	Jul-19	Oct-23	Jul-19	May-23	Official opening held Tuesday, 18 July 2023.
FUTURE FUND											
TBA	**Loxton House**	**D & C**	3665.4910.504	**$950,000**	**$872,335**	Council insured	Dec-22	Dec-23	Dec-22		Design with future tenants completed for development application modification. Heritage advice awaited. Heritage advice was received and s65A minor modification was lodged and accepted by the Heritage Council. Architects' proposal to finalise the design received and accepted. A contract for the design consultants is being prepared. The surveyor engaged to survey the Internal and External parts of the building. The heritage approval assessment requires a DA modification following application acceptance by the Heritage Council. DA will be lodged prior to mid- December.
TBA	**Marketplace Asset Renewal (incl. Lift)**	**D & C**	3690.5540.504	**$331,194**	**$331,194**	Existing Cover to $2M	Jul-22	Jun-23	Jul-22		Heavy goods lift specification drafted ready for tender issue. Council is undertaking an independent review of transportation services at the Marketplace.
N/A	**Renewal of Existing Assets**	**D & C**	3690.5421.504	**$326,805**	**$326,805**	Existing Cover to $2M	Jul-22	Jun-23	Jul-22		Combination of commercial building renewal projects and capital works for new tenancies. Significant works include the relocation of Blue Flame restaurant to the Donald Horne Building. No quotations were received in first Request for Quote (RFQ) but rereleased and reported to 26 September Ordinary Council meeting.
PLANNING, COMMUNITY AND CORPORATE SERVICES											
	Aquatic Centre Programme 2024		3700.5312.504	**$213,000**	**$213,000**	Existing Cover to $2M	Jul-23				Installation of dehumidifier in Spa. Request for Quotes (RFQ) are currently out. Awaiting additional quote by 20 November 2023. Tentative award expected end November 2023.
N/A	**General Building Renewal Programme**	**C**	3910.5819.504	**$250,000**	**$250,000**	Existing Cover to $2M	Oct-22	Jun-23			Activation of some projects were contingent on grant funding which has now commenced. This includes Victoria Park upgrade to amenities funded from the Stronger Country Communities Fund - Round 5.
TBA	**General Design Programme**	**D**	3910.5855.504	**$49,452**	**$37,656**	Existing Cover to $2M	Jul-21	Dec-22	Jul-21		Architect has consulted with heritage advisor to inform design development and draft concepts received for the Arts Centre. Design being progressed relies on glazing existing structure. Advice sought on planning pathway. Heritage architect has provided finishes recommendations. Planning Consultant to be engaged to progress design to Development Application within available budget.
2021-2022-0529	**Reactivation of Campbells Corner Retail for Muswellbrook**	**D & C**	TBA	**$974,686**	**$974,686**	Existing Cover to $2M	Jan-23	Jul-24			Resources for Regions Round 9 funding announced of $974,686. Development Application (DA) has been approved.
TBA	**Outdoor Pool Plant Upgrades**	**D**	3700.5453.504	**$150,000**	**$150,000**	Existing Cover to $2M	Sep-21	Mar-22	Sep-21	Mar-22	Tender Package completed. Tender subject to capital funding.
TBA	**CBD Stage 7 (Town Centre)**	**D & C**	3690.5479.504	**$1,685,796**	**$1,630,345**	Existing Cover to $2M	Jan-22	Nov-22	Jan-22		Reallocation of Resources for Regions Round 7, $2,850,318. Now includes additional Public Domain Works: 1. Loxton House Refurbishment- DA mod and Design contract under preparation, 2. Hill St Construction, 3. Part Bridge Street Footpath, 4. Bridge Street Median, 5. Marketplace Public Car Park, and 6. Marketplace laneway. 2. Hill Street Reconstruction project is complete. 3-4. Bridge Street footpath - Design and tender documents are being prepared with the following schedule: receipt of detailed design and documentation has been reviewed by council. Revisions and updated documents to be delivered by end November ready for future tendering. Tenders are planned to be advertised late January pending receipt of the IFC drawings. 5. Marketplace carpark - The project is complete.
2021-2022-0509	**Denman Children Centre**	**D & C**	3920.5658.504	**$1,229,714**	**$1,229,714**	Existing Cover to $2M	Jun-18	Aug-23	Mar-21		Council auspicing project. DA 99/2018 approved May 2019. Denman Children's Centre Memorandum of Understanding was developed March 2021. Both parties signed MOU to progress project in FY 21/22. Project manager awarded. Contracts for detailed design awarded. Building design being amended in line with flood risk assessment, the main impact is the requirement for an entry ramp into the new building. Civil design finalised for S68 Permit. Construct-only tender documentation ready. Report provided for funding implications to October 2023 Ordinary Council meeting. Project and funding administration is being finalised to call tenders early in January 2024.
2022-2023-0554	**Denman Netball Courts**	**D & C**	3710.7825.504	**$311,451**	**$311,451**	Existing Cover to $2M	Oct-21	Jul-22	Sep-22		Project start dates delayed due to additional funding required. Denman Recreation Area user group consultation complete. Tenders closed 3 March 2023 and received tender was over budget. The scope of works is currently being reviewed alongside Denman Recreation Reserve Works.
TBA	**Denman Recreation Reserve Works**	**D & C**	TBA	**$2,249,301**			Jan-23	Apr-24	Oct-23		Resources for Regions Round 9 funding announced of $2,249,301. Consultants have been engaged to undertake design for the construction of Bell St Denman with survey, investigation and design now commenced. The 80% design and Review of Environmental Factors will be reported to Council for endorsement prior to tendering for construction.
2020-2021-0481	**Karoola Park Plan of Management**	**I**	3710.5532.504	**$30,000**	**$30,000**	Existing Cover to $2M	Jul-21	Dec-22	Oct-21		Request for Quote for Plan of Management awarded. The inclusion of a Citizen Walk to be considered as part of draft Plan of Management.
	Karoola Park - Resilience Works	**D & C**		**$973,974**	**$973,974**		Jul-23	Jun-25			Project is the removal of the concrete stormwater drain and replacement with natural drainage system. The existing design is being reviewed and tender documents prepared.

	Everyone Can Play - Simpson Park	**C**	3710.7828.504		**$149,929**		Jul-23	Dec-23			The installation of wheelchair accessible carousel, wheelchair bouncing pad, rain wheel, and tall chimes panel, along with sub-surface drainage, has been completed; formwork for the concrete pathway and edging is finished, with half of the pathway poured and the remaining scheduled for this week; rubber soft fall and other play equipment (excluding the Titan Swing) are expected to be installed before Christmas, while the Titan Swing installation is set for the end of January 2024.
2022-2023-0562	**Adventure Playground - Wollombi Rd (Pump Track)**	**I, D & C**	3710.7831.504	**$480,000**	**$480,000**	TBA	Jan-23	Jun-23			The contract document has been sent to the successful tenderer for signing.
TBA	**Kayuga Rural Fire Station**	**D & C**	3860.5415.504	**$650,000**	**$914,520**	Existing Cover to $2M	Dec-21	Jan-24	Aug-23		External project manager engaged. Development approval received. Tender called for design and construction closing 27 June 2022. Direct negotiations with preferred tenderer to include cost savings identified. Additional funding being considered by RFS. An amendment to Development Approval submitted to reduce setback and include RFS supplied water tank. Revised tender amount to be reported to Ordinary Council Meeting subject to funding becoming available. Additional funding announced and confirmation of tender returned to the July 2023 Ordinary Council meeting and awarded. Sod turning event held 22 November 2023.
TBA	**Lighting for Weeraman and Highbrook**	**D & C**	TBA	**$939,800**	**$939,800**	Existing Cover to $2M	Apr-23				Recently awarded grant funding under Female Friendly Community Sport Facilities and Lighting Upgrades Program 2022/23. Tenders have been called and closed and reported to the October 2023 Ordinary Council Meeting. The contract has been awarded and completion is expected by end June 24. The existing lights should remain functional while the new towers and lights installed.
TBA	**Major Landcare Projects**	**I, D & C**	3920.5617.504	**$171,286**	**$171,286**	Existing Cover to $2M	Sep-22	Jun-23			Report endorsed September 2022 Ordinary Council Meeting for works delivered.
TBA	**Denman Indoor Sports Centre Upgrade**	**C**	3910.5949.504	**$151,200**	**$140,969**	Existing Cover to $2M	Jul-21	Dec-22			Tender submissions reported to Extraordinary Ordinary Council meeting on 20 June 2023. Contract awarded to Dalski Constructions Pty Ltd. Works completed.
TBA	**Muswellbrook Indoor Sports Centre Upgrade**	**C**	3910.5950.504	**$148,050**	**$120,493**	Existing Cover to $2M	Jul-21	Dec-22			Tender submissions reported to Extraordinary Ordinary Council meeting on 20 June 2023. Contract awarded to Dalski Constructions Pty Ltd. Works completed.
TBA	**Muscle Creek Nature Trail (AGL Macq Project)**	**C**	3920.5946.504	**$237,500**	**$140,238**	Existing Cover to $2M	Oct-21	Jun-22		Mar-23	Track connected to Olympic Park Bridge and complete.
N/A	**General Recreation Programme**	**C**	3710.5293.504	**$150,000**	**$150,000**	Existing Cover to $2M	Sep-22	Jun-23	Sep-22		The report was endorsed September 2022 Ordinary Council Meeting. Activation of some projects was contingent on grant funding which has now commenced. General Recreation projects are underway. Guttering at Highbrook is complete, CCTV is installed. The Recreation Needs Study Draft is nearly complete to be reported to Council at the December 2023 Ordinary Council meeting. Public exhibition is expected to occur in December/January. A further report will be provided to Council at the March Ordinary Council meeting. Denman Tennis Courts Lighting complete.
N/A	**Landscaping and Tree Management Programme**	**C**	3710.5311.504	**$90,000**	**$90,000**	Existing Cover to $2M	Jul-22	Jun-23	Jul-22	Aug-23	Street tree applications have been received and planting as programmed..
Below programmes recurrent for 2024. Details to be determined. Cemetery Programme $100k, Large Capital Grants $90k, and Small Capital Grants $25k.											
N/A	**Major Large Capital Grants Programme (Dollar for Dollar Grant Programme)**	**C**	3710.5494.504	**$90,000**	**$90,000**	Existing Cover to $2M	Oct-22	Feb-23	Oct-22	Feb-23	Applications have closed and were reported January 2023 Council meeting. Successful applicants have been advised.
N/A	**Cemetery General Programme**	**C**	3722.5297.504	**$90,000**	**$90,000**	Existing Cover to $2M	Jul-22	Sep-22		Jun-23	Stage 1 and 2 of concrete paths have been completed
N/A	**Sport and Recreation Small Capital Grants**	**C**	3710.5482.504	**$25,000**	**$25,000**	Existing Cover to $2M	Oct-22	Feb-23	Oct-22	Feb-23	Applications have closed and were reported January 2023 Council meeting. Successful applicants have been advised.
ROADS AND DRAINAGE											
TBA	**Bridges Renewal Program**	**I**	3530.4131.504	**$105,000**	**$105,000**	Existing Cover to $2M	Oct-23	Jun-24	Aug-23		The programme of bridge inspections is currently being undertaken to inform a programme of proposed work will be reported to Council. Works will be undertaken in accordance with the Council endorsed program to the limit of the available budget. The proposed programmed works will include monitoring of the movement of the bearings on Muscle Creek Bridge on Bell St Muswellbrook.
TBA	**Bell Street Bridge**	**I**	Not assigned	**$847,000**	**$0**	Existing Cover to $2M	Upon confirmation of funding.	NA	NA	NA	Council was successful in receiving an offer for the 'betterment' component to repair abutments of Muscle Creek Bridge on Bell St Muswellbrook which have been damaged in the recent natural disaster events. This funding is provisional on Council also receiving grant funding under the DRFA for the initial repair of the abutment. Unfortunately the additional funding for an amount of $168,000 to complete the project was deemed in eligible by TfNSW as Council could not demonstrate adequately that the damage was the result of the natural disaster event.
TBA	**CPTIGS - Bus Shelter Program**	**I and D**	3500.2781.504		**$337,825**	Existing Cover to $2M	Sep-23	Mar-24	Nov-23		An In-kind source of funding for the upgrade of the Bus Stop in Tindale St has been provided through development in the street. Tenders were received by Council and reported to 27 April 2023 Council meeting where Council determined to not accept any Tender. A workshop was held in September with Councillors, to provide information regarding the bus shelter concept. This matter was reported to the October meeting of Council where Council endorsed to seek quotation for design and supply of shelters. Quotations are currently being prepared by the manufacturer.

TBA	**Carpark Renewal Program**	**C**	3580.4234.504	**$135,000**	**$135,000**	Existing Cover to $2M	Nov-23	Dec-23	Dec-23		A prioritised program was endorsed by Council at the August Meeting. Works are programmed to commence in the Carpark adjacent to the Muswellbrook Railway Station - Bus Stop Interchange. Work is scheduled 13 December (weather permitting).
TBA	**Footpath & Cycleway Renewals**	**C**	3500.4072.504	**$185,625**	**$185,625**	Existing Cover to $2M	Sep-23	Jun-24	Aug-23	Sep-23	This program is complete. A prioritised program was endorsed by Council at the August Meeting. In accordance with the program sections of footpath have been renewed in William St Muswellbrook and Henry Dangar Drive (Day to Dixon)
TBA	**Heavy Patching Programme**	**C**	3500.4035.504	**$1,000,000**	**$1,000,000**	Existing Cover to $2M	Sep-23	Jun-24	Aug-23		A prioritised program was endorsed by Council at the August Meeting. Works have commenced and will continue in accordance with the Council endorsed program to the limit of the available budget. Work is continuing on this programme with 52% of work complete.
TBA	**Kerb & Gutter Replacement**	**C**	3560.4065.504		**$146,250**	Existing Cover to $2M	Sep-23	Dec-24	Aug-23	Nov-23	A prioritised program was reported and endorsed by Council at the August meeting. Work has commenced and will continue on this program in accordance with the prioritised list to the limit of the available budget. Sections of kerb and gutter have been replaced in Clifford, Maitland, Towarri, and Ruth White Ave, and Parkinson Ave Muswellbrook. This programme is 90% complete.
TBA	**Large Plant Items**	**D**	3985.5870.504	**$1,680,000**	**$1,680,000**	Contractor/ Council insured	Oct-21	Jun-23	Mar-22		The plant replacement programme priorities were endorsed by Council at the March 2022 Ordinary Council Meeting. The truck has been ordered for the Waste Management Facility. the Motor Grader was reported to the September Ordinary Council meeting, and the new tractor tender reported to the November 2022 Ordinary Council Meeting. These items of plant have been ordered. Grader has arrived, tractor cannot be supplied, and truck is awaiting delivery. A report on the next tranche of the replacement programme provided to the November 2023 Ordinary Council Meeting.
TBA	**Merton Street Drainage for Denman**	**C**	TBA	**$2,589,582**	**$2,589,582**	Council & Contractor insured	Jul-23	Oct-24	Aug-23		Resources for Regions Round 9 funding announced $1,412,582. The design was endorsed by Council at the October 2022 meeting. The estimated cost to construct based on this design is $2,589,582. Council has been advised of successful funding under the Disaster Recovery Fund R1, however Council is waiting for receipt of the deed of agreement to be provided by the funding body. This is needed to allow Tendering. Tender Documents have been prepared and will be advertised pending signing of the funding deed of agreement. A S138 application the construction of the culvert crossing of the Golden Hwy from TfNSW. Tentative dates for tendering are January 16 2024, pending DRF R1 response. Consultation with the directly impacted residents will commence in the near future.
TBA	**New Shared Path Turtle St Denman**	**C**	TBA	**$322,459**	**$322,459**	Existing Cover to $2M	Nov-23	Feb-23	Nov-23		Council has been successful in securing funding under the Get NSW Active Program for project GRF-612 for a new shared path Turtle St Denman. The design is complete and the project has been advertised for Tenders. Tenders closed 20 September 2023 with the assessment reported to the October meeting of Council. The contractor has been engaged, and construction commenced.
TBA	**Purchase of vehicles**	**I**	3900.5660.504	**$342,558**	**$342,558**	Council & Contractor insured	Jul-22	Jun-23	Jul-22		Light fleet programme prepared. Difficulty sourcing vehicles as per requirements and long delays in delivery of vehicles. Hail damaged from severe storm has disrupted procurement plan.
2022-2023-0555	**Regional Road Renewal Programme**	**I and D**	3502.4135.504	**$1,000,000**	**$550,000**	Council & Contractor insured			Sep-23		The Project at ch 7.6km on Bylong Valley Way was endorsed at the August meeting of Council and included as part of the Capital Works Programmes for the 2023-24 and 2024-25 year. A consultant has been engaged to undertake survey and design for this section of road.
	Resources for Regions - Round 5			**$3,293,423**	**$8,143,687**						
TBA	Thompson St signalisation	**C**	3500.4277.504	**$2,100,845**	**$2,825,395**	Council & Contractor insured	Feb-22	Jan-23	May-22	Dec-23	Works on this project were suspended due to Contractual issues. The contractor demobilised from the site in late January. A post construction inspection has occurred and defects and outstanding works identified. The electrical works were undertaken in July 2023 with permanent connection to power scheduled for October Council is continuing to seek final approval from Transport for NSW to determine Practical Completion. Rectification of construction defects is continuing as part of this process. It is anticipated that at the time of the December Council meeting that the defect rectification works will be complete.
TBA	UHSC - Murulla St causeway	**I**	3500.4282.504	**$1,192,578**		Council & Contractor insured					This is an Upper Hunter Shire Council project. Murulla Street is located in Murrurundi. This project has not commenced.
	Resources for Regions - Round 7										
2022-2023-0548	**Carpark Renewal Program - Hill St Laneway drainage upgrade**	**C**	3500.4593.504		**$493,461**	Existing Cover to $2M	Feb-23	Jun-23	Feb-23	Jul-23	Construction of the Council Carpark off Hill St Muswellbrook is complete.
2022-2023-0552	**Hill St Road Reconstruction**	**C**	3500.4590.504	**$600,000**	**$600,000**	Council & Contractor insured	Apr-23	Aug-23	Apr-23	Jul-23	Project Complete.
TBA	**Road Resealing Program**	**C**	3500.4030.504	**$2,100,000**	**$2,100,000**	Existing Cover to $2M	Sep-23	Jun-24	Sep-23		A prioritised programme was endorsed at the August 2023 meeting of Council as part of the Capital Works Programme. The contractor has been engaged and they are currently undertaking project planning and preparation. Resealing commenced 23 October with Widden Valley, Emu Ck, Rosemount Rd, Turner St, Jerdan St, Babbington St, Burkill St, Coral St, Weemalla pl, Ford St, Wilkins ave, Thompson st, Traminer St, Cousins and Queen St now complete. The programme will continue into the new year to complete the remaining program as Contactor availability permits.

TBA	**Roads to Recovery Programme**	**I**	3500.2068.504	**$577,898**	**$577,898**	TBA	Oct-23	Jun-24			This funding is currently not allocated. Projects are to be prioritised and reported to Council for endorsement for use of this funding.
2021-2022-0494	**Rosebrook Bridge Replacement**	**C**	3530.4429.504	**$1,633,500**	**$1,633,500**	TBA	Jan-23	Jun-23	Jul-22	Aug-23	The project is complete.
TBA	**Rural Roads Regravelling**	**C**	3500.4055.504	**$283,815**	**$283,815**	Existing Cover to $2M	Jul-23	Jun-24	Jul-23	Mar-23	The annual program has commenced with works being undertaken on Myrtle Gully Road.
TBA	**Safety Device Renewal**	**C**	3590.4145.504		**$94,069**	Existing Cover to $2M	Sep-23	Dec-23			A prioritised program was reported and endorsed at the August meeting of Council.
TBA	**Victoria Street**	**C**		**$721,433**	**$721,433**		Oct-23	Dec-23	Oct-23		Grant funding accepted from Fixing Local Roads Round 4. Project preliminaries are being undertaken including geotech, preparatory works, community consultation and engagement of contractors. Asphalt works are scheduled to commence early December, this work will be night work.
	Wybong Road - Betterment	**I**			**$1,633,500**		Pending EPAR approval				Council was successful in receiving funding for the 'betterment' component to widen and improve Wybong Road in three (3) nominated sections at the western end. Which have been damaged in the recent natural disaster events. Additional funding for an amount of $200,000 to complete the project is currently being sought through the EPAR application submitted in August. Council is continuing to follow up with TfNSW on the approval of this EPAR funding.
SEWER CAPITAL BUDGET											
TBA	**Access and Security Improvements**	**D&C**	6340.4475.504	**$130,000**	**$130,000**	TBA	Jul-22	Sep-22	Jul-22	Sep-22	Upgrade of access and improvement to drying beds for non-destructive digging so that will improve more capacity and will add revenue to the council - project start Oct 2023- planned completion by Jun 2024
TBA	**Mains Renewal And Replacement**	**I,D&C**	6310.4340.504	**$260,000**	**$260,000**	TBA	Jan-23	Jun-23	Jul-22	Apr-22	For Financial year 2023/24, two Projects will be undertaken from Main renewals and replacement program 1. Sewer Rising main and valve replacement pumping station 2 which will improve the sewage in/out flow better and improve the capacity of pumping station 2 - planned start date Oct2023 - planned completion by June2024, Replacement of sewer rising Main at pumping station 1, which will improve capacity and capability of pumping station no 1. planned start date Oct 2023 - planned completion by Jun 2024.
TBA	**Solar Array**	**I**	6310.4493.504	**$644,773**	**$1,800,000**	Existing Cover to $2M	Jul-22	Jun-23	Jul-22		Sustainability initiatives associated with operation of the Raw Water Treatment Works. RFQ has been called and awarded for project management consultant to run the design and construct tender process including preparation of tender documentation. Tender documents are under review and tenders will be invited in the fourth quarter of 2022-23. Tender evaluation completed and reported to Council for award of contract. Maintenance contract is being negotiated. Design likely to commence in January 2024.
TBA	**Sewer Operational Contingency**	**I,D&C**	6340.4494.504	**$150,000**	**$150,000**	Existing Cover to $2M	Jul-22	Jun-23	Jul-22	Apr-23	Improvement works undertaken on critical sewer equipment as follows: Replaced two tertiary-waste-activated sludge pumps at the Recycled Water Treatment Works (RWTW); Undertook major overhaul works on the two biosolids dewatering presses at the RWTW; Replaced dissolved oxygen monitoring sensor for bioreactor 1 (IDEAT1) at the RWTW; Replenished critical spares for 8 solenoid valves at the RWTW; Upgraded modem to improve compatibility with 4G signals and improve the SMS critical alarm messaging for the RWTW process that is sent to the sewer on call phone. **Installed new above-ground cable tray for the Denman Sewer Treatment Plant; Built a stainless steel bund for the new 2000 litres additional chlorine storage tank at the RWTW; Purchased cutting tools for the inlet screen augers at the RWTW to remove excessive rag and wet wipes build-up.**
TBA	**System Plant Asset Renewals**	**I, D & C**	6340.4488.504	**$650,000**	**$650,000**	Existing Cover to $2M	Jul-22	Jun-23	Jul-22		The projects which will be included in System Asset plant renewals Program are : Upgrade -Telemetry monitoring system Muswellbrook and Denman sewer Management system. planned Start Oct2023 - planned completion Jun2024. Muswellbrook Sewer pumping station no 7 mechanical and electrical upgrade. Denman Sewer Treatment plant Aerator required replacement, the contract for which is awarded in November 2022. The aerator was installed and commissioned in 2nd week of November 2023.
TBA	**Transportation System Improvements**	**I, D & C**	6340.4485.504	**$300,000**	**$300,000**	Existing Cover to $2M	Jan-23	Feb-23	Jan-23	Apr-23	Transportation System Improvement Program will include projects: MSPS -1 & 8 & 10 Electrical Mechanical upgrade. These Projects will commence in Oct 2023 and planned completion by Jun 2024.
WATER CAPITAL BUDGET											
N/R	**Asbestos Removal, Earth Work and Security**	**C**	5310.4575.504	**$175,000**	**$175,000**	Existing Cover to $2M	Jul-22	Jun-23	Jul-22	Apr-23	For Financial year 2023/24 this program is planned to fund the project- Muswellbrook water treatment facility fence and security upgrades. The RFQ are in progress but likely start is in Oct 2023 and planned completion by Jun 2024.

TBA	**Denman to Sandy Hollow Pipeline**	**D & C**		**$28,473,519**				Jul-24			Funding Deed executed. Land acquisition, preparation of tender documentation and review of environmental factors are in process. Geo technical investigation contract was awarded and is in progress which will likely to be completed by June 2023. Also land acquisition in progress, Valuer has completed the report, and landowners have been provided with offers. Section 60 approval was sought in April, which has been approved by DPE water. All the three land owners have provided with their valuation, 2 are settled and ongoing negotiation with the third owners are ongoing.
TBA	**Mains Renewal And Replacement**	**I, D & C**	5320.4340.504	**$650,000**	**$650,000**	Council & Contractor insured	Jul-22	Mar-23	Jul-22	Mar-23	For Financial year 2023/2024 the water main replacement program will undertake projects. water mains in Flanders Avenue, Ramrod Creek, King street Stage 1,2 7 coal road reservoir rising main, and ford street. The coal road reservoir rising main and valve replacement was completed end of Aug 2023. The other projects are planned to be started in Oct 2023 and planned completion by Jun2024. Request for quotation documents are ready and quotation are being sought from contractor for replacing water main in Flanders Avenue.
TBA	**Replacement of Water Meters**	**C**	5320.4376.504	**$65,000**	**$65,000**	Council insured	Jul-23	Jun-24	Jul-23		Ongoing ageing water meter replacement programme.
TBA	**System Plant Asset Renewals**	**I, D & C**	5340.4400.504	**$730,474**	**$730,474**	Council & Contractor insured	Jul-22	Jun-23	Jul-22	Apr-23	Prioritised list of projects was provided to the council. The projects are in investigation and design stage. which includes telemetry system upgrades, Denman reticulation system upgrades. The projects are in investigation and design stage and will be construction likely to commence in Feb 2024. Purchased six Ultra- Filtration Membrane modules for the Denman Water Treatment Plant from Pentair - this was emergency works.
TBA	**Upgrade Fluoride Dosing System**	**I, D & C**	5310.4577.504	**$294,732**	**$294,732**	TBA	Oct-22	Jun-23	Jul-22	Jun-23	The proposed site general arrangement drawings for the new fluoride dosing plant was reviewed and approved. Detailed design and construct drawings and documents are currently being reviewed for final approval. The current dosing fluoride plant will be turned off and decommissioned in Q3. The contractor, Prominent,will initiate the construction works in Q3 once the dosing room is prepared for the new installation which will be undertaken by Council. The project is expected to be completed in Q4 FY 2023-2024.
TBA	**Vehicle Replacement**	**C**	5330.4370.504	**$100,000**	**$100,000**	Existing Cover to $2M	Jul-22	Jun-23	Jul-22		Difficulty in sourcing vehicles as per requirements and long delays in delivery of vehicles.
TBA	**Vehicle - Equipment Replacement**	**C**	5330.4378.504	**$65,000**	**$65,000**	Existing Cover to $2M	Jul-22	Jun-23	Jul-22		Programme being prepared.
TBA	**Water Operations Contingency Project**	**I**	5340.4406.504	**$100,000**	**$100,000**	Existing Cover to $2M	Jul-22	Jun-23	Jul-22	Apr-23	Improvement works undertaken on critical water equipment as follows: Replaced the soft starter for the sand filter backwash pump at Muswellbrook Water Treatment Plant (MWTP); Replaced two flow meters at the Denman Water Treatment Plant (DWTP); Carried out major overhauls works on the high pressure filters at DWTP; Replaced antennas and radios to improve telemetry communication of critical equipment; Installed three power quality meters on the high lift pumps at MWTP to monitor data on the performance of the variable speed drives to determine the root cause of intermittent faulting of the drives; Installed new cooling fans for the electronic variable speed drives for the high lift pumps at MWTP; Replacement of the three sand filter inlet supply valves at MWTP. Purchased new spare lime dosing pump for MWTP; Upgraded SCADA network mapping and telemetry hardware for Queen Street Drinking Water Booster Pump.
TBA	**Water Stop Valve Replacement Programme**	**I, D & C**	5320.4379.504	**$200,000**	**$200,000**	Existing Cover to $2M	Oct-22	Jun-23	Oct-22	Sep-23	Water Valve replacement programme fund were used to carry out valve replacement at coal road reservoir which is strategic installation for Muswellbrook water supply and valves were installed in July 2023 and 6 other valve were replaced by 5 September 2023
WASTE											
TBA	**Waste & Recycling Centre Leachate Dam**	**D**	3653.4530.504	**$498,212**	**$498,212**	Existing Cover to $2M	Feb-23	Jul-23			Design and Construction Cost Estimates complete ($500,000). Biodiversity Assessment RFQ issued and required prior to Development Application. Geotechnical report for project area received, triggered dam design revision due to lack of winnable clay on site. Revised design received late March '23. Test pits dug late January 2023 determined rock can be ripped to design depth. Preparing for DA lodgement. Consultation with NSW EPA in May 2023 who advised proposed dam liner not suitable, revert to designer for changes to be made to align with NSW EPA Solid Waste Landfill Guidelines.
TBA	**FOGO Infrastructure**	**I**		**N/A**		TBA					Preliminary Design and EIS complete. DA 2021/58 lodged June 2021. Further information on odour impacts as requested by NSW EPA was lodged in April 2022. DA 2021/58 submitted to March Council meeting for decision. Expression of Interest for FOGO processing were called and review committee report and reported to April Council meeting. Resolution at June 2023 Ordinary Council to go to tender for a company to build a facility on Council's site and also to tender for the processing of collected FOGO from 01/07/2024 in the interim if the facility is not yet operational at that time.

10.3.5. General Building Renewal Programme 2023-2024

Attachments:	Nil
Responsible Officer:	Matthew Lysaught - Director Property & Place Derek Finnigan - General Manager
Author:	Mardi Eriksson (Co-Ordinator - Commercial Property)
Community Plan Issue:	*5 - Community Infrastructure*
Community Plan Goal:	Effective and efficient infrastructure that is appropriate to the needs of our community.
Community Plan Strategy:	6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves. 5.1.1.2 - Regularly review Asset Management Plans in collaboration with Key Asset Managers.

PURPOSE

To submit for Council's consideration the General Building Renewal Programme for 2023-2024.

OFFICER'S RECOMMENDATION

Council APPROVES the 2023-24 General Building Renewal Programme as provided in the report.

Moved: _____ Seconded: _____

BACKGROUND

Council provides a recurrent annual capital General Building Renewal Programme, with funds allocated to specific projects. The allocation for 2023-24 is approximately half of previous years, at $120,000, due to the current volume of building projects, including the previous year's carryovers.

The report provides a list of projects and budget allocations for Council's consideration and approval.

CONSULTATION

Director Property and Place

Projects Manager – Property and Building Services

Technical Officer – Property and Building Services

Stakeholders and User Groups

REPORT

The capital budget allocation for the General Building Renewal Programme for 2023-2024 is $120,000.

#	Project	Description	Cost/Budget Estimate
1	Muswellbrook Childcare Centre	Replacement and renewal of air-conditioning in the Preschool Classroom. On hotter days, the current air-conditioners are not capable of maintaining a comfortable temperature for children and teachers.	$15,000
2	Arts Centre - Exterior Painting	Exterior painting/renewal consistent with an approved Heritage colour scheme. This is a smaller part of a proposed larger renewal programme for the Arts Centre.	$50,000
3	Pest Control - Preventative Improvements	Install improved preventative pest treatments to the Regional Art Gallery and Campbells Corner.	$25,000
4	Administration Centre - Loxton Meeting Room Furniture	Purchase and installation of professional and functional furniture in the meeting room; will procure sustainably by sourcing furniture to enhance and complement existing furniture.	$15,000
5	Administration Centre - Install additional offices	Install two (2) new office spaces to accommodate executive services.	$15,000
		Total	**$120,000**

OPTIONS

Council could identify and prioritise alternative projects.

CONCLUSION

The General Building Renewal Programme 2023-24 has been prepared in consideration of asset condition and the needs of users.

SOCIAL IMPLICATIONS

Provision of suitable building infrastructure is required to meet the needs of users**.**

FINANCIAL IMPLICATIONS

1. Financial Implications – Capital

Council has an allocation of $120,000 in the 2023-24 Capital Budget for the General Building Renewal Programme.

2. Financial Implications – Operational

Nil known. Capital improvements may assist potential operational savings.

POLICY IMPLICATIONS

Nil known.

STATUTORY IMPLICATIONS

Nil known.

LEGAL IMPLICATIONS

Nil known.

OPERATIONAL PLAN IMPLICATIONS

6.3.1 Continue to prioritise safety and risk management initiatives and upgrades to Council facilities.

RISK MANAGEMENT IMPLICATIONS

There are a number of competing priorities for expenditure on Council buildings. The proposed projects include works to reduce risk and improve asset condition, and to improve the level of service for the user.

WASTE MANAGEMENT IMPLICATIONS

Nil

COMMUNITY CONSULTATION/MEDIA IMPLICATIONS

Consultation will continue to be carried out with the users of Council facilities.

10.3.6. Olympic Park Precinct - Plan of Management ADOPTION

Attachments:	1. Draft Plan of Management Olympic Park Precinct [**10.3.6.1** - 68 pages]
Responsible Officer:	Derek Finnigan - General Manager
Author:	Matthew Lysaught (Director Property & Place)
Community Plan Issue:	*5 - Community Infrastructure*
Community Plan Goal:	Effective and efficient infrastructure that is appropriate to the needs of our community.
Community Plan Strategy:	1.4.1 - Complete current infrastructure projects and identify future opportunities for the Shire. 1.4.1.1 - Deliver consolidated Olympic Park construction program.

PURPOSE

To request Council's consideration to adopt the draft Plan of Management – Olympic Park Precinct (PoM).

OFFICER'S RECOMMENDATION

Council:

1. ADOPTS the draft Plan of Management – Olympic Park Precinct under clause 70B of the Crown Land Management Regulation 2018; and
2. Provides a copy of the Plan of Management – Olympic Park Precinct to the Department of Planning and Environment – Crown Lands and Public Spaces.

Moved: _____ Seconded: _____

BACKGROUND

At the 24 October 2023 Ordinary Council Meeting held at the Sandy Hollow Community Hall, Council resolved to place the Draft Olympic Park Plan of Management on public exhibition. Council's resolution in relation to the report was:

10.3. Property and Place

10.3.1. Draft Plan of Management – Olympic Park Precinct (PoM)

Disclosure of Interest

Cr S. Reynolds - Declared an insignificant non-pecuniary interest in Item 10.3.1. Cr Reynolds advised Council that he undertakes videography in the vicinity on occasions.

148 RESOLVED on the motion of Cr B. Woodruff and Cr D. Marshall that:

Council APPROVES placing the draft Plan of Management – Olympic Park Precinct (PoM) on public exhibition for not less than 28 days.

In Favour: Cr S. Reynolds, Cr J. Lecky, Cr A. Barry, Cr D. Douglas, Cr L. Dunn, Cr G. McNeill, Cr R. Mahajan, Cr D. Marshall and Cr B. Woodruff.

Against: Nil.

This followed the Letter of Consent from the Department of Planning and Environment received to place the Plan of Management – Olympic Park Precinct (PoM) on public exhibition.

CONSULTATION

Olympic Park Precinct Development Advisory Committee

Technical Officer – Recreation and Property

REPORT

The Draft Plan of Management – Olympic Park Precinct was placed on public exhibition via Council's website, from 6 November 2023 to 4 December 2023, and was shared on social media.

The exhibition included a summary of the purpose of the Plan of Management and invited submissions addressed to the General Manager.

Attached to this report is the copy of the Draft Plan of Management – Olympic Park Precinct that was placed on public exhibition.

No submissions were received.

It is recommended that Council adopts the draft Plan of Management – Olympic Park Precinct under clause 70B of the Crown Land Management Regulation 2018.

OPTIONS

Council could take more time to review the draft Plan of Management – Olympic Park Precinct.

CONCLUSION

It is recommended that Council adopts the draft Plan of Management – Olympic Park Precinct.

SOCIAL IMPLICATIONS

The Plan of Management – Olympic Park Precinct (PoM) will set the use of 'community land' and Crown Land, meet the requirements of the Native Title Act, and will encourage passive and active recreation in the community.

FINANCIAL IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil identified.

STATUTORY IMPLICATIONS

Crown Land Management Act 2016

Local Government Act 1993 (LG Act)

Native Title Act 1993 (Cth)

LEGAL IMPLICATIONS

Nil identified.

OPERATIONAL PLAN IMPLICATIONS

'1.4.1 Complete current infrastructure projects and identify future opportunities for the Shire', Muswellbrook Shire 2023 – 2024 Operational Plan.

RISK MANAGEMENT IMPLICATIONS

The Plan of Management includes consideration of risk and management.

WASTE MANAGEMENT IMPLICATIONS

Nil.

COMMUNITY CONSULTATION/MEDIA IMPLICATIONS

The draft Plan of Management was recently placed on public exhibition for a period of 28 days.

Olympic Park Precinct

FINAL DRAFT PLAN OF MANAGEMENT

June 2023

Prepared For
Muswellbrook Shire Council

By
Environmental Partnership NSW Pty Ltd & CGM Planning

Olympic Park Precinct
DRAFT PLAN OF MANAGEMENT

June 2023

Prepared For
Muswellbrook Shire Council

By
Environmental Partnership NSW Pty Ltd & CGM Planning

Cover image: Muscle Creek Nature Walk

Issue	Date	Description	By
1	19/05/21	Preliminary Draft	NE
2	15/03/22	Draft	ML
3	19/06/23	Final Draft	NW

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PART 1 - INTRODUCTION AND GENERAL INFORMATION

1 KEY INFORMATION

1.1 What is the Plan of Management

A Plan of Management (PoM) is a document which provides a clear set of guidelines for the short- and long-term management of a parcel of 'community land' owned and managed by Council or Crown land under Council's care, control and management.

A Plan of Management outlines how a park or reserve will be used and improved and managed in the future. It identifies Council's goals and objectives for the land and establishes the overall direction for its planning, resource management and maintenance. The Plan of Management can be accompanied by a landscape masterplan and assists Council to set priorities when preparing Works Programs and related budgets.

This Plan of Management covers land that is Crown reserve (Crown land) and Council owned 'community land'. Under the *Crown Land Management Act 2016* (CLM Act), Councils are to manage Crown land as if it were 'community land' under the Local Government Act 1993, including the requirement for preparation of a Plan of Management.

Under section 36 of the Local Government Act 1993 (LG Act) a plan must:

- Categorise the land in accordance with the legislation;
- Contain objectives and performance targets for the management of the land;
- Specify the means by which Council proposes to achieve the objectives and performance targets; and
- Specify how achievement of the objectives and performance targets are to be assessed.

Under section 37 of the LG Act the Plan must also:

- Describe the condition of the land, any buildings or other improvements on the land as at the adoption of the Plan;
- Describe the use of the land; and
- State the purposes for which the land will be used.

If there is any further development proposed of the 'community land' other than that authorised by this PoM, or a change in the categorisation of Park, Sportsground, Natural Area – Watercourse, Natural Area – Bushland or General Community Use areas proposed, amendment and re-exhibition of the PoM is required.

This PoM has been prepared in accordance with and seeks adoption under the Local Government Act 1993 and Crown Lands Management Act 2016.

Figure 1.1:
Olympic Park playing fields

How to read this Plan of Management

Part 1 - INTRODUCTION AND GENERAL INFORMATION	
Section	**Content**
1	Outlines the scope of the plan and process for its adoption
2	Outlines the land to which this plan applies and provides key land information
3	Describes the legislative framework under which the Plan is prepared and outlines Council's policies that must be considered in developing and implementing the Plan and summarises community consultation that informs the Plan
4	Describes the natural characteristics (habitat and environment) of the sites
5	Describes heritage and cultural significance of the sites
6	Outlines current uses and development and condition of facilities
7	Provides a vision for future management
8	Describes requirements for implementation and administration of the Plan

Part 2 - MANAGEMENT REQUIREMENTS FOR COMMUNITY LAND CATEGORIES	
Part 2 introduces the detailed management requirements for the land categories including: • Key management pressures and opportunities. • Management targets, means and evaluation. • Express authorisation of permitted uses and development; and • Express authorisation of leases, licences and other tenure. The management requirements are presented in sections for each Community Land Category	
Section	**Category Content**
9	Sportsground and Park
10	General Community Use
11	Natural Area Watercourse
12	Natural Area Bushland

1.2 Scope of the Plan of Management

This Olympic Park Precinct Plan of Management covers Crown reserves and 'community land' delineated by the Muscle Creek corridor and includes Muswellbrook Aquatic Centre, Fitzgerald Park (part of which is commonly referred to as Olympic Park) and a significant proportion of the Muswellbrook Golf Course.

The eastern portion (Part Lot 264 DP 1030447) of the Muswellbrook Golf Club Crown Reserve No. 1010588 was included in Fitzgerald Park Crown Reserve No. 570025 when it was dedicated for public recreation in 1879. When the Muswellbrook Golf Club was reserved for public recreation in 2004 it included the whole of Lot 264 DP 1030447. The eastern portion of the Muswellbrook Golf Club Reserve is included in both reserves. For the purpose of this Plan of Management only, the eastern portion of the Muswellbrook Golf Club Reserve is included in the Muswellbrook Golf Club Reserve No. 1010588 and not in Fitzgerald Park Reserve No. 570025.

Further details on the extent of the site and explanation of component land parcels are provided is Section 2.2.

1.3 Muswellbrook Shire

Muswellbrook Shire covers 3,402 km^2, of which 1,455 km (43%) is national park. The Shire is centrally located in the Upper Hunter Valley and is located approximately 130 km north-west of Newcastle. Lake Liddell

delineates the Muswellbrook Shire boundary to the east, Wollemi National Park to the west, Aberdeen to the north, and Coricudgy State Forest to the south.

With a population of approximately 16,355 people, Muswellbrook Shire is a welcoming community offering a range of facilities. The Shire consists of two larger towns, Muswellbrook and Denman, the small township of Sandy Hollow, and several small outlying rural communities.

Council manages and maintains park spaces covering 134.75 ha in total. These spaces provide a variety of facilities for the community including sportsgrounds, aquatic and indoor recreation centres, playgrounds and informal use parkland areas.

Council's 2016 "Community Snapshot" identified the following community perspectives:

- Almost 50% of respondents were members of a local club and 38% a member of a sporting group. 17% of respondents did not belong to any organisation, club or group. A high number of Martindale and Muscle Creek respondents were Rural Fire Service (RFS) members.
- Muswellbrook is, unsurprisingly, the primary source of most goods and services in the area. Almost 90% of respondents purchase their groceries, 59% had their GP (29% in Denman) and 68% of respondents source other goods in Muswellbrook.
- 73% of respondents had primary or secondary school age children, with 42% of these attending school in Muswellbrook, 27% in Aberdeen and 18% in Denman. Three quarters of school children used school buses.
- Two thirds of respondents had lived in their local region for 20 or more years, and most had seen changes in that time. The most commonly identified changes included increased infrastructure/ improvements in services and facilities (46%) and expansion/ growth (44%). An impact of mining was noticed by 26% of respondents.
- People like the peace and quiet (64%), scenery/ nature (52%) and local community (49%) most.
- Most respondents felt that improved roads/ bridges would make the region better (32%), as well as improved services, including retail (26%).

1.4 Plan of Management Adoption

This Plan of Management will be subject to review and approval by the NSW Minister for Lands and Property prior to an approval by Council for the Plan to go on public exhibition under Section 38 of the LG Act.

If Council amends the PoM following community consultation, it will again be submitted to the Minister for approval. If there is no alteration to the PoM following community consultation Council will adopt the final version

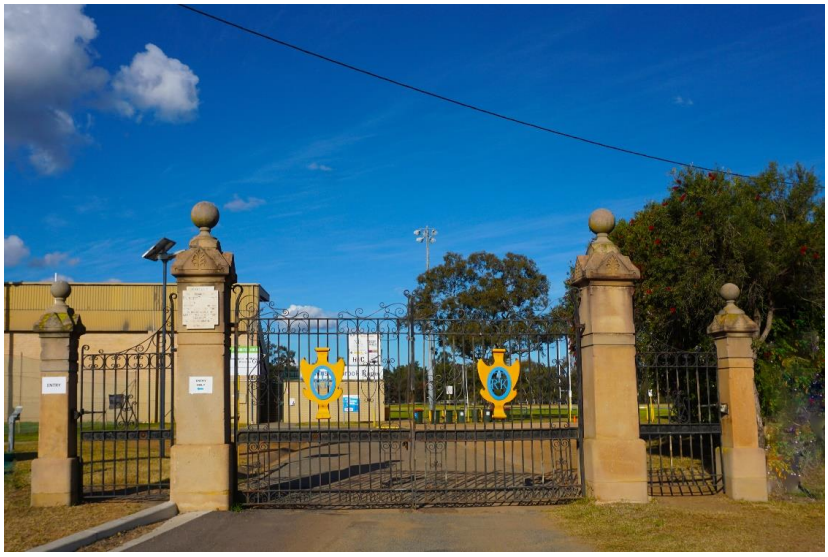


Figure 1.2:
The historic Keys Memorial Gates
(also known as Olympic Park Gates)

2 INTRODUCTION

2.1 Corporate objectives

The following key principles underpin the direction of the Muswellbrook Shire Council as defined in its "Governance Policy":

a) Human health and safety.
b) A diverse and competitive industrial base.
c) The social benefits of work and the importance of full employment.
d) The importance of education.
e) Ecologically sustainable development.
f) Financial sustainability.
g) Consultative and transparent processes.
h) Social inclusion and particularly reconciliation with Aboriginal peoples.
i) Social justice principles of equity, access, and participation; and
j) A Council workforce encouraged to innovate, provided with flexible work arrangements and which is healthy, supported, and team oriented.

This Plan of Management has regard for these key principles in the identification of long-term management strategies for the Olympic Park Precinct.

2.2 Land to which this plan applies

2.2.1 Location

This Plan of Management applies to the group of reserves including Fitzgerald Park and Olympic Park and part of the Muswellbrook Golf Course. The street address of the Precinct includes Wilkinson Avenue (Fitzgerald Park and Olympic Park) and Bell and Maitland Streets (Muswellbrook Golf Course). As indicated in *Figure 2.1 Olympic Park Precinct – Land Information*, the open space is bounded by:

The Great Northern railway:	to the north
Muscle Creek:	to the south and west
Muswellbrook Golf Course:	to the east

2.2.2 Site Area

The overall precinct area including Muswellbrook Aquatic & Fitness Centre, Fitzgerald Park (including Olympic Park) and Muswellbrook Golf Club Reserve is 45.08. ha (450,800 m2).

2.2.3 Summary Land Information

Ownership and land information for the Olympic Park Precinct is summarised on the following table:

Table 2.1 Summary land Information

Item	Description			
Collective Site Name:	Olympic Park Precinct			
Address:	Wilkinson Avenue (Fitzgerald Park including Olympic Park) and Bell and Maitland Streets (Muswellbrook Golf Course)			
Reserve Name	Muswellbrook Aquatic and Fitness Centre and adjoining community lands	Fitzgerald Park (West – excluding Golf Club land)	Muswellbrook Golf Club	Fitzgerald Park (East - Muswellbrook Golf Club)
Reserve Number	Community Land	570025	1010588	570025 and 1010588
Ownership	Muswellbrook Shire Council	Crown	Crown	Crown
Gazetted	N/A	23/05/1879	03/12/2004	23/05/1879

Item	Description			
Purpose	N/A	Addition, Public Recreation	Public Recreation	Public Recreation
Lot & DP	Whole: Lot 1 DP 903839 Whole: Lot 11 DP 1058170 Whole: Lot 1 DP 364120	Whole: Lot 7010 DP 93327	Whole: Lot 264 DP 1030447	Part Lot 264 DP 1030447
Zoning ***Refer Figure 2.3)***	RE1 Public Recreation	RE1 Public Recreation	RE2 Private Recreation	RE2 Private Recreation
Area – overall	45.08. ha (450,800 m2)			
Area Approximate	1.47. ha (14,670 m^2)	10.88 ha (108,800 m^2)	32.73.ha (327,300 m^2)	
Restrictions /easements	Lot 1 DP 903839 • Reservations and exceptions of minerals and rights to mine. • Land below 20 metres from the surface is excepted from title. • The land is a public reserve within the meaning of the Local Government Act 1993.	Lot 7010 DP93327 • The land is dedicated for public purpose, and a reserve within the meaning of the Crown Land Management Act 2016. There are restrictions under that Act that limit transfer and certain dealings, which may require the consent of the Minister. •There is a 5.0 metres wide easement for sewer pipeline (Notified Gov't Gazette 10/02/1995) shown in Deposited Plan 654218.	Lot 264 DP 1030447 • The land is dedicated for public purpose, and a reserve within the meaning of the Crown Land Management Act 2016. There are restrictions under that Act that limit transfer and certain dealings, which may require the consent of the Minister. • The land excludes minerals on areas shown in title diagram.	Lot 264 DP 1030447 • The land is dedicated for public purpose, and a reserve within the meaning of the Crown Land Management Act 2016. There are restrictions under that Act that limit transfer and certain dealings, which may require the consent of the Minister. • The land excludes minerals on areas shown in title diagram.
Care/ control/ management	Muswellbrook Shire Council	Muswellbrook Shire Council	Muswellbrook Shire Council	Muswellbrook Shire Council

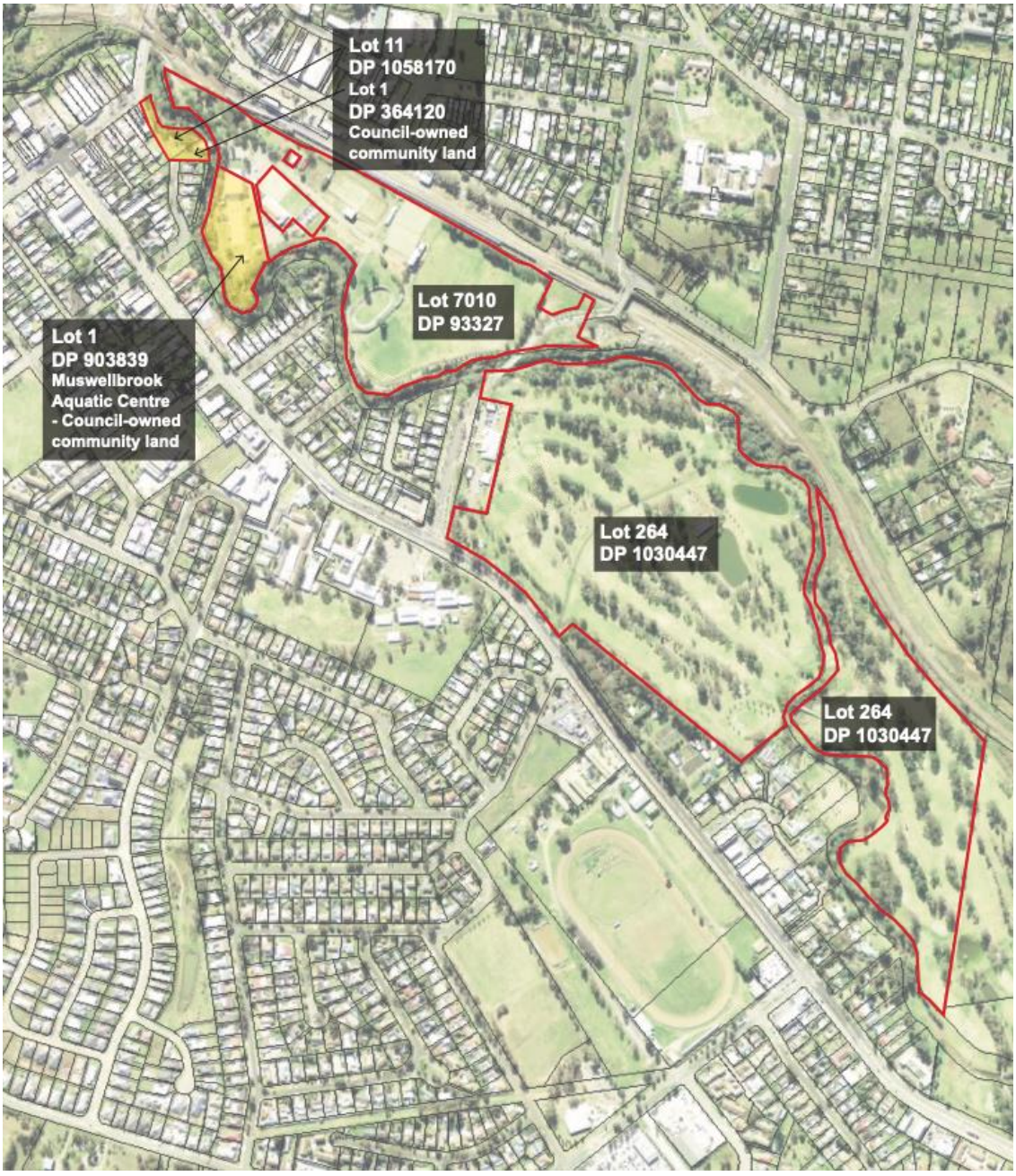


Figure 2.1
Olympic Park Precinct – Land Information (Council owned 'Community Land' highlighted in yellow)

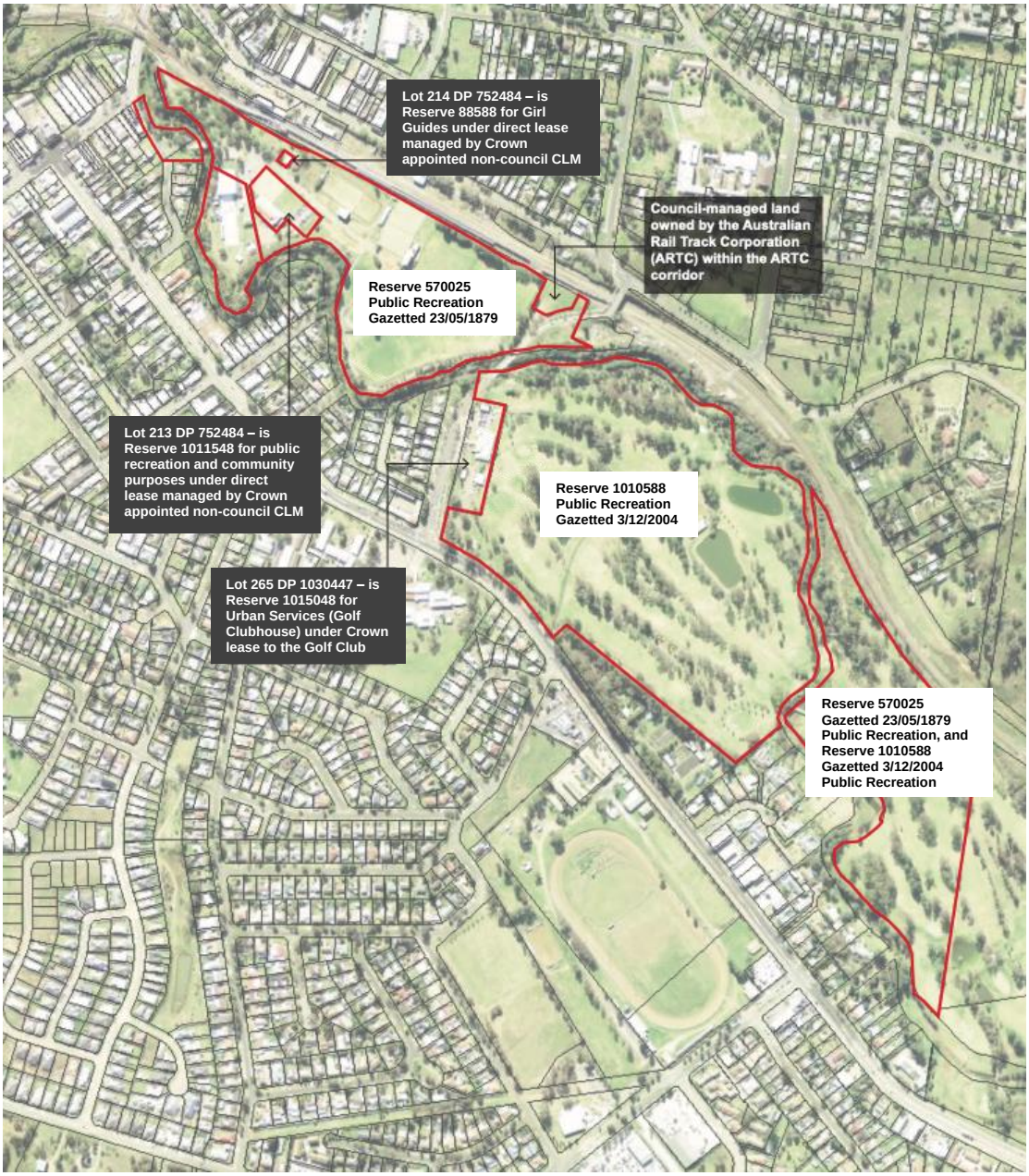


Figure 2.2
Olympic Park Precinct – Extent of Crown Reserves

2.2.4 Land use Zoning

Under the Muswellbrook Local Environmental Plan (LEP) 2009 the sites of Fitzgerald Park (including Olympic Park) and the Muswellbrook Aquatic Centre are zoned **RE1 – Public Recreation. Muswellbrook Golf Course is zoned RE2 – Private Recreation**. Refer to Figure 2.3 below.

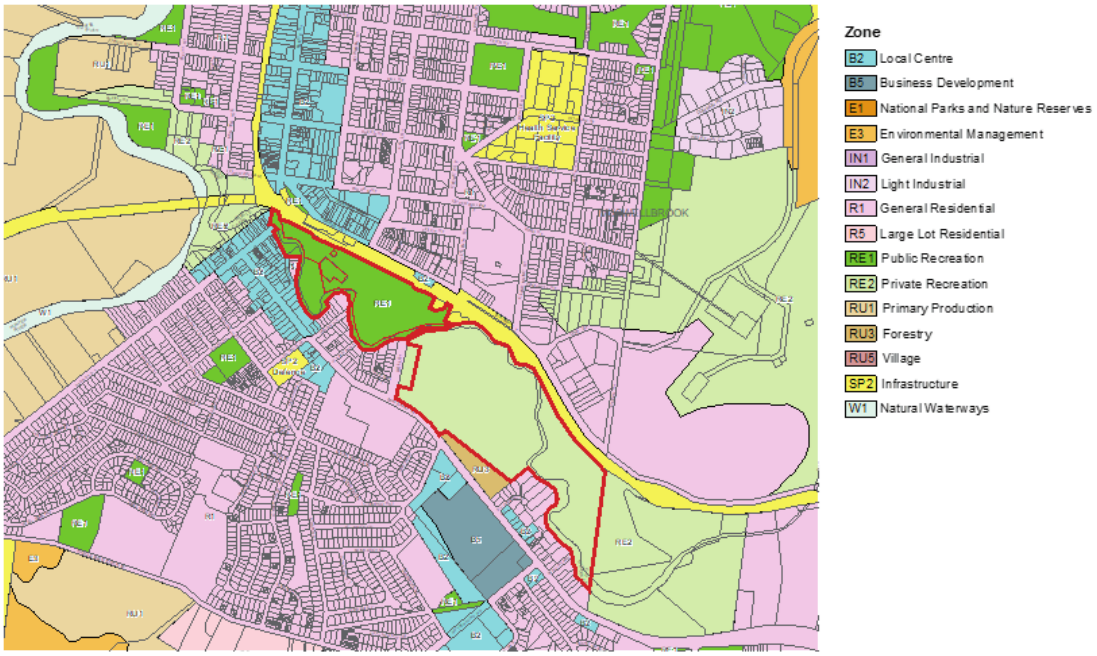


Figure 2.3
Land Zoning (Source: Muswellbrook LGA – NSW Planning Portal Spatial Viewer)

2.2.5 Community Land Categorisation

As of 1 July 2018, new Crown land legislation is in effect and all existing managers have continued under the new legislation. The new Crown Land Management Act 2016 (CLM Act) implements reforms identified through a comprehensive review of Crown land management.

Reserve managers have automatically transitioned under the new Act so that appointed managers continue to have the care, control and management responsibility for their Crown reserves. The CLM Act introduced significant changes to the management of Crown land by Councils. Specifically, Muswellbrook Shire Council will now manage dedicated or reserved land, where Council is Crown Land Manager, as if it were 'community land' under the Local Government Act 1993 (LG Act). Where land is classified as 'community land' under the LG Act, Council is required to have Plans of Management in place for the land.

A central requirement of the LG Act is that all 'community land' must be assigned to one or more land 'categories' whereby the land categorisation defines how Council will manage each parcel of land. Each category has an associated set of guidelines for categorisation and core objectives in providing guidance to the management of land (refer to table below). The objectives for each category provide a broad strategic direction for management of this land, which is the same for all 'community land' of the same category across NSW.

The CLM Act requires that assignment of Community Land Categorisations to Crown reserves have close regard for the reserves, Crown Reserve Purpose. As outlined above in Table 2.1 the reserve purpose for both Fitzgerald Park and Muswellbrook Golf Club is Public Recreation.

This purpose is supported by the ongoing development of the reserves in accordance with Council's strategic and policy documents, specifically Olympic Park Masterplan and vision for Olympic Park to 'become Muswellbrook's regional sporting precinct which provides people of all ages and abilities the opportunity to

participate in community sport, independent exercise, and passive recreation.' Initial categorisations for the reserves have been confirmed to DPE Crown Lands by Council (listed in Table 2.2 following page).

This PoM confirms the following categorisations and refer to Figure 2.4 on the following page:

General Community Use
Applies to the Muswellbrook Aquatic and Fitness Centre, and its car park areas, where a diversity of community uses within specialist-built facilities, including the fitness centre, is managed and operated by Council.

Sportsground
Applies to the sports fields, tennis courts and facility areas of Fitzgerald and Olympic Parks, including the car parks, that are used for structured active recreation.

Natural Area Watercourse
Applies to the riparian corridor or Muscle Creek forming the southern boundary of the Aquatic Centre, Fitzgerald Park and Olympic Park and to the area cutting across the centre of Muswellbrook Golf Course that forms the natural drainage line of Muscle Creek.

Natural Area Bushland
Applies to the area between the riparian corridor or Muscle Creek along the northern boundary of Muswellbrook Golf Club Reserve extending through the centre of the golf course.

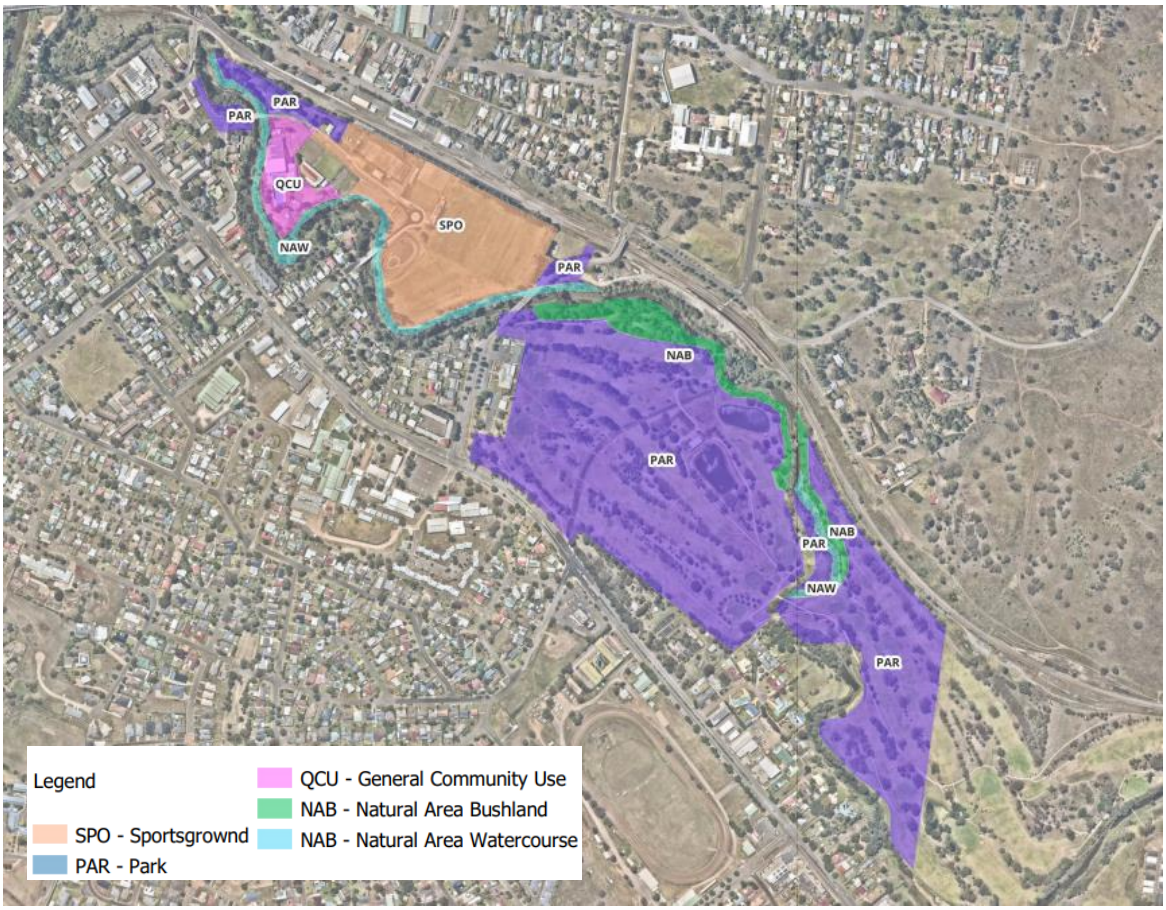
Park
Applies to the area to the north and north-west of the Aquatic Centre that provides for access into the complex and which has been improved with natural landscaping, and to the golf course that has been improved by landscaping, gardens and the provision of facilities for recreation and the casual playing of golf.

The Table following lists the categorisations proposed in this Plan of Management.

Table 2.2 Community Land Categorisation Summary

Land Parcel	Proposed category	Public Hearing Required
Lot 1 DP 903839 Muswellbrook Aquatic Centre	**General Community Use**	No
Lot 11 DP 1058170 Lot 1 DP 364120	**Park**	No
Lot 7010 DP 93327 Fitzgerald Park	**Part Sportsground** **Part Park** **Part General Community Use** **Part Natural Area Watercourse**	No
Lot 264 DP 1030447 Muswellbrook Golf Club	**Part Park** **Part Natural Area Bushland** **Part Natural Area Watercourse**	No

The tables in sections 9-11 outline the guidelines for categorisation as listed in the Local Government (General) Regulation 2021 Part 4 Division 1 – and core objectives from the Local Government Act 1993 clauses 36E-N.



3 RELEVANT LEGISLATION, POLICIES AND PROCEDURES

3.1 Legislative framework

3.1.1 Crown Land Management Act 2016

Crown land is governed by the *Crown Land Management Act 2016 ("CLM Act 2016")*, which provides a framework for the State Government, Local Councils, and members of the community to work together to provide care, control and management of Crown reserves.

Crown reserves are Crown land set aside on behalf of the community for a wide range of purposes, including environmental and heritage protection, recreation and sport, open space, community halls, special events and government services.

The *CLM Act 2016* abolished reserve trusts and reserve trust managers under the former Act and provided for the appointment of Local Councils (and others) as Crown Land Managers in respect of land which was previously held by reserve trusts.

Under the *CLM Act 2016*, Councils manage Crown land as if it were public land under the *Local Government Act 1993 ("LG Act 1993")*. However, it must still be managed in accordance with the purpose of the land and cannot be used for an activity incompatible with its purpose—for example, Crown land assigned the purpose of 'environmental protection' cannot be used in a way that compromises its environmental integrity.

Councils must manage Crown land in accordance with the principles of Crown land management outlined in the *CLM Act 2016*. The principles are the key values that guide Crown land management to benefit the community and to ensure that Crown land is managed for sustainable, multiple uses.

Principles of Crown Land Management

- Environmental protection principles are to be observed in the management and administration of Crown land.
- The natural resources of Crown land (including water, soil, flora, fauna and scenic quality) will be conserved wherever possible.
- Public use and enjoyment of appropriate Crown land are to be encouraged.
- Where appropriate, multiple uses of Crown land should be encouraged.
- Where appropriate, Crown land should be used and managed in such a way that both the land and its resources are sustained.
- Crown land is to be occupied, used, sold, leased, licenced or otherwise dealt with in the best interests of the state of NSW, consistent with the above principles.

Crown Land management compliance

In addition to management and use of Crown reserves that is aligned with the reserve purpose(s), there are other influences over Council management of Crown reserves. For example, Crown Land Managers may have conditions attached to appointment instruments, or Councils may have to comply with specific or general Crown land management rules that may be published in the NSW Government Gazette. Councils must also comply with any Crown land regulations that are made.

There are no conditions attached to any Crown Land Manager appointment notice for Council, and only one Crown land management rule applies to Muswellbrook LGA. This rule has been made under Section 3.15 of the *CLM Act 2016*.

The rule:

> *Crown land managers cannot, under any act (including the Local Government Act 1993), grant any lease or licence authorising:*
>
> - *The installation or construction of communication infrastructure on Crown land;*
> - *The placement of communication infrastructure on Crown land;*
> - *The use of communication infrastructure that is located on Crown land;*
> - *Access to communication infrastructure that is located on Crown land.*
>
> *However, the rule does not prevent the holder of a holding granted by the Minister administering the Crown Land Management Act 2016 subletting of communication infrastructure located on Crown land in accordance with the conditions of a holding granted by the minister.*

Reserve Purpose

Crown lands are to be used for the original gazetted purpose for which they were dedicated or reserved. Multiple uses of reserves are encouraged, where those uses are consistent with the original purpose of the reserve and the use does not impact on native title rights and interests under the *Native Title Act 1993*. The Reserve Purpose of Olympic Park Precinct is **Public Recreation.**

Leasing and Licencing on Crown Reserves

Leasing and licensing of Crown land ensures there is legal and suitable occupation of Crown land. Under the *CLM Act 2016*, a lease or licence is a type of tenure that gives permission to occupy and use Crown land for a specified purpose and term. The *CLM Act 2016* enables Council Crown Land Managers to enter leases and licences in accordance with the *LG Act 1993* once a compliant Plan of Management is in place or the land is classified as operational, whichever occurs first.

Council cannot enter into agreements for use, as lessor or licensor, on devolved reserves, which are not community or public land under the *LG Act 1993*. These reserves are managed by Council under the *LG Act 1993* as section 48 'public reserves' and a PoM is not required for these reserves.

The Council Crown Land Manager is required to ensure all monies received from the use of 'community land' is directed to maintaining and sustaining long-term use and enjoyment of the reserve/s. The income generated from leasing and licencing is a primary form of funding for a Crown Land Manager. It allows a Crown Land Manager to cover long-term running costs (at a minimum) and invest over the long term for future generations to use and enjoy the Crown land in their community. All Crown Land Managers should have lease and licence agreements in place with users of the reserves that they manage. Refer to Part 2 for leases and licences authorised by this Plan of Management.

3.1.2 Local Government Act 1993

Section 35 of the *Local Government Act 1993 ("LG Act 1993")* provides that 'community land' can only be used in accordance with:

- The Plan of Management applying to that area of 'community land'
- Any law permitting the use of the land for a specified purpose or otherwise regulating the use of the land
- The provisions of Division 2 of Chapter 6 of the Act.

Section 36 of the Act provides that a Plan of Management for 'community land' must identify the following:

a) The category of the land
b) The objectives and performance targets of the plan with respect to the land
c) The means by which the Council proposes to achieve the plan's objectives and performance targets
d) The manner in which the Council proposes to assess its performance with respect to the plan's objectives and performance targets

And may require the prior approval of the Council to the carrying out of any specified activity on the land. Land is to be categorised as one or more of the following:

a) A natural area
b) A sportsground
c) A park
d) An area of cultural significance
e) General community use.

Land that is categorised as a natural area is to be further categorised as one or more of the following: bushland, wetland, escarpment, watercourse, foreshore or a category prescribed by the regulations.

3.1.3 Native Title Act 1993

The Commonwealth *Native Title Act 1993* ("*NT Act 1993"*) recognises and protects native title rights and interests. The objects of the *NT Act 1993* are to:

- Provide for the recognition and protection of native title
- Establish ways in which future dealings affecting native title may proceed and to set standards for those dealings
- Establish a mechanism for determining claims to native title
- Provide for, or permit, the validation of past acts invalidated because of the existence of Native Title.

The *NT Act 1993* may affect use of Crown land, particularly development of the land and granting of tenures.

In particular, the CLM Act makes it mandatory for Council to engage or employ a Native Title Manager. This role provides advice to Council as to how the Council's dealings and activities on Crown land may be valid or not valid under the NT Act.

The Council must obtain the written advice from an accredited Native Title Manager as to whether Council complies with any applicable provisions of the native title legislation when:

a) Granting leases, licences, permits, forestry rights, easements or rights of way over the land
b) Mortgaging the land or allowing it to be mortgaged.
c) Imposing, requiring or agreeing to covenants, conditions or other restrictions on use (or removing or releasing, or agreeing to remove or release, covenants, conditions or other restrictions on use) in connection with dealings involving the land.
d) Approving (or submitting for approval) a Plan of Management for the land that authorises or permits any of the kinds of dealings referred to in (a), (b) or (c).

Council's Native Title Manager has been and will continue to be consulted in all relevant aspects of native title pertaining to the land that is covered by this PoM.

3.2 Other State and Federal Legislation

3.2.1 NSW State Legislation

Environmental Planning and Assessment Act 1979

The *Environmental Planning and Assessment Act 1979* (*"EP&A Act 1979"*) provides the framework for planning and development across NSW and guides environmental planning instruments that provide a basis for development control.

The *EP&A Act 1979* ensures that effects on the natural environment, along with social and economic factors, are considered by the Council when granting approval for or undertaking works, developments or activities.

This *EP&A Act 1979* is also the enabling legislation for planning policies that may have a direct influence on open space management. On a state-wide level there are State Environmental Planning Policies ("SEPPs"). On a regional level there are Regional Environmental Plans ("REPs"). On a local level there are Local Environmental Plans ("LEPs"), as well as Development Control Plans ("DCPs").

Aboriginal Land Rights Act 1983

The *Aboriginal Land Rights Act 1983* (*"ALR Act 1983"*) is important legislation that recognises the rights of Aboriginal people in NSW. It recognises the need of Aboriginal people for land and acknowledges that land for Aboriginal people in the past was progressively reduced without compensation. Crown land meeting certain criteria may be granted to an Aboriginal Land Council.

Biosecurity Act 2015

The Biosecurity Act 2015 (*"BioS Act 2015"*) enables landholders, community, industry and Government to effectively manage and respond to biosecurity incursions and risks. A fundamental principle of the *BioS Act 2015* is that biosecurity is everyone's responsibility, and all land managers have the same responsibilities – a duty to prevent, eliminate or minimise risk as far as reasonably practicable.

Council has obligations under the *BioS Act 2015* to manage Priority Weeds on Council land or Council managed land. Under the *BioS Act 2015*, weeds are divided into State, Regional and Local Priority Weeds (formerly referred to as Noxious Weeds). State and Regional priority weeds are identified in the *Hunter Regional Strategic Weed Management Plan 2017-2022 ("HRSWMP 17-22"* and outcomes for these weeds needs to demonstrate compliance with the Biosecurity Duty for the species listed in Appendix 1 of the *HRSWMP 17-22*.

Since 1 July 2018, the management of pest animals has been administered under the*BioS Act 2015*. Foxes are included in the *Hunter Regional Strategic Pest Animal Plan 2018-2023* and a threat abatement plan to rid them has been prepared under the *Biodiversity Conservation Act 2016*.

National Parks and Wildlife Act 1974

Statutory responsibilities on the Council arising from the *National Parks and Wildlife Act 1974 ("NPW Act 1974"* specifically relate to the protection of sites of pre- and post-European contact archaeological significance and the protection of native flora and fauna. The *NPW Act 1974* may affect 'community land' categorised as of cultural significance, as a natural area or park.

Aboriginal cultural heritage in NSW is protected by the *National Parks and Wildlife Act 1974*. Under the *NPW Act 1974* it is an offence to harm (destroy, deface, or damage) or desecrate an Aboriginal object or Aboriginal place, or in relation to an object, move the object from the land on which is has been situated.

Biodiversity Conservation Act 2016

The *Biodiversity Conservation Act 2016 ("BioD Con Act 2016")* repealed several pieces of legislation including the *Native Vegetation Act 2003*, *Threatened Species Conservation Act 1995, the Nature Conservation Trust Act 2001*, and the animal and plant provisions of the *National Parks and Wildlife Act 1974*. It should be noted that although the *Threatened Species Conservation Act 1995* has been repealed and superseded by the *Biodiversity Conservation Act 201*6, references to the former legislation remain in the *Local Government Act 1993 ("LG Act 1993")*.

The *Biodiversity Conservation Act 2016* covers conservation of threatened species, populations and ecological communities, and the protection of native flora and fauna. This Act primarily relates to community land categorised as natural area. However, other categories may also be affected.

The Department of Planning and Environment - Energy, Environment and Science Division advises that recovery plans and threat abatement plans made under the *Threatened Species Conservation Act 1995* were repealed on the commencement of the *Biodiversity Conservation Act* in 2017. These plans have not been preserved by any savings and transitional arrangement under the *Biodiversity Conservation Act 2016* or *LG Act 1993*, meaning pre-existing plans have no legal effect. For this reason, requirements relating to recovery plans and threat abatement plans for local councils preparing plans of management under section 36B of the LG Act are now redundant. Councils are to be advised if future amendments are made to the LG Act to enable these mechanisms.

The Act sets out a process for listing threatened plants and animals and establishes the "Saving our Species" biodiversity conservation programme for threatened species and threatened ecological communities. The Act provides for the identification and listing of threatened species (Schedule 1), threatened ecological communities (Schedule 2), key threatening processes (Schedule 4), protected animals (Schedule 5) and protected plants (Schedule 6). It also establishes new measures for the conservation of areas considered to be "of outstanding biodiversity value".

Certain weeds are also declared noxious under this Act, which prescribes categories to which the weeds are assigned. These control categories identify the course of action which needs to be carried out on the weeds. A weed may be declared noxious in part or all of the State.

Fisheries Management Act 1994

The *Fisheries Management Act 1994 ("FM Act 1994")* includes provisions for the management of state fisheries, including the conservation of fish habitats, threatened species, populations and ecological communities of fish and marine vegetation and management of the riparian zone, waterways and threatened marine/freshwater aquatic species. This relates to Community Land Categorised as natural area (foreshore, watercourse or wetland).

Where an area of 'community land' is declared to be critical habitat, or if that area is affected by a threat abatement plan under Part 7A of the *FM Act 1994*, a site-specific Plan of Management will need to be undertaken.

Rural Fires Act 1997

The *Rural Fires Act 1997 ("RF Act 1997")* contains provisions for bushfire risk management and the establishment of a Bushfire Management Committee. It also includes direction on development in bushfire-prone lands.

Water Management Act 2000

The *Water Management Act 2000 ("WM Act 2000")* is based on the concept of ecologically sustainable development, and its objective is to provide for the sustainable and integrated management of the water sources of the state for the benefit of both present and future generations. The *WM Act 2000* recognises:

- The fundamental health of our rivers and groundwater systems and associated wetlands, floodplains and estuaries has to be protected.
- The management of water must be integrated with other natural resources such as vegetation, native fauna, soils and land.
- To be properly effective, water management must be a shared responsibility between the government and the community.
- Water management decisions must involve consideration of environmental, social, economic, cultural and heritage aspects.
- Social and economic benefits to the state will result from the sustainable and efficient use of water.

Heritage Act 1977

The *Heritage Act 1977* contains provisions for the conservation of items of heritage and may relate to Community Land Categorised as cultural significance or natural area.

3.2.2 Commonwealth Legislation

Environment Protection and Biodiversity Conservation Act 1999

The *Environment Protection and Biodiversity Conservation Act 1999 ("EPBC Act 1999")* provides a national framework for the protection and management of matters of national environmental significance. These include listed nationally and internationally significant flora, fauna and ecological communities as well as heritage places on the World Heritage List and National Heritage List. The *EPBC Act 1999* also promotes the conservation of biodiversity and ecologically sustainable development.

Telecommunications Act 1997

The *Telecommunications Act 1997 ("TC Act 1997"* provides for telecommunication facilities being permitted on 'community land' without authorisation in a PoM.

3.2.3 State Environmental Planning Policies

State Environmental Planning Policy (Biodiversity and Conservation) 2021

This planning policy deals with bushland in urban areas, so is applicable to PoMs for Community Land Categorised as natural area—bushland.

State Environmental Planning Policy (Transport and Infrastructure) 2021 State Environmental Planning Policy (Transport and Infrastructure) (2021) (ISEPP) aims to facilitate the effective delivery of infrastructure across the State. The Infrastructure SEPP assists local government and the communities they support by simplifying the process for providing essential infrastructure.

The Infrastructure SEPP has specific planning provisions and development controls for 25 types of infrastructure works or facilities including roads, emergency services, electricity delivery, parks and other public reserves and telecommunications networks.

The Infrastructure SEPP outlines the planning rules for such works and facilities, including:

- Where such development can be undertaken;
- What type of infrastructure development can be approved by a public authority under Part 4 of the Environmental Planning and Assessment Act (EP&A Act) following an environmental assessment (known as 'development without consent');
- What type of development can be approved by the relevant local Council, Minister for Planning or Department of Planning under Part 4 of the EP&A Act (known as 'development with consent'); and
- What type of development is exempt or complying development.

Of particular relevance to open space is Clause 65 that specifies that development for any purpose may be carried out without consent if the development is for the purposes of implementing an adopted Plan of Management. The clause also lists a range of ancillary developments permitted without consent.

Clause 66 provides for a range of exempt developments within a public reserve such as the construction, maintenance, and repair of walking tracks, stairways, gates, seats, shelters and shade structures.

State Environmental Planning Policy (Biodiversity and Conservation) 2021 This policy deals with clearing of native vegetation in urban areas and land zoned for environmental protection.

3.2.4 Other State relevant Legislation, Policies and Plans

- *Companion Animals Act 1998*
- *Disability Discrimination Act 1992 (Cwlth)*

- *Disability Inclusion Act 2014*
- *Local Land Services Act 2013*
- *Pesticides Act 1999*
- *Protection of the Environment Operations Act 1997*
- *Retail Leases Act 1994*
- *Soil Conservation Act 1938*
- *Waste Avoidance and Resource Recovery Act 2001*
- *NSW Invasive Species Plan 2023-2028*
- *National Local Government Biodiversity Strategy*
- *NSW Biodiversity Strategy or named New South Wales Biodiversity Conservation Program*
- *Australian Natural Heritage Charter, Second Edition 2022*

3.3 Council Policies

There are several Council policies which are applicable to Council's management of open space. These are summarised further and can be accessed on Council's website *www.muswellbrook.nsw.gov.au* via searching under the Policies and Documents section.

Environmental Sustainability Policy

This policy will:

a) Act as a foundation document to embed environmental sustainability in all of Council's operations;

b) Provide a set of principles to support further implementation of strategies and actions by Council.

Risk Management of Council Facilities Policy

To provide clear and concise systems of procedures and practices, and documentation of the application of such systems, for relevant Council staff to follow, that will reduce Council's exposure to public liability claims by;

- More effectively allocating resources in the reduction and elimination of hazards that may exist or arise from time to time on various facilities under Council's care and control;
- Maintain a cost-effective level of service, in terms of safety, to users of facilities under Council's care and control; and
- Reduce Council's exposure to public liability claims by demonstrating Council's due diligence.

Management of Trees on Roads and Public Land Policy

To manage the valuable tree assets throughout the Shire in order to:

- Provide and maintain attractive "leafy" urban streetscapes and public reserves;
- Preserve the trees within council road reserves and public reserves where they provide numerous tangible benefits, including clean air, shade, erosion protection, noise dampening, protection from winds, screening of unsightly features, privacy, definition of boundaries and a habitat for birds and other wildlife; and
- Reduce the potential for injury, damage and/or loss caused by the trees, within Council's ability to resource, by the application of Risk Management concepts and techniques.

Public Art Policy

To support the implementation of Council's 2017-21 Delivery Program objectives to promote participation in cultural activities, to improve the liveability of the Shire's communities and continue with the implementation of projects to support the revitalisation of the town centres of the Muswellbrook Shire, which includes a target to install permanent exhibitions of public art.

Rivers and Drainage Channels Policy

Muswellbrook Shire Council is committed to ensuring the responsible and orderly management of rivers and urban drainage systems throughout the Shire and so enhance and improve them with respect to:

- Natural environmental values;
- Aquatic fauna habitat;

- Water quality or availability;
- Drainage and flood risk management;
- Maintainability;
- Accessibility; and
- Visual amenity.

Asset Management Policy

This policy provides the overall framework to guide the sustainable management of Council's Infrastructure asset portfolio including that:

- They meet the needs and aspirations of the community as expressed in the Muswellbrook Shire Community Strategic Plan;
- Are sustainable;
- Have an acceptable level of risk; and
- Are acquired, upgraded or renewed when necessary to meet community service demands or growth

3.4 Active Transport Plan (currently under review)

The plan prepared in 2009 sought to formulate a realistic, connective and safe network of walking and cycling facilities, supported by a prioritised schedule of works.

Major outcomes included:

- Assessment of existing conditions for walking and cycling.
- An updated strategy to guide Council's development of the pedestrian and cycle network in Muswellbrook and Denman over the next 10 years.

Key principles of the proposed strategy for Muswellbrook included:

- Upgrading and extending off-road pathways.
- Targeted development of formal on-road bikeways along key corridors to facilitate continuous, convenient and safer travel for experienced commuter cyclists.
- Minimising barriers to pedestrian and cycle movement.
- Improving the legibility of pathways and trails located in parkland.
- Strategic integration of pathways and bikeways with future residential subdivision, rather than retrofitting facilities at a later stage for higher cost.
- Provision of recreation and fitness trails to support more healthy and active lifestyles.

Recommendations relevant to the Olympic Park Precinct are:

Monitor opportunities to establish new north-south cycle/ pedestrian links across Muscle Creek and the rail line, coinciding with future town expansion and new road projects.

3.5 Muswellbrook Aquatic Centre Master Plan

The Plan includes the following features:

- Refurbished Outdoor 50m, (8 practice lanes at 1.925m or 7 competition lanes at 2.2m), plant and new plumbing.
- Wet deck conversion.
- Indoor pool hall shared with Water Play Area approx. 15m x 7m, LTS/Program 15m x 10m.
- Spa and Sauna.

- 24hr gym access.
- New entrance and foyer area.
- Commercial kitchen/Cafeteria.
- Dry play party room
- Viewing Deck.

3.6 Muswellbrook Urban Riparian Landcare Master Plan

The Master Plan, prepared in 2018, ensures that key urban design principles are incorporated into the future development opportunities within Muswellbrook riparian corridor and town centre.

The Plan addresses opportunities to reactivate the river edges and introduce the community to the possibilities of outdoor recreation in a river environment. The main design objectives, which have been incorporated with focus on maintaining wildlife corridors with canopy trees and local species of endemic plants for native bird habitats, are to provide the local community with:

- A place the local community will take pride in and cherish;
- A destination for school educational outdoor classrooms to communicate the value of the river, heritage, arts and culture;
- An outdoor living room with picnic facilities, swimming areas, fishing and beach volleyball;
- A river environment that will bring revenue to local business through accommodation, cafe, kiosks and education;
- A network of DDA access paths to the Hunter River and amenities;
- A healthy river system that will provide shelter to threatened native wildlife and bird life;
- A nature trail that will provide access to and across the river at Muscle Creek;

Council is currently preparing a Muscle Creek and Possum Gully Catchment Management Plan

3.7 Review of Plan of Management

Implementation of this Plan and its ongoing relevance will be reviewed as part of Council's integrated planning and reporting processes. Refer to section 8.0 for further detail on the review process and related protocols.

3.8 Community Consultation

Olympic Park Master Plan Adopted 2018

Extensive public consultation has been undertaken for the Olympic Park Master Plan as well as for the Aquatic Centre Master Plan. Development of this Plan of Management has drawn on past consultation undertaken as part of master planning for the development of the precinct.

Key priorities identified from this consultation included:

- To prepare an overall Master Plan for Olympic Park precinct which will give a clear vision for the precinct;
- To integrate Muswellbrook Aquatic Centre and Urban Riparian Landcare Master Plans' outcomes into the overall Master Plan for Olympic Park;
- To identify opportunities for improvements including public domain, recreational, parking, traffic movement and landscaping;
- To enhance connection between Olympic Park precinct, town centre and neighbouring residential areas;
- To incorporate crime prevention through environmental design principles into planning and development activities;
- To provide a coordinated and strategic planning approach to the development of the area;

- To develop detailed concept design for identified key areas; and
- DRAFT Olympic Park Sports Precinct Landscape Management

Vegetation Management Plan

The Vegetation Management Plan prepared for the Muscle Creek corridor in 2012 by GHD, involved liaison with key stakeholders in the management and maintenance of the riparian corridor.

Muscle Creek Landcare Group

The Muscle Creek Landcare Group was established in 1995 and undertakes coordination, planning and on-ground works aimed at restoration of the riparian corridor. The group has had a number of different grants to conduct the rehabilitation of Muscle Creek, NSW. The most recent was awarded through NSW Environmental Trust for the 2020-2022 Rehabilitation of Muscle Creek for Community and Environmental Benefit Project. The objective of this funded project is to coordinate teams of external volunteers to continue restoration work on the creek. These teams will provide the necessary labour that, combined with the Groups own personnel, will help to maintain work already done and expand on the restoration efforts on the riparian corridor. The group undertakes their work on public land that adjoins Muscle Creek.

Through consultation, the relevant key issues for the creek identified by Muscle Creek Landcare Group and the Hunter and Central Rivers Catchment Management Authority were:

- Bed and bank stability;
- Flood management;
- Vegetation management, including protection of an existing Endangered Population, creation of a wide and diverse vegetation buffer and continuous weed control;
- Water quality;
- Nutrient sources;
- Community access; and
- Beautification to improve aesthetic values.

Wanaruah Local Aboriginal Land Council

As a representative body of the local Aboriginal community in the area, the Wanaruah Local Aboriginal Land Council (WLALC) are a valued stakeholder for the management of Lower Muscle Creek and are regularly consulted on local activities through the Muswellbrook Shire Council Aboriginal Reconciliation Committee.

Private Landholders and Residents

Private landholders and residents are important stakeholders. The majority of Lower Muscle Creek is bordered by private residential land or provides access to the community recreation lands and the southern border of the Muswellbrook Golf Course borders private residential land.

Public Exhibition

The Preliminary Draft Plan of Management will be provided to users of the precinct, private landholders in the vicinity of the precinct and to the public prior to finalisation of the Draft Plan. After approval from The Minister the Draft Plan will be placed on public exhibition for 28 days plus a 14-day ongoing response period (42 days total) in accordance with the Local Government Act. The exhibition period allows for interested parties to comment on the Draft Plan. Council will consider all comments and the final document will be amended where appropriate.

Key comments were reviewed and are tabulated below

Comment	Response for POM finalisation
TO BE COMPLETED FOLLOWING EXHIBITION	

Comment	Response for POM finalisation

4 HABITAT AND ENVIRONMENT

4.1 Muscle Creek Corridor

Section 36A(2) of the LG Act requires that a specific PoM be prepared for an area of 'community land', all or part of which consists of Endangered Ecological Communities (EEC) (or species, habitat, etc) listed as critically endangered and subject to a Final Determination Listing by the Scientific Committee.

Section 36B(3) of the LG Act also requires that a specific PoM be prepared for 'community land', all or part of which is directly affected by a recovery plan or threat abatement plan.

A Vegetation Management Plan (VMP) was prepared for the Muscle Creek corridor in 2012, for the area immediately to the north of the site. This identified, as outlined following, that the area has potential to support an EEC but that this is not critically endangered. Being a continuation of that corridor, the subject site has similar potential.

As outlined in the Muscle Creek Nature Trail Environmental Assessment (26/10/2019), Muscle Creek is a steep banked waterway which meanders through the town of Muswellbrook NSW, beginning in a catchment approximately 6 kilometres East of Muswellbrook, before meeting at a juncture with the Hunter River northwest of Sydney Street. Muscle Creek, a 5th order watercourse, has been the site of multiple rehabilitation and improvement projects, with weed removal, tree planting, path construction and riparian stabilisation, all carried out collaboratively by volunteers, Landcare, local environmental rehabilitation businesses, and Council's Natural Areas Team.

Figure 4.1:
Muscle Creek Walking Track

The Vegetation Management Plan established a strategic vision for:

- Mitigation of flooding and the protection of infrastructure and property.
- Improvement of community access and passive recreation.
- Beautification.

- Preservation of the waterway's ecological value, including bed and bank stabilisation.

The plan identified the key environmental characteristics of the corridor in this vicinity. These are summarised following:

- The corridor is typified by an open canopy of natives and exotics, a sparse mid layer of shrubs planted in previous rehabilitation works and dense and diverse ground layer dominated by environmental and noxious weeds.

- The vegetation type recorded surrounding Muscle Creek most closely aligns with 'Hunter Valley Floodplain Red Gum Woodland Complex (EEC)' in poor condition and 'Hunter Valley River Oak Forest' as described by Peake (2006). Both communities have been previously recorded in the Muswellbrook locality and along Muscle Creek, where they occur in close proximity in riparian locations. The boundary between the two communities is often difficult to define. However, in most instances 'Hunter Valley Floodplain Red Gum Woodland Complex' commences at the outer edge of 'Hunter Valley River Oak Forest'.

- Descriptions of these vegetation communities according to Peake (2006) are located in Appendix B of the VMP.

- An additional vegetation community exists comprising of exotic grassland in the flat open recreation area above the creek banks.

Threatened Flora Database searches were conducted to identify listed threatened flora that was previously recorded or with the potential to occur within the Locality. Based on site surveys and habitat requirements for these species it is unlikely that they would occur at the Site. A highly modified community of 'Hunter Floodplain Red Gum Woodland Complex (EEC)' was identified at the Proposal site in low condition. At least one individual of the endangered population 'Eucalyptus camaldulensis population in the Hunter catchment' was also identified at the Site to the northwest of the Olympic Park Precinct site.

Noxious and environmental weeds

The Site to the northwest of the Olympic Park Precinct is dominated by exotic plants and environmental weeds, which is similarly reflected through the subject area. The steep banks surrounding Muscle Creek feature high infestation with environmental weeds such as (but are not limited to) Caster Oil Plant (Ricinus communis), Broad Leaf Privet (Ligustrum lucidum), Cobblers Pegs (Bidens Pilosa), Rhodes Grass (Chloris Gayana), Verbena Litoralis and various vine species.

Past Works

Past works in the creek corridor through the subject site have included ongoing bushland management works, bank stabilisation, and implementation of the Muscle Creek Nature Trail project in 2019/20.This project implemented a walking trail, interpretive signage and weir crossing of the creek.

It is noted that the creek is a Crown Waterway. Prior to carrying out modification works, it is necessary to seek approval through the NSW Department of Planning and Environment. Modification to land within 40m of a riverbed is classed as a 'controlled activity' and as such requires approval. As stipulated on their website, controlled activities include modifications to a watercourse, such as erosion control works and channel realignment, but less significant works such as tracks should be assessed against the Department of Planning and Environment criteria.

Specific management recommendations should apply as defined in the Muscle Creek Vegetation Management Plan 2012.

Figure 4.2:
Muscle Creek within Muswellbrook Golf Course

5 HERITAGE AND CULTURAL SIGNIFICANCE

5.1 Aboriginal Cultural Heritage

Prior to European settlement, the Muswellbrook Shire was occupied by people of the Wonnarua/ Wanaruah language group. The Wonnarua/ Wanaruah people traded and had ceremonial links to their neighbouring tribes such as Awabakal, Darkinung, Geawegal, Kamilaroi, Wiradjuri and Worimi. The Muswellbrook Shire Local Government area is located within the Wanaruah Local Aboriginal Land Council boundary. Aboriginal people living in Muswellbrook Shire now comprise 5.2% of the total population according to the most recent ABS census data.

The Muswellbrook Shire Council Aboriginal Reconciliation Committee was established in 1997; the Committee's goal is to further Reconciliation in the Community. Some of the significant outcomes of the Aboriginal Reconciliation Committee has been:

- Agreed Acknowledgment of Country;
- Painting and construction of the Reconciliation Mural;
- Installation of the Scarred Tree in Simpson Park;
- Graphics on the noise attenuation walls;
- Naming of Weeraman Fields;
- "Wannin Thanbarran" – a history book of Aboriginal/European Contact in Muswellbrook and the Upper Hunter Valley';
- "In Our Own Words' - exhibition, book and digital recordings ;
- Installation of the Widden Creek Artefacts display in the foyer of Muswellbrook Shire Council;
- Interactive website (www.workingwithindigenousaustralians.info) containing detailed information on Aboriginal and Torres Strait Islanders history and culture, demographics, discussion on current issues and practice implications for people who work in the Human Services sector;
- Muscle Creek Trail Walk – Local Aboriginal history on the historical signs of the area.

Open spaces provide an important opportunity to provide a connection for the community.

5.2 European Cultural Heritage

Musclebrook was declared a township in 1833. It was discovered by Chief Constable John Howe in 1819 and in 1824 major parcels of land were surveyed by Henry Dangar along the banks of the Hunter River for

allocation to early settlers. Although the town name was referred to as Muswellbrook for many years, the official name change to Muswellbrook was gazetted in the New South Wales Parliament in January 1953.

In 1842 the sons of Francis Forbes established the private village of Forbestown south of Muscle Creek but due to confusion with the town of Forbes it was changed to South Musclebrook in 1848. The rich soils surveyed by Dangar resulted in Musclebrook being established as a farming centre. When the railway arrived in 1869 it boosted the local economy as the settlement became the northern railhead and the population climbed.

When Musclebrook was declared a municipality in 1870 the population was 1445. Coal mining began in the 1890s although truly large-scale coal mining didn't get under way until more recently with a predominance of open-cut mines. After the First World War the larger properties were broken up into smaller farms with dairying supplanting wool and wheat. In 1979 the Shire of Denman and the Municipality of Muswellbrook amalgamated to form present day Muswellbrook Shire.

Writer Donald Horne, author of The Lucky Country, was raised in Muswellbrook and wrote of his experiences in The Education of Young Donald (1967).(*Source: Council website*).

6 DEVELOPMENT AND USE

6.1 Overview

6.1.1 Generally

Fitzgerald Park was dedicated as a public reserve on the 23 May 1879. Early use of the park and provision of facilities focussed on organised sports. The reserve originally encompassed the overall corridor of open space including part of the current Muswellbrook Golf Course. From the late 1800's to mid-1900's the park was referred to as Gerald Park and the site of the current football fields was part of the town Showground site. Later, when the Showground moved, it became known as Olympic Park. Now the name Olympic Park is used to refer to the lands between Bell Street and the Wilkinson Ave bridge over Muscle Creek as reflected in the Olympic Park Master Plan 2017.

Over time, four parcels of land have been excised from the original Fitzgerald Park Reserve for specialised uses:

Railway Land

Two small adjoining parcels to the north of the reserve were removed from the original reserve for railway line and trucking yards in the 1920s.

Roads and Access

Currently parts of Haydon Street, Wilkinson Avenue and Bell Street are not dedicated public roads. ARTC under a current licence agreement also have a constructed access road to their rail corridor. Council is looking to resolve the current issues for the abovementioned areas in the future action for this Plan of Management.

Muswellbrook Bowling Club - currently Boronia Building

The land on which the Bowling Club, greens and carpark were located was extracted from Fitzgerald Park Reserve as a direct lease to the Bowling Club by the Crown. When the Bowling Club closed, the Crown created Muswellbrook Community Reserve No. 1011548 and in May 2006 appointed Hunter Integrated Care Inc. and Upper Hunter Community Services Incorporated as the Trustee and issued them a direct lease for the purpose of community purposes and public recreation. Services for the aged and people with disabilities are carried out in the Boronia Building. The Muswellbrook Croquet Club currently utilise the greens and have built a small clubhouse alongside the Boronia Building.

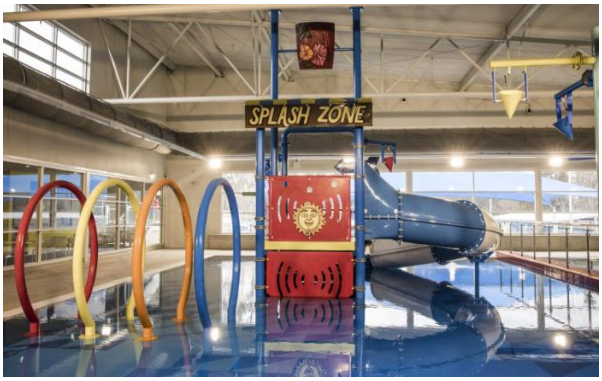
Memorial Guides Hall

The Memorial Guides Hall was extracted from Fitzgerald Park by Gazette of 13 December 1963 and a Special Lease was granted to the Girl Guides Association (NSW) in February 1964 until its withdrawal in October 1971. In May 1972 the Crown created an unnamed Reserve No. 88588 for the purpose of Girl Guides and

appointed Girl Guides Association (NSW) as Trustee in January 1973. The Muswellbrook Girl Guides attend regular meetings at the hall.

Muswellbrook Aquatic Centre

In 1976 the site of the Muswellbrook Aquatic Centre was excised from the original reserve and transferred to Muswellbrook Council in fee simple, from which time it has been managed by Council as 'community land'.



6.1.2 Key facilities and spaces

Refer to Figure 6.1.6 following page: Olympic Park Precinct Key Existing Features

Tennis Courts

Tennis was established on the site in the late 1920's and the Park Tennis courts were officially opened in 1936.

Figure 6.1:
Park Tennis Courts

Figure 6.2:
Park Tennis Courts

In 1942 (during WW2) the courts and surrounding Showground area became a military camp for soldiers and wartime activities. At the conclusion of the war in 1945 the Club restored the courts, and a single-story club house was built in 1954. In 1976 the club house was replaced with the 2-story club house on the site today. The courts have been extended and have been subject to resurfacing periodically.

The second tennis club, Olympic Park Tennis, was officially formed in 1965 as an amalgamation of two local clubs – Sports Tennis Club and Tahoma Tennis Club. Both Park Tennis and Olympic Park Tennis clubs have operated from the site since.

Figure 6.3:
Olympic Park Tennis

A number of the western most courts have not been used for some time and more recently have been home to a community gardens compound run by the Muswellbrook Shire Council Sustainability Group. This is proposed to be relocated to an alternative site in near future.

Olympic Park Fields

The current sporting field areas were originally the site of the Muswellbrook Showground and have been used for organised field sports since the late 1800's. The Showground moved from the reserve in 1955. Amenities were constructed, with the current integrated grandstand and amenities building developed in 1982. The fields are used predominantly for Rugby League in the winter and Touch Football in the summer. Stage 1 of the Olympic Park Master Plan provides for new facilities with amenities, change rooms, storage and lift/ stair access to a multi-function room above.

Figure 6.4:
Olympic Park Grandstand

Ron King Velodrome

The Velodrome was constructed in 1950 and was later named after a local Muswellbrook Olympic Cyclist, Ron King. The velodrome has a steep profile and is currently not used for organised sport.

Figure 6.5:
Ron King Velodrome

Muswellbrook Aquatic and Fitness Centre

The 50m outdoor pool was opening in February 1929 and is a major community facility. Due to its age and ongoing maintenance issues Council has recently undertaken a major refurbishment of the pool. The indoor

fitness centre facilities were integrated with the outdoor pool in a major development of the site.

The current Muswellbrook Aquatic Centre Upgrade includes the construction of a state-of-the-art indoor area featuring a water activity park, learn to swim and therapy pool, new entrance and foyer, kiosk, party room, spa, sauna and viewing deck. The completed redevelopment and refurbishment works has created a new level of service and greatly improved facilities and access. The facility is Council owned 'community land' and is managed by Council.

Figure 6.6:
Muswellbrook Aquatic Centre - Outdoor Pool

Muswellbrook Golf Course

The history of golf in Muswellbrook stems back to 1900 when Donald Macintyre of Kayuga laid out a nine-hole course in North Muswellbrook. There was no formal club at that time, however, by 1903 there were many local players trying their hand at golf on a regular basis. Around 1907 the Recreation Ground to the east of Bell Street and south of Muscle Creek was deemed a suitable location for a 9-hole course and became home to the local golfers. The properly constituted golf club was formed in 1910 and the first small club house was built on the railway side of Muscle Creek in 1914. As golf became more popular a new club house was built in 1924. The Golf Club purchased land to the east of the current course in 1955 and proceeded to establish an 18-hole course incorporating the part of Fitzgerald Park Reserve.

The Golf Course provides a championship 18-hole course of 6104 metres, and it is a par 72 course. It is considered a challenging layout with five par 5 holes, eight par 4's, and five par 3's. There are eight water carries across the picturesque Muscle Creek which meanders through the course.

The Club House, located on a lot that the Club leases directly from the Crown, provides for club activities including squash with a restaurant, outdoor dining area and adjacent children's playground. The Club House includes a function area for up to approximately 100 people for parties, wedding receptions and wakes.

Figure 6.7:
Muswellbrook Golf Course

Figure 6.8

Olympic Park Precinct – key existing features

6.2 Condition of the land and structures on adoption of the Plan

Olympic Park Precinct has a range of existing built facilities in addition to new facilities under construction. The following summarises the basic aspects of each and identifies the most recent building and facilities condition reporting.

Table 6.2 Facilities Condition Summary

Item / features	Condition
Wilkinson Ave Entry Road	
Asphalt road surface with kerbs and drainage	Good condition
Railway Boundary	
Fence line and landscape curtilage	Satisfactory condition
Carpark to Aquatic and Fitness Centre	
Kerbed roadway with landscape islands	Satisfactory to good condition of infrastructure.
Aquatic and Fitness Centre	
Aquatic and Leisure Centre	2020/ 2022 underwent major works and asset renewal. Excellent condition
Community gardens	
Fenced community gardens enclosure (to disused courts) operated by Council Sustainability group (is being relocated to an alternative site in future to facilitate additional parking area)	Satisfactory condition.
Park Tennis Club	
Courts	Good condition – club undertakes ongoing court maintenance and renewal
Club Building	Satisfactory condition
Olympic Park Tennis Club	
Courts	Good condition
Club Building	Satisfactory condition
Olympic Park Sports field	
Fields	Excellent Condition
Field sports lights	Satisfactory condition
Amenities / Grandstand	Satisfactory condition
Velodrome	
Velodrome structure	Poor condition. New fencing has been installed
Carpark and Lighting	

Item / features	Condition
To Olympic Park Sportsground area and including intelligent lighting.	Excellent condition
Fencing	
Perimeter fencing to Sportsground area	Poor condition
Golf Course	
Golf Course	Good Condition
Boundary fencing	Excellent Condition

6.3 Permitted use and future use

6.3.1 Legislative requirements for future use and development

The Olympic Park Master Plan sets out a proposed future vision for the use and development of the Olympic Park Precinct west of Bell Street. It is expected that new activities, developments and structures may be proposed in response to an application for proposed use of the Olympic Park Precinct, or as triggered by an opportunity for funding, or to address a need or management requirement that may not be evident during community and stakeholder consultation and/ or subsequent preparation of this Plan of Management.

The LG Act, Section 36 states that a Plan of Management must expressly authorise any proposed or potential developments on 'community land'. The following authorisation is provided generally. More specific guidance as to management of uses and development is provided in Part 2 of this Plan of Management: Detailed Management Requirements for Community Land Categories.

Any specific works will also require further investigation, and development approval as required.

Permissible uses and developments at Olympic Park Precinct must be in accordance with relevant legislation, particularly:

- RE1 Public Recreation zoning under the Muswellbrook Environmental Plan 2009
  - To enable land to be used for public open space or recreational purposes.
  - To provide a range of recreational settings and activities and compatible land uses; and
  - To protect and enhance the natural environment for recreational purposes.
- RE2 Private Recreation zoning (Muswellbrook Golf Course) under the Muswellbrook Environmental Plan 2009
  - To enable land to be used for private open space or recreational purposes;
  - To provide a range of recreational settings and activities and compatible land uses;
  - To protect and enhance the natural environment for recreational purposes;
  - To encourage the development of public open spaces in a way that addresses the community's diverse recreation needs.
- Guidelines for and core objectives of the relevant categories of 'community land' under the LG Act.
- Uses for which leases, licences and other estates may be granted on 'community land' under the LG Act.

Developments and structures are limited to those which support the desired activities, consistent with the Olympic Park Masterplan (refer section 7.0 of this plan).

Any use or development that would further encroach on the open space of the site should be minimised, unless it can be shown that the proposed use or development is a more efficient use of the space, has a community benefit, and is consistent with the objectives of this Plan of Management.

Permitted uses and developments must all support and enhance the other values of the site including open space and recreation.

6.3.2 Prohibited activities

Activities that are not consistent with core objectives of the Reserve purpose of Public Recreation are prohibited on the site. Similarly, activities and uses that are not consistent with the core objectives of the Community Land Category (sportsground, general community use, Park, Natural Area Watercourse or Natural Area Bushland) are also prohibited.

Certain activities at Olympic Park Precinct may also be prohibited by the land use zoning of the site and Muswellbrook Shire Council may prohibit certain activities from time to time. Prohibited use will be communicated via Council bookings, leases and licence agreements, or otherwise communicated where prohibited activities may be temporary.

6.3.3 Buildings and structures

Use of buildings and structures will support and reflect the core objectives of the land's Community Land Categorisations in accordance with the RE1 zoning. Refer to Part 2 of this plan for details on permitted use of buildings and structures in Olympic Park Precinct.

6.3.4 Express authorisation

This Plan of Management expressly authorises development of new buildings and structures, and redevelopment/ refurbishment of buildings and structures, which support the desired use of Olympic Park Precinct.

Such buildings and structures will be consistent with:

- The adopted 2018 Olympic Park Master Plan and any subsequent detailed design plans.
- The Muswellbrook LEP 2009 and any applicable Development Control Plans.
- The Building Code of Australia.
- Access to new facilities on the site and any refurbishment of those structures will be provided according to Design for Access and Mobility Standards.
- Access and seating requirements for people with disabilities and compliance with Disability Discrimination Act; and
- Sustainable development and integrate sustainability in terms of energy use, life cycle costs, source material impacts, and Water Sensitive Urban Design (WSUD).

Any proposal for the development and use of buildings, structures and spaces in Olympic Park Precinct will be considered on merit and benefits to the community.

Refer to Part 2 of this Plan - Detailed Management Requirements for Community Land Categories - for details on express authorisations applying to the land categories across the Olympic Park Precinct.

6.3.5 Scale and intensity of use and development

Management of use must have regard for the potential impacts of activities and development on adjoining uses and users. Some key considerations include:

Impacts on adjoining land uses

Uses and activities permitted within Olympic Park Precinct must consider the impacts on local residents, workers and adjoining land uses in terms of noise, lighting, traffic and parking. Development approvals for ongoing development of facilities in Olympic Park Precinct must take this requirement into account as part of the approvals process.

Organised Sports Use

The Plan of Management specifically authorises activities in Olympic Park Precinct which may attract high numbers of people including organised sport activities and training, school sport competitions, commercial activities and one-off community events and performances.

The allocation of Olympic Park and the Muswellbrook Aquatic and Fitness Centre for organised sport and school sport will comply with Council's seasonal allocations process. Applications for permissible activities will be assessed on a case-by-case basis.

The scale and intensity of such activities will be managed by Council's booking process and associated conditions of use.

Informal Use

The intensity of use of informal recreation facilities across Olympic Park Precinct and settings (such as playgrounds, fitness station and park seating) would be determined by community use of the site.

Traffic and Carparking

The impact of traffic and parking associated with organised sport or community events on neighbouring residents and businesses will be managed by preparing a Traffic and Parking Plan on a case-by-case basis for consideration by Council when granting consent for such activities/ events.

The Olympic Park Master Plan includes the construction of a bridge over Muscle Creek into Wilder Street to manage pedestrian and vehicular traffic for sporting and community events.

6.3.6 Assessment and approval of permissible uses and developments

Muswellbrook Shire Council must expressly authorise proposed developments on 'community land' under the LG Act. This authorisation in a Plan of Management gives 'in principle' support for activities and developments consistent with the objectives for land categorisation to proceed to development assessment under the Environmental Planning and Assessment Act 1979.

This Plan of Management does not in itself imply or grant consent for activities or developments. Any proposed uses and developments which are consistent with this Plan of Management must still be referred for development consent, and where required, be advertised widely for information and to invite comment. Any subsequent application for development consent would be supported by and assessed against this Plan of Management.

6.3.7 Authorisation of current use agreements

The table following summarises current lease agreements in addition to seasonal bookings by sporting users applicable to the areas subject to this PoM. An additional licence agreement with special conditions is also listed after Table 6.3.

Table 6.3 Fitzgerald Park/ Golf Course Leases and Licences

Lessee/ Licencee	Reserve No.	Lease or Licence	Permitted Use	Period of Lease/ Licence	Special Conditions
Muswellbrook Park Tennis Club Inc.	570025	Licence	Playing tennis and social activities	1/7/2023 - 30/6/2024	Nil
integratedliving Australia Ltd	570025	Licence	Use of garage and fenced compound for car parking only for Licencee and their clients	1/7/2023 - 30/6/2024	Nil
Muswellbrook RSL Sub-Branch Club Ltd	1010588	Lease	A golf links course for playing golf and other forms of sport and for the recreation of its members and any associated purposes approved by the Lessor	1/7/2004 - 30/6/2024	Nil

Lessee/ Licencee	Reserve No.	Lease or Licence	Permitted Use	Period of Lease/ Licence	Special Conditions
Olympic Park Tennis Club Inc.	570025	Licence	Tennis Courts and Club and associated social and sporting activities	1/7/2005 - 30/6/2025	Nil

Table 6.3.1 Olympic Park Seasonal Bookings

User Group	Activity	Dates	Frequency	Participants 2020	Participants 2019
Muswellbrook Junior Rugby League	Pre-Season Training	February - April	3 x per week	350	350
	Season Training	April - October	5 x per week		
	Season Competition	April - October	2 x per week		
Muswellbrook Senior Rugby League	Pre-Season Training	January - May	4 x per week	70	70
	Season Training	May - September	4 x per week		
	Season Competition	May - September	2 x per week		
Muswellbrook Touch Football	Season Training	September - March	1 x per week	127	124
	Season Competition	September - March	1 x per week		

(2021-2022 participant numbers not used due to COVID interruptions)

A Licence Agreement, subsequent to two previous licences, has been issued to Australian Rail Track Corporation (ARTC). ARTC's only access to the rail corridor on the southern side of the line from the rail bridge to Muswellbrook Train Station is from Fitzgerald Park. ARTC has undergone major works with the rebuilding of the rail bridge across the Bridge Street end of the New England Highway.

On completion of the ARTC planned works, a sealed (all weather) access road has been constructed from Wilkinson Avenue to the ARTC Rail corridor, in accordance with Council's requirements. ARTC proposes to establish an easement and Council resolved at 23 May 2023 Ordinary Council meeting to support in principle the creation of an easement providing this recommendation to Department of Planning and Environment Crown Lands.

6.3.8 Authorisation of future Leases, Licences and other Estates

Granting of leases, licences, other estates and easements for the use or occupation of Olympic Park Precinct are permissible for uses consistent with:

- Section 3.23 of the CLM Act
- The uses listed in Sections 46 and 47 of the LG Act. A lease or licence for a term exceeding 5 years may only be granted following the conditions set out in the LG Act in Section 47 (1), (2), (3) and (4) and if any objection is received, Minister's consent will be required. Proposed leases or licences that exceed a period of 21 years (including with options for renewal periods) will require the Minister's consent. No leases or licences can be granted for a period (including with options for renewal periods) exceeding 30 years.
- The guidelines and core objectives for the Sportsground, General Community Use, Park, Natural Areas Watercourse and Bushland categories of 'community land'.
- Zoning under the Muswellbrook LEP 2009 and conditions of development consent if required; and
- This Plan of Management.

In addition to the conditions provided within the authorisations, the granting of a lease, licence or other estate must also:

- Be in keeping with the purpose, category and core objectives of the land.

- Have no negative impact on historical or heritage sites.
- Not alienate the Precinct unreasonably to allow for community use.
- Be ecologically sustainable.
- Have a component of community benefit.
- Demonstrate a clear nexus between the activity and the Precinct.
- Not result in overuse of the area or conflict with community use of the area.
- Ensure traffic and parking implications are considered; and
- Be in accordance with all Council policies and procedures governing the use of open space.

Sub-leases are permissible where a lease arrangement has been entered into with Council for 'community land'. Any proposed sub-leasing of the land must be in accordance with the requirements of Section 47C of the LG Act.

Proposed leases, licences and other estates applying authorised use for the land categories across the Olympic Park Precinct are outlined in Part 2 Detailed Management Requirements for Community Land Categories.

6.3.9 Authorisation of Short-term casual use and occupation

Licences for short-term casual use or occupation for a range of uses may be granted for Olympic Park Precinct in accordance with Clause 116 of the Local Government (General) Regulation 2021.

Authorisation is granted for short-term casual use or occupation of Olympic Park Precinct for the following uses and occupations presented in Part 2 Detailed Management Requirements for Community Land Categories.

The use or occupation of any 'community land' for short-term or casual licence shall not involve the erection of any permanent building or structure with all short-term casual uses and occupation subject to Council's standard conditions for hire, approval processes, and booking fees. Short-term and casual occupation of Olympic Park Precinct shall be in accordance with a temporary licence as issued by Council with users and occupiers subject to conditions of hire. Fees and charges applicable for short-term, casual bookings will be in accordance with Muswellbrook Shire Council advertised fees and charges.

Figure 6.9:
Picnic Table in Muscle Creek Nature Trail adjacent to the Platypus Plaque (above)

7 VISION FOR FUTURE MANAGEMENT

7.1 Values and Roles

Values provide an important foundation for management and are the qualities of Olympic Park Precinct that the community seeks to protect and enhance. Roles, in turn, distil the functions the precinct plays for the local

and district community and the environment. The following values and roles have been identified from past consultation, and review of community use and activities, and are listed together under several categories fundamental to open space management.

Table 7.1 Values and Roles

Values	Roles
Access and accessibility	
A destination and hub for walking, running and cycling in addition to through routes to various locations	• Provision of walking and cycling access for day-to-day users to adjoining destinations (e.g., Town centre, School) • Provision of loop walking and jogging routes for leisure and fitness
Physical and visual connections with the Muscle Creek waterway	• Provision of walking access to the creek edge – (to be able to "touch" the water) • Availability of locations to view and appreciate the Muscle Creek environment
A place that is accessible to (within the constraints of existing landform and environmental management)	• Availability of facilities that are universally accessible wherever feasible • Appropriate parking that is as close to facilities as possible
Community use	
A place that plays an important role in the organised sporting fabric of Muswellbrook	• Provision of quality sports fields • Provision of quality golf course • Provision of a destination aquatic facility for the LGA • Provision of tennis and ball court facilities
A place that is valued for its informal recreational qualities	• Provision of facilities that encourage informal active pursuits (e.g., ball courts / fitness and other) • Provision of a variety of walking path and track opportunities • Availability of open spaces that can be used for a range of informal recreational uses
A place that is valued for its capacity to bring the community together	• Organised sports • Recreational sports • Festivals and events
A place that is valued for its natural qualities	• Availability of experiences that bring users into contact with nature
Environment and sustainability	
A place that conserves natural and semi natural habitats that contribute to the riparian environment and enable a variety of human experiences	• Conservation of native bushland habitats and character across the site • Ability to experience natural environments • Feeling of unstructured character
A place that is sustainable and manages and limits impacts of uses on the natural environment	• Management of stormwater volumes and quality entering Muscle Creek • Enhancement of biodiversity qualities of the riparian areas
Culture and heritage	

Values	Roles
A place that conserves and protects Indigenous heritage and contributes to the understanding of Aboriginal culture past and present	• Provision of infrastructure and opportunities that increase understanding and knowledge
A place that conserves and protects post 1788 history and contributes to the understanding of Aboriginal culture past and present	• Provision of infrastructure and opportunities that increase understanding and knowledge

7.2 Master Planning Vision

The Olympic Park Master Plan was developed integrating community consultation from 2017 to 2019. The Master Plan, a 30-year framework, seeks to ensure the park meets the needs of the future community and Stage 1 was adopted following consultation in February 2018.

The Master Plan integrates rugby league fields and associated facilities, tennis courts and aquatic and fitness centre whilst also incorporating passive sporting activities such as cycling and walking around its perimeter.

The Master Plan identifies the following Vision:

> ***"Olympic Park will become Muswellbrook's regional sporting precinct which provides people of all ages and abilities the opportunity to participate in community sport and independent exercise. The Precinct will be safe, accessible and inclusive".***

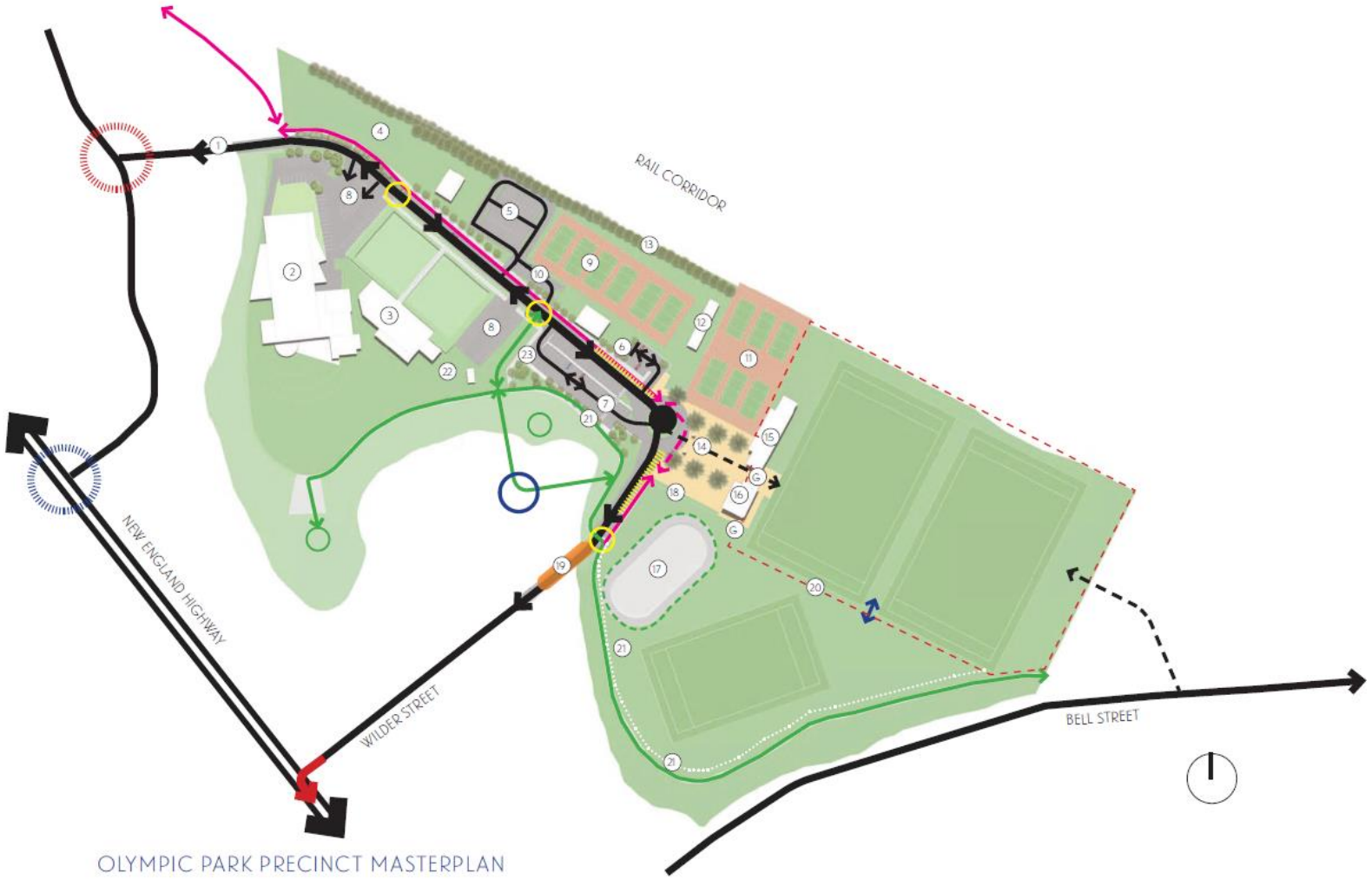
Further, the plan identifies the following guiding principles for ongoing development of the facilities:

1. Establish Olympic Park as a regional level facility;
2. Increase the safety of the users of Olympic Park;
3. Modernise the precinct;
4. Improve connections between Olympic Park and the town centre; and
5. Seek opportunities to collaborate with local groups over time.

In accordance with the *Local Government Act 1993, Section 355*, Council has established an advisory committee, referred to as the Olympic Park Development Advisory Committee. The purpose of this committee is to provide feedback and advice regarding the development of the Olympic Park Precinct. This committee is made up of key stakeholders and independent community representatives.

7.3 Concept Master Plan

Figure 7.1 below is the adopted Stage 1 Master Plan which illustrates and annotates the Master Plan recommendations in detail. The fencing alignment shown on the fields is indicative only.


RAIL CORRIDOR
NEW ENGLAND HIGHWAY
WILDER STREET
BELL STREET
OLYMPIC PARK PRECINCT MASTERPLAN

STAGE 1 STRUCTURE PLAN

The first stage undertakes the primary structural changes to Olympic Park including:

General Precinct Upgrades

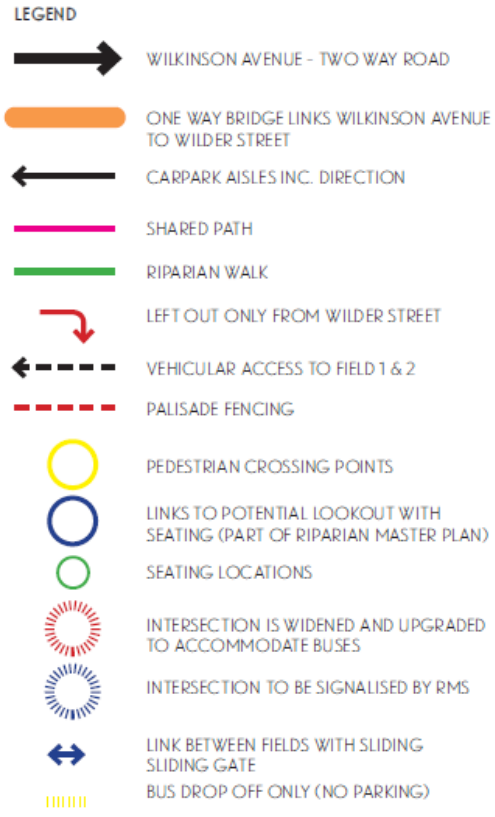
- Upgrade of Wilkinson Avenue
- Construction of a new bridge over Muscle Creek which provides a new egress from the precinct
- Carparking areas which provide a total of 100 spaces. This includes an allowance for future carparking expansions in Stage 2
- Relocation of the heritage gates to the football precinct forecourt at the eastern end of Wilkinson Avenue
- Intelligent lighting along Wiklinson Avenue and within each precinct. Intelligent lighting – where sensors and timers allow lighting fixtures to function at different times of the day and under varying atmospheric conditions. Lighting intensity will also vary automatically according to a range of factors and requirements
- Street trees and landscaping along Wiklinson Avenue
- Integrate outcomes of the Riparian Corridor Masterplan such as the Riparian Walk and seating/lookout areas
- Integrate outcomes of the Muswellbrook Aquatic Centre Masterplan
- New forecourt for the Rugby League Precinct

Rugby League Precinct

- Field improvement and drainage to Fields 1 and 2
- Irrigation and upgrades to Field 3. Field 3 to be used for touch football and training. Field 3 proposed as a public kick about space
- 1800mm high palisade fence to enclose Fields 1 and 2. The Palisade fence to be black to allow for visual permeability
- New Amenities Building including
  - 2 x change rooms
  - storage for velodrome
  - lift/stair access to multi-function room above

Ron King Velodrome

- New intelligent lighting to allow for night training and competition
- New fencing to secure the track
- Removal of storage facility and derelict brick structure.
- New storage area for the Velodrome to be incorporated into the new amenities building located within the Rugby League Precinct.



The Muswellbrook Urban Riparian area and Muswellbrook Aquatic Centre have separate design master plans that are scheduled for public exhibition in 2018.

1. EXISTING BRIDGE OVER MUSCLE CREEK
2. EXISTING POOL COMPLEX*
3. EXISTING BOWLING FACILITY
4. RETAIN EXISTING OPEN SPACE
5. NEW CARPARK B1 - 44 SPACES
6. NEW CARPARK C1 & C2 - 6A 5 SPACES & 6B - 6 SPACES
7. NEW CARPARK D - 45 SPACES
8. EXISTING CARPARK
9. PARK TENNIS (6 COURTS)
10. EXISTING CLUB HOUSE
11. OLYMPIC TENNIS (6 COURTS)
12. EXISTING CLUB HOUSE
13. LANDSCAPED BUFFER
14. NEW FORECOURT
15. EXISTING GRANDSTAND
16. NEW AMENITIES BUILDING INC.
    - 2 X CHANGE ROOMS
    - STORAGE FOR VELODROME
    - LIFT/STAIR ACCESS TO MULTI FUNCTION ROOM ABOVE
17. EXISTING VELODROME WITH NEW FENCE
18. BATTER SEATING FOR VELODROME
19. NEW ONE WAY BRIDGE OVER MUSCLE CREEK
20. NEW PALISADE FENCE AROUND FIELD 1 AND 2 (RED DASH)
21. NEW BOLLARD AND CHAIN FENCE (WHITE DOTS)
22. SUSTAINABILITY HUB

G GATE

8 PoM ADMINISTRATION AND MANAGEMENT

8.1 Reporting, evaluation and review

This PoM will require regular review in order to align with community values and changing community needs, and to reflect changes in Council priorities. There will be an internal review of the PoM management requirements as outlined in Part 2 every 4 years to prioritise actions.

The PoM will be reviewed on an as needs basis including when there is a category change, an additional purpose, acquisition of land, legislative changes.

Each new draft PoM must be referred to the community and placed on public exhibition where the community will have an opportunity to comment prior to Council adoption.

Figure 8.1
Rugby League game on Field 1

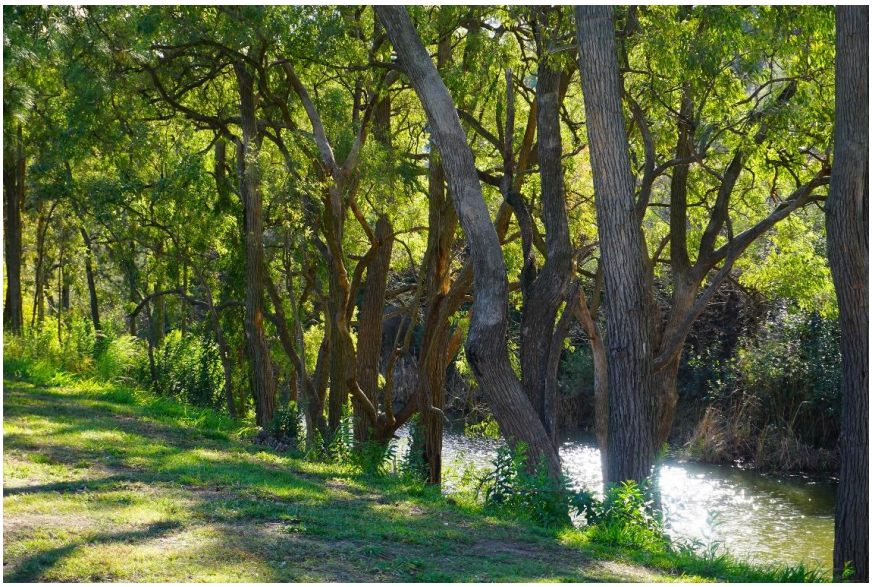


Figure 8.2
Muscle Creek in Muswellbrook Golf Course 1

PART 2 - DETAILED MANAGEMENT REQUIREMENTS FOR COMMUNITY LAND CATEGORIES

9 SPORTSGROUND AND PARK

9.1 Introduction

The table following outlines the Guidelines for categorisation for Sportsground and Park as listed in the Local Government (General) Regulation 2021 - Part 4 'Community Land' – Division 1 Guidelines for the categorisation of 'community land'. The Core objectives for management 'community land' thus categorised are as listed in Local Government Act 1993 No. 30 Part 2 Public land Division 2 Sections 36F and 36G. The Crown Reserve Purpose of **Public Recreation** of the subject lands is supported and complemented by the uses and facilities facilitated under the Sportsground and Park Community Land Categorisations.

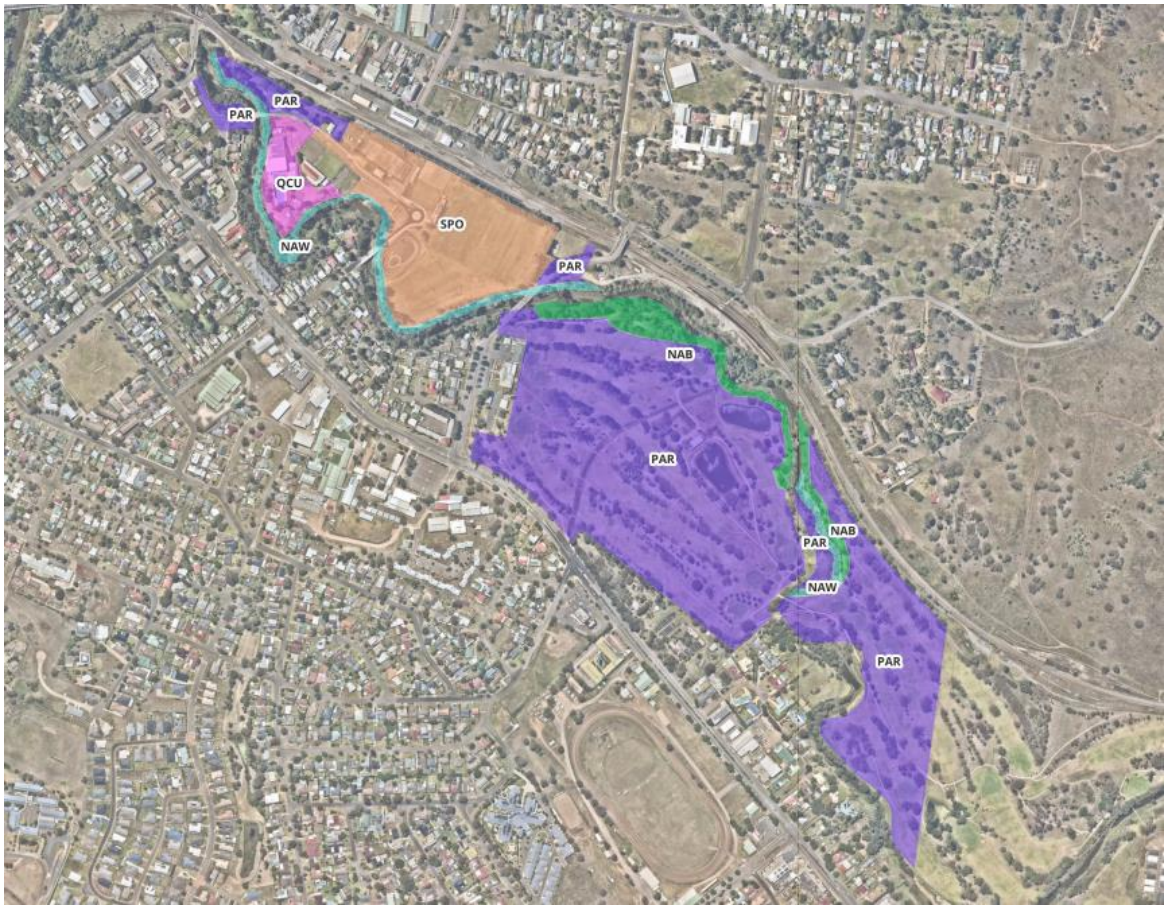


Figure 9.1:
Sportsground and Park

Guidelines for Categorisation	Core objectives for management
Sportsground	
Land should be categorised as a sportsground under section 36 (4) of the Act if the land is used, or proposed to be used, primarily for active recreation involving organised sports or the playing of outdoor games.	The core objectives for management of Community Land Categorised as a sportsground are: (a) To encourage, promote and facilitate recreational pursuits in the community involving organised and informal sporting activities and games; and (b) To provide casual recreational, cultural, social and educational pastimes and activities.
Park	
Land should be categorised as a park under section 36 (4) of the Act if the land is, or is proposed to be, improved by landscaping, gardens or the provision of non-sporting equipment and facilities, for use mainly for passive or active recreational, social, educational and cultural pursuits that do not unduly intrude on the peaceful enjoyment of the land by others.	The core objectives for management of Community Land Categorised as a park are: (a) To encourage, promote and facilitate recreational, cultural, social and educational pastimes and activities; (b) To provide for passive recreational activities or pastimes and for the casual playing of games; and (c) To improve the land in such a way as to promote and facilitate its use to achieve the other core objectives for its management.

9.2 Key management influences

The following pressures and opportunities influence management of the areas categorised as Sportsground and Park and must be addressed in ongoing management and assessment.

Access and accessibility

- Peak use vehicular access – capacity of Wilkinson Ave and bridge;
- Peak use parking requirements – with all facilities at capacity;
- Pedestrian circulation and gathering space at Olympic Park gates;
- Shared access links through Olympic Park Precinct;
- Lighting to street access and carparking;
- Shared access links along south edge of Muswellbrook Golf Course;
- Equity of access to regional recreational trails passing through the Sportsground areas within Olympic Park Precinct and linking to the Muscle Creek natural Area corridor; and
- Equity of access to all facilities within the Precinct.

Community Use

- Facilitating and encouraging informal recreational use at Olympic Park Precinct;
- Informal recreational use to appropriate areas of The Precinct;
- Suitability of change rooms and facilities at Olympic Park fields for all users of the Precinct, including the enhancement of facilities to encourage female participation in organised sports for female users and different age groups;
- Equity of access for users with accessibilities and/ or disabilities to sports ground and facilities in the Precinct; and
- Maximise the use of playing surfaces at Olympic Park to broadly benefit the community.

Buildings and facilities

- Ensure fit for purpose and compliant facilities; and
- Economies of scale across the precinct.

Relationship to adjoining uses

- Open visual relationship to railway corridor – how best to manage;
- Management of Aquatic Centre boundary – provide more attractive boundary and security management; and
- Creek corridor forms an effective spatial and visual buffer to residential uses.

Environment and sustainability

- Weed encroachment along railway line and at edges to Natural Area category;
- Improved environmental performance of all facilities desirable;
- Implement low energy use lighting;
- Increase energy generation on site; and
- Lack of shade to streets, carparks and non-sports areas of open space.

Culture and heritage

- Olympic Park gates are a symbolic reference point; and
- Community associations with Velodrome – how to reconcile this facility given limited usability and safety concerns.

Maintenance

- Providing effective maintenance storage and operational space for Olympic Park Precinct; and
- Access for maintenance of riparian corridor required through Park area.

9.3 Management framework for areas categorised as Sportsground or Park

The table below outlines the management objectives or desired outcomes for Sportsground and Park areas, means and strategies for their realisation, and means of assessment and review by Council.

Table 9.1 Management Framework

No.	Management Factor and Objectives	Means/ Strategies for Implementation	Means of Assessment
1	**ACCESS AND ACCESSIBILITY**		
1.1	To improve vehicular access	Investigate feasibility and performance benefits of bridge and access connection to Wilder Street (as per masterplan)	Completion of investigation
1.2		Implement bridge and access connection to Wilder Street subject to feasibility and funding	Implementation of works
1.3		Review optimum access configuration (one way or two way) – monitor and review if necessary	Monitoring and review of traffic
1.4	To provide vehicular parking that is adequate and effective to use	Provide new parking area in disused court area adjoining railway boundary (as per masterplan) Facilitate opportunities to create further parking to support precinct activities.	Additional parking spaces available
1.5		Make good drainage to main southern carpark to Olympic Park	Works complete
1.6	To provide effective vehicular wayfinding	Provide strategic parking and circulation wayfinding along decision making locations and at entries	User feedback
1.7	To provide effective maintenance access	Provide effective maintenance access to sports fields and recreation facilities	Access available
1.8	To provide effective emergency access	Provide effective emergency access to sports fields and recreation facilities – liaise with emergency authorities	Access available

No.	Management Factor and Objectives	Means/ Strategies for Implementation	Means of Assessment
1.9	To provide effective shared pedestrian and cycle access	Provide pedestrian gathering and circulation space at entry to Olympic Park fields – provide seating and shade and integrate maintenance and emergency access	Works complete
1.10		Plan and implement shared access links through Olympic Park Precinct as foreshadowed in Muswellbrook Denman Pedestrian and Cycle Plan and Olympic Park Master Plan	Works complete
1.11		Plan and implement shared access links along south edge of Muswellbrook Golf Course as foreshadowed in Muswellbrook Denman Pedestrian and Cycle Plan	Works complete
1.12		Upgrade/ provide lighting to key pedestrian circulation routes including access to parking areas after training	Works complete
1.13	To provide effective pedestrian and cycle wayfinding	Provide strategic pedestrian and cycle wayfinding along decision making locations and at entries	User feedback
1.14	To provide for effective universal access	Integrate accessibility provisions to access from parking areas and along shared and other access routes as applicable	Works complete
2	**COMMUNITY USE**		
2.1	**Organised sports**		
2.1.1	To manage and improve Olympic Park Precinct as a hub for organised sports	Maintain and improve sports field facilities where possible	User feedback Review and monitoring
2.1.2		Maintain and improve grandstand facilities	Works complete
2.1.3		Provide expanded and improved change rooms and amenities to cater for diverse range of users	Works complete
2.1.4		Provide multipurpose function space as part of new building works for use by sports groups and general community	Works complete
2.1.5		Review Velodrome facility and determine best uses of site area for long term benefit of community	Review complete
2.1.6	To provide for effective universal access	Integrate accessibility and accessible use provisions to sports facilities as applicable	Works complete
2.1.7	To ensure field allocation is made on a fair and equitable basis	Review and monitor ground allocation on a yearly basis in accordance with Council policy	Annual review completed
2.1.8	To ensure sports facilities are effectively maintained	Plan and implement day to day	Review and monitoring User feedback
2.1.9		Develop and maintain asset management system for sports facilities	System available
2.1.10		Implement planned asset management upgrades and enhancements for sports facilities	System operational
2.1.11		Plan and implement upgrading of tennis court surfacing and ancillary areas and facilities (e.g., shelters) at appropriate time	Review and monitoring User feedback

No.	Management Factor and Objectives	Means/ Strategies for Implementation	Means of Assessment
2.1.12		Plan and implement upgrading of tennis court building to provide for efficient and effective use – consolidate uses where possible	Review complete Improvements implemented
2.2	**Golf Course**		
2.2.1	To ensure the Golf Course is effectively managed as a community recreational facility	Monitor and review as required lease agreement for operation and management of Golf Course facility	Annual review completed
2.2.2		Monitor and review effectiveness of Golf Course management maintenance and operation – identify any required actions and liaise with leaseholder	Annual review completed
2.2.3		Liaise and negotiate with leaseholder and golf users for planning and implementation of shared access links for general community use	Works complete
2.3	**Passive recreation**		
2.3.1	To maximise informal recreational value of Precinct in complement to the organised sports focus	Facilitate informal community use of non-sports areas of sportsgrounds where sustainable to complement family use of sports facilities and enable other community benefit from sportsgrounds	Review and monitoring Works Complete User feedback
2.3.2		Plan and implement passive recreational improvements to Park uses areas	Review and monitoring Works Complete User feedback
23.3	To facilitate informal fitness and exercise use	Plan and implement outdoor fitness equipment at strategic locations	Works Complete
2.3.4	Community groups	Review and monitor potential for community groups to use sports facilities in non-sports times to maximise community benefit	Review complete Trial complete Review and user feedback
2.3.5	Companion animals	Manage and enforce dog and other domestic pet access in accordance with Council policies and strategies	Review and monitoring User feedback
2.3.6	Operating committees/ incorporated bodies	Facilitate, subject to community interest and Council support, Parks Committees under S355 and S377 of the Local Government Act 1993 to assist with park management	Review and monitoring
2.3.7	To effectively control sale of alcohol on sportsground areas	Prohibit consumption of alcohol within sportsgrounds where indicated by ordinance regulations	Alcohol controls observed
2.3.8		Require site users to obtain Council consent and a Liquor licence if sale of alcohol during events is proposed, in compliance with Liquor Act 2007 and Liquor Regulations 2018. Evidence of current Liquor licence supplied to Council annually or as required for issue of permits	Licences in place
2.4	**Sustainability Hub**		
2.4.1	Effective community benefit of built facilities	Potential for Sustainability Hub to relocate to alternate site to maximise the use of space to complement the sporting precinct	Relocation of Sustainability Hub
3	**SUSTAINABILITY & ENVIRONMENT**		
3.1	**Drainage**		

No.	Management Factor and Objectives	Means/ Strategies for Implementation	Means of Assessment
3.1.1	To provide for effective drainage of facilities	Provide water quality management as part of WSUD strategies to roads and carparks	Assessment complete Implementation complete
3.1.2		Investigate water harvesting as part of WSUD strategies to roads, carparks and tennis courts	Assessment complete Implementation complete
3.1.3		Monitor field drainage and identify potential for improvement to increase field resilience and play surface quality	Assessment complete Implementation complete
3.1.4		Rehabilitate scouring at new drainage outfall from carpark – provide visually sensitive armouring of embankment and revegetation	Works complete
3.2	**Energy management**		
3.2.1	To ensure sports facilities have sustainable energy management	Review sustainability performance of facilities and plan and implement potential improvements	Review complete Recommendations implemented
3.3	**Affordability**		
3.3.1	To ensure pay for use facilities are affordable across the community	Pay for use of sports field and other sports facilities to be reviewed and monitored to ensure equity of access to socially and economically disadvantaged members of the community including schools	Annual review completed
3.4	**Amenity and character**		
3.4.1	To maintain and improve fence lines to limit adverse impacts on visual character	Review and upgrade effectively and efficiently all fence lines to sports facilities and where required to boundaries – fence treatments to mitigate visual intrusion	Review complete Recommendations implemented
3.4.2	To maintain and improve sportsground and park facilities to limit adverse impacts on visual character	Review and upgrade furniture and fixtures to be fit for purpose and contribute to visual quality of sportsground and park areas	Review complete Recommendations implemented
3.4.3	To maintain and increase tree canopy across sportsground and park areas to improve shade provision, habitat quality and visual character	Identify and implement opportunities to increase tree canopy across sportsground and park areas for shade provision and habitat quality	Review complete Recommendations implemented
4	**CULTURE AND HERITAGE**		
4.1	**Heritage conservation**		
4.1.1	To ensure items and aspects of heritage significance are effectively conserved and managed	Identify items of heritage significance from an Aboriginal and historical perspective	Assessment complete
4.1.2		Plan and implement effective conservation and management of items and aspects of heritage significance	Conservation/ protection as required implemented Conservation Management Plan as required.
4.2	**Heritage interpretation**		

No.	Management Factor and Objectives	Means/ Strategies for Implementation	Means of Assessment
4.2.1	To highlight and improve access to heritage narratives to enhance community uses, experiences and education	Plan and implement interpretation of natural and cultural heritage within sportsground and park areas as applicable	Planning complete Implementation complete
4.2.2		Monitor potential and facilitate where appropriate community events that support and celebrate natural and cultural heritage	Regular monitoring Number of events per year
5	**MAINTENANCE**		
5.1	To plan and implement appropriate service levels to sportsground areas	Develop and maintain operational and preventative maintenance program as part of Aquatic and Fitness Centre management	System available System operational
5.2		Develop and maintain operational and preventative maintenance program as part of Sports fields and sports facility management	System available System operational
5.3	To plan and implement appropriate Waste Management	Review and monitor Waste Management across sportsground and park areas – identify issues for priority action	Review and monitoring User feedback
5.4		Review and monitor illegal dumping across sportsground and park areas – address dumping immediately in accordance with Council policy	Review and monitoring User feedback
5.5	To facilitate appropriate role of organised users in sportsground maintenance and upkeep	Monitor and facilitate opportunities for organised sports users to assist with maintenance and upkeep of sports facilities	Review complete
6	**MANAGEMENT**		
6.1	To review and clarify / adjust (where appropriate) land management boundaries	Review anomalies of land boundaries at junction of Olympic Park, Rail corridor and Bell Street with relevant authorities	Improved clarity of ownership and effectiveness of use
6.2	Ensure safe travel and transport on roadways	Negotiate acquisition from The State of NSW of land comprising Bell Street to excise the roadway from the reserve	Local road and heavy vehicle town by-pass is acquired and made a local road under Council ownership and management
6.3		Investigate dedication of land comprising Hayden Street and Wilkinson Avenue to excise the existing roadway access from the reserve	Local road access to sports complex is formally dedicated / gazetted
6.4	To facilitate decision making not foreshadowed in this document	Any management decisions or issues outside of the scope of this PoM should be assessed and resolved in the context of the Core Objectives for the Sportsground category as per the LGA 1993, the Crown Reserve Purpose, The Land Zoning, and Council Policy	Decision making facilitated

9.4 Permitted development and use

The Plan of Management specifically authorises activities in Olympic Park Precinct which may attract high numbers of people including organised sport activities and training, school sport competitions, commercial activities and one-off community events and performances.

The allocation of facilities for organised sport and school sport will comply with Council's seasonal allocations process. Applications for permissible activities will be assessed on a case-by- case basis.

The scale and intensity of such activities will be managed by Council's booking process and associated conditions of use. **Table 9.2 – 9.4** following outline the permitted development and uses of areas of Olympic Park Precinct categorised as Sportsground and Park:

Table 9.2 Permitted development and use – areas categorised as Sportsground or Park

Uses and Activities	Developments

• Organised and unstructured recreation and sporting activities
• Casual or informal recreation
• Meetings, community events and gatherings (including for social, recreational, educational or cultural purposes)
• Group recreational use, such as picnics and private celebrations
• Festivals, parades, markets, fairs, exhibitions and similar events and gatherings
• Concerts, including all musical genres
• Performances (including film and stage)
• Exhibitions
• Fairs and parades
• Leisure or training classes
• Entertainment facilities
• Filming and photographic projects
• Amplified sound
	• Development of outdoor and indoor facilities to facilitate the permissible uses and activities.
	• Development for the purposes of improving access, amenity and the visual character of the land, for example paths, public art, pergolas
	• Development for the purposes of facilitating organised and unstructured recreation such as club rooms
	• Change room/locker areas
	• Shower/toilet facilities
	• Car parking and loading areas
	• Ancillary areas (staff rooms, meeting rooms, recording rooms, equipment storage areas)
	• Shade structures
	• Storage ancillary to sporting and recreational uses, community events or gatherings, and public meetings
	• Provision of amenities to facilitate use and enjoyment of the 'community land' including seating, change rooms, toilets, storage, first aid areas
	• Heritage and cultural interpretation, e.g., signs
	• Equipment sales/hire areas
	• Meeting rooms/staff areas
	• Amenities to facilitate the safe use and enjoyment of the open space, for example picnic tables, BBQs, sheltered seating areas
	• Café or refreshment areas (kiosks) including external seating
	• Lighting, paved areas, hard and soft landscaped areas
	• Advertising structures and signage (such as A-frames and banners) that:
	  ○ Relate to approved uses/activities
	  ○ Are discreet and temporary
	  ○ Are approved by Council
	• Water-saving initiatives such as stormwater harvesting, rain gardens and swales
	• Energy-saving initiatives such as solar lights and solar panels
	• Locational, directional and regulatory signage

Table 9.3 Additional Specific Category Permissible Purposes, Uses and Developments - Sportsground

Purpose/Use	Development to facilitate uses

• Active and passive recreational and sporting activities compatible with the nature of the land and any relevant facilities
• Commercial uses associated with sports facilities
	• Development for the purpose of conducting and facilitating organised sport (both amateur and professional), for example:
	  ○ Sports field (cricket, football, track and field athletics, baseball, softball)
	  ○ Marked court (basketball, volleyball, badminton, tennis, hockey, netball, etc.)
	• Professional rooms associated with the reserve purposes for hire
	• Facilities for sports training
	• Compatible small-scale commercial uses (e.g., sports tuition)

Table 9.4 Additional Specific Category Permissible Purposes, Uses and Developments - Park

Purpose/Use	Development to facilitate uses
• Active and passive recreation including children's play and cycling • Eating and drinking in a relaxed setting • Publicly accessible ancillary areas • Low-intensity commercial activities (for example recreational equipment hire) • Busking • Public address (speeches) • Community gardens • Entertainment such as organised movie nights, etc.	• Development for the purposes of active recreation such as play equipment, exercise equipment, bike racks, half-court basketball courts, bocce courts, etc. • Commercial development that is sympathetic to and supports use in the area, for example hire of recreation equipment

9.5 Express authorisation of leases, licences and other estates

The LG Act requires that any lease, licence or other estates over 'community land' must be expressly authorised by a PoM.
Table 9.5 & 9.6 below outlines purposes for which tenure may be granted on Community Land Categorised as Sportsground and Park.

Table 9.5 Express authorisation of leases/ licences and other estates for areas Categorised as Sportsground and Park

Type of tenure arrangement	Purpose for which tenure may be granted
Lease	• Café/kiosk areas, including seating and tables • Hire or sale of recreational equipment • Golf course operation and management
Licence	• Outdoor café/kiosk seating and tables • Hire or sale of recreational equipment • Recreational purposes, including fitness classes • Golf course operation and management
Short-term licence	• Access through a reserve, • Advertising consistent with reserve purposes, • Catering • Community, training or education • Community events and festivals • Community functions • Conducting a commercial photography session • Delivering a public address • Emergency occupation • Engaging in an appropriate trade or business • Entertainment • Environmental protection, conservation or restoration or environmental studies • Exhibitions • Fairs, markets, auctions and similar activities • Filming (as defined in the Local Government Act 1993) • Hiring of equipment • Markets • Meetings • Playing a musical instrument, or singing for fee or reward

Type of tenure arrangement	Purpose for which tenure may be granted
	• Picnics and private celebrations such as weddings and family gatherings • Public performances • Shows • Site investigations • Sporting and organised recreational activities • Storage
Other estates	This PoM allows the Council to grant 'an estate' over 'community land' for the provision of public utilities and works associated with or ancillary to public utilities in accordance with the LG Act. Estates may also be granted across 'community land' for the provision of pipes, conduits, or other connections under the surface of the ground for the connection of premises adjoining the 'community land' to a facility of the Council or other public utility provider that is situated on 'community land'.

Table 9.6 Additional permitted leases/ licences and other estates for areas Categorised as Sportsground

Type of tenure arrangement	Purpose for which tenure may be granted
Lease	• Seasonal, one-off, and irregular sporting competitions and training • Management of sports field and court facilities
Licence	• Seasonal, one-off, and irregular sporting competitions and training • Management of sports field and court facilities

10 GENERAL COMMUNITY USE

10.1 Introduction

The table following outlines the Guidelines for categorisation for General Community Use as listed in the Local Government (General) Regulation 2021 - Part 4 Community Land – Division 1 Guidelines for the categorisation of 'community land'. The Core objectives for management of 'community land' thus categorised are as listed in Local Government Act 1993 No. 30 Part 2 Public land Division 2 Section 36I. The Crown Reserve Purpose of **Public Recreation** of the subject lands is supported and complemented by the uses and facilities facilitated under the General Community Use Community Land Categorisation.

Figure 10.1 General Community Use

Guidelines for Categorisation	Core objectives for management
General Community Use	
The land may be made available for use for any purpose for which 'community land' may be used, whether by the public at large or by specific sections of the public; and The land is not required to be categorised as a natural area and does not satisfy the guidelines for categorisation as a natural area, sportsground, park or an area of cultural significance.	The core objectives for management of Community Land Categorised as general community use are to promote, encourage and provide for the use of the land, and to provide facilities on the land, to meet the current and future needs of the local community and of the wider public: (a In relation to public recreation and the physical, cultural, social and intellectual welfare or development of individual members of the public, and (b In relation to purposes for which a lease, licence or other estate may be granted in respect of the land (other than the provision of public utilities and works associated with or ancillary to public utilities).

10.2 Key management influences

The following pressures and opportunities influence management of the areas categorised as General Community Use and must be addressed in ongoing management and assessment.

Access and accessibility

- Peak use vehicular access – capacity of Wilkinson Ave and bridge
- Peak use parking requirements – with all facilities at capacity.
- Lighting to street access and carparking.
- Equity of access to the Muswellbrook Aquatic and Fitness Centre.

Community Use

- Affordability and equity of opportunity for use of pay for use facilities at the Muswellbrook Aquatic and Fitness Centre.

Buildings and Facilities

- Planning and implementing effective operational and preventative maintenance for Muswellbrook Aquatic and Fitness Centre buildings.
- Future funding of renewal and upgrading works requirements.

Relationship to Adjoining Uses

- Management of Aquatic and Fitness Centre boundary – provide more attractive boundary and security management.
- Creek corridor forms an effective spatial and visual buffer to residential uses.

Environment and Sustainability

- Weed encroachment at edges to Natural Area category.
- Improved environmental performance of all facilities desirable.
- Implement low energy use lighting.
- Increase energy generation on site.
- Lack of shade to open space area of Aquatic and Fitness Centre.

Culture and Heritage

- Recognise cultural and social role of pool as community hub.

Maintenance

- Planning and implementing effective operational and preventative maintenance for Muswellbrook Aquatic and Fitness Centre facilities and equipment.
- Access for maintenance of riparian corridor required through Aquatic Centre necessary.

10.3 Management framework for areas categorised as General Community Use

The table below outlines the management objectives or desired outcomes for General Community Use areas, means and strategies for their realisation, and means of assessment and review by Council.

Table 10.1 Management Framework

No.	Management Factor and Objectives	Means/ Strategies for Implementation	Means of Assessment
1	**ACCESS AND ACCESSIBILITY**		
1.1	To improve vehicular access	Refer Sportsground category – shared access 1.9-1.12	
1.2	To provide adequate and effective to use vehicular parking	Provide new parking area for additional spaces in disused court area adjoining railway boundary (as per Master Plan)	Planning complete Works complete
1.3	To provide effective maintenance access	Provide effective maintenance access to Aquatic Centre facilities	Access available
1.4	To provide effective emergency access	Provide effective emergency access to Aquatic and Fitness Centre facilities – liaise with emergency authorities	Access available
1.5	To provide safe access between facilities and carparking for patrons	Upgrade/ provide lighting to key pedestrian circulation routes including access to parking areas after dark	Planning complete Works complete User feedback
1.6	To provide effective pedestrian and cycle wayfinding	Provide strategic pedestrian and cycle wayfinding along decision making locations and at entries	User feedback
1.7	To provide for effective universal access	Integrate accessibility provisions to access from parking areas and along shared and other access routes as applicable	Planning complete Works complete User feedback

No.	Management Factor and Objectives	Means/ Strategies for Implementation	Means of Assessment
2	**COMMUNITY USE**		
2.1.1	To manage the aquatic facilities for effective community sports, fitness and leisure use	Implement planned asset management upgrades and enhancements for Aquatic and Fitness Centre facilities	System available System operational
2.2.2	To manage Aquatic and Fitness Centre effectively and efficiently for community benefit	Implement and administer Aquatic and Fitness Centre management	As below
2.2.3		Review and monitor Aquatic and Fitness Centre management periodically	Annual review
2.2.4	To maintain and enhance Aquatic and Fitness Centre facilities to optimise longevity and effectiveness for community	Develop and maintain asset management system for Aquatic and Fitness Centre facilities	System available System operational
2.2.5	To optimise centre programs and services to meet community needs	Monitor and review aquatic programs to ensure efficacy for Muswellbrook community	Annual review
3	**SUSTAINABILITY & ENVIRONMENT**		
3.1	**Drainage**		
3.1.1	To provide for effective drainage of facilities	Provide water quality management and potential water harvesting as part of WSUD strategies to roads and carparks	Assessment complete Implementation complete
3.1.2	To provide for effective drainage of facilities	Investigate water harvesting as part of WSUD strategies to hardstand areas	Assessment complete Implementation complete
3.1.3	To ensure effective storage and management of hazardous goods and materials	Storage and management of pool chemical and other materials to be fully compliant with OHS and other applicable standards and controls	Monitoring and review Incident reports
3.2	**Energy management**		
3.2.1	To ensure Aquatic and Fitness Centre facilities have sustainable energy use	Review sustainability performance of facilities and plan and implement potential improvements	Periodic review
3.3	**Affordability**		
3.3.1	To ensure pay for use facilities are affordable across the community	Pay for use of Aquatic and Fitness Centre facilities to be reviewed and monitored to ensure equity of access to socially and economically disadvantaged members of community including schools	Annual review
3.4	**Amenity and character**		
3.4.1	To maintain and improve fence lines to limit adverse impacts on visual character	Review and upgrade effectively and efficiently all fence lines to facilities and where required to boundaries – fence treatments to mitigate visual intrusion	Assessment complete Implementation complete
4	**CULTURE AND HERITAGE**		
4.1	**Heritage conservation**		
4.1.1	To ensure items and aspects of heritage significance are effectively conserved and managed	Identify items of heritage significance from an Aboriginal and historical perspective	Assessment complete

No.	Management Factor and Objectives	Means/ Strategies for Implementation	Means of Assessment
		Plan and implement effective conservation and management of items and aspects of heritage significance	Assessment complete Implementation complete
4.2	**Heritage interpretation**		
4.2.1	To highlight and improve access to heritage narratives to enhance community uses experiences and education	Plan and implement interpretation of natural and cultural heritage within sportsground areas as applicable	Planning complete Implementation complete
4.2.2		Monitor potential and facilitate where appropriate community events that support and celebrate natural and cultural heritage	Regular monitoring Number of events per year
5	**MAINTENANCE**		
5.1	To plan and implement appropriate Service levels to General Community Use areas	Develop and maintain operational and preventative maintenance program as part of Aquatic and Fitness Centre management	System available System operational
5.2	To plan and implement appropriate Waste Management	Review and monitor waste management across areas – identify issues for priority action	Review and monitoring User feedback
6	**MANAGEMENT**		
6.1	To facilitate decision making not foreshadowed in this document	Any management decisions or issues outside of the scope of this PoM should be assessed and resolved in the context of the Core Objectives for the General Community Use category as per the LGA 1993, the Crown Reserve Purpose, The Land Zoning, and Council Policy	Decision making facilitated

10.4 Permitted development and use

The Plan of Management specifically authorises activities which may attract high numbers of people including commercial activities and one-off community events and performances. The allocation of facilities for events will comply with Council's seasonal allocations process. Applications for permissible activities will be assessed on a case-by- case basis. The scale and intensity of such activities will be managed by Council's booking process and associated conditions of use.

Table 10.2 below outlines permitted development and uses of areas categorised as General Community Use:

Table 10.2 - Permissible Uses and Developments to General Community Use category areas: subject to Council assessment, approvals and booking/ hire systems.

Uses and Activities	Developments
• Organised and unstructured recreation and sporting activities • Community events and gatherings • Group recreational use, such as picnics and private celebrations • Festivals, parades, markets, fairs, exhibitions and similar events and gatherings • Filming and photographic projects • Providing a location for, and supporting, the gathering of groups for	• Development of outdoor and indoor facilities to facilitate the permissible uses and activities. • Development for the purposes of improving access, amenity and the visual character of the land, for example paths, public art, pergolas • Change room/locker areas • Shower/toilet facilities • Car parking and loading areas • Ancillary areas (staff rooms, meeting rooms, recording rooms, equipment storage areas) • Shade structures

Uses and Activities	Developments
a range of social, cultural or recreational purposes. • Casual or informal recreation • Meetings (including for social, recreational, educational or cultural purposes) • Concerts, including all musical genres • Performances (including film and stage) • Exhibitions • Fairs and parades • Leisure or training classes • Entertainment facilities • Providing multi-purpose buildings for a range of mixed-use options including indoor sports and community use venues • Specialised community uses such as: - functions - workshops - childcare (for example, before and after school care, vacation care) - designated group use (e.g., scout and girl guide use) • Educational centres, including information and resource centres. • Small scale commercial uses compatible with the location and use of the land	• Storage ancillary to sporting and recreational uses, community events or gatherings, and public meetings • Provision of amenities to facilitate use and enjoyment of the 'community land' including seating, change rooms, toilets, storage, first aid areas • Heritage and cultural interpretation, e.g., signs • Equipment sales/hire areas • Meeting rooms/staff areas • Amenities to facilitate the safe use and enjoyment of the park, for example picnic tables, BBQs, sheltered seating areas • Café or refreshment areas (kiosks) including external seating • Lighting, paved areas, hard and soft landscaped areas • Advertising structures and signage (such as A-frames and banners) that: - Relate to approved uses/activities - Are discreet and temporary - Are approved by the Council • Water-saving initiatives such as stormwater harvesting, rain gardens and swales • Energy-saving initiatives such as solar lights and solar panels • Locational, directional and regulatory signage • Development for the purposes of social, community, cultural and recreational activities, such as aquatic centres, mixed use indoor sports and community use venues, show facilities, community use facilities • Development includes: - Provision of buildings or other amenity areas to facilitate use and enjoyment by the community - Development (such as within buildings) to address the needs of a particular group (for example, a stage) • Environmental initiatives such as return and earn bottle recycling facility Council storage area

10.5 Express authorisation of leases, licences and other estates

The LG Act requires that any lease, licence or other estates over 'community land' must be expressly authorised by a PoM.
Table 10.3 below outlines purposes for which tenure may be granted on Community Land Categorised as General Community use. For more information on leases, licences and other estates, see section 6.3.7.

Table 10.3 Leases, licences and other estates and purposes for which they may be granted for Community Land Categorised as General Community Use

Type of tenure arrangement	Purpose for which tenure may be granted
Lease	• Childcare or vacation care • Health or medical practitioners associated with the relevant facility (for example, nutrition, physiotherapy) • Educational purposes, including libraries, education classes, workshops • Cultural purposes, including concerts, dramatic productions and galleries • Recreational purposes, including fitness classes, dance classes and games • Sporting uses developed/operated by a private operator • Kiosk, café and refreshment purposes • Commercial retail uses associated with the facility (e.g., sale or hire of sports goods)

Type of tenure arrangement	Purpose for which tenure may be granted
Licence	• Social purposes (including childcare, vacation care) • Educational purposes, including libraries, education classes, workshops • Recreational purposes, including fitness classes, dance classes • Café/kiosk areas • Sale of goods or services that are ancillary to 'community land' use and reserve purpose
Short-term licence	• Public speeches, meetings, seminars and presentations, including educational programs • Functions (including commemorative functions, book launches, film releases, balls and similar activities) • Displays, exhibitions, fairs, fashion parades and shows • Events (including weddings, corporate functions, and community gatherings) • Concerts and other performances, including both live performances and film (cinema and TV) • Broadcasts associated with any event, concert, or public speech • Engaging in an appropriate trade or business delivering a public address, community events; auctions, markets and similar activities • Advertising consistent with reserve purposes, • Catering, • Conducting a commercial photography session • Emergency occupation, • Filming (as defined in the Local Government Act 1993), • Hiring of equipment, • Playing a musical instrument, or singing for fee or reward • Site investigations, • Storage.
Other estates	This PoM allows the Council to grant 'an estate' over 'community land' for the provision of public utilities and works associated with or ancillary to public utilities in accordance with the LG Act. Estates may also be granted across 'community land' for the provision of pipes, conduits, or other connections under the surface of the ground for the connection of premises adjoining the 'community land' to a facility of the Council or other public utility provider that is situated on 'community land'.

11 NATURAL AREA WATERCOURSE

11.1 Introduction

The following table outlines the Guidelines for categorisation for Natural Area Watercourse as listed in the Local Government (General) Regulation 2021 – Part 4 Community Land – Division 1 Guidelines for the categorisation of 'community land'. The Core objectives for management of 'community land' thus categorised are as listed in Local Government Act 1993 No. 30 Part 2 Public land Division 2 Section 36M. The Crown Reserve Purpose of **Public Recreation** of the subject lands is supported and complemented by the uses and facilities facilitated under the Natural Area Watercourse Community Land Categorisation.

Figure 11.1: Natural Area Watercourse

Guidelines for Categorisation	Core objectives for management
Natural Area Watercourse	
Land that is categorised as a natural area should be further categorised as a watercourse under section 36 (5) of the Act if the land includes: (a) Any stream of water, whether perennial or intermittent, flowing in a natural channel, or in a natural channel that has been artificially improved, or in an artificial channel that has changed the course of the stream of water, and any other stream of water into or from which the stream of water flows, and (b) Associated riparian land or vegetation, including land that is protected land for the purposes of the Rivers and Foreshores Improvement Act 1948 or State protected land identified in an order under section 7 of the Native Vegetation Conservation Act 1997.	The core objectives for management of Community Land Categorised as a watercourse are: (a) To manage watercourses so as to protect the biodiversity and ecological values of the instream environment, particularly in relation to water quality and water flows, and (b) To manage watercourses so as to protect the riparian environment, particularly in relation to riparian vegetation and habitats and bank stability, and (c) To restore degraded watercourses, and (d) To promote community education, and community access to and use of the watercourse, without compromising the other core objectives of the category.

11.2 Key management influences

The following pressures and opportunities influence management of the areas categorised as Natural Area Watercourse and must be addressed in ongoing management and assessment.

Habitat management

- Weed encroachment from land and along creek line.
- Extent of closed boundary to Aquatic Centre facility.
- Weed and other impacts across boundary from Aquatic Centre facility, Park area and Golf Course.
- Steep erosion prone nature of embankments.
- Stormwater outfalls to creek can cause erosion.
- Stormwater outfalls to creek generally degrade water quality.

Access and accessibility

- Continuation of shared access through site shared path in the Golf Course to Riparian Walk, through Natural Area Watercourse and Natural Area Bushland.
- Enabling users to experience the creek environment.

Facilities and infrastructure

- Provision of pedestrian access in a manner complimentary to the character of the natural area.

Relationship to adjoining uses

- Adjoining Golf Course is subject to lease and is not subject to day-to-day management by Council – ongoing monitoring required.

Culture and heritage

- Interpretation of heritage values.

Maintenance

- Availability of adequate maintenance access through adjoining open space.

Management

Muscle Creek is a Crown Waterway - Prior to carrying out management or modification works, it is necessary to seek approval through the NSW Department of Planning, Industry and Environment.

11.3 Management framework for areas categorised as Natural Area Watercourse

The table below outlines the management objectives or desired outcomes for Natural Area Watercourse area, means and strategies for their realisation, and means of assessment and review by Council.

Table 11.1 Management Framework

No.	Management Factor and Objectives	Means/ Strategies for Implementation	Means of Assessment
1	**HABITAT MANAGEMENT**		
1.1	To provide effective management of natural corridor	Generally, manage the natural system of the creek corridor in accordance with existing riparian management frameworks and strategies	Monitoring and review
1.2	To reduce the impact of weed encroachment on habitat values	Plan and implement a staged weed management program in accordance with Council bushland management policies and existing riparian management frameworks and strategies	Annual progress on weed reduction
1.3	To realise integrated rehabilitation of natural vegetation system through corridor	Plan and implement ongoing vegetation management program in accordance with existing riparian management frameworks and strategies and coordinating items 1.1-1.7	Monitoring and review
1.4	To provide practical maintenance access to riparian corridor	Formalise maintenance access points to riparian corridor through Park area	Availability of maintenance access

No.	Management Factor and Objectives	Means/ Strategies for Implementation	Means of Assessment
1.5	To improve bank stability	Plan and implement programs to improve bank stability including vegetative and engineered (where applicable) in accordance with Council bushland management policies and existing riparian management frameworks and strategies	Availability of programs Monitoring and review
1.6	To reduce erosional impacts of stormwater outfalls	Plan and implement upgrade of stormwater outfalls to mitigate flow speeds and reduce erosion potential	Assessment complete Implement recommendations
1.7	To mitigate water quality impact of stormwater outfalls	Plan and implement point source WSUD measures within adjoining Park area to improve quality of stormwater entering channel	Assessment complete Implement recommendations
2	**ACCESS AND ACCESSIBILITY**		
2.1	To Integrate sustainable access through riparian corridor that can add to user experiences	Plan and implement Riparian Walk track access	Planning complete Implementation complete
2.2	To provide effective pedestrian	Provide strategic pedestrian wayfinding along decision making locations and at entries	User feedback
3	**CULTURE AND HERITAGE**		
3.1	**Heritage conservation**		
3.1.1	To ensure items and aspects of heritage significance are effectively conserved and managed	Identify items of heritage significance from an Aboriginal and historical perspective	Assessment complete
3.1.2		Plan and implement effective conservation and management of items and aspects of heritage significance	Conservation implemented
3.2	**Heritage Interpretation**		
3.2.1	To highlight and improve access to heritage narratives to enhance community uses experiences and education	Plan and implement interpretation of natural and cultural heritage within Natural Area Watercourse as applicable	Planning complete Implementation complete
3.2.2		Monitor potential and facilitate where appropriate community walks that support and celebrate natural and cultural heritage	Annual review
4	**MAINTENANCE**		
4.1	To plan and implement appropriate service levels to Natural Area Watercourse	Develop and maintain operational and preventative maintenance program as part vegetation management	System available System implemented
4.2	To ensure appropriate management of adjoining areas	Monitor Golf Course management adjoining Natural Area Watercourse	Monitoring and review
5	**MANAGEMENT**		

No.	Management Factor and Objectives	Means/ Strategies for Implementation	Means of Assessment
5.1	To facilitate decision making not foreshadowed in this document	Any management decisions or issues outside of the scope of this PoM should be assessed and resolved in the context of the Core Objectives for the Natural Area Watercourse category as per the LGA 1993, the Crown Reserve Purpose, The Land Zoning, and Council Policy	Decision making facilitated

11.4 Permitted development and use

The use and development of 'community land' should be compatible with the legislated purpose of the land and the wider community context.

Generally, Council encourages a wide range of uses of 'community land' and intends to facilitate uses which increase the activation of its land. For Natural Areas use must be compatible with the core objectives for management and limit impacts on the natural values of the area.

The general types of uses which may occur on Community Land Categorised Natural Area Watercourse and the forms of development generally associated with this use, are set out in **Table 11.2** following.

Table 11.2 Permissible use and development of Community Land Categorised as Natural Area - Watercourse

Purpose/Use	Development to facilitate uses
• Preservation and enhancement of Council's natural and cultural heritage • Preservation of biological diversity and habitat • Providing a location for formal and informal recreation • Walking • Access to the waterway • Environmental and scientific study • Community engagement in understanding and enhancing natural and cultural values • Approved bush care projects requiring ecological restoration activities associated with protection of flora and fauna. • Fire hazard reduction	• Low-impact walking trails • Water sensitive urban design installations • Observation platforms • Barriers • Temporary erection or use of any building or structure necessary to enable a filming project to be carried out • Locational, directional, interpretative and regulatory signage • Creek erosion control works

12 NATURAL AREA BUSHLAND

12.1 Introduction

The following table outlines the Guidelines for categorisation for Natural Area Bushland as listed in the Local Government (General) Regulation 2021 - Part 4 'community land' – Division 1 Guidelines for the categorisation of 'community land'. The Core objectives for management of 'community land' thus categorised are as listed in Local Government Act 1993 No. 30 Part 2 Public land Division 2 Section 36J. The Crown Reserve Purpose of **Public Recreation** of the subject lands is supported and complemented by the uses and facilities facilitated under the Natural Area Bushland Community Land Categorisation.

Figure 12.1

Natural Area Bushland

Guidelines for Categorisation	Core objectives for management
Natural Area Bushland	
The land (whether in an undisturbed state or not) possesses a significant geological feature, geomorphological feature, landform, representative system or other natural feature or attribute that would be sufficient to further categorise the land as bushland, wetland, escarpment, watercourse or foreshore. (1) Land that is categorised as a natural area should be further categorised as bushland under section 36 (5) of the Act if the land contains primarily native vegetation and that vegetation: (a) Is the natural vegetation or a remainder of the natural vegetation of the land, or (b) Although not the natural vegetation of the land, is still representative of the structure or floristics, or structure and floristics, of the natural vegetation in the locality. (2) Such land includes: (a) Bushland that is mostly undisturbed with a good mix of tree ages, and natural regeneration, where the understorey is comprised of native grasses and herbs or native shrubs, and that contains a range of habitats for native fauna (such as logs, shrubs, tree hollows and leaf litter), or (b) Moderately disturbed bushland with some regeneration of trees and shrubs, where there may be a regrowth area with trees of even age, where native shrubs and grasses are present in the understorey even though there may be some weed invasion, or (c) Highly disturbed bushland where the native understorey has been removed, where there may be significant weed invasion and where dead and dying trees are present, where there is no natural regeneration of trees or shrubs, but where the land is still capable of being rehabilitated	The core objectives for management of 'community land' categorised as bushland are: (a) To ensure the ongoing ecological viability of the land by protecting the ecological biodiversity and habitat values of the land, the flora and fauna (including invertebrates, fungi and micro-organisms) of the land and other ecological values of the land, and (b) To protect the aesthetic, heritage, recreational, educational and scientific values of the land, and (c) To promote the management of the land in a manner that protects and enhances the values and quality of the land and facilitates public enjoyment of the land, and to implement measures directed to minimising or mitigating any disturbance caused by human intrusion, and (d) To restore degraded bushland, and (e) To protect existing landforms such as natural drainage lines, watercourses and foreshores, and (f) To retain bushland in parcels of a size and configuration that will enable the existing plant and animal communities to survive in the long term, and (g) To protect bushland as a natural stabiliser of the soil surface.

12.2 Key management influences

The following pressures and opportunities influence management of the areas categorised as Natural Area Bushland and must be addressed in ongoing management and assessment.

Habitat management

- Weed and other impacts from Aquatic Centre facility, Sportsground and Park Areas
- Level of general weed encroachment

Access and accessibility

- Continuation of shared access from through-site shared path in General Community Use and Park Areas to Riparian Walk, through Natural Area Bushland and Natural Area Watercourse on the Golf Course
- Enabling users to experience the creek edge bushland environment

Facilities and infrastructure

- Provision of pedestrian access in a manner complimentary to the character of the natural area

Relationship to adjoining uses

- Adjoining Aquatic centre facility, General Community Use and Park areas are public use land over which Council has control – ability to manage potential impacts
- Adjoining Muswellbrook Golf Course where the land is under lease that has impact on the Natural Area Bushland in the part of the Precinct.

Culture and Heritage

- Interpretation of heritage values

Maintenance

- Availability of adequate maintenance access through adjoining open space
- Need to integrate maintenance of bushland pocket with riparian corridor and watercourse

Management

- Natural Bushland pockets generally adjoin and integrate with Park and General Community Use areas in the Precinct. Management will need to be similarly integrated.
- The Natural Bushland pockets within Muswellbrook Golf Course that is under lease will need ongoing monitoring

12.3 Management framework for areas categorised as Natural Area Bushland

The table below outlines the management objectives or desired outcomes for Natural Area Bushland areas, means and strategies for their realisation, and means of assessment and review by Council.

Table 12.1 Management Framework

No.	Management Factor and Objectives	Means/ Strategies for Implementation	Means of Assessment
1	**HABITAT MANAGEMENT**		
1.1	To provide effective management of natural corridor	Management of the natural system in accordance with existing bushland management frameworks and strategies	Review and monitoring
1.2	To reduce the impact of weed encroachment on habitat values	Plan and implemented a staged weed management program in accordance with Council bushland management policies and existing riparian management frameworks and strategies	Planning available Progressive implementation

No.	Management Factor and Objectives	Means/ Strategies for Implementation	Means of Assessment
1.3		Provide weed management and garden escape management along Golf Course boundary to riparian corridor	Review and monitoring
1.4	To realise integrated rehabilitation of natural vegetation system through corridor	Plan and implement ongoing bushland vegetation management program in accordance with existing creek riparian management frameworks and strategies and coordinating items 1.1-1.8	Progressive implementation
1.5	To provide practical maintenance access to riparian corridor	Formalise maintenance access points to riparian corridor through General Community Use and Park areas	Maintenance access available
1.6	To improve bank stability	Plan and implement programs to improve bank stability including vegetative and engineered (where applicable) in accordance with Council bushland management policies and existing riparian management frameworks and strategies	Occurrences of bank erosion are reduced
1.7	To reduce erosional impacts of stormwater outfalls	Plan and implement upgrade of stormwater outfalls to mitigate flow speeds and reduce erosion potential	Planning complete Implementation complete
1.8	To mitigate water quality impact of stormwater outfalls	Plan and implement point source WSUD measures within adjoining areas	Planning complete Implementation complete
2	**ACCESS AND ACCESSIBILITY**		
2.1	To Integrate sustainable access through riparian corridor that can add to user experiences	Plan and implement Riparian Walk track access in accordance with Olympic Park Master Plan	Planning complete Implementation complete
2.2	To provide effective pedestrian and cycle wayfinding	Provide strategic pedestrian and cycle wayfinding along decision making locations and at entries	User feedback
3	**CULTURE AND HERITAGE**		
3.1	**Heritage conservation**		
3.1.1	To ensure items and aspects of heritage significance are effectively conserved and managed	Identify items of heritage significance from an Aboriginal and historical perspective	Assessment complete
3.1.2		Plan and implement effective conservation and management of items and aspects of heritage significance	Conservation implemented
3.2	**Heritage interpretation**		
3.2.1	To highlight and improve access to heritage narratives to enhance community uses experiences and education	Plan and implement interpretation of natural and cultural heritage within sportsground areas as applicable	Planning complete Implementation complete
3.2.2		Monitor potential and facilitate where appropriate community walks that support and celebrate natural and cultural heritage	Annual review
4	**MAINTENANCE**		

No.	Management Factor and Objectives	Means/ Strategies for Implementation	Means of Assessment
4.1	To plan and implement appropriate Service levels to Natural Area Bushland areas	Develop and maintain operational and preventative maintenance program as part of vegetation management	System available System implemented
5	**MANAGEMENT**		
5.1	To facilitate decision making not foreshadowed in this document	Any management decisions or issues outside of the scope of this PoM should be assessed and resolved in the context of the Core Objectives for the Natural Area Bushland category as per the LGA 1993, the Crown Reserve Purpose, The Land Zoning, and Council Policy	Decision making facilitated

12.4 Permitted development and use

The use and development of 'community land' should be compatible with the legislated purpose of the land and the wider community context.

Generally, Muswellbrook Shire Council encourages a wide range of uses of 'community land' and intends to facilitate uses which increase the activation of its land. Natural Areas use must be compatible with core objectives for management and limit impacts on the natural values of the area.

The general types of uses which may occur on Community Land Categorised Natural Area Bushland and the forms of development generally associated with those uses, are set out in **table 12.2** below.

Table 12.2 Permissible use and development of Community Land Categorised as Natural Area Bushland

Purpose/Use	Development to facilitate uses
• Preservation of Council's natural and cultural heritage • Preservation and enhancement of biological diversity and habitat • Providing a location for relaxation, passive informal recreation and filming/ photographic projects • Amenities to support the use of the land • Walking/ hiking/ cycling • Guided bushwalks • Environmental and scientific study • Community engagement in understanding and enhancing natural and cultural values • Bush regeneration works • Carbon sequestration • Bio-banking • Approved bush care projects requiring ecological restoration activities associated with protection of flora and fauna. • Fire hazard reduction • WSUD, soil erosion and stormwater management.	• Development for the purposes of improving access, amenity and the visual character of the natural areas • Any development or activity that promotes the restoration and regeneration of the land including WSUD, erosion controls, stormwater management and habitat enhancement • Visitor facilities: picnic tables, BBQs, seating areas, lighting, toilets • Low-impact walking trails • Observation platforms, boardwalks, barriers, fences • Temporary erection or use of any building or structure necessary to enable a filming project to be carried out or for specific one-off events • Temporary or permanent erection of art that complements the natural or cultural heritage • Locational, directional, interpretative and regulatory signage • Garbage bins • Fencing necessary for community utilisation of Precinct • Work sheds or storage sheds required in connection with the maintenance of the land • Energy-saving initiatives such as solar lights and solar panels

12.5 Express authorisation of leases, licences and other estates

The LG Act requires that any lease, licence or other estates over 'community land' must be expressly authorised by a PoM. **Table 12.3** below outlines purposes for which tenure may be granted on Community Land Categorised as Natural Area Bushland. For more information on leases, licences and other estates See Section 6.3.7.

Table 12.3 Express Authorisation of short-term casual use and occupation

Type of tenure arrangement	Purpose for which tenure may be granted
Lease	• Walkways, pathways, bridges, causeways • Observation platforms, signs • Information kiosk • Bicycle hire or similar • Work sheds or storage sheds required in connection with the maintenance of the land • Temporary erection or use of any building or structure necessary to enable a filming project to be carried out
Licence	• Walkways, pathways, bridges, causeways • Observation platforms, signs • Information kiosk • Bicycle hire or similar • Work sheds or storage sheds required in connection with the maintenance of the land • Temporary erection or use of any building or structure necessary to enable a filming project to be carried out
Short-term licence	• Scientific studies and surveys or similar • Bicycle hire or similar • Temporary erection or use of any building or structure necessary to enable a filming project to be carried out
Other estates	This PoM allows the Council to grant 'an estate' over 'community land' for the provision of public utilities and works associated with or ancillary to public utilities in accordance with the LG Act. Estates may also be granted across 'community land' for the provision of pipes, conduits, or other connections under the surface of the ground for the connection of premises adjoining the 'community land' to a facility of the Council or other public utility provider that is situated on 'community land'.

PART 3 - ATTACHMENTS

- **'Attachment A'** - Native Title Manager Advice; uploaded to share folder
- **'Attachment B'** - Olympic Park Master Plan; uploaded to share folder

10.3.7. Rural Fire Services - Kayuga Fire Station Plans

Attachments:	1. S 2323 W D 101 SITE PLAN [**10.3.7.1** - 1 page] 2. S 2323 W D 103 ELEVATIONS [**10.3.7.2** - 1 page] 3. S 2323 W D 104 SECTION A - A [**10.3.7.3** - 1 page] 4. S 2323 W D 102 PART SITE FLOOR PLAN ELECTRICAL LAYOUT PLAN [**10.3.7.4** - 1 page] 5. S 2323 W D 105 ELECTRICAL PLAN DETAILS [**10.3.7.5** - 1 page] 6. Civil Plans [**10.3.7.6** - 14 pages]
Responsible Officer:	Derek Finnigan - General Manager
Author:	Matthew Lysaught (Director Property & Place)
Community Plan Issue:	*5 - Community Infrastructure*
Community Plan Goal:	Effective and efficient infrastructure that is appropriate to the needs of our community.
Community Plan Strategy:	5.1.4 - Maintain and continually improve community infrastructure across the Shire.
	Not applicable

PURPOSE

The report provides for Council's consideration and approval, plans for the construction of the Rural Fire Service Kayuga Fire Station.

OFFICER'S RECOMMENDATION

Council APPROVES the plans provided by the design and construction contractor, Shay Brennan Pty Ltd, for the Rural Fire Service Kayuga Fire Station.

Moved: _____ Seconded: _____

BACKGROUND

A Development Application DA/2021/45 for the construction of a new Rural Fire Service (RFS) fire station at Kayuga was approved by Council on 18 May 2022.

Shay Brennan constructions Pty Ltd was awarded the design and construction contract on 25 July 2023 for an amount of $795,000.00.

A project control group was formed, consisting of Council staff, project manager, Rural Fire Services staff, and the Contractor's representative. The group has reviewed the attached plans and recommend they be approved by Council. The plans were assessed against the project brief, design and construct contract documents, and Devlopment Approval plans.

CONSULTATION

The following external and internal stakeholders have been consulted:

- NSW RFS District Manager (Hunter Valley)
- Director Property and Place
- Project Manager

- Shay Brennan Pty Ltd
- Manager Works

REPORT

The Development Approval plans were further developed by Shay Brennan Pty Ltd and subconsultants in consultation with the project control group (PCG). A plan set, including Architectural and Civil plans, were provided to the PCG meeting on 22 November 2023 and comments were sought.

Following consultation, the plans were endorsed by the PCG group as meeting the project brief, design scope, and requirements.

The plans are under assessment for construction by the Principal Certifying Authority through the Construction Certificate (CC) process.

OPTIONS

Council may support the Officer's Recommendation to endorse the plans for construction or make recommendations to amend the plans.

CONCLUSION

It is recommended that Council approves the plans provided by Shay Brennan Pty Ltd.

If Council decides to amend the plans, further consultation with Shay Brennan and the PCG will need to occur, and this may impact the project program which is currently anticipated for March/April 2024.

SOCIAL IMPLICATIONS

The project addresses the requirement for appropriate firefighting, storage, and training facilities in the Kayuga area.

FINANCIAL IMPLICATIONS

The design and construct contract sum is $795,000.

Arrangements are governed by a Rural Fire District Service Agreement pursuant to the provisions of section 12A of the Rural Fires Act 1997 (NSW).

POLICY IMPLICATIONS

Nil known.

STATUTORY IMPLICATIONS

Nil known.

LEGAL IMPLICATIONS

Nil known.

OPERATIONAL PLAN IMPLICATIONS

5. 1.4.1 Capital works programmes prioritised to demonstrate continual improvement in community infrastructure.', *Muswellbrook Shire Council – 2023 - 2024 Operational Plan.*

RISK MANAGEMENT IMPLICATIONS

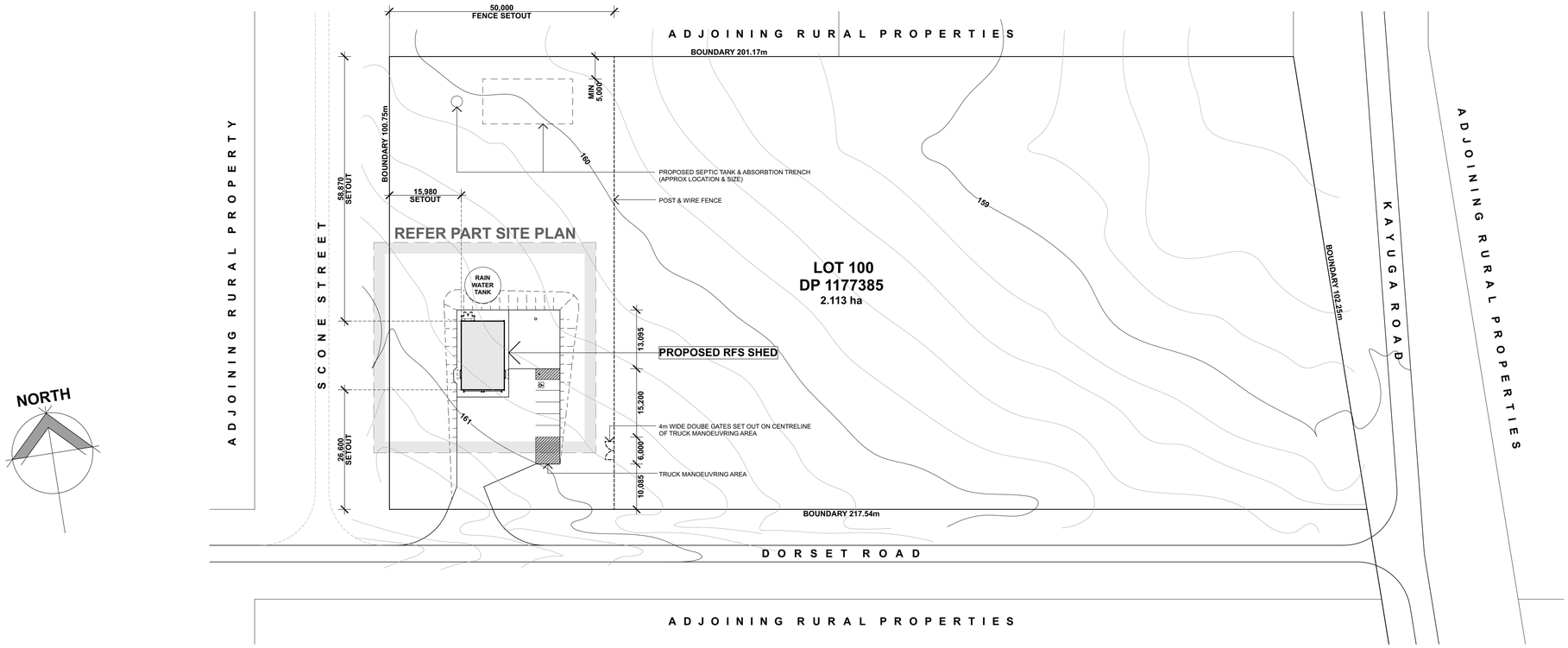
Nil known.

WASTE MANAGEMENT IMPLICATIONS

Nil known.

COMMUNITY CONSULTATION/MEDIA IMPLICATIONS

Ongoing liaison with NSW Rural Fire Service.



SITE PLAN

SCALE 1 : 500

THIS DRAWING MAY NOT BE TO SCALE
REFER TO GRAPHIC SCALE BELOW

1 : 200 — 0 5 10m
1 : 100 — 0 1 2 3 4 5m
1 : 50 — 0 1 2 2.5m
1 : 20 — 0 0.5 1m

NOTES

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REVISION	DATE	AMENDMENT
A	11.12.23	ISSUED FOR CONSTRUCTION

REVISION	DATE	AMENDMENT

PROJECT

PROPOSED RURAL FIRE SERVICES SHED
FOR SHAY BRENNAN CONSTRUCTIONS
20 DORSET ROAD, KAYUGA

DRAWING TITLE

SITE PLAN

DESIGN	DRAWN	DATE
JLF	JLF	11/12/2023

SCALE	SHEET
1:500	A1

DRAWING No.	REVISION
S2323 WD101	A

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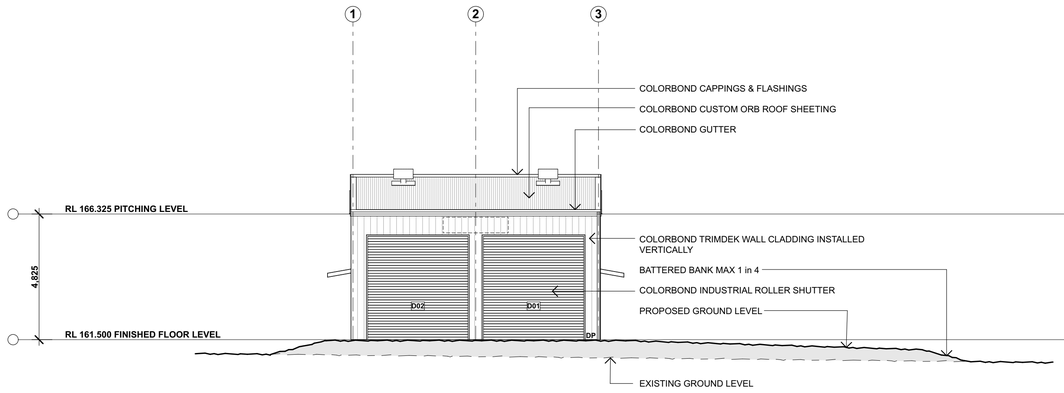
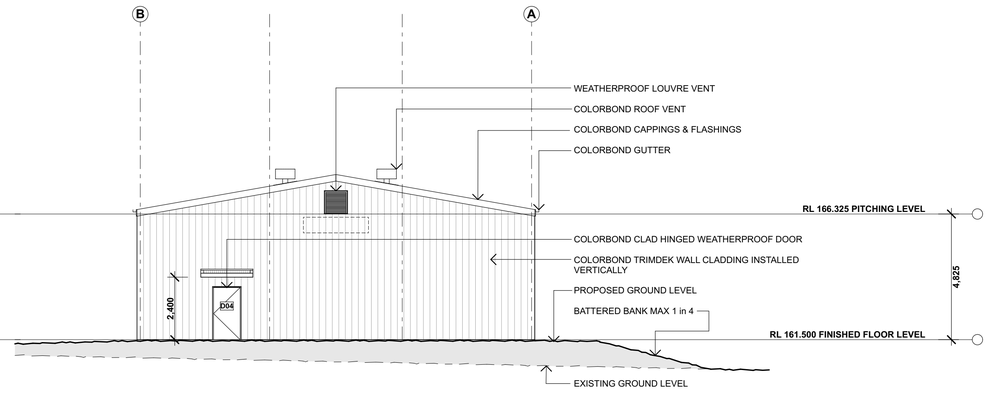


SOUTH ELEVATION

SCALE 1 : 100



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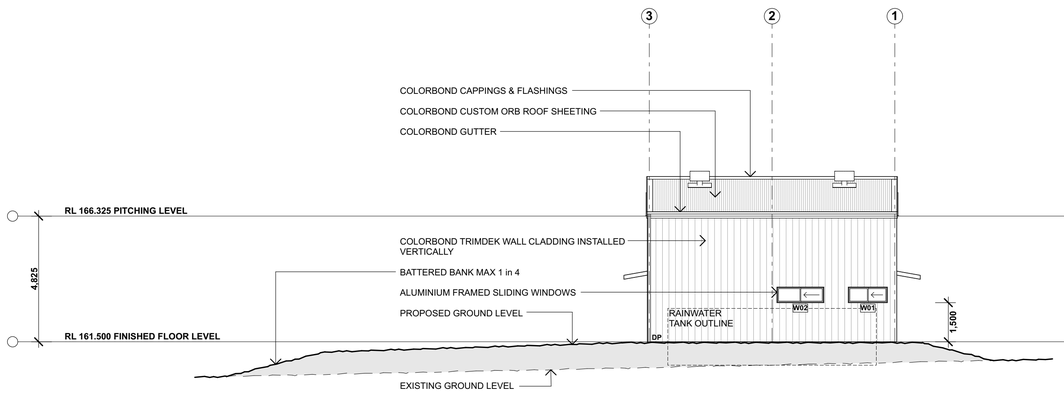

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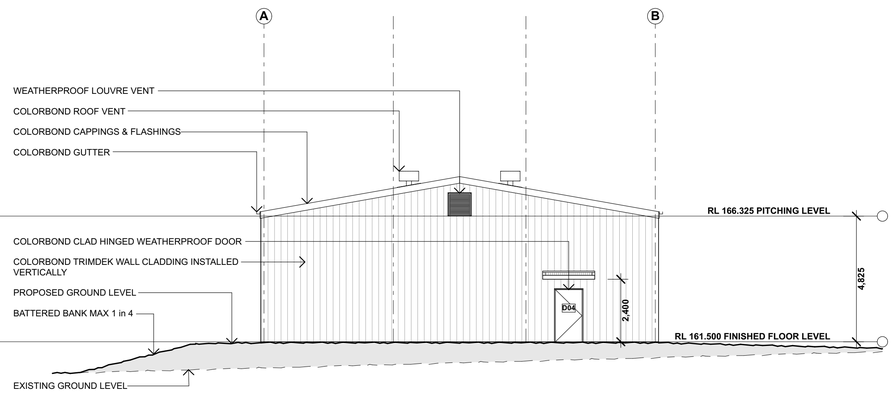

WEST ELEVATION

SCALE 1 : 100

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1 : 200 — 0 5 10m
1 : 100 — 0 1 2 3 4 5m
1 : 50 — 0 1 2 2.5m
1 : 20 — 0 0.5 1m

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REVISION	DATE	AMENDMENT
A	11.12.23	ISSUED FOR CONSTRUCTION

PROJECT

PROPOSED RURAL FIRE SERVICES SHED
FOR SHAY BRENNAN CONSTRUCTIONS
20 DORSET ROAD, KAYUGA

DRAWING TITLE: ELEVATIONS

DESIGN	DRAWN	DATE
JLF	JLF	11/12/2023

SCALE	SHEET
1:100	A1

DRAWING No. **S2323 WD103** REVISION **A**

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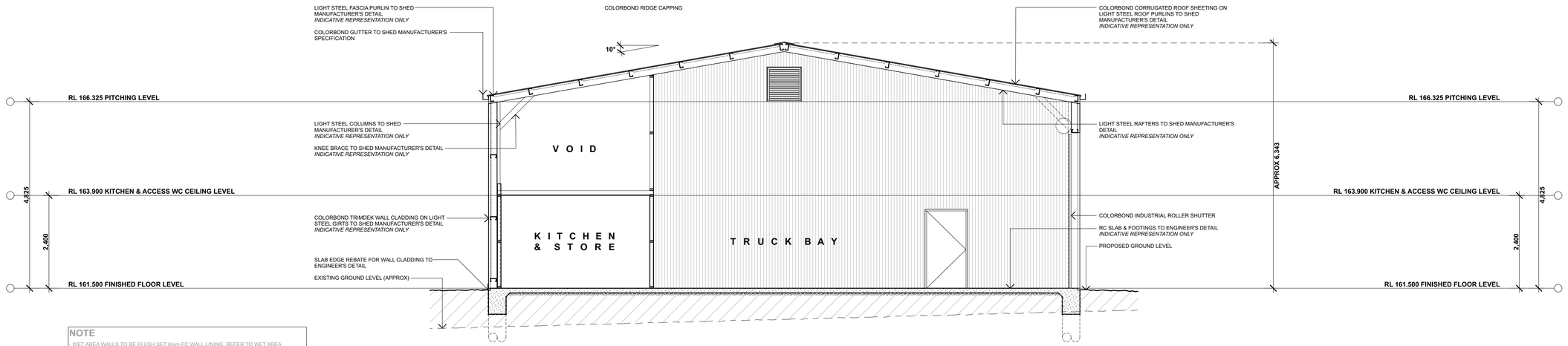

NOTE

- WET AREA WALLS TO BE FLUSH SET 6mm FC WALL LINING. REFER TO WET AREA ELEVATIONS FOR EXTENT OF SHEET VINYL WALL LINING
- ACCESS SANITARY FACILITY CEILING TO BE FLUSH SET 6mm FC CEILING LINING ON SUSPENDED CEILING SYSTEM
- WET AREA FLOOR TO BE SHEET VINYL (WITH COVING AT WALLS) SET TO FALL ON MORTAR BED ON WATERPROOF MEMBRANE ON RC SLAB WITH NOM. 50mm WET AREA SETDOWN TO ENGINEER'S DETAIL

SECTION A - A

SCALE 1 : 50

THIS DRAWING MAY NOT BE TO SCALE
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1 : 200 — 0, 5, 10m
1 : 100 — 0, 1, 2, 3, 4, 5m
1 : 50 — 0, 1, 2, 2.5m
1 : 20 — 0, 0.5, 1m

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REVISION	DATE	AMENDMENT

PROJECT

PROPOSED RURAL FIRE SERVICES SHED
FOR SHAY BRENNAN CONSTRUCTIONS
20 DORSET ROAD, KAYUGA

DRAWING TITLE

SECTION A - A

DESIGN	DRAWN	DATE
JLF	JLF	11/12/2023

SCALE	SHEET
1:50	A1

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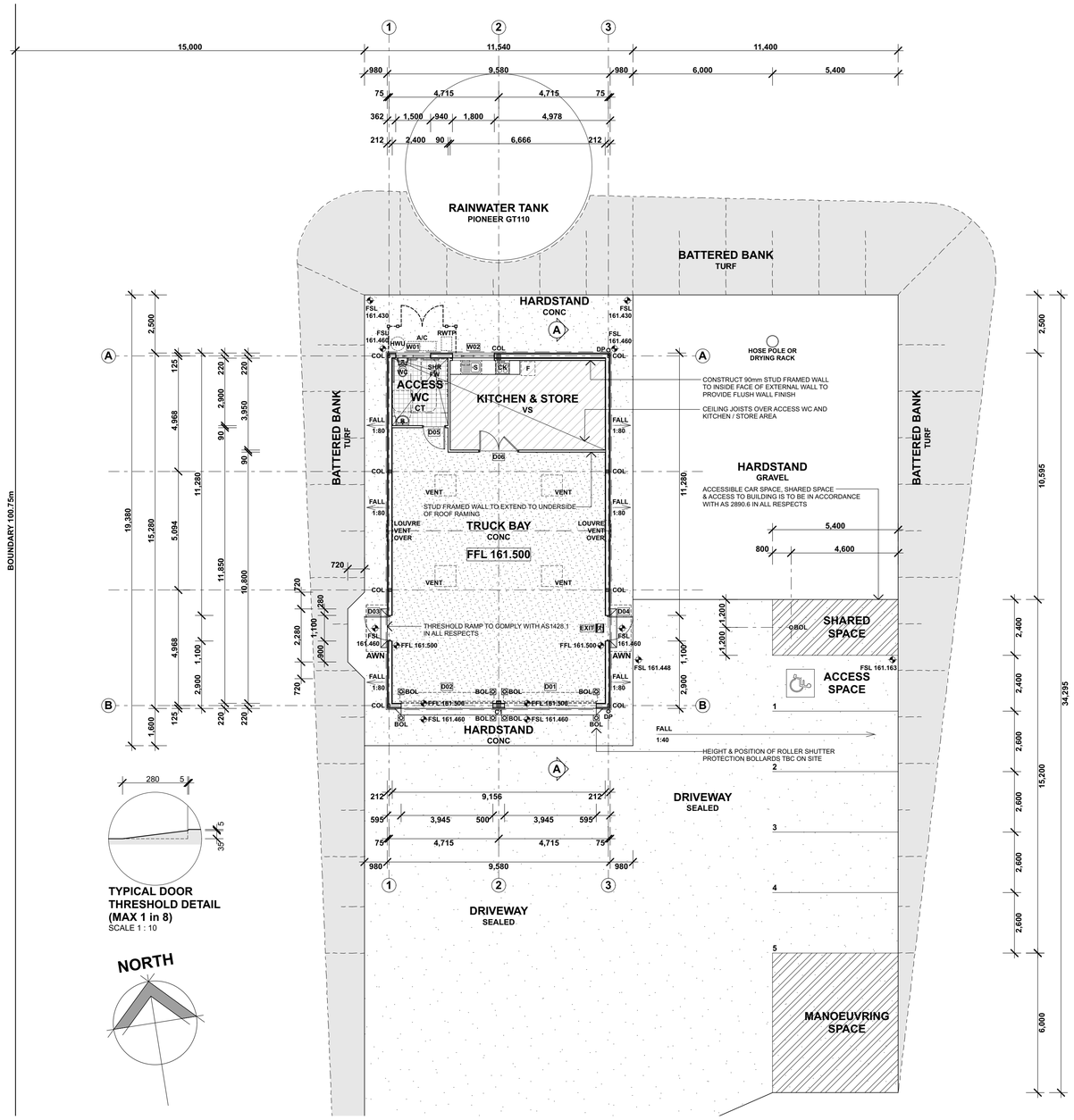

PART SITE & FLOOR PLAN

SCALE 1 : 100

DOOR SCHEDULE

No.	DESCRIPTION
D01	SELECTED 3945mm WIDE x 4025mm HIGH APPROX COLORBOND INDUSTRIAL ROLLER SHUTTER
D02	SELECTED 3945mm WIDE x 4025mm HIGH APPROX COLORBOND INDUSTRIAL ROLLER SHUTTER
D03	920mm wide x 2040mm HIGH COLORBOND CLAD WEATHERPROOF HINGED DOOR LEAF TO SHED MANUFACTURERS DETAIL *'D' LEVER TYPE REQUIRED EXIT LATCH TO COMPLY WITH NCC CLAUSE NSW D2.21 & AS 1428.1 CLAUSE 13.5*
D04	920mm wide x 2040mm HIGH COLORBOND CLAD WEATHERPROOF HINGED DOOR LEAF TO SHED MANUFACTURERS DETAIL *'D' LEVER TYPE REQUIRED EXIT LATCH TO COMPLY WITH NCC CLAUSE NSW D2.21 & AS 1428.1 CLAUSE 13.5*
D05	920mm WIDE x 2040mm HIGH SOLID CORE HINGED DOOR LEAF *'D' LEVER TYPE REQUIRED LATCH TO COMPLY WITH & AS 1428.1 CLAUSE 13.5. REFER TO NOTES BELOW FOR DETAILS. PROVIDE RAISED TACTILE &/OR BRAILLE SIGNAGE IN ACCORDANCE WITH AS 1428.1 & NCC SPECIFICATION D3.6 IDENTIFYING SANITARY FACILITIES. INSTALL SIGNAGE AT A HEIGHT BETWEEN 1200mm & 1600mm ABOVE FINISHED FLOOR LEVELS*
D06	2 x 820mm WIDE x 2040mm HIGH SOLID CORE HINGED DOOR LEAFS *'D' LEVER TYPE REQUIRED LATCH TO COMPLY WITH & AS 1428.1 CLAUSE 13.5. REFER TO NOTES BELOW FOR DETAILS.*

NOTE
- ALL DIMENSIONS ARE TO BE CHECKED ON SITE PRIOR TO FABRICATION
- ALL HINGED DOORS TO BE INSTALLED IN ACCORDANCE WITH AS 1428.1 REQUIREMENTS
- IN ACCORDANCE WITH NCC NSW CLAUSE D2.21 REQUIREMENTS DOORS IN A REQUIRED EXIT, OR IN THE PATH OF TRAVEL TO A REQUIRED EXIT MUST BE READILY OPENABLE WITHOUT A KEY FROM THE SIDE THAT FACES A PERSON SEEKING EGRESS BY LATCHES LOCATED BETWEEN 900mm & 1,100mm FROM THE FLOOR & OPENABLE WITH SINGLE HAND DOWNWARD ACTION ON A SINGLE DEVICE. THE DEVICE MUST BE SUCH THAT THE HAND OF THE PERSON WHO CANNOT GRIP WILL NOT SLIP FROM THE HANDLE DURING THE OPERATION OF THE LATCH; & HAVE A CLEARANCE BETWEEN THE HANDLE & THE BACK PLATE OR DOOR FACE AT THE CENTRE GRIP SECTION OF THE HANDLE OF NOT LESS THAN 35mm & NOT MORE THAN 45mm
- IN ACCORDANCE WITH AS 1428.1 CLAUSE 13.5 REQUIREMENTS DOORS REQUIRED TO BE ACCESSIBLE MUST BE OPENABLE BY LATCHES LOCATED BETWEEN 900mm & 1,100mm FROM THE FLOOR. THE DOOR HANDLE & RELATED HARDWARE MUST BE OF A TYPE THAT ALLOWS THE DOOR TO BE UNLOCKED & OPENED WITH ONE HAND. THE DEVICE MUST BE SUCH THAT THE HAND OF THE PERSON WHO CANNOT GRIP WILL NOT SLIP FROM THE HANDLE DURING THE OPERATION OF THE LATCH; & HAVE A CLEARANCE BETWEEN THE HANDLE & THE BACK PLATE OR DOOR FACE AT THE CENTRE GRIP SECTION OF THE HANDLE OF NOT LESS THAN 35mm & NOT MORE THAN 45mm
- IN ACCORDANCE WITH AS 1428.1 CLAUSE 13.1 REQUIREMENTS DOORWAYS REQUIRED TO BE ACCESSIBLE ARE TO HAVE A MINIMUM LUMINANCE CONTRAST OF 30% & THE MINIMUM WIDTH OF THE AREA OF LUMINANCE CONTRAST IS TO BE 50mm. PAINT COLOURS ARE REQUIRED TO BE PROVIDED TO THE PRINCIPLE CERTIFYING AUTHORITY PRIOR TO PAINTING

WINDOW SCHEDULE

No.	DESCRIPTION
W01	1500mm WIDE x 600mm HIGH ALUMINIUM FRAMED SLIDING WINDOW *(SINGLE OBSCURE GLAZING)*
W02	1800mm WIDE x 600mm HIGH ALUMINIUM FRAMED SLIDING WINDOW *(SINGLE CLEAR GLAZING)*

NOTE
- ALL DIMENSIONS ARE TO BE CHECKED ON SITE PRIOR TO FABRICATION
- ALL OPENABLE WINDOW SECTIONS TO BE FITTED WITH 'CRIMSAFE' TYPE SECURITY SCREENS
- ALL GLAZING IS TO COMPLY WITH AS 1288 IN ALL RESPECTS

NOTES

- ALL LEVELS ARE APPROXIMATE ONLY & ARE TO BE CONFIRMED ON SITE
- LOCATION OF ALL EXISTING SERVICES ON SITE ARE TO BE DETERMINED PRIOR TO COMMENCEMENT OF CONSTRUCTION & THE PROPRIETOR NOTIFIED OF ANY CONFLICT
- ALL SEWER DRAINAGE TO COMPLY STRICTLY WITH AS 3500 (NATIONAL PLUMBING & DRAINAGE CODE) & LOCAL AUTHORITY REQUIREMENTS
- ALL STORMWATER DRAINAGE TO COMPLY STRICTLY WITH AS 3500 (NATIONAL PLUMBING & DRAINAGE CODE) & LOCAL AUTHORITY REQUIREMENTS
- RAINWATER TANK IS TO BE NON-COMBUSTIBLE. INSTALL FIRST FLUSH SYSTEM. INSTALL WITH 65mm STORZ FITTING & CAP ATTACHED. ADDITIONAL 65mm LINE TO BE RUN TO FRONT OF SHED & STORZ FITTING INSTALLED AT ADEQUATE HEIGHT ABOVE GROUND
- WATER PUMP & ANY OUTSIDE REMOVABLE INFRASTRUCTURE TO BE ADEQUATELY SECURED TO PREVENT VANDALIZATION / THEFT
- WATER PUMP TO BE INSTALLED IN SERVICES ENCLOSURE AT REAR OF SHED
- REFER TO STRUCTURAL ENGINEERS DOCUMENTATION FOR DETAILS OF ALL STRUCTURAL ELEMENTS OF WORK INCLUDING, BUT NOT LIMITED TO; FOOTING & SLAB DETAILS, CONTROL JOINTS, FRAMING, BEAMS & LINTELS & TIE DOWN & BRACING
- REFER TO SHED MANUFACTURERS DOCUMENTATION & ASSOCIATED ENGINEERS DOCUMENTATION FOR PROPOSED SHED CONSTRUCTION DETAILS
- ALL FRAMING TO BE IN ACCORDANCE WITH FRAME MANUFACTURERS SPECIFICATIONS & AS1684.2 TIMBER FRAMING CODE
- SECURITY TECH SCREWS TO BE USED FOR BUILD
- TERMITE PROTECTION TO BE INSTALLED IN ACCORDANCE WITH NCC, AS 3660.1 & LOCAL AUTHORITY REQUIREMENTS. ALTERNATIVE METHODS TO BE DISCUSSED & ACCEPTANCE CONFIRMED WITH PROPRIETOR PRIOR TO INSTALLATION
- EROSION & SEDIMENT CONTROL MEASURES TO BE IMPLEMENTED IN ACCORDANCE WITH LOCAL AUTHORITY REQUIREMENTS
- ELECTRICAL DB TO BE LOCATED IN CLOSE PROXIMITY TO POWER SUPPLY
- SMOKE DETECTION & ALARM SYSTEMS ARE TO BE INSTALLED & COMPLY WITH AS 3786 REQUIREMENTS IN ALL RESPECTS. MULTIPLE SMOKE DETECTORS TO BE INTERCONNECTED
- PORTABLE FIRE EXTINGUISHERS ARE TO BE INSTALLED WITHIN THE BUILDING IN ACCORDANCE WITH AS 2444 & NCC IN ALL RESPECTS
- EMERGENCY LIGHTING & EXIT SIGNAGE TO COMPLY WITH AS 2293.1 & NCC IN ALL RESPECTS
- ALL REQUIRED EXITS & EXIT PATHWAYS ARE TO COMPLY WITH NCC REQUIREMENTS IN ALL RESPECTS & ARE TO BE KEPT CLEAR OF OBSTRUCTIONS AT ALL TIMES

LEGEND

B	BASIN	**OF**	OVERFLOW
BR	BACKREST	**PSDU**	PORTABLE SANITARY DISPOSAL UNIT
CLH	CLOTHES HOOK		
COL	COLUMN	**S**	SINK
CT	CERAMIC TILE	**SH**	SHELF
DB	DISTRIBUTION BOARD	**SOAP**	SOAP HOLDER
DP	DOWNPIPE	**SHR**	SHOWER
EXIT	REQUIRED EXIT	**SPR**	SPREADER
F	REFRIGERATOR	**SWP**	STORMWATER PIT
FHR	FIRE HOSE REEL	**SV**	SHEET VINYL
FLC	FLUSHING CONTROL	**TS**	TACTILE SIGNAGE
FW	FLOOR WASTE	**TPD**	TOILET PAPER DISPENSER
GR	GRAB RAIL	**VI**	VISUAL INDICATOR
H	HYDRANT	**WC**	TOILET
HWU	HOT WATER UNIT	**D01**	DOOR NUMBER
KTC	KNEE / TOE CLEARANCE	**W01**	WINDOW NUMBER
MB	METER BOX		

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1 : 200 (0 5 10m)
1 : 100 (0 1 2 3 4 5m)
1 : 50 (0 1 2 2.5m)
1 : 20 (0 0.5 1m)

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REVISION	DATE	AMENDMENT
A	11.12.23	ISSUED FOR CONSTRUCTION

PROJECT
PROPOSED RURAL FIRE SERVICES SHED
FOR SHAY BRENNAN CONSTRUCTIONS
20 DORSET ROAD, KAYUGA

DRAWING TITLE
PART SITE & FLOOR PLAN, ELECTRICAL LAYOUT PLAN

DESIGN	DRAWN	DATE
JLF	JLF	11/12/2023

SCALE 1:100 | SHEET A1
DRAWING No. S2323 WD102 | REVISION A

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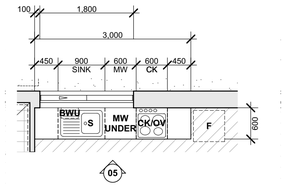
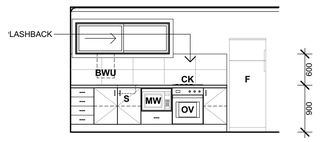
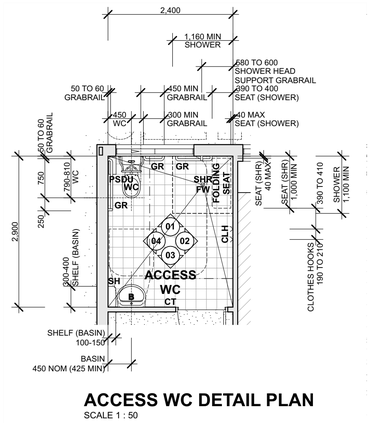


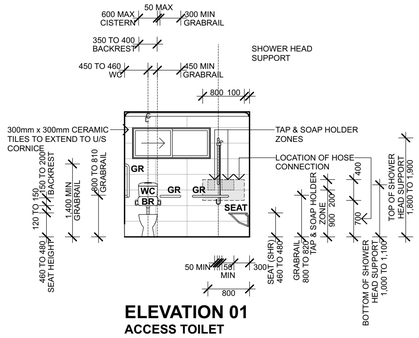
KITCHEN BIU DETAIL PLAN
SCALE 1 : 50



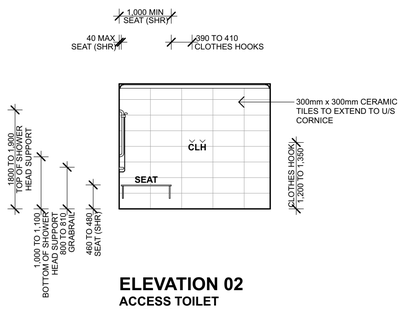
ELEVATION 05
KITCHEN
SCALE 1 : 50



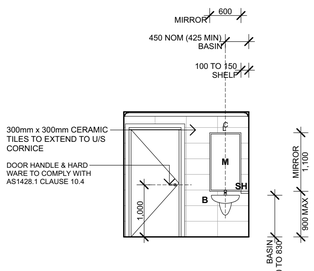
ACCESS WC DETAIL PLAN
SCALE 1 : 50



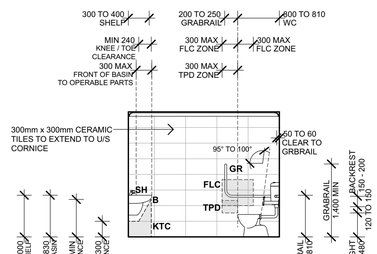
ELEVATION 01
ACCESS TOILET
SCALE 1 : 50



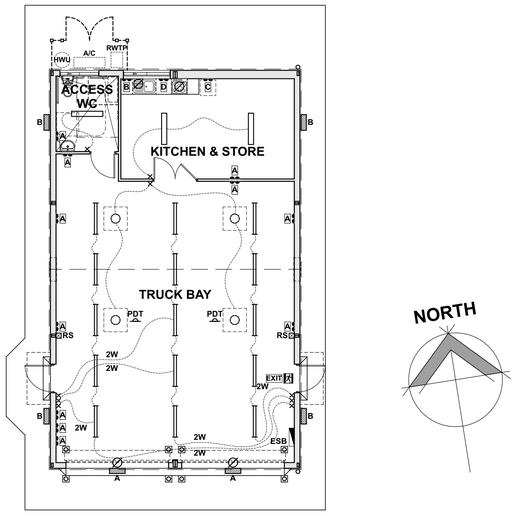
ELEVATION 02
ACCESS TOILET
SCALE 1 : 50



ELEVATION 03
ACCESS TOILET



ELEVATION 04
ACCESS TOILET



ELECTRICAL LEGEND	
A	HEIGHT - 1,000mm ABOVE FLOOR LEVEL
B	HEIGHT - 1,150mm ABOVE FLOOR LEVEL
C	HEIGHT - 1,750mm ABOVE FLOOR LEVEL
D	HEIGHT - 700mm ABOVE FLOOR LEVEL (TO SUIT MICROWAVE)
WP	WEATHERPROOF DOUBLE GPO
	DOUBLE GPO
PDT	RETRACTABLE PENDANT SWITCH SOCKET OUTLET. OUTLET IN RETRACTED POSITION SUSPENDED ABOVE FLOOR. BOLT RETRACTABLE CORD UNIT INTO FINAL POSITION TO BE DETERMINED ON SITE
∅	PERMANENTLY WIRED IN APPLIANCE
○	TURBO VENTS WITH 240V PERMANENT CONNECTION, ADJACENT ISOLATION SWITCH
RS	ROLLER SHUTTER CONTROL BOX MARKED WITH 'R1' & 'R2' SWITCHES FOR INDIVIDUAL OPERATION. ENCLOSE IN LATCHED, CLEAR PLASTIC COVER MOUNTED AT 1,800mm HIGH
ESB	ELECTRICAL SWITCH BOARD

LIGHTING LEGEND	
	1 x 28W LED LUMINAIRE SURFACE MOUNTED TO CEILING AT 2400mm HIGH
	2 x 28W LED LUMINAIRE INTEGRAL WIRING, TRUNKING AND REFLECTOR SUSPENDED FROM ROOF PURLINS ON GALVANISED JACK CHAIN AT 4500mm HIGH
EXIT	EMERGENCY EXIT LIGHTING TO AS 2293
A	150W IP66 METAL HALIDE FLOODLIGHT LUMINAIRE WALL MOUNTED ABOVE DOOR
B	150W IP66 METAL HALIDE BULKHEAD LUMINAIRE WALL MOUNTED AT 4,000mm HIGH
	LIGHT SWITCH & WIRING

NOTES - ELECTRICAL

- ELECTRICAL LAYOUT IS INDICATIVE ONLY AND ALL ELECTRICAL INSTALLATION IS TO BE IN ACCORDANCE WITH RELEVANT AUSTRALIAN STANDARDS & LOCAL AUTHORITIES REQUIREMENTS
- INSTALLATION OF ALL ELECTRICAL FITTINGS TO COMPLY WITH THE REQUIREMENTS OF SECTION J OF THE NCC (WHERE APPLICABLE)
- EXACT LOCATIONS OF ALL OUTLETS TO BE CONFIRMED ON SITE WITH PROPRIETOR

NOTES - LIGHTING

- LIGHTING LAYOUT IS INDICATIVE ONLY AND ALL ELECTRICAL INSTALLATION IS TO BE IN ACCORDANCE WITH RELEVANT AUSTRALIAN STANDARDS & LOCAL AUTHORITIES REQUIREMENTS
- INSTALLATION OF ALL ELECTRICAL FITTINGS TO COMPLY WITH THE REQUIREMENTS OF SECTION J OF THE NCC (WHERE APPLICABLE)
- ALL EMERGENCY & EXIT LIGHTING TO BE INSTALLED STRICTLY IN ACCORDANCE WITH AUSTRALIAN STANDARDS

PART SITE & FLOOR PLAN
SCALE 1 : 100

THIS DRAWING MAY NOT BE TO SCALE
REFER TO GRAPHIC SCALE BELOW

1 : 200 — 0, 5, 10m
1 : 100 — 0, 1, 2, 3, 4, 5m
1 : 50 — 0, 1, 2, 2.5m
1 : 20 — 0, 0.5, 1m

NOTES

DO NOT SCALE FROM THIS DRAWINGS - USE FIGURED DIMENSIONS ONLY

ALL DIMENSIONS AND LEVELS ARE TO BE VERIFIED ON SITE AND THE DESIGNER NOTIFIED OF ANY DISCREPANCIES PRIOR TO COMMENCEMENT OF CONSTRUCTION

DRAWINGS ARE TO BE READ IN CONJUNCTION WITH ALL OTHER CONTRACT DOCUMENTS

ELECTRONIC DATA IS ISSUED AS PROFESSIONAL COURTESY ONLY AND IS FOR COMMUNICATION AT THE DATE OF TRANSMISSION ONLY. IT IS THE RESPONSIBILITY OF THE RECIPIENT TO ASCERTAIN THE ACCURACY AND STATUS OF THE INFORMATION CONTAINED AND TO USE THE INFORMATION APPROPRIATELY

NO PART OF THIS DOCUMENT MAY BE REPRODUCED WITHOUT WRITTEN PERMISSION FROM JODIE FARRELL DESIGN

REVISION	DATE	AMENDMENT
A	11.12.23	ISSUED FOR CONSTRUCTION

REVISION	DATE	AMENDMENT

PROJECT

PROPOSED RURAL FIRE SERVICES SHED
FOR SHAY BRENNAN CONSTRUCTIONS
20 DORSET ROAD, KAYUGA

DRAWING TITLE

ELECTRICAL PLAN & DETAILS

DESIGN	DRAWN	DATE
JLF	JLF	11/12/2023

SCALE	SHEET
1:100, 1:50	A1

DRAWING No. **S2323 WD105** REVISION **A**

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info@urbanandabode.com.au

URBAN & ABODE

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B.E.(SYD)
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W.J. Bryan

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AUSTRALIA
E-mail: admin@wjbryan.com.au
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Ref: 10-23-12799A

6th October 2023.

THE MANAGER
SHAY BRENNAN CONSTRUCTIONS
34B DENISON ST.
TAMWORTH
NSW 2340

PROPOSED SLAB & FOOTINGS FOR PROPOSED RFS FIRE SHED
AT 20 DORSET ROAD, KAYUGA NSW
FOR SHAY BRENNAN CONSTRUCTIONS.

Dear Sir/Madam;
We have examined your drawing, drawn by Webber, Project No. 2771, for the above proposed RFS shed we advise as follows:

1. All Engineering details contained within this letter are to take precedence over details supplied in our structural drawings, Ref No. 10-23-12799, dated the 6/12/2023.

2. A site inspection has been carried out by us and we would classify the site as a Class H1 site at the surface.

3. ***Slab & Foundation Specifications***

i/ A 150 mm raft slab reinforced with SL82 top & bottom, is to be used for the floor slab of the Shed with the apron slab to be poured with the main slab, reduced to 100mm thick & SL82 mesh top & N12 bars x 1200mm long at 900mmm centres, with a 50mm stepdown and 50mm fall across the apron.
Edge beam EB1 being 450 mm deep x 300 mm wide, reinforced with 3-L11 TM top and bottom and R6 hoops at 1m centre's.
Internal beams IB1 are to be 450 mm deep x 300 mm wide reinforced with 3-L11 TM top and bottom and R6 hoops at 1m centre's.
Dowel Joint DJ is to be 300 mm deep x 300 mm wide, reinforced with 3-L11 TM top and bottom, R6 hoops at 1m centre's & R16 dowels x 300mm long at maximum 450mm centre's.

/2

All footing beams are to be bear onto hard silty clay material a minimum of 450m below the natural surface, having a minimum bearing capacity of 300 KPa.

The position of beams is to be as shown on our attached plan, Ref No. 10-23-12799, dated the 6/12/2023.
All footing beams are to bear onto hard silty clay material a minimum of 450 m below the natural surface, having a minimum bearing capacity of 300 KPa.
The slab is to be poured onto a minimum of 300 mm clean road base filling and water-proof membrane of minimum thickness 0.2 mm.
After removal of the topsoil, the slab area is to be proof rolled and any defective areas are to be excavated and replaced with suitable road base material and compacted as below.

ii/ The concrete crossover is to be a minimum 200mm thick concrete crossover reinforced with SL82 mesh top & bottom, a control joint is to be located at the change in slope being a 75mm deep saw or trowel cut, cut every second bar and depress mesh.
The slab is to be poured onto a minimum of 300 mm clean road base filling and water-proof membrane of minimum thickness 0.2 mm.
After removal of the topsoil, the slab area is to be proof rolled and any defective areas are to be excavated and replaced with suitable road base material and compacted as below.

4. ***Concrete Specification***
All concrete is be type A Portland cement with minimum compressive strength
F'c = 25 MPa for all slabs, F'c = 20 MPa for footings, with maximum slump of 80 mm and no admixes, maximum aggregate size being 20mm.
All concrete to be thoroughly vibrated (including slabs, to achieve a monolithic slab).
Unless otherwise noted the following will apply;
Clear cover to reinforcement; Slabs ; 25 mm top, 30 mm bottom
Footings and beams ; 50 mm
Reinforcing Fabric to be lapped a minimum of 230 mm (2 transverse wires plus 30mm), bar chairs to be used at one per square metre.
Reinforcing bars (including trench mesh) to be lapped a minimum of 400 mm or 40 bar diameters, which ever is the larger.
Concrete slabs are to be debonded from masonry, when pouring, by a minimum of 0.2 mm thickness of forticon or similar.
At all re-enterant slab corners 2 N12 bars or 3-L11TM x 2m long Top are to be used.
All concrete shall be placed and cured in accordance with section 7 A S 1480.
All filling below slabs is to be non – porous, non – reactive and compacted in layers not exceeding 150 mm thickness, to 97% SSD. at approximately 2% below optimum moisture content, that is with only nominal use of water.
No water is to be used to 'water the fill material in'.
Our preferred maximum height of filling is to be 600 mm, for filling between 600 mm and 1000 mm the slab thickness is to be 120 mm with SL82 top and bottom.
We would recommend that the non – reactive filling material, be ridge gravel, or road base gravel rather than pure river gravel or pure coarse sand, so that water can not penetrate the compacted fill material, at a later date, the fill is to be non-reactive.

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The slabs are to be monolithic slabs with stainless steel mesh protection from subterranean termites to be used at the external wall cavities, any the internal wall
(slab) steps, all penetrations within the slab, and all construction or control joints in accordance with AS 3660.1.

5. Flood Details

i/ The finished floor level of the shed is to be 160.8m AHD being 500mm above the 1 in 100 year flood level of 160.3m AHD therefore the flood water will not enter the shed.

ii/ It would be our opinion that the flow velocity within 10m of the pad for proposed shed will be increased slightly being no more than 0.15 m/sec however we believe it will have an insignificant effect on the adjoining properties. The flow pattern of the floodwater will not be changed in direction.

iii/ The rise in water levels caused by the loss of volume in the water basin, will be insignificant, due to the width of flow and the size of the flood plain.

iv/ We would recommend that flood proof mounds are to be constructed of non-porous material, however if sandy material is used rather than road base it requires sealing on all sides by a minimum of 200mm of clay sealing and topsoil material to restrict flow of water in mound. If constructed in accordance with the above recommendations the flood proof mound will comply with the NCC 2022 BCA Vol. 2 Part 2.1.2.

v/ We would certify that the foundations and structural aspects, as proposed and as shown on our drawings for the shed will withstand the flow of flood waters with the foundations effectively holding the residence in its proposed location and will comply with the NCC 2022 BCA Vol. 2 Part 2.1.2.

6. ***Structural Steel Specification***

All structural steel is to be grade 300 plus as released by BHP in October, 1994, with all connection bolting being in grade 8.8 / S high strength bolts, anchor bolts being grade 4.6. Connections are not required to be friction grip joints. High strength structural bolts are to be tightening to be in accordance with AS 4100 and relevant ASA codes.
All welding of the end plates is to be with complete penetration V-butt welds, with all fillet welds of these members being at least 6 mm, electrodes being W50X or E48XX, or equivalent.
Surface preparation of steel work to be wire brushed; with two coats Wattyl Duranamel PR9 or similar rust preventative treatment unless otherwise noted.

7. ***Drainage Specifications***

The Building Contractor, Subcontractor or Owner Builder, is to incorporate into the design and construction of the drainage and plumbing systems the following:
a) Clause 5.6, of Australian Standards 2870.2 – 2011 Additional Requirements for Class M, H1, H2 and E sites, and
b) Clause 6.6 of Australian Standards 2870.2 – 2011 Additional Requirements for Class M, H1, H2 and E sites, which includes:

/4

5.6.1 Masonry Detailing,
5.6.2 Variations in foundation material,
5.6.3 Drainage requirements, and
5.6.4 Plumbing requirements.
The drainage requirements, require that care shall be taken with surface drainage of the allotment from the start of construction, and that drainage requirements have been considered in the design of the footing system. The drainage system is to be completed by the finish of construction of the building. The plumbing trenches shall be sloped away from the building and backfilled with compacted clay in the top 300 mm within 1.5 m of the building. Where pipes pass under the footing system the trench shall be backfilled with clay or concrete, to stop ingress of water.
c) And 6.6 (a) to (e) including:
Penetrations of the footings are to be sleeved,
Water run-off shall be collected and channeled away from the building during construction.
Excavations near the edge of the footing system shall be backfilled to prevent access of water to the foundations.
Joints in plumbing pipes within 1 m of the building under construction shall be articulated to accommodate ground movements without leakage.

8. ***Site Specifications***
The owner's attention is drawn to Appendix B of Australian Standards 2870.2 - 2011, ' Foundation Performance and Maintenance ' which includes:
a) All water is to be directed a minimum of 10 metres away from the building on the downhill side.
b) No bushes are to be planted within 5 metres of the building
c) No trees are to be planted within the distance from the building of the height of the mature tree for class M and H site, and 1.5 times the height of the mature tree for class E sites.
Reference is also drawn to The CSIRO's Guide to Home-Owners on Foundation Maintenance and Footing Performance.

If constructed in accordance with this letter and your plans the raft slab details will comply with the following relevant AS/NZS Codes;

AS/NZS 1170.0 - 2002 Structural design actions, Part 0: General Principles
AS/NZS 1170.1 - 2002 Structural design actions, Part 1: Permanent, imposed and other actions.
AS/NZS 1170.2 - 2011 Structural design actions, Part 2: Wind Loads.
AS 2870 - 2011 Residential Slabs & Footings
AS 3600 - 2018 Concrete Structures
AS 1684.2 - 2021 Residential Timber Framed Constructions.

This certificate shall not be construed as relieving any other parties of its responsibilities, liabilities or contractual obligations.

Yours Faithfully;

W. J. Bryan.

PROPOSED DEVELOPMENT - PROPOSED RFS SHED

STRUCTURAL DETAILS

SHAY BRENNAN CONSTRUCTIONS,
AT 20 DORSET TD KAYUGA

No.	DRAWING	REV.
S001	COVER SHEET	02
N001-N002	STRUCTURAL NOTES	02
D001	DRAINAGE SPECIFICATION	02
S100	FOUNDATION PLAN	02
S101	FOUNDATION DETAILS	02
CV100	STORMWATER PLAN	02
S102	DETAILS 2	02
CV101	SEWER PLAN	02
CV102	SEDIMENT & EROSION CONTROL PLAN	02

NOTE:- FIGURED DIMENSIONS TO TAKE PRECEDENCE OVER SCALED MEASUREMENTS. VERIFY ALL ON SITE DIMENSIONS & LEVELS PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION. CONTRACTOR TO NOTIFY THE AUTHORITY IMMEDIATELY OF ANY DISCREPANCIES.
COPYRIGHT OF THIS DRAWING IS VESTED WITH W.J.BRYAN ENGINEERING

No	Revision/Issue	Date
02	ORIGINAL ISSUE	7/12/2023

Project: PROPOSED RFS SHED AT 20 DORSET TD KAYUGA

Client: SHAY BRENNAN CONSTRUCTIONS

W. J. BRYAN ENGINEERING.
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P (02) 6761 2711 | F (02) 6761 2911 |
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| A.B.N 14 045 280 848 |

Title: COVER SHEET

Date:	7/12/2023	Project No:	Drg No:	Rev:
Scale:	1:200	10-23-12799	S001	02
Design:	WJB			
Drawn:	DS			

STRUCTURAL NOTES - PAGE 1
PROPOSED RFS SHED- SHAY BRENNAN CONSTRUCTIONS
20 DORSET RD KAYUGA

GENERAL

G1. THESE DRAWINGS SHALL BE READ IN CONJUNCTION WITH SPECIFICATIONS AND OTHER CONSULTANTS DRAWINGS.
G2. ALL DISCREPANCIES SHALL BE REFERRED TO THE SUPERVISOR AND RESOLVED BEFORE PROCEEDING WITH THE WORK.
G3. ALL DIMENSIONS SHOWN SHALL BE VERIFIED BY THE BUILDER ON SITE. THESE STRUCTURAL DRAWINGS SHALL NOT BE SCALED FOR DIMENSIONS. THE RL's SHOWN ON THESE DRAWINGS ARE APPROXIMATE AND ARE FOR THE SOLE PURPOSE OF ASSISTING THE STRUCTURAL DOCUMENTATION. THEY ARE NOT BE USED FOR CONSTRUCTION PURPOSES. REFER TO ARCHITECTURAL DRAWINGS FOR CONFIRMATION OF ALL RL's, ALL LEVELS ARE IN METRE'S
(m) AND DIMENSIONS ARE IN MILLIMETRES (mm)
G4. ALL WORKMANSHIP, TESTING, MATERIALS AND SUPERVISION ARE TO BE IN ACCORDANCE WITH THESE SPECIFICATIONS, THE WORK HEALTH AND SAFETY ACT 2012 ENFORCED BY THE WORKCOVER AUTHORITY AND CURRENT RELEVANT AUSTRALIAN STANDARDS.
G5. PROPRIETARY ITEMS SPECIFIED SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S WRITTEN RECOMMENDATIONS. DO NOT VARY SPECIFIED PROPRIETARY PRODUCTS WITHOUT WRITTEN APPROVAL FROM THE ENGINEER.
G6. THESE DRAWINGS AND ISSUED WRITTEN INSTRUCTIONS DURING THE COURSE OF THE CONTRACT DEPICT THE COMPLETE STRUCTURE. THEY DO NOT DESCRIBE A WORK METHOD. THE ARRANGEMENT, DESIGN AND INSTALLATION OF TEMPORARY WORKS REMAINS THE RESPONSIBILITY OF THE CONTRACTOR.
G7. THE DETERMINATION OF A SAFE WORK METHOD REMAINS THE RESPONSIBILITY OF THE CONTRACTOR. ANY ELEMENT WHICH POSES AN UNACCEPTABLE LEVEL OF SAFETY RISK TO CONSTRUCT SHALL BE REFERRED TO THE STRUCTURAL ENGINEER. TEMPORARY BRACING AND SUPPORT OF STRUCTURE IS THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE MAINTAINED DURING ALL STAGES OF CONSTRUCTION.
G8. NOTES ON ANY DRAWING APPLY TO ALL DRAWINGS IN THE SET U.N.O.
G9. ALL ARCHITECTURAL FITMENTS SUCH AS GLAZING, PARTITIONS, CEILINGS ETC. SHOULD ALLOW FOR THE SHORT AND LONG TERM MOVEMENT OF STRUCTURAL ELEMENTS. FOR BEAMS AND SLABS SPANNING LESS THAN 8m AN ALLOWANCE OF AT LEAST 20mm SHOULD BE MADE (CONSULT SPEC. OR ENGINEER WHERE SPANS EXCEED 8m).
G10. THE BUILDER SHALL PROVIDE CERTIFICATION ON ANY DESIGN AND CONSTRUCT COMPONENT BY A SUITABLY QUALIFIED STRUCTURAL/ CIVIL ENGINEER BEING A MEMBER OF THE INSTITUTE OF ENGINEERS.
G11. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL SERVICES IN THE VICINITY OF THE WORKS. ANY SERVICES SHOWN ARE PROVIDED FOR INFORMATION ONLY. THE CONTRACTOR SHALL CONFIRM THE LOCATION OF ALL SERVICES PRIOR TO COMMENCING AND SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY DAMAGE CAUSED TO SERVICES, AS WELL AS ANY LOSS INCURRED AS A RESULT OF THE DAMAGE TO ANY SERVICE.
G12. THE STRUCTURAL COMPONENTS DETAILED ON THESE STRUCTURAL DRAWINGS ARE JOB SPECIFIC AND HAVE BEEN DESIGNED IN ACCORDANCE WITH THE RELEVANT AUSTRALIAN STANDARDS AND BUILDING CODE OF AUSTRALIA FOR THE FOLLOWING FIRE RATINGS, WIND LOADS, FLOOR USAGE AND EARTHQUAKE LOADS :

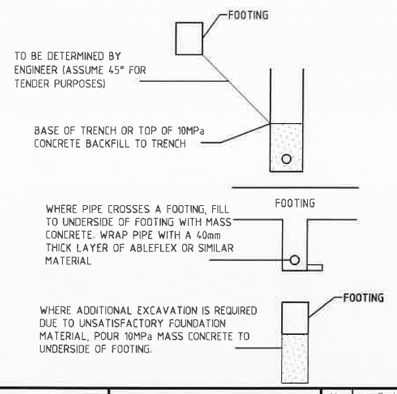
- IN 'REGION B' DESIGN FOR INTERNAL WIND PRESSURES AS IF SOME WINDOWS ARE BROKEN WITH THE IMPACT OF DEBRIS
- FLOOR LIVE LOADS :
  - GENERAL = 5 kPa
  - STORES = 5 kPa MAX.
- BUSHFIRES : = DESIGN STRUCTURE TO COMPLY WITH THE REQUIREMENTS OF AS3959.

G13. THE METHOD OF CONSTRUCTION AND THE MAINTENANCE OF SAFETY DURING CONSTRUCTION IS THE RESPONSIBILITY OF THE BUILDER. IF ANY STRUCTURAL ELEMENT PRESENTS DIFFICULTY IN RESPECT TO CONSTRUCTABILITY OR SAFETY, THE MATTER SHALL BE REFERRED TO THE STRUCTURAL ENGINEER FOR RESOLUTION BEFORE PROCEEDING WITH THE WORK. THE DETERMINATION OF A SAFE WORK METHOD REMAINS THE RESPONSIBILITY OF THE BUILDER.
G14. NO CHANGES IN ANY STRUCTURAL ELEMENT SHALL BE MADE WITHOUT WRITTEN APPROVAL FROM THE STRUCTURAL ENGINEER.
G15. CONSTRUCTION USING THESE DRAWINGS SHALL NOT COMMENCE UNTIL A CONSTRUCTION CERTIFICATE HAS BEEN ISSUED AND ONLY IF THE DRAWINGS ARE DESIGNATED " ISSUED FOR CONSTRUCTION".
G16. WJ BRYAN ENGINEERS ACCEPT NO RESPONSIBILITY FOR ANY WORK NOT INSPECTED OR NOT APPROVED BY THE STRUCTURAL ENGINEER DURING CONSTRUCTION

FOUNDATIONS

F1. ASSUMED ALLOWABLE BEARING CAPACITY:
- PAD FOOTINGS = 250 kPa
- STRIP FOOTINGS = 200 kPa
- BORED PIERS = 450 kPa

F2. A GEOTECHNICAL REPORT HAS BEEN CARRIED OUT, REFER TO REPORT No. ..... . THIS REPORT IS FOR INFORMATION ONLY, IT IS NOT A COMPLETE DESCRIPTION OF CONDITIONS AT OR BELOW GROUND LEVEL.
F3. THE SLAB AND FOOTINGS HAVE BEEN DESIGNED IN ACCORDANCE WITH AS2870 FOR CLASS H SITE. A SUITABLY QUALIFIED GEOTECHNICAL ENGINEER TO BE CONTACTED DURING EXCAVATION TO CONFIRM THE SITE CLASSIFICATION.
F4. THE CONTRACTOR SHALL ALLOW TO ENGAGE A QUALIFIED (NPER) GEOTECHNICAL ENGINEER TO APPROVE THE FOUNDATION MATERIAL. OBTAIN GEOTECHNICAL ENGINEERS APPROVAL AND SUBMIT CERTIFICATE IN WRITING TO THE STRUCTURAL ENGINEER PRIOR TO CONCRETING FOUNDATIONS.
F5. ENSURE STABILITY OF ADJACENT BUILDINGS IS MAINTAINED DURING ALL STAGES OF CONSTRUCTION.
F6. DO NOT ALLOW EXCAVATED MATERIAL TO STOCKPILE STAND WITHIN 1500mm OF FOOTING TRENCHES OR PITS. NO EARTH OR DETRITUS IS TO FALL INTO THE FOOTING TRENCHES BEFORE OR DURING CONCRETE PLACEMENT.
F7. THE UNDERSIDE OF FOUNDATIONS SHALL CONFORM TO THE FOLLOWING REGARDLESS OF NOMINATED LEVELS :



F8. FOOTINGS SHALL BE CENTRALLY LOCATED UNDER WALLS AND COLUMNS UNLESS NOTED OTHERWISE ON THE STRUCTURAL DRAWINGS
F9. FOOTINGS SHALL BE EXCAVATED TO THE DETAILED DEPTH AND WIDTH. FOOTINGS SHALL BE INSPECTED AND FILLED WITH CONCRETE AS SOON AS POSSIBLE TO AVOID EITHER SOFTENING OF THE FOUNDATION MATERIAL OR DRYING OUT BY EXPOSURE.
F10. THE BASE OF ALL PIER HOLES SHALL BE FREE OF WATER AND CLEANED OF LOOSE MATERIAL OR DEBRIS PRIOR TO PLACEMENT OF CONCRETE. ALLOW TO PROVIDE TEMPORARY LINERS AS DEEMED NECESSARY.

C1. CARRY OUT ALL CONCRETE WORK IN ACCORDANCE WITH AS3600 AND THE GENERAL SPECIFICATION CONCRETE STANDARDS.
C2. CONCRETE PROPERTIES AND COVER TO REINFORCING :

ELEMENT	CEMENT TYPE	CLASS & GRADE	CONCRETE STRENGTH f'c (MPa)	Max. 56 DAY DRYING SHRINKAGE	COVER (mm)	
INSITU STORMWATER PITS	SL	RC S32	25	70 µm	INT 40	EXT 25
BORED PILES	SL	RC S32	25	70 µm	50	
SLABS ON GROUND - EXTERNAL	SL	RC S32	25	350 µm	TOP 50	BTM 50
SLABS ON GROUND - INTERNAL	SL	RC S32	32	350 µm	TOP 50	BTM 50
STRIP FOOTING, PAD FOOTINGS, BEAMS	SL	RC S32	25	70 µm	50	
BLINDING LAYERS & MASS CONCRETE	GP	G N20	20	70 µm	TOP 25	BTM 30
NOTES: OTHER STRUCTURES - AS PER AS3600 & AS3735						

MAXIMUM AGGREGATE SIZE = 20mm U.N.O.
SLUMP DURING PLACING = 80mm
EXPOSURE CLASSIFICATION = A1 (INTERNAL WORK)
= A1 (EXTERNAL WORK)
NO ADMIXTURES SHALL BE USED IN THE CONCRETE MIX UNLESS APPROVED BY STRUCTURAL ENGINEER IN WRITING.

C3. CONCRETE PROPERTIES FOR SLABS AND BEAMS SHALL BE VARIED FROM NORMAL CLASS AS FOLLOWS :
- MINIMUM CEMENT CONTENT 250kg/m³
- MAXIMUM 56 DAY SHRINKAGE STRAIN = AS NOMINATED ABOVE
- PRIOR TO COMMENCEMENT CONCRETE SUPPLIER TO PROVIDE DRYING SHRINKAGE TEST RESULTS FROM PRODUCTION ASSESSMENT AS EVIDENCE THAT SPECIFIED DRYING SHRINKAGE LIMITS CAN BE ACHIEVED USING NORMAL MIX DESIGN.

C4. SUBMIT FOR APPROVAL THE FOLLOWING TO THE ENGINEER :
- CURING PRODUCURE (PVA MEMBRANES NOT PERMITTED)
- STRIPPING PROCEDURE
- DETAILS AND LOCATION OF CAST IN SERVICES
- CONDUITS, PENETRATIONS AND CONSTRUCTION JOINT LOCATIONS

C5. FOR TENDER PURPOSES ASSUME MINIMUM STRIPPING TIMES AND EXTENT OF BACK PROPPING AS PER AS3610-1995 SECTION 5.0 AND AS PER GENERAL NOTES FOR FORMWORK AND PROPPING.
C6. FORMWORK FINISH CLASSIFICATION TO AS3600 :

ELEMENT	CLASS
- INGROUND FOOTINGS	5
- RETAINING WALLS	5 EARTH FACE
- RETAINING WALLS	3 EXPOSED FACE
- COLUMNS	2
- LIFT WALLS	2
- BEAMS & SLABS	2
- STAIRS	2
- GRAND TREATED SURFACES	2

C7. SURFACE FINISHES :

- COLUMNS & WALLS	OFF FORM
- FLOOR SLABS (U.N.O.)	MACHINE FLOAT
- SLABS TO BE TILED	WOOD FLOAT
- STAIRS	STEEL TROWEL

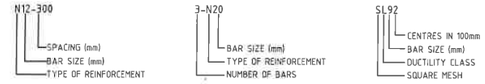
C8. COMPACT ALL CONCRETE INCLUDING FOOTINGS AND SLABS, USING MECHANICAL VIBRATORS.
C9. PLACE CONCRETE CONTINUOUSLY BETWEEN CONSTRUCTION JOINTS SHOWN ON PLAN. DO NOT BREAK OR INTERRUPT SUCCESSIVE POURS SUCH THAT COLD JOINTS OCCUR. ANY REVISIONS OR ADDITIONS TO CONSTRUCTION JOINTS SHOWN ON PLAN REQUIRE APPROVAL FROM THE STRUCTURAL ENGINEER.
C10. CONCRETE PROFILES :
- BEAM DEPTHS ARE WRITTEN FIRST AND INCLUDE THE SLAB THICKNESS.
- SIZES OF CONCRETE ELEMENTS DO NOT INCLUDE THICKNESS OF APPLIED FINISHES.
- NO HOLES, CHASES OR EMBEDMENT OF PIPES OTHER THAN SHOWN IN THE STRUCTURAL DRAWINGS SHALL BE MADE IN CONCRETE MEMBERS WITHOUT THE PRIOR WRITTEN APPROVAL OF THE STRUCTURAL ENGINEER.
- PROVIDE DRIP GROOVES AT ALL EXPOSED EDGES. CHAMFERS, DRIP GROOVES, REGLETS ETC TO BE TO ARCHITECTS DETAILS.

C11. ALL PENETRATIONS TO HAVE 2/N16 TRIMMER BARS TOP AND BOTTOM TO EACH FACE U.N.O. EXTEND TRIMMERS 600 BEYOND PENETRATION.
C12. SETDOWNS OR FALLS IN FLOOR SURFACES ARE NOT PERMITTED UNLESS SHOWN ON DRAWINGS. MAINTAIN MINIMUM SLAB THICKNESS SHOWN ON PLAN WHERE FALLS OCCUR.
C13. REINFORCEMENT QUALITY AND NOTATION :

SYMBOL	BAR SHAPE	STRENGTH GRADE (MPa)	DUCTILITY CLASS	TO COMPLY WITH AUST. STANDARD
S	STRUCTURAL GRADE DEFORMED RIB BAR	250	NORMAL	AS1302
N	HOT ROLLED DEFORMED RIB BAR	500	NORMAL	AS4671
R	PLAIN ROUND BAR	250	NORMAL	AS4671
RL	RECTANGULAR MESH OF DEFORMED RIB BAR	500	LOW	AS4671
SL	SQURE MESH OF DEFORMED RIB BAR	500	LOW	AS4671
L-TM	TRENCH MESH	500	LOW	AS4671

CONCRETE CONTINUED :

ALL REINFORCING BARS SHALL BE GRADE D500N TO AS4671 AND ALL MESH SHALL BE GRADE 500L TO AS4671.
U.N.O. CLASS L REINFORCEMENT SHALL NOT BE USED.
REINFORCEMENT LABELS :



C14. REINFORCEMENT IS REPRESENTED DIAGRAMMATICALLY, AND NOT NECESSARILY IN TRUE PROJECTION. BARS SHOWN ARE INDICATIVE ONLY AND LENGTHS MAY VARY. BEAM ELEVATIONS TAKE PRECEDENCE OVER SECTIONS. SLAB PLANS TAKE PRECEDENCE OVER SECTIONS. REFER TO SECTIONS FOR EXTRA BARS THAT MAY BE REQUIRED.
C15. USE ONLY ALL PLASTIC OR CONCRETE CHAIRS AT EXTERNAL SURFACES.
C16. SITE BENDING OF REINFORCEMENT BARS SHALL BE DONE WITHOUT HEATING USING A RE-BENDING TOOL. THE BARS SHALL BE RE-BENT AGAINST A FLAT SURFACE OR A PIN WITH A DIAMETER NOT LESS THAN THE MINIMUM PIN SIZE PRESCRIBED IN AS3600-2001.
C17. SPLICES IN REINFORCEMENT SHALL BE MADE ONLY IN POSITIONS SHOWN ON THE STRUCTURAL DRAWINGS OR IN POSITIONS OTHERWISE APPROVED IN WRITING BY THE STRUCTURAL ENGINEER. LAPS SHALL BE IN ACCORDANCE WITH AS3600 SECTION 13 AND NOT LESS THAN THE DEVELOPMENT LENGTH FOR EACH BAR.
C18. FOR LAPS IN MESH REFER TO SLAB ON GROUND NOTES.
C19. WELDING OF REINFORCEMENT SHALL NOT BE PERMITTED UNLESS SHOWN ON THE STRUCTURAL DRAWINGS OR APPROVED BY THE STRUCTURAL ENGINEER.
C20. AT EXTERNALLY EXPOSED SURFACES NO METALLIC ITEMS INCLUDING FORM BOLTS, FORM SPACERS, METALLIC BAR CHAIRS AND TIEWIRE ARE TO BE PLACED IN THE COVER ZONE.
C21. ALL REINFORCEMENT, ANCHOR BOLTS AND OTHER CONCRETE INSERTS SHALL BE WELL SECURED IN POSITION AND INSPECTED BY THE STRUCTURAL ENGINEER PRIOR TO PLACING CONCRETE.
C22. HOLD DOWN BOLTS SHALL BE HOT DIPPED GALVANISED.
C23. U.N.O., ALL MASONRY ANCHORS INTO CONCRETE SHALL BE RAMSET TRUBOLTS (LONGEST VERSION) OR APPROVED EQUIVALENT. BOLTS SHALL BE GALVANISED WHERE THEY ARE ADJOINING NON FERROUS OR PREPAINTED MEMBERS. PROVIDE STAINLESS STEEL BOLTS FOR ALL EXTERNAL CONDITIONS, OR WHERE EXPOSED TO THE WEATHER.
C24. ALL CONCRETE MIXES SHALL BE DESIGNED BY A RECOGNISED TESTING LAB AND SUBMITTED FOR REVIEW BY THE STRUCTURAL ENGINEER.
C25. ALL COMPRESSIVE STRENGTH TEST REPORTS SHALL BE SUBMITTED TO THE STRUCTURAL ENGINEER FOR REVIEW.
C26. PROJECT CONTROL TESTING SHALL BE CARRIED OUT ON ALL CONCRETE IN ACCORDANCE WITH AS1379. TEST CYLINDERS ARE TO BE KEPT ON SITE.
C27. CURING OF ALL CONCRETE IS TO BE ACHIEVED BY KEEPING SURFACES CONTINUOUSLY WET FOR A PERIOD OF 7 DAYS, UNLESS SPECIFIED OTHERWISE. APPROVED SPRAY ON CURING COMPOUNDS THAT COMPLY WITH AS3799 MAY BE USED WHERE FLOOR FINISHES WILL NOT BE AFFECTED. POLYTHENE SHEETING OR WET HESSIAN MAY BE USED TO RETAIN CONCRETE MOISTURE WHERE PROTECTED FROM WIND AND TRAFFIC. CURING IS TO COMMENCE IMMEDIATELY AFTER CONCRETE PLACEMENT.

CONCRETE MATERIALS :

CM1. CARRY OUT ALL CONCRETE WORK IN ACCORDANCE WITH AS3600 AND NATSPEC CONCRETE STANDARDS.
CM2. PORTLAND CEMENT :
- STANDARD - TO AS3972

CM3. BLENDED CEMENTS :
- STANDARD - TO AS3972
- REQUIREMENT - USE ONLY WHEN SPECIFIED.

CM4. FLY ASH :
- STANDARD - TO AS3582.1 "FINE GRADE" ONLY.
- REQUIREMENT - ONLY WHEN SPECIFIED. ALTERNATIVE MIX DESIGN WITH FLY ASH WILL BE CONSIDERED, PROVIDED THE CEMENTITIOUS MATERIAL MEETS THE PERFORMANCE REQUIREMENT OF THE CEMENT TYPE SPECIFIED.

CM5. SILICA FUME :
- STANDARD - TO AS3972
- REQUIREMENT - ONLY WHEN SPECIFIED. ALTERNATIVE MIX DESIGN WITH SILICA FUME WILL BE CONSIDERED, PROVIDED THE CEMENTITIOUS MATERIAL MEETS THE PERFORMANCE REQUIREMENT OF THE CEMENT TYPE SPECIFIED.

CM6. AGGREGATE :
- STANDARD - TO AS2758.1
- FINE AGGREGATE - DENSE, NATURALLY OCCURING SAND OR ROCK, CRUSHED OR UNCRUSHED, AND EITHER SINGLE SOURCED OR BLENDED, CONFORMING TO GRADING REQUIREMENTS OF 'TABLE 3', UNCRUSHED FINE AGGREGATE OF AS2758.1
- COARSE AGGREGATE - CLEAN, HARD, DURABLE PARTICLES OF DENSE, NATURALLY OCCURING GRAVEL OR ROCK, CRUSHED OR UNCRUSHED, AND EITHER SINGLE SOURCED OR BLENDED, CONFORMING TO GRADING REQUIREMENTS OF 'TABLE 1', 20mm GRADED AGGREGATE OF AS2758.1.
- PARTICLE DENSITY - TO AS2758.1 CLAUSE 8.1, MINIMUM 2100 kg/m³
- BULK DENSITY - TO AS2758.1 CLAUSE 8.3, MINIMUM 2100 kg/m³
- WATER ABSORPTION - TO AS2758.1 CLAUSE 8.3, MAXIMUM 2.5%
- DURABILITY - TO AS2758.1 CLAUSE 10 CONCRETE EXPOSURE CLASSIFICATION-"SEVERE".
- ALKALI REACTIVITY - TEST FOR ALKALI REACTIVE MATERIALS TO AS2758.1 CLAUSE 14.3. SEPARATE TESTING REQUIRED ON EACH SINGLE SOURCED AGGREGATE.
- PARTICLE SHAPE - TO AS2758.1 CLAUSE 9.3, AND THE PROPORTION OF MISSHAPEN PARTICLES USING A 2:1 RATIO, NOT EXCEED 35% WHEN DETERMINED IN ACCORDANCE WITH AS 1141, SECTION 14.
- 5% OF AGGREGATE TO BE RECYCLED CONCRETE AGGREGATE OR EQUIVALENT IN ACCORDANCE WITH GREENSTAR REPORT. RECYCLED AGGREGATE TO BE CLASS 1 RCA (IN ACCORDANCE WITH HB155-2002). CONCRETE MIX IS TO ENSURE ALL STRENGTH AND SHRINKAGE TARGETS SPECIFIED IN CONCRETE NOTES ARE MET.

CM7. WATER :
- SPECIAL CLASS CONCRETE- FROM A TOWN PORTABLE WATER SUPPLY.
- NORMAL CLASS CONCRETE- RECYCLED WATER ACCEPTED.

CM8. CHEMICAL ADMIXTURES :
- TO AS 1478. USE IN ACCORDANCE WITH AS 1478 AND MANUFACTURER'S DIRECTIONS. ADMIXTURES CONTAINING CHLORIDES OR NITRATES PROHIBITED.

CONCRETE TESTING :

CT1. REQUIREMENT :
- PRODUCTION ASSESSMENT- TESTING CARRIED OUT BY THE BATCHING PLANT.
- PROJECT ASSESSMENT - TESTING OF SAMPLES TAKEN ON SITE AT DISCHARGE POINT.

CT2. PROVIDE EVIDENCE OF PRODUCTION ASSESSMENT TO AS1379 PRIOR TO POURING.
CT3. CONCRETE SHRINKAGE AND CONCRETE FOR SLABS (UP TO 110mm THICK) ON GROUND, TO BE VERIFIED BY PRODUCTION ASSESSMENT.

NOTE:- FIGURED DIMENSIONS TO TAKE PRECEDENCE OVER SCALED MEASUREMENTS. VERIFY ALL ON SITE DIMENSIONS & LEVELS PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION. CONTRACTOR TO NOTIFY THE AUTHORITY IMMEDIATELY OF ANY DISCREPANCIES.
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No.	Revision/Issue	Date
02	ORIGINAL ISSUE	7/12/2023

Project: STRUCTURAL NOTES
Client: STANDARD ISSUE

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STRUCTURAL NOTES - PAGE 2
PROPOSED RFS SHED- SHAY BRENNAN CONSTRUCTIONS
20 DORSET TO KAYUGA

CONCRETE TESTING CONTINUED :

CT4. CARRY OUT PROJECT ASSESSMENT FOR REMAINDER OF CONCRETE AS FOLLOWS :
- SUPPLY OF CONCRETE SHALL BE FROM A CONCRETE BATCHING PLANT, THAT CARRIES OUT PRODUCTION ASSESSMENT, FOR THE GRADES OF CONCRETE SPECIFIED FOR THIS PROJECT.
- CONCRETE SHALL BE SUPPLIED AND TESTED IN ACCORDANCE WITH AS1379 AND AS1012.
- THE ORGANISATION(S) RESPONSIBLE FOR SAMPLING AND TESTING OF CONCRETE TO HAVE RELEVANT 'NATA' LABORATORY REGISTRATION, BE INDEPENDENT, AND USE TRAINED, COMPETENT PERSONNEL FOR THE TAKING OF SAMPLES AND SPECIMENS AND THE PREPARATION OF MATERIALS AND WORK FOR TESTING.
- SLUMP AT TIME OF POURING TO BE WITHIN THE PERMISSIBLE TOLERANCE IN AS1379 FOR NOMINAL SLUMP SPECIFIED.
- AT LEAST 1 SAMPLE FOR EVERY 50m³ SHALL BE TAKEN AT THE SITE, BUT NOT LESS THAN 3 SAMPLES SHALL BE TAKEN PER POUR. FIRST AND LAST BATCH PER DAY TO BE SAMPLED, THE OTHER TAKEN PROGRESSIVELY DURING THE POUR, RECORDING LOCATION IN POUR WHERE SAMPLE WAS TAKEN.
- IT IS PERMISSIBLE TO REDUCE THE NUMBER OF SAMPLES TO 2 FOR POURS OF LESS THAN 30m³, AND 1 FOR POURS OF LESS THAN 10m³.
- A SAMPLE CONSISTS OF AT LEAST 3 CYLINDERS, ONE CYLINDER SHALL BE TESTED AT 7 DAYS. TWO CYLINDERS SHALL BE TESTED AT 28 DAYS. 7 & 28 DAY TEST RESULTS TO BE SENT IMMEDIATELY TO W.J. BRYAN ENGINEERS.
- AS1379 CLAUSE B2 SHALL NOT APPLY UNLESS THE SAMPLE CONSISTS OF 6 CYLINDERS MIN. AT EACH TEST AGE.
- IF MORE THAN ONE STRENGTH GRADE IS BEING USED IN A POUR, EACH STRENGTH GRADE SHALL BE CONSIDERED A SEPARATE POUR FOR THE PURPOSES OF TESTING.

FORMWORK

FW1. THE DESIGN, CERTIFICATION, CONSTRUCTION, INSPECTION AND PERFORMANCE OF THE FORMWORK AND FALSE WORK SHALL BE THE RESPONSIBILITY OF THE FORMWORK SUB-CONTRACTOR, EXCEPT TO THE EXTENT THAT FORMWORK DESIGN IS SHOWN ON THE STRUCTURAL DRAWINGS.
FW2. FORMWORK SHALL BE CERTIFIED BY A STRUCTURAL ENGINEER EXPERIENCED IN FORMWORK DESIGN IN ACCORDANCE WITH WORKCOVER REGULATIONS AND THE WORKCOVER CODE OF PRACTICE.
FW3. FORMWORK SHALL BE DESIGNED IN ACCORDANCE WITH AS3610. THE DESIGN SHALL ACCOMMODATE MOVEMENTS AND LOAD RE-DISTRIBUTION DUE TO ANY POST TENSIONING.
FW4. PROVIDE RESTRAINT OR SUPPORT TO ENSURE STABILITY OF FORMWORK THAT IS INDEPENDENT OF THE PERMANENT STRUCTURE. APPROVAL FROM THE STRUCTURAL ENGINEER IS REQUIRED IF FORMWORK SUPPORT IS REQUIRED FROM THE PERMANENT STRUCTURE.
FW5. FOUNDATIONS SUPPORTING THE FORMWORK SHALL BE DETERMINED BY THE FORMWORK SUB-CONTRACTOR FROM THE CONDITIONS EXISTING ON SITE AT THE TIME OF CONSTRUCTION. REFER TO THE GEOTECHNICAL REPORT FOR THE SITE.
FW6. FORMWORK CONSTRUCTION DIMENSIONAL TOLERANCES AND STRIPPING TIMES SHALL COMPLY WITH AS3610 AND AS3600 UNLESS OTHERWISE APPROVED BY THE STRUCTURAL ENGINEER.
FW7. DURING CONSTRUCTION, SUPPORT PROPPING WILL BE REQUIRED WHERE LOADS FROM STACKED MATERIALS, FORMWORK AND OTHER SUPPORTED SLABS INDUCE LOADS IN A SLAB OR BEAM WHICH EXCEED THE DESIGN CAPACITY FOR STRENGTH OR SERVICEABILITY LIMIT STATES AT THAT AGE. ONCE THE NOMINATED 28 DAY STRENGTH HAS BEEN ATTAINED, THESE LOADS SHALL NOT EXCEED THE DESIGN SUPERIMPOSED LOADS SET OUT IN THESE GENERAL NOTES AT ITEM G12.
FW8. IT IS TO BE ANTICIPATED IN MULTI-STOREY CONSTRUCTION THAT BACK-PROPPING MAY BE REQUIRED TO EXTEND A NUMBER OF LEVELS BELOW THE FLOOR BEING CAST. PROP REMOVAL IS TO BE PROGRAMMED TO AVOID DISTRESS TO PREVIOUSLY CAST FLOORS. RE-SHORING OR BACK PROPPING PROPOSALS SHALL BE SUBJECT TO THE APPROVAL OF THE STRUCTURAL ENGINEER.
FW9. FORMED CONCRETE SURFACES SHALL HAVE FORMWORK CLASS AND SURFACE FINISHES IN ACCORDANCE WITH AS3610, AS SPECIFIED BY THE PROJECT ARCHITECT, AND THE STRUCTURAL NOTES, CONCRETE SECTION.
FW10. DO NOT PLACE PERMANENT LOADS ON THE CONCRETE STRUCTURE UNTIL AFTER FORMWORK AND PROPPING IS REMOVED.
FW11. REFER TO PROJECT ARCHITECT'S DRAWINGS FOR TEST PANEL REQUIREMENTS. REINFORCEMENT FOR TEST PANELS SHALL BE SIMILAR TO THAT IN THE PERMANENT STRUCTURE REPRESENTED BY THE TEST PANEL.
FW12. BEFORE PLACING REINFORCEMENT IN THE FORMWORK, APPLY A RELEASE AGENT TO THE FACE OF THE FORMWORK IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS.
FW13. DO NOT APPLY A RELEASE AGENT TO THE FACE OF CONCRETE WHERE CONCRETE SURFACE FINISH OR APPLIED COVERINGS ARE INCOMPATIBLE WITH RELEASE AGENT.
FW14. CHAMFER RE-ENTRANT ANGLES AND FILLET ALL CORNERS BY 25MM UNO. PROVIDE DRIP GROOVES TO UNDERSIDE OF ALL EXPOSED EDGES.
FW15. BEFORE PLACING CONCRETE, REMOVE ALL WATER, DUST, AND DEBRIS FROM THE FORMWORK.
FW16. FILL ALL HOLES LEFT BY FORM TIE BOLTS WITH MORTAR MATCHING THE COLOUR OF THE FINISHED SURFACE.

EARTHWORKS

EW1. BATTER SLOPES ARE NOT TO EXCEED 1 (ONE) VERTICAL TO 3 (THREE) HORIZONTAL.
EW2. THE ROAD BASE MATERIAL IS TO BE USED AS FILL BELOW SLABS.
THE ROAD BASE MATERIAL IS TO BE NON-REACTIVE, UNIFORMLY GRADED MATERIAL, HAVING A MINIMUM CALIFORNIAN BEARING RATIO OF CBR = 20.
EW3. THE FILL MATERIAL IS TO BE COMPACTER AT BETWEEN 2% BELOW THE OPTIMUM MOISTURE CONTENT TO A MAXIMUM OF THE OPTIMUM MOISTURE MATERIAL.
EW4. COMPACTION OF THE FILL MATERIAL IS TO BE BETWEEN 98% STANDARD DENSITY TO 101% STANDARD DENSITY. ANY COMPACTION RATES OUTSIDE THESE PARAMETERS WILL ALLOW SETTLEMENT OF THE WALLS OR REBOUND OF THE COMPACTED MATERIALS AT A LATER DATE.
EW5. MAXIMUM THICKNESS OF FILL MATERIAL TO BE COMPACTED IS TO BE LIMITED TO 200 MM.
EW6. COMPACTION OF THE FILL AND POND BASE MATERIAL IN THE PONDS IS TO BE WITH A VIBRATING SHEEP FOOT ROLLER OF 10 TON MINIMUM CAPACITY.
EW7. AFTER REMOVAL OF THE TOP SOIL, ANY AREA TO BE FILLED OR AREA TO REMAIN AS A POND BASE AREA IS TO BE PROOF ROLLED AND ANY DEFECTIVE AREAS ARE TO BE EXCAVATED AND REPLACED WITH SUITABLE GRADED FILL MATERIAL AND COMPACTED AS DETAILED.
EW8. THE SITE IS TO BE CLEARED OF ALL TREES, STUMPS, FENCES AND ANY OTHER MATERIALS UNSUITABLE FOR INCORPORATION IN THE WORKS. THE ROOTS OF ALL TREES AND DEBRIS SUCH AS OLD FOUNDATIONS, BURIED PIPE LINES AND THE LIKE ARE TO BE REMOVED TO SUFFICIENT DEPTH TO PREVENT I INCONVENIENCE DURING SUBSEQUENT EXCAVATION OR FOUNDATION WORKS. RESULTING EXCAVATIONS SHOULD BE BACKFILLED AND COMPACTED TO THE SAME STANDARDS AS THAT REQUIRED OR SUBSEQUENT FILLING OPERATIONS.
EW9. THE AREA ON WHICH THE FILL MATERIAL IS TO BE PLACED IS TO BE CUT TO A MINIMUM OF 300 MM BELOW THE EXISTING SURFACES. THE AREAS TO BE FILLED AGAINST THE EXISTING EMBANKMENTS ARE TO BE CUT BACK TO A MINIMUM OF BOTH 300 MM FROM THE EXISTING SURFACE OR TO FORM A MAXIMUM SLOPE OF 5:1, WHICHEVER IS THE GREATER CUT.
EW10. SPECIAL CARE IS NEEDED TO ENSURE THAT MATERIALS, WHICH WILL INHIBIT OR PREVENT THE SATISFACTORY PLACEMENT, OR THE SUBSEQUENT FILL LAYERS ARE NOT ALLOWED TO REMAIN IN THE CUT AREAS ON FOUNDATIONS OR FILLS.
EW11. WHERE THE FILL ABUTS SLOPING GROUND, THE SLOPES ARE TO BE A MAXIMUM OF 5:1 (HORIZONTAL TO VERTICAL). THE BOUNDARY OF CUT AND FILL AREAS REQUIRES SPECIAL CONSIDERATION. ALL TOPSOIL AND OTHER COMPRESSIBLE MATERIALS SHOULD BE STRIPPED PRIOR TO FILLING. THE DEPTH OF THE CUT IS TO BE A MINIMUM OF 300 MM. HOWEVER IT MAY VARY, DEPENDING UPON THE MATERIAL SLOPE OF GROUND AND THE EQUIPMENT BEING USED.

EARTHWORKS CONTINUED

EW12. WHEREVER PRACTICABLE, THE GROUND SURFACE EXPOSED AFTER STRIPPING SHOULD BE SHAPED TO ASSIST DRAINAGE AND BE COMPACTED TO THE SAME REQUIREMENTS AS FOR THE OVERLYING LAYERS OF FILL, PREFERABLY WITH EQUIPMENT TO BE USED IN SUBSEQUENT FILLING OPERATIONS.
EW13. THE SURFACE EXPOSED UPON COMPLETION OF EXCAVATION WORKS MAY ALSO REQUIRE PREPARATION PRIOR TO FILL PLACEMENT PROCEEDING.THIS WILL TYPICALLY BE THE CASE WHENEVER SUBSEQUENT FILL IS TO BE PLACE, AS MIGHT BE THE CASE FOR PAVEMENT CONSTRUCTION OR BASE MATERIAL BENEATH A FLOOR SLAB. IT WILL BE NECESSARY TO LOOSEN THE EXPOSED EXCAVATION SURFACE BY TINING TO A DEPTH OF AT LEAST 200 MM, AND TO THEN MOISTURE-CONDITION AND COMPACT THIS LOOSENED MATERIAL. THE DEPTH OF WHICH TINING IS CARRIED OUT SHOULD NOT EXCEED THAT WHICH CAN BE COMPACTED. THE DEGREE OF COMPACTION ACHIEVED SHOULD BE CONSISTENT WITH THAT REQUIRED FOR SUBSEQUENT FILING OPERATIONS.
EW14. LOCALIZED SPRINGS OR SEEPAGES IN THE FOUNDATION AREA, DETECTED DURING SITE INVESTIGATION FOR THE WORK, SHOULD BE NOTED AND ALLOWED FOR IN THE DESIGN. IF SUCH PROBLEMS ARE NOT DETECTED UNTIL THE WORKS ARE IN PROGRESS, THEY SHOULD BE INVESTIGATED SO THAT MEASURES SUCH AS SUBSOIL OR ROCK RUBBLE DRAINS MAY BE DESIGNED FOR INCORPORATION IN THE WORKS.
EW15 PLANNING FOR FILL CONSTRUCTION SHOULD INCLUDE, BUT NOT BE LIMITED TO:-
I. THE QUANTITY AND QUALITY OF THE FILL MATERIAL;
II. THE EXPECTED RATE OF OUTPUT OF THE EARTHMOVING, DELIVERY AND SPREADING EQUIPMENT;
III. THE COMPACTION SPECIFICATION TO BE MET; AND
IV. THE AVAILABILITY AND EFFECTIVENESS OF PARTICULAR ITEMS OR TYPES OF COMPACTION EQUIPMENT
EW16. THE QUALITY OF FILL MATERIAL AND THE CONTROL TESTS TO BE USED AS THE ACCEPTANCE CRITERIA SHOULD BE SPECIFIED IN THE DOCUMENTATION.
EW17. FILL MATERIAL SHOULD BE PLACED IN NEAR-HORIZONTAL LAYERS OF UNIFORM THICKNESS, DEPOSITED SYSTEMATICALLY ACROSS THE FILL AREA. THE THICKNESS OF EACH LAYER SHOULD BE APPROPRIATE TO THE EQUIPMENT TO BE USED AND TEST PROCEDURES TO BE ADOPTED.
EW18. THE METHOD OF EXCAVATION, TRANSPORT AND DEPOSITING OF FILL MATERIAL SHOULD ENSURE THAT THE FILL IS PLACED IN A MIXTURE AS UNIFORM AS PRACTICABLE.
EW19. EACH FILL LAYER THICKNESS SHOULD BE SUCH THAT THE BOTTOM OF EACH LAYER IS COMPACTED TO THE SPECIFIED RELATIVE COMPACTION AND CAN BE TESTED BY THE SPECIFIED TEST METHODS.
EW20. BEFORE ANY LOOSE LAYER OF FILL IS COMPACTED, THE MATERIAL AND ITS MOISTURE CONDITION SHOULD BE AS UNIFORM AS PRACTICABLE THROUGHOUT ITS DEPTH.
EW21. THE MAXIMUM PARTICLE SIZE OF ANY ROCK OR OTHER LUMPS WITHIN THE LAYER, AFTER COMPACTION, SHOULD NOT EXCEED 75 MM.
EW22. THE FILL MATERIAL IS TO BE EXTRACTED AT -2 PERCENT, BELOW THE OPTIMUM MOISTURE CONTENT AND SHOULD BE SUCH THAT THEY STILL ALLOW THE REASONABLY REQUIRED DEGREE OF COMPACTION TO BE ACHIEVED.
EW23. IF THE MOISTURE CONTENT OF THE FILL FALLS BELOW THE SPECIFIED MINIMUM, WATER SHOULD BE ADDED EITHER ON THE FILL OR IN THE CUT/BORROW AREA BEFORE IT IS TRANSPORTED TO THE FILL AREA.
IF THE MOISTURE CONTENT OF MATERIAL IS ABOVE THE SPECIFIED MAXIMUM, DRYING OF THE MATERIAL MAY BE ACCELERATED BY AERATION OR BY BLENDING WITH DRIER MATERIALS.
CONTROL OF MOISTURE CONTENT SHOULD BE APPLIED NOT ONLY TO THE UPPER LAYER OF UNCOMPACTED MATERIAL, BUT ALSO TO THE MATERIAL OF THE PREVIOUSLY COMPACTED LAYER.
EW24. EACH LAYER OF FILL SHOULD BE COMPACTED AS A SYSTEMATIC CONSTRUCTION OPERATION, USING PLANT THAT IS SPECIFICALLY ASSIGNED TO THE COMPACTION TASK AND WHICH TRACKS PROGRESSIVELY ACROSS THE SURFACE OF THE FILL.
FILL BATTER FACES SHOULD BE COMPACTED AS A SEPARATE OPERATION OR ALTERNATIVELY, OVERFILLED AND CUT BACK.
THE SURFACES OF ALL FILL LAYERS SHOULD BE SHAPED TO PROVIDE DRAINAGE AND TO PREVENT PONDING WHICH WILL CAUSE DETERIORATION OF PREVIOUSLY COMPACTED FILL LAYERS.
EW25. THE DEVELOPMENT OF SURFACE HEAVING ON FILLS MAY BE AVOIDED BY THE FOLLOWING:
I. ENSURING THAT THE MOISTURE CONTENT OF MATERIALS DURING PLACEMENT AVOIDS NEAR SATURATION AT THE SPECIFIED DENSITY.
II. PROVIDING DRAINAGE ON THE SURFACE OF FILLS AND PREVENTING THE PONDING OF WATER ON FILL LAYERS.
III. SELECTING APPROPRIATE EARTHMOVING AND COMPACTION EQUIPMENT.
EW26. FILL, ADJACENT TO STRUCTURES, SUCH AS PIPES, CULVERTS, ABUTMENTS, RETAINING WALLS OR OTHER STRUCTURAL COMPONENTS, MAY NEED TO TAKE INTO ACCOUNT THE FOLLOWING:
I. THE STRENGTH OR AGE OF CAST IN SITU CONCRETE BEFORE FILLING CAN COMMENCE.
II. THE FILTER ZONE TO BE PROVIDED ADJACENT TO WEEP HOLES OR OTHER SUBSOIL DRAINAGE SYSTEM.
III. THE QUALITY OF FILL. SAND, NATURAL GRAVEL OR QUARRY PRODUCTS MAY BE SPECIFIED TO FACILITATE COMPACTION IN CONFINED AREAS, TO MINIMIZE DIFFERENTIAL SETTLEMENT, WHICH MIGHT OTHERWISE OVERLOAD THE STRUCTURE OR TO DIVERT SEEPAGE TO SUBSOIL OR OTHER FOUNDATION DRAINAGE SYSTEMS.
IV. THE TYPE AND METHOD OF COMPACTION COMPARED WITH NORMAL FILL CONSTRUCTION. FILL SHOULD BE BROUGHT UP EQUALLY ON EACH SIDE OF PIPES AND CULVERTS, TO AVOID UNBALANCED LOADING. IN SOME CASES, INTERNAL PROPPING MAYBE REQUIRED IF NORMAL COMPACTION IS TO BE USED IMMEDIATELY ABOVE OR ADJACENT TO STRUCTURES.
EW27. MATERIALS UNSUITABLE FOR FORMING STRUCTURAL FILL SHOULD BE EITHER REMOVED TO SPOIL OR USED IN NON-CRITICAL AREAS.
EW28. THE METHOD SPECIFICATION FOR PLACEMENT OF COARSE GRANULAR MATERIAL MAY INCLUDE TEST ROLLING, TO ASSIST IN EVALUATING THE STABILITY OF FILL MATERIALS BEING PLACED. FILL LAYERS SHOULD BE TEST ROLLED IMMEDIATELY FOLLOWING COMPLETION OF COMPACTION.
EW29. AS 3798 – 1996 GUIDELINES ON EARTHWORKS FOR COMMERCIAL AND RESIDENTIAL DEVELOPMENTS. REMAINING DETAILS ON EARTHWORKS ARE TO BE IN ACCORDANCE WITH THIS AS 3798 CODE.

ROOF & WALL SHEETING

1) ALL ROOF & WALL SHEETING IS TO HAVE A "TRIMDEK" OR SIMILAR PROFILE.
2) ALL ROOF SHEETING IS TO HAVE A BASE METAL THICKNESS OF 0.48mm.
3) ALL WALL SHEETING IS TO HAVE A BASE METAL THICKNESS OF 0.48mm.
4) ALL ROOFING & WALL SHEETS ARE TO COLORBOND STEEL CONFORMING TO AS807-NZ150 AND AS2728.
5) MAXIMUM SPACING OF PURLINS IS TO BE 1200mm TO SUIT TRIMDEK & WILL COMPLY WITH AS1170 PART 2 WIND ACTIONS OF STRUCTURAL DESIGN ACTIONS.
6) ALL FIXING OF ROOF & WALL SHEETING IS TO BE TO THE CREST OF THE CUSTOM ORB, WITH A HEX HEAD TYPE AB THREAD-FORMING SCREW WITH METAL WASHER & EPDM SEAL SIZE No 12, IN ACCORDANCE WITH THE SHEETING MANUFACTURERS PRINTED INSTRUCTIONS.
7) FIXING OF ALL COOL ROOM PANEL SHEETING IS TO BE IN ACCORDANCE WITH THE PANEL MANUFACTURERS PRINTED INSTRUCTIONS WITH THE EXCEPTION THAT THE ENTRY PANEL WILL BE FIXED AT A MAXIMUM OF 4m CENTRES FROM STEEL ROD HANGERS FROM THE ROOF PURLINS WITH CERTIFIED WHITE MUSHROOM BOLTS THROUGH THE CENTRE OF EACH 1200mm WIDE PANEL.
8) FLOOR INSULATION IS TO BE INSTALLED IN ACCORDANCE WITH THE ARCHITECTURAL FLOOR DETAILS.
9) AN ALUMINIUM CORE IS TO BE USED WALL TO FLOOR WEARING SLAB WITH SEALER BEHIND THE CORE, SIMILARLY AN ALUMINIUM CORE IS TO BE USED AT WALL TO CEILING CONNECTION, ALL IN ACCORDANCE WITH THE ARCHITECTURAL DETAILS AND PANEL MANUFACTURING DETAILS.

STEELWORK

S1. FABRICATE AND ERECT STRUCTURAL STEELWORK IN ACCORDANCE WITH AS4100.
S2. PROVIDE HOLES, CLEATS AND FIXING FOR TIMBER FRAMING, FINISHES, ETC. SHOWN ON ARCHITECTURAL DRAWINGS.
S3. THESE DRAWINGS HAVE BEEN PREPARED TO INDICATE THE STRUCTURAL INTENT. THE SHOP DETAILER IS TO USE THESE DRAWINGS AS A BASIS FOR DIMENSIONAL COORDINATION WITH OTHER CONSULTANTS DRAWINGS AND IS TO PREPARE DETAILED SHOP DRAWINGS. WHERE NECESSARY, THE SHOP DETAILER IS TO MAKE ASSUMPTION AND SUBMIT TO THE STRUCTURAL ENGINEER FOR RESOLUTION. SHOP DETAILER IS TO ALLOW TO RE-WORK SHOP DRAWINGS AS NECESSARY. FABRICATOR SHALL PREPARE SHOP DRAWINGS AND SUBMIT THEM TO THE BUILDER FOR THEIR APPROVAL. BUILDER SHALL LODGE TWO HARD COPIES OF APPROVED DRAWINGS TO THE STRUCTURAL ENGINEER FOR APPROVAL PRIOR TO FABRICATION. THE STRUCTURAL ENGINEER WILL RETURN MARKED UP SHOP DRAWINGS WITHIN 5 WORKING DAYS.

STEELWORK CONTINUED

S4. TYPICAL STEELWORK CONNECTIONS (UNLESS NOTED OTHERWISE)
COLUMN BASE PLATES; 12 BASE PLATE, 4/M16 MILTI HIT HY150 CHEMICAL INJECTION ANCHORS
BEAM TO TOP OF COLUMN; CAP PLATE, 2 BOLTS TO CHANNELS, 4 BOLTS TO RHS/CHS/SHS/UB/UC
BEAM TO SIDE OF COLUMN; FIN PLATE, 2 BOLTS
BEAM TO SIDE OF BEAM; END OR FIN PLATE, 2 BOLTS
COLUMNS TO TOP OF BEAM; BASE PLATE, 2 BOLTS TO CHANNELS, 4 BOLTS TO UB/UC SECTIONS
ALL ROOF & WALL BRACING; CLEAT PLATES, 2 BOLTS
PURLINS/WALL GIRTS; 8 CLEAT PLATES, 2 PURLIN BOLTS
UNLESS NOTED OTHERWISE, USE :
10mm BASE, CAP, GUSSET, FIN AND END PLATES.
M20 8.8/S BOLTS.
6mm CONTINUOUS FILLET WELDS MADE WITH E4818 MILD STEEL ELECTRODES.
ALL WELDS SP CATEGORY
S5. NO PAINT ON MATING SURFACES WITH TF OR TB BOLTING UNLESS APPROVED BY ENGINEER.
S6. BOLTS TO BE INSTALLED WITH ONE HARDENED WASHER UNDER THE TURNED PART.
S7. TF AND TB BOLTING BY "PART TURN" METHOD WITH LOAD INDICATING WASHERS.
S8. ALL BOLTS, SCREWS, HOLD DOWN BOLTS, MASONRY ANCHORS SHALL BE HOT DIP GALVANISED TO AS1214 AND AS 1650. NO CONNECTION SHALL HAVE LESS THAN 2 BOLTS. ALL BOLTS AND WASHERS SHALL BE GALVANISED. ALL HOLES SHALL BE 2mm LARGER THAN THE BOLT DIAMETER UNLESS NOTED OTHERWISE.
S9. MINIMUM YIELD STRESS :

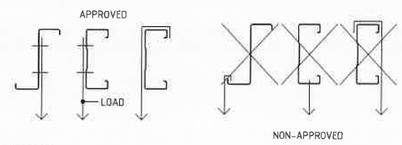
HOT ROLLED SECTIONS	= 300MPa
SQUARE HOLLOW SECTIONS	= 350MPa
RECTANGULAR HOLLOW SECTIONS	= 350MPa
CIRCULAR HOLLOW SECTION	= 250MPa
HOT ROLLED PLATE	= 250MPa

S10. COLD FORMED SECTIONS TO CONFORM WITH :
AS/NZS4600, AS1397, AS1594 AND AS1595.
MINIMUM YIELD STRESSES : SECTIONS 350MPa.
S11. SURFACE TREATMENT UNLESS NOTED OTHERWISE:

PROTECTED FROM WEATHER	- AS/NZ2312-HDG600
EXPOSED TO WEATHER	- AS/NZ2312-HDG600
BUILT INTO AN EXTERNAL MASONRY WALL	- AS/NZ2312-HDG600

[IF GALVANISING IS THE FINISHED COATING ADD]
SELF FINISH REFERS TO THE STANDARD OF GALVANISING FINISH REQUIRED WHEN AESTHETIC APPEARANCE IS NEEDED. IT IS ADDITIONAL TO THE STANDARD OF FINISH REFEREED TO IN AS/NZS 4680:1999 FOR THE PURPOSES OF DECORATIVE USE. THIS SPECIFICATION SHALL BE PROVIDED TO THE CONTRACTOR PRIOR TO COMMENCEMENT OF GALVANISING.
THE SURFACE FINISH OF THE COATING SHALL BE FREE FROM RUNS, DAGS, SPIKES, UNEVEN SURFACES AND ROUGHNESS. THE COATING THICKNESS SHALL BE UNIFORM WITH A MAXIMUM DEVIATION OF +/- 10% FROM THE COATING THICKNESS NOMINATED IN AS/NZS4680:1999. THE APPEARANCE AND SURFACE CONDITION OF THE COATING SHALL TAKE ACCOUNT OF THE NEED FOR VISIBLE UNIFORMITY AND BE ABLE TO COPE WITH HANDLING AND PHYSICAL CONTACT IN PUBLIC AREAS.
DAMAGE TO THE COATING THAT DOES NOT EXCEED 0.2sq.m MAY BE REPAIRED USING A ZINC STICK IN ACCORDANCE WITH AS/NZS 4680:1999 WITHIN 48HRS. COMPONENTS CONTAINING AREAS OF DAMAGE EXCEEDING 0.2sq.m SHALL BE STRIPPED AND REGALVANISED. NOTE : REPAIR USING ZINC RICH PAINT IS NOT ACCEPTABLE
SPECIAL NOTE : STEEL USED SHALL CONTAIN BETWEEN 0.15 AND 0.22 PERCENT SILICON, AND A MAXIMUM OF 0.05 PERCENT PHOSPHOROUS. TEST CERTIFICATES SHALL BE SUBMITTED TO VERIFY THIS BEFORE FABRICATION.
S12. FIX CROSS BRACING TO PURLINS AT 3000 MAXIMUM CTS WITH M10 BOLTS OR M6 HOOKS.
S13. ALL BURIED STEELWORK TO BE PAINTED FIRST USING 'EXPOSED TO WEATHER' TREATMENT SYSTEM FOLLOWED BY THE APPLICATION OF A TWO PART EPOXY SUCH AS 'EPIREZ 133' OR APPROVED EQUIVALENT.
ALTERNATIVELY, ENCASE BURIED STEELWORK IN CONCRETE WITH A MINIMUM COVER OF 75mm TO STEELWORK.
S14. BOLT SYMBOLS :
4.6/S - SNUG FIT
8.8/S - SNUG FIT
8.8/TF - FULLY TENSIONED NOT FRICTION TYPE (USE LOAD INDICATOR WASHERS)
8.8/TB - FULLY TENSIONED BEARING TYPE (USE LOAD INDICATOR WASHERS)
S15. THE CONTRACTOR SHALL SUPPLY WRITTEN CERTIFICATION TO THE STRUCTURAL ENGINEER PRIOR TO THE ERECTION OF ANY STRUCTURAL STEEL STATING THAT THE BOLTS PROPOSED TO BE USED COMPLY WITH AS1252. HIGH STRENGTH BOLTS (8.8) ARE NOT TO BE WELDED.
S16. STEELWORK TO BE CONCRETE ENCASED SHALL BE FREE FROM ALL LOOSE RUST, LOOSE MILL SCALE, DIRT, OIL, GREASE, ETC. AND REINFORCED WITH F41 FABRIC OR EQUIVALENT BLACK IRON WIRE, 3mm DIA.
S17. THE FABRICATION AND ERECTION OF THE STRUCTURAL STEEL WORK SHALL BE SUPERVISED BY A QUALIFIED PERSON EXPERIENCED IN SUCH SUPERVISION, IN ORDER TO ENSURE THAT ALL REQUIREMENTS OF THE DESIGN ARE MET.
S18. ALL MEMBERS SHALL BE SUPPLIED IN SINGLE LENGTHS. SPLICES SHALL ONLY BE PERMITTED IN LOCATIONS SHOWN ON THE STRUCTURAL DRAWINGS.
S19. ALL BUTT WELDS SHALL BE COMPLETE PENETRATION BUTT WELDS CATEGORY SP TO AS1554.1 U.N.O THE EXTENT ON NON-DESTRUCTIVE WELD EXAMINATION SHALL BE AS NOTED BELOW.
RADIOGRAPHIC OR ULTRASONIC EXAMINATION SHALL BE TO AS1554.1, AS2177.1 AND AS2207 AS APPROPRIATE.
S20. GROUT ALL STEEL BASES BY DRY PACKING USING GROUT WHICH IS NON-SHRINK AND HAS A MINIMUM COMPRESSIVE STRENGTH AT 7 DAYS OF 40MPa
S21. PROVIDE SEAL PLATES TO THE ENDS OF ALL HOLLOW SECTIONS, WITH 'BREATHER' HOLES IF MEMBERS ARE TO BE HOT DIP GALVANISED.
S22. THESE DRAWINGS MAY NOT IDENTIFY ALL SECONDARY STEELWORK ELEMENTS THAT ARE REQUIRED FOR SUPPORT, FIXING AND FINISHING OF GLAZING, CLADDING AND LINING. THE TENDERER IS RESPONSIBLE FOR THE INCLUSION OF SUCH STEELWORK ELEMENTS TO THE EXTENT REQUIRED ON THE ARCHITECT'S DRAWINGS.

PURLINS AND GIRTS



PG1. MINIMUM YIELD STRESSES :
- PURLINS AND GIRTS 450MPa.
- SURFACE TREATMENT
- HOT DIPPED ZINC COATING, AT LEAST 300g/m² IN ACCORDANCE WITH AS1397 U.N.O.
- LAPS, BRIDGING, BRACKETS AND PURLIN BOLTS IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.

PG2. UNLESS OTHERWISE DETAILED FABRICATOR SHALL PROVIDE C10015 TRIMMER PURLINS ALONG WITH GENERAL PURPOSE BRACKETS TO SUPPORT EDGE OF ROOF SHEETING AT ALL HIPS, VALLEYS AND PENETRATIONS.
PG3. UNLESS OTHERWISE DETAILED, FABRICATOR SHALL ALLOW TO PROVIDE ONE ROW OF BRIDGING FOR PURLINS SPANNING UP TO 4.0m, TWO ROWS FOR PURLINS SPANNING BETWEEN 4.0m AND 8.0m AND THREE ROWS FOR SPANS GREATER THAN 8.0m INSTALLED IN ACCORDANCE WITH MANUFACTURER'S WRITTEN INSTRUCTIONS.
PG4. PURLIN CLEATS SHALL GENERALLY BE MINIMUM 75 LONG x 8 PLATE U.N.O. WHERE THE DISTANCE BETWEEN THE UNDERSIDE OF PURLIN AND THE TOP OF THE BEAM EXCEEDS 150mm THE CLEATS SHALL BE MINIMUM 75 x 6 EA. UP TO A MAXIMUM HEIGHT OF 800mm.
PG5. PURLINS SHALL BE LAPPED IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS UNLESS SHOWN ON THE DRAWINGS.

NOTE:- FIGURED DIMENSIONS TO TAKE PRECEDENCE OVER SCALED MEASUREMENTS. VERIFY ALL ON SITE DIMENSIONS & LEVELS PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION. CONTRACTOR TO NOTIFY THE AUTHORITY IMMEDIATELY OF ANY DISCREPANCIES.
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No.	Revision/Issue	Date
02	ORIGINAL ISSUE	7/12/2023

Project: STRUCTURAL NOTES
Client: STANDARD ISSUE

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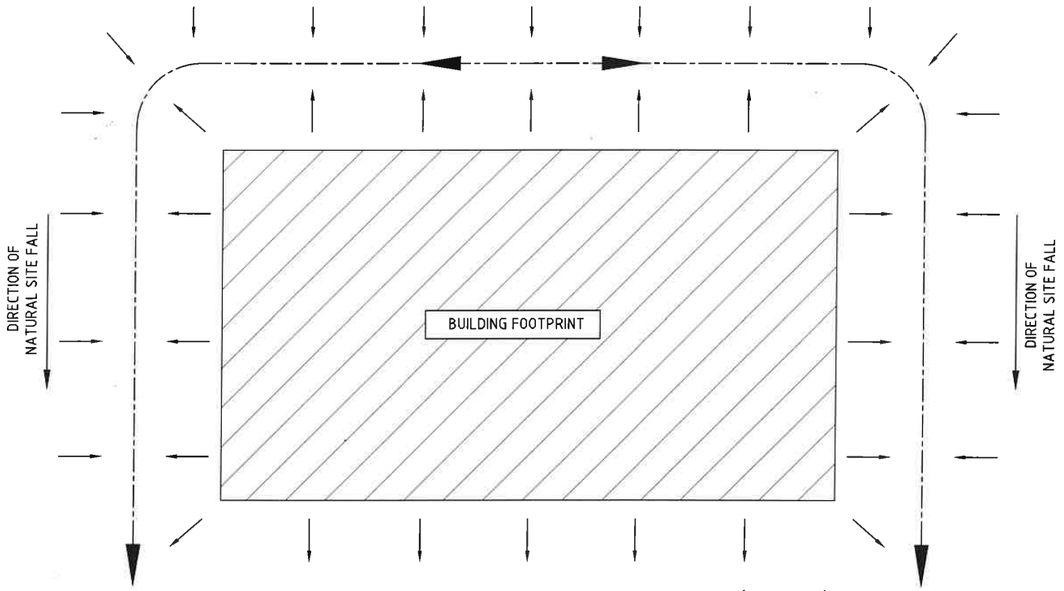
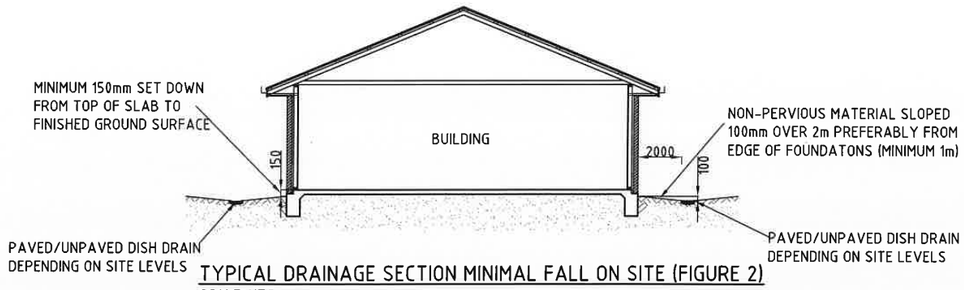
File: STRUCTURAL NOTES 2
Date: 7/12/2023 | Scale: 1:150 | Design: WJB | Drawn: DB
Project No: 10-23-12799
Drg No: N002
Rev: 02



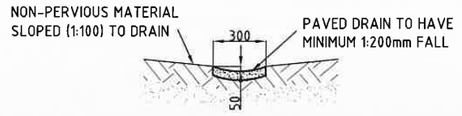
CONNECT TO LOCAL COUNCIL STORM WATER SYSTEM OR DISCHARGE TO NATURAL PERVIOUS AREA DIRECTED AWAY FROM RESIDENCE AND OTHER NEIGHBORING BUILDINGS

TYPICAL DRAINAGE PLAN MINIMAL FALL ON SITE (FIGURE 1)
SCALE: NTS

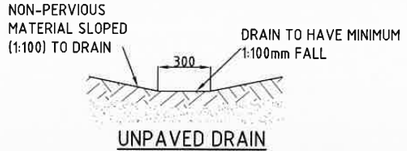
CONNECT TO LOCAL COUNCIL STORM WATER SYSTEM OR DISCHARGE TO NATURAL PERVIOUS AREA DIRECTED AWAY FROM RESIDENCE AND OTHER NEIGHBORING BUILDINGS



TYPICAL DRAINAGE SECTION MINIMAL FALL ON SITE (FIGURE 2)
SCALE: NTS



PAVED DRAIN
SCALE: NTS



UNPAVED DRAIN
SCALE: NTS

CONTRACTOR TO ENSURE THAT ADEQUATELY SITE DRAINAGE IS IN PLACE AND MAINTAINED DURING ALL STAGES OF CONSTRUCTION.

UPON HAND OVER, OWNER TO BE INFORMED BY CONTRACTOR OF THE APPROPRIATE REQUIRED ONGOING MAINTENANCE OF THE STORMWATER DRAINAGE SYSTEM.

STORMWATER SURFACE DRAINAGE

GENERAL:

AN EFFECTIVE DRAINAGE SYSTEM MUST BE INSTALLED AND MAINTAINED TO DIRECT BOTH SUB-SURFACE AND SURFACE WATER AWAY FROM THE BUILDING TO PREVENT WATER PONDING NEAR THE FOUNDATIONS, ESPECIALLY ON CUT-TO-FILL SITES.

- THE FINISHED GROUND SURFACE LEVEL SHOULD BE AT LEAST 150mm BELOW THE FFL, WEEP-HOLES OR SUB-FLOOR VENTS (WHICHEVER IS LOWEST)

-THE GROUND SURFACE LEVEL WITHIN THE FIRST METRE OF THE HOUSE SHALL:
1. SHALL BE SLOPED DIRECTLY AWAY FROM THE HOUSE A MINIMUM OF 100mm FALL;
2. NON-POROUS MATERIAL SHALL BE USED TO CREATE THIS SLOPE NOT SAND OR LOOSE FILL, REFER FIGURE 2.
3. NOT INCLUDE ANYTHING THAT NEEDS TO BE WATERED (INCLUDING GARDENS & LAWNS).

- DRAIN SYSTEMS SHALL DIRECT SURFACE WATER AROUND THE BUILDING TO DOWNHILL SLOPE. REFER FIGURE 1.
- DRAINS SHALL NOT DIRECT WATER FLOW ONTO NEIGHBOURING PROPERTIES. REFER FIGURES 1 & 2.
- COLLECTION / INSPECTION / CLEAN OUT POINTS SHALL BE ACCESSIBLE FOR CLEANING.
- ALL DOWNPIPES TO BE CONNECTED TO AN ADEQUATE STORMWATER DRAINAGE SYSTEM PRIOR TO THE ROOF SYSTEM BEING INSTALLED.
- DOWNPIPES SHALL NOT BE CONNECTED TO SURFACE DRAINS. TO AVOID SURCHARGING.

-DRAIN SYSTEMS NEED TO BE INSTALLED AT THE FOLLOWING LOCATIONS:
1. UPHILL SIDE OF THE BUILDING.
2. BEHIND IMPERVIOUS RETAINING WALLS.
3. BASE OF BATTERED SLOPES.
4. TOP OF BATTERED SLOPES ON SITES WHERE EROSION IS A POTENTIAL PROBLEM.
5. AREAS WHERE SURFACE WATER IS CONCENTRATED BY PAVING / DRIVEWAYS / ROOF DISCHARGE.

-RECOMMENDED DRAIN SYSTEMS ARE AS FOLLOWS:
1. UNPAVED DISH DRAIN : MOST CASES.
2. PAVED DISH DRAIN- SITES WHERE 1:100 FALL IS NOT ACHIEVABLE.
3. SURFACE DRAIN - AS DIRECTED BY ENGINEER.

DRAINAGE REQUIREMENTS SHALL BE IN ACCORDANCE WITH AS2870-2011 SECTION 5 DETAILING REQUIREMENTS PART 5.2 DRAINAGE DESIGN REQUIREMENTS.

ADDITIONAL DRAINAGE & PLUMBING DESIGN REQUIREMENTS (AS LISTED BELOW) FOR CLASSES M, H1, H2 AND E SITES SHALL BE IN ACCORDANCE WITH AS2870-2011 SECTION 5 DETAILING REQUIREMENTS, PART 5.6.3 & 5.6.4 ADDITIONAL DRAINAGE & PLUMBING REQUIREMENTS FOR MODERATELY, HIGHLY OR EXTREMELY REACTIVE SITES AND SECTION 6, PART 6.6 ADDITIONAL REQUIREMENTS FOR MODERATELY, HIGHLY OR EXTREMELY REACTIVE SITES AS FOLLOWS:

AS2870-2011 PART-5.6.3 DRAINAGE REQUIREMENTS

A) SURFACE DRAINAGE SHALL BE CONSIDERED IN THE DESIGN OF THE FOOTING SYSTEM & NECESSARY MODIFICATION SHALL BE INCLUDED IN THE DESIGN DOCUMENTATION. SURFACE DRAINAGE OF THE SITE SHALL BE CONTROLLED FROM THE START OF SITE PREPARATION & CONSTRUCTION. THE DRAINAGE SYSTEM SHALL BE COMPLETED BY THE FINISH OF CONSTRUCTION OF THE BUILDING.

B) THE BASE OF TRENCHES SHALL BE SLOPED AWAY FROM BUILDING, TRENCHES SHALL BE BACKFILLED WITH CLAY IN THE TOP 300mm WITHIN 1.5m OF THE BUILDING. THE CLAY USED FOR BACKFILLING SHALL BE COMPACTED. WHERE PIPES PASS UNDER THE FOOTINGS SYSTEM, THE TRENCH SHALL BE BACKFILLED FULL DEPTH WITH CLAY OR CONCRETE TO RESTRICT THE INGRESS OF WATER BENEATH THE FOOTING SYSTEM.

C) WHERE PIPES PASS UNDER THE FOOTING SYSTEM, THE TRENCH SHALL BE BACKFILLED FULL DEPTH WITH CLAY TO ACT AS A BARRIER TO THE INGRESS OF WATER BENEATH THE FOOTING SYSTEM. ALTERNATIVELY, A PLASTIC MEMBRANE ACROSS THE CROSS SECTION OF THE TRENCH, TAPED TO THE PIPE & KEYED INTO THE SIDES OF THE TRENCH MAY BE USED.

D) SUBSURFACE DRAINS TO REMOVE GROUNDWATER SHALL NOT BE USED WITHIN 1.5m OF THE BUILDING UNLESS DESIGNED IN ACCORDANCE WITH ENGINEERING PRINCIPLES.

AS2870-2011 PART-5.6.4 PLUMBING REQUIREMENTS

A) PENETRATIONS OF THE EDGE BEAMS OF A RAFT AND PERIMETER STRIP FOOTINGS SHALL BE AVOIDED WHERE PRACTICABLE, BUT WHEN NECESSARY SHALL BE DETAILED TO ALLOW FOR MOVEMENT.
CLOSED-CELL POLYETHYLENE LAGGING SHALL BE USED AROUND ALL STORMWATER AND SANITARY PLUMBING DRAIN PIPE PENETRATIONS THROUGH FOOTINGS. THE LAGGING SHALL BE A MINIMUM OF 20mm THICK ON CLASS H1 SITES AND 40mm THICK ON CLASS H2 AND CLASS E SITES. VERTICAL PENETRATIONS DO NOT REQUIRE LAGGING. NOTE: SLEEVES ALLOWING EQUIVALENT MOVEMENTS MAY BE USED AS AN ALTERNATIVE TO THE LAGGING.

B) DRAINS ATTACHED TO OR EMERGING FROM UNDERNEATH THE BUILDING SHALL INCORPORATE FLEXIBLE JOINTS IMMEDIATELY OUTSIDE THE FOOTING AND COMMENCING WITHIN 1 M OF THE BUILDING PERIMETER TO ACCOMMODATE A TOTAL RANGE OF DIFFERENTIAL MOVEMENT IN ANY DIRECTION EQUAL TO THE ESTIMATED CHARACTERISTIC SURFACE MOVEMENT OF THE SITE (YS). IN THE ABSENCE OF SPECIFIC DESIGN GUIDANCE, THE FITTINGS OR OTHER DEVICES THAT ARE PROVIDED TO ALLOW FOR THE MOVEMENT SHALL BE SET AT THE MID-POSITION OF THEIR RANGE OF POSSIBLE MOVEMENT AT THE TIME OF INSTALLATION, SO AS TO ALLOW FOR MOVEMENT EQUAL TO 0.5YS IN ANY DIRECTION FROM THE INITIAL SETTING. THIS REQUIREMENT APPLIES TO ALL STORMWATER AND SANITARY PLUMBING DRAINS AND DISCHARGE PIPES.

C) ON-SITE WASTEWATER TREATMENT UNITS AND ASSOCIATED LAND APPLICATION AREAS SHALL BE LOCATED TO MINIMIZE SOIL MOISTURE INCREASE WITHIN THE FOUNDATION.

D) DRAINAGE UNDER A SLAB SHALL BE AVOIDED WHERE PRACTICABLE.
NOTES:
1. PIPES MAY BE ENCASED IN CONCRETE OR IN RECESSES IN THE SLAB WHEN PROVIDED WITH FLEXIBLE JOINTS AT THE EXTERIOR OF THE SLAB.
2. METHODS USED SHOULD COMPLY WITH THE AS/NZS 3500 SERIES.

E) COLD WATER PIPES AND HEATED OR HOT WATER PIPES SHALL NOT BE INSTALLED UNDER A SLAB, UNLESS THE PIPES ARE INSTALLED WITHIN A CONDUIT SO THAT IF THE PIPE LEAKS WATER IT WILL BE NOTICED ABOVE THE SLAB OR OUTSIDE THE SLAB AND WILL NOT LEAK UNNOTICED UNDER THE SLAB. NOTE: WATER SERVICE PIPES INSTALLED UNDER CONCRETE SLABS SHOULD COMPLY WITH THE RELEVANT REQUIREMENTS OF AS/NZS 3500.1. HEATED WATER SERVICE PIPES INSTALLED UNDER CONCRETE SLABS SHOULD COMPLY WITH THE RELEVANT REQUIREMENTS OF AS/NZS 3500.4.

AS2870-2011 PART-6.6

A) WHERE THE DESIGN OF THE FOOTING SYSTEM RELIES ON PARTICULAR DETAILING OF MASONRY CONSTRUCTION TO MINIMIZE ANY DAMAGE CAUSED BY FOUNDATION MOVEMENT, THAT DETAILING SHALL BE INCLUDED ON THE DRAWINGS.

B) PENETRATIONS OF THE EDGE BEAM AND FOOTING BY DRAIN PIPES SHALL BE SLEEVED USING CLOSED-CELL POLYETHYLENE LAGGING OR SIMILAR.

C) DURING CONSTRUCTION, WATER RUN-OFF SHALL BE COLLECTED AND CHANNELLED AWAY FROM THE BUILDING.

D) EXCAVATIONS NEAR THE EDGE OF THE FOOTING SYSTEM SHALL BE BACKFILLED IN SUCH A WAY AS TO PREVENT ACCESS OF WATER TO THE FOUNDATION AS DESCRIBED IN CLAUSE 5.6.3(B).
NOTES:
1. FOR EXAMPLE, EXCAVATIONS SHOULD BE BACKFILLED ABOVE OR ADJACENT TO THE FOOTING WITH MOIST CLAY COMPACTED BY HAND-RODDING OR TAMPING.
2. POROUS MATERIAL SUCH AS SAND, GRAVEL OR BUILDING RUBBLE SHOULD NOT BE USED.

(E) WATER SHALL NOT BE ALLOWED TO POND IN THE TRENCHES.

NOTE:- FIGURED DIMENSIONS TO TAKE PRECEDENCE OVER SCALED MEASUREMENTS. VERIFY ALL ON SITE DIMENSIONS & LEVELS PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION. CONTRACTOR TO NOTIFY THE AUTHORITY IMMEDIATELY OF ANY DISCREPANCIES. COPYRIGHT OF THIS DRAWING IS VESTED WITH W.J.BRYAN ENGINEERING

No.	Revision/Issue	Date
02	ORIGINAL ISSUE	7/12/2023

Project: STANDARD SURFACE DRAINAGE SPECIFICATION

Cont: STANDARD ISSUE

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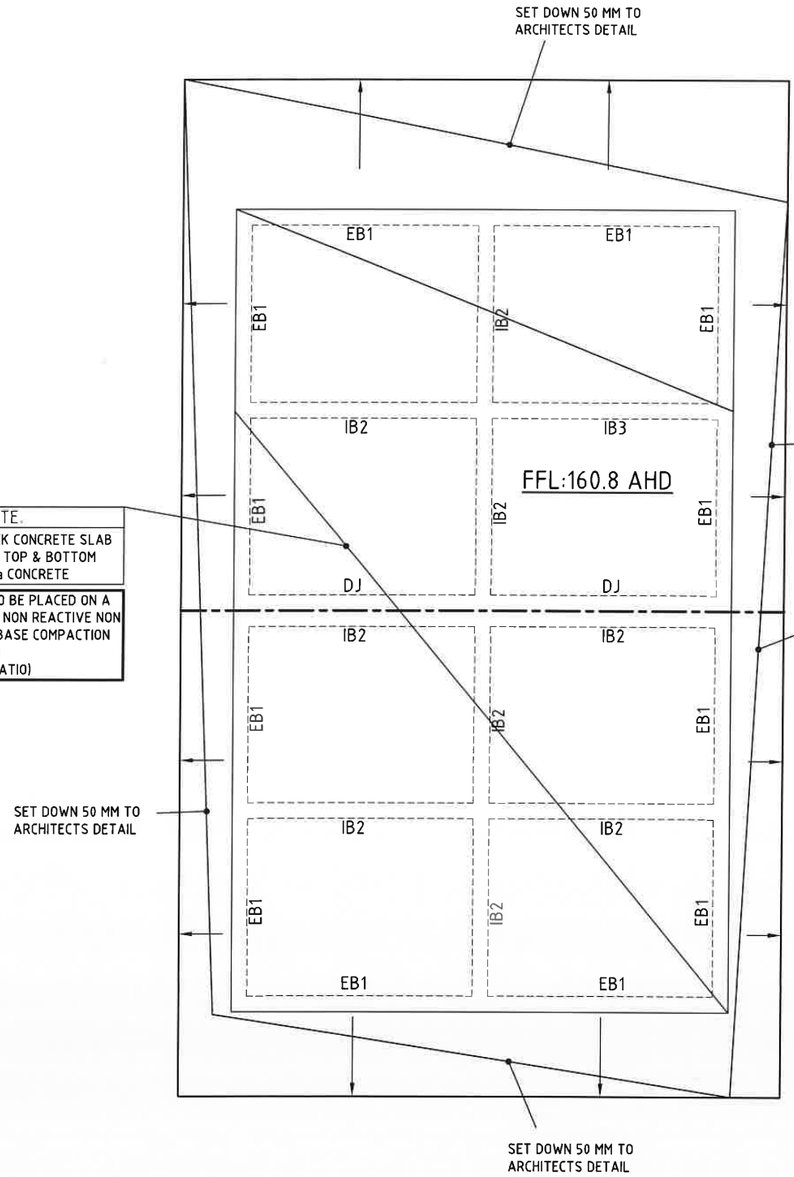
Title: RESIDENTIAL SURFACE DRAINAGE-DETAILS

Date:	7/12/2023
Scale:	1:100
Design:	WJB
Drawn:	DS

Project No: 10-23-12799
Drg No: D001
Rev: 02



SLAB NOTE.
150mm THICK CONCRETE SLAB
SL82 MESH TOP & BOTTOM
F'c = 25MPa CONCRETE

NOTE: SLABS TO BE PLACED ON A MINIMUM 300mm NON REACTIVE NON POROUS ROAD BASE COMPACTION RATIO 98% SSD
(Hilf DENSITY RATIO)

PATH SLAB NOTE.
100mm THICK CONCRETE SLAB
SL82 MESH TOP N12 x200mm LONG @ 900 mm CTS PATH SLAB CONNECTION TO MAIN SLAB F'c = 25MPa CONCRETE

NOTE: SLABS TO BE PLACED ON A MINIMUM 300mm NON REACTIVE NON POROUS ROAD BASE COMPACTION RATIO 98% SSD
(Hilf DENSITY RATIO)

FOUNDATION SCHEDULE:

MARK	DESCRIPTION	SIZE	COMMENTS
EB1	EDGE BEAM	450 D x 300 W	3-L11 TM TOP AND BOTTOM, R6 HOOPS @ 1m C/C & N12' L' BARS @ 900mm CENTRE'S
IB1	INTERNAL BEAM	450 D x 300 W	3-L11 TM TOP AND BOTTOM, R6 HOOPS @ 1m C/C
DJ	DOWEL JOINT	300 D x 300 W	R16 DOWELS @ 450 mm CTS

FOUNDATION PLAN
SCALE 1:100 A3

NOTE:- FIGURED DIMENSIONS TO TAKE PRECEDENCE OVER SCALED MEASUREMENTS. VERIFY ALL ON SITE DIMENSIONS & LEVELS PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION. CONTRACTOR TO NOTIFY THE AUTHORITY IMMEDIATELY OF ANY DISCREPANCIES.
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No.	Revision/Issue	Date
02	ORIGINAL ISSUE	7/12/2023

Project: PROPOSED RFS SHED AT 20 DORSET TD KAYUGA

Client: SHAY BRENNAN CONSTRUCTIONS

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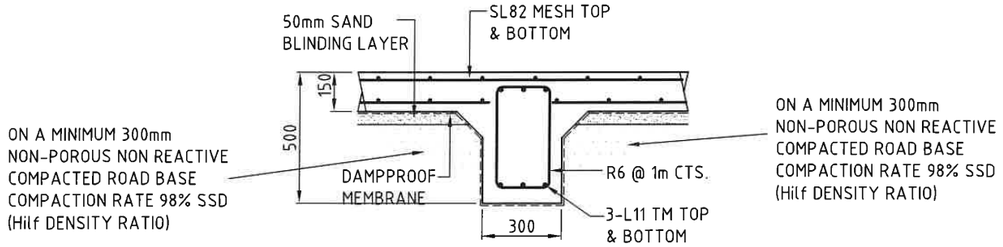
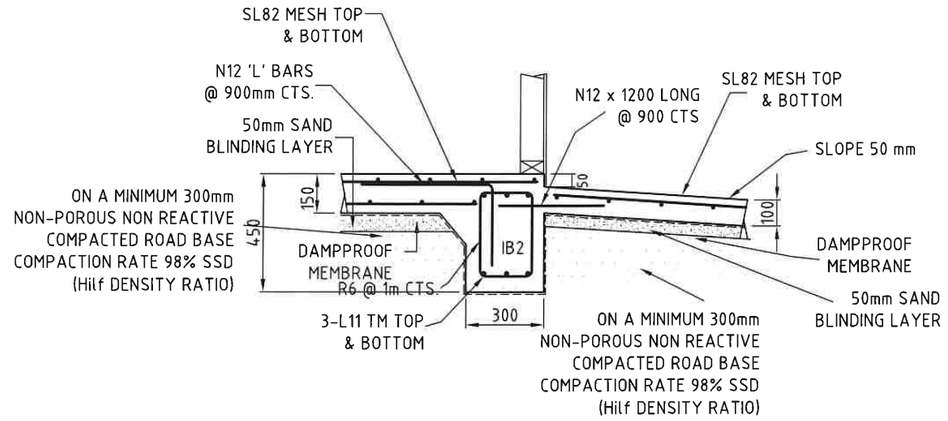
Title: FOUNDATION PLAN

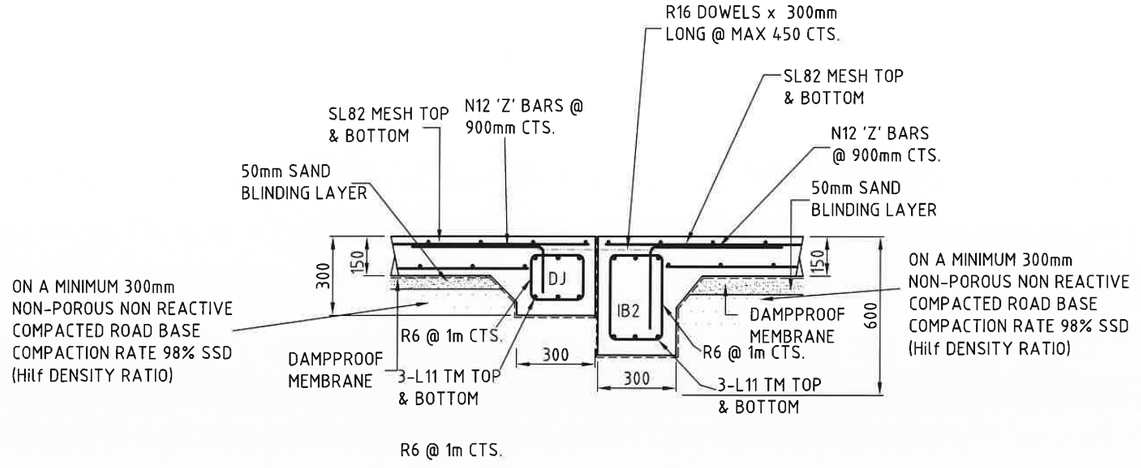
Date:	7/12/2023	Project No:	Drg No:	Rev:
Scale:	1:100	10-23-12799	S100	02
Design:	WJB			
Drawn:	OS			



TYPICAL INTERNAL BEAM (IB1)
SCALE 1:20



TYPICAL EDGE BEAM (EB1) TO PATH SLAB
SCALE 1:20



TYPICAL EDGE BEAM (IB2) TO DOWEL JOINT DJ
SCALE 1:20

FOUNDATION DETAILS
SCALE 1:20 A3

NOTE:- FIGURED DIMENSIONS TO TAKE PRECEDENCE OVER SCALED MEASUREMENTS. VERIFY ALL ON SITE DIMENSIONS & LEVELS PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION. CONTRACTOR TO NOTIFY THE AUTHORITY IMMEDIATELY OF ANY DISCREPANCIES. COPYRIGHT OF THIS DRAWING IS VESTED WITH W.J.BRYAN ENGINEERING

No.	Revision/Issue	Date
02	ORIGINAL ISSUE	7/12/2023

Project: PROPOSED RFS SHED AT 20 DORSET TD KAYUGA

Client: SHAY BRENNAN CONSTRUCTIONS

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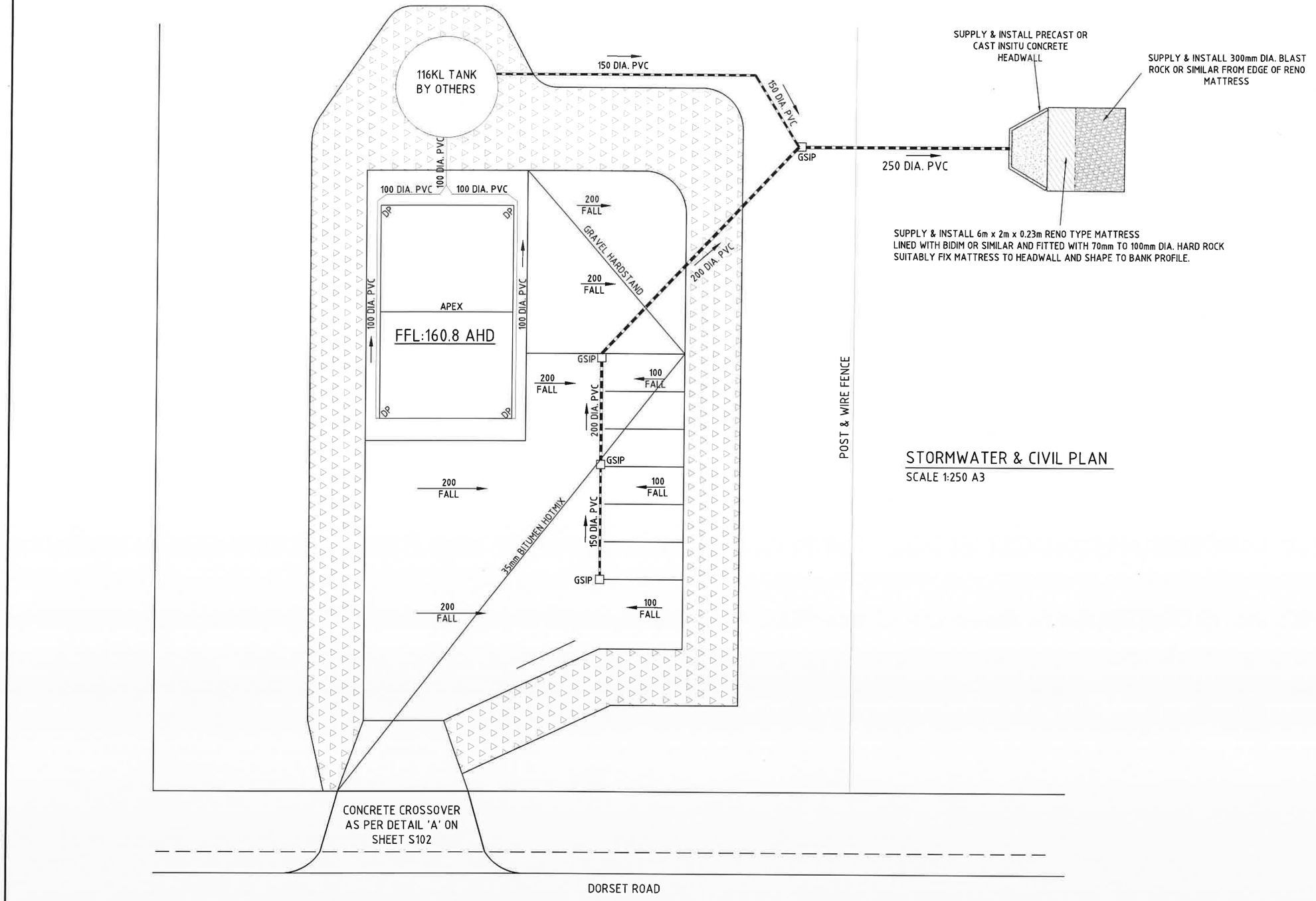
Title: DETAILS 1

Date:	Scale:	Design:	Drawn:	Project No	Drg No:	Rev:
7/12/2023	1:20	WJB	DS	10-23-12799	S101	02



STORMWATER & CIVIL PLAN

SCALE 1:250 A3

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No.	Revision/Issue	Date
02	ORIGINAL ISSUE	7/12/2023

Project: PROPOSED RFS SHED AT 20 DORSET TD KAYUGA

Client: SHAY BRENNAN CONSTRUCTIONS

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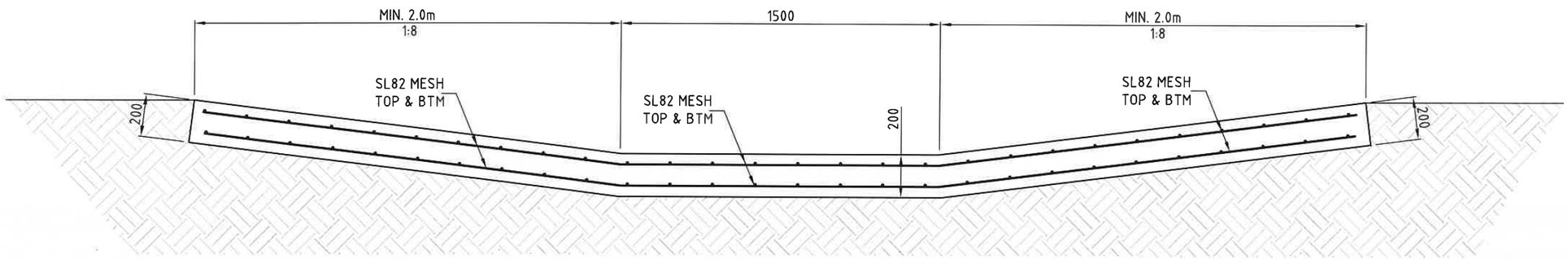
Title: STORMWATER & CIVIL PLAN

Date:	7/12/2023	Project No:	Drg No:	Rev:
Scale:	1:250	10-23-12799	CV100	02
Design:	WJB			
Drawn:	DB			



DETAIL 'A' CONCRETE CROSSOVER DETAIL

SCALE 1:20 A3

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No.	Revision/Issue	Date
02	ORIGINAL ISSUE	7/12/2023

Project: PROPOSED RFS SHED AT 20 DORSET TD KAYUGA

Client: SHAY BRENNAN CONSTRUCTIONS

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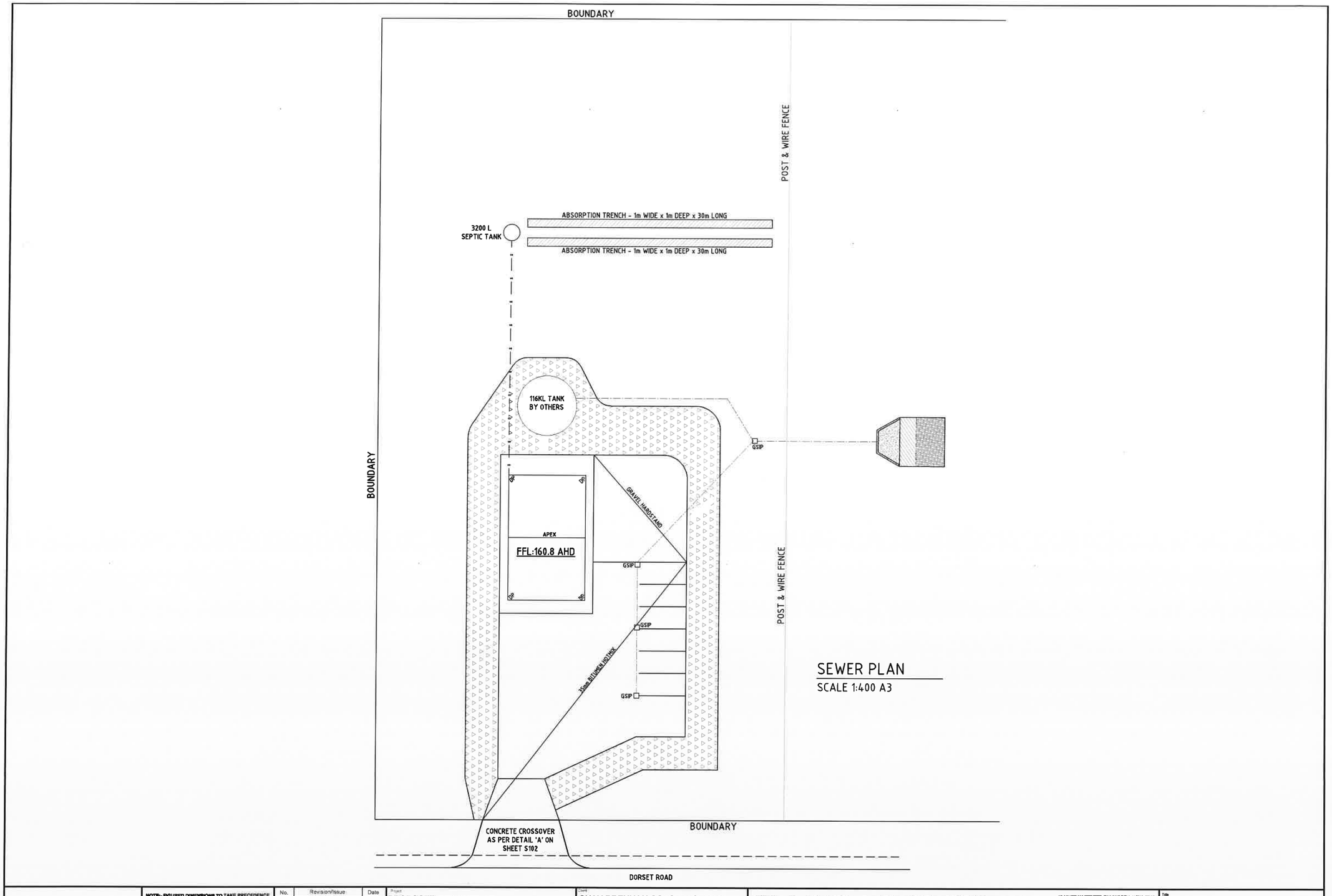
Title: DETAILS 2

Date:	Project No:	Drg No:	Rev:
7/12/2023	10-23-12799	S102	02

Scale: 1:20
Design: WJB
Drawn: DS



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No.	Revision/Issue	Date
02	ORIGINAL ISSUE	7/12/2023

Project: PROPOSED RFS SHED AT 20 DORSET TD KAYUGA

Client: SHAY BRENNAN CONSTRUCTIONS

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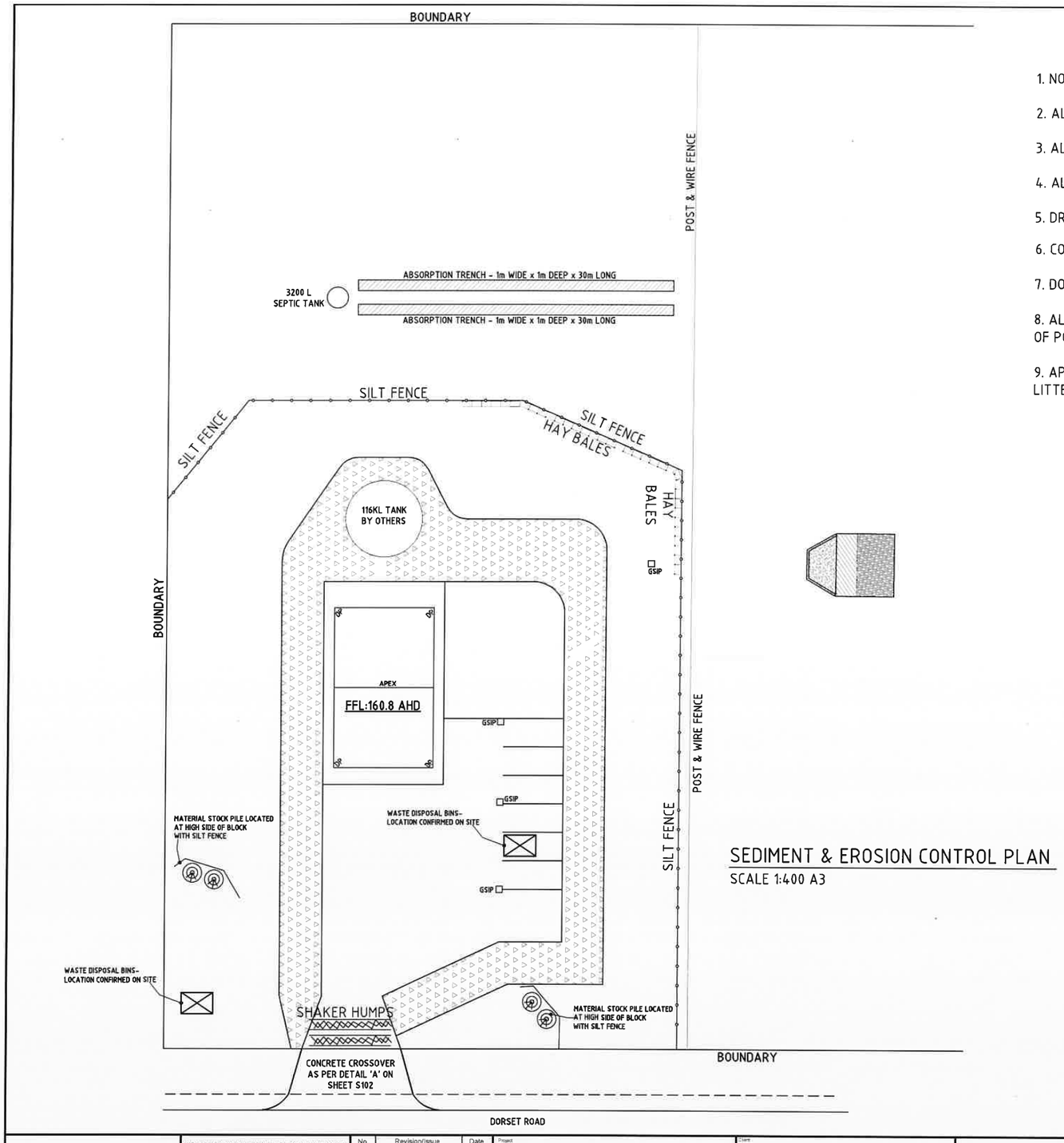
Title: SEWER PLAN

Date:	Project No:	Drg No:	Rev:
7/12/2023	10-23-12795	CV101	02

Scale: 1:400 | Design: WJB | Drawn: DS



SEDIMENT & EROSION CONTROL PLAN
SCALE 1:400 A3

NOTES:

1. NO MANOEUVRING OF VEHICLES OR STOCKPILING OF MATERIALS OUTSIDE THE CONSTRUCTION SITE.
2. ALL SEDIMENT CONTROL STRUCTURES TO BE INSPECTED AND MAINTAINED BY SITE MANAGER DAILY.
3. ALL SEDIMENT RETAINING STRUCTURES TO BE CLEANED ON REACHING 50% STORAGE CAPACITY.
4. ALL EXISTING VEGETATION WILL BE RETAINED OUTSIDE THE CONSTRUCTION SITE.
5. DRAINAGE IS TO BE CONNECTED TO STORMWATER SYSTEM IMMEDIATELY ON COMPLETION OF WORKS.
6. CONSTRUCTION SITE STABILISATION TO COMMENCE IMMEDIATELY ON COMPLETION OF WORKS.
7. DO NOT COMMENCE CONSTRUCTION WORK UNTIL OR SEDIMENT CONTROL MEASURES ARE IN PLACE.
8. ALL STOCKPILES TO BE PLACED IN THE LOCATION SHOWN & AT LEAST 2 METRES CLEAR OF ALL AREAS OF POSSIBLE CONCENTRATED WATER FLOW, INCLUDING DRIVEWAYS.
9. APPROVED BINS FOR BUILDING WASTE, CONCRETE & MORTAR SLURRIES, PAINTS, ACID WASHINGS & LITTER WILL BE PROVIDED. ARRANGEMENTS MADE FOR REGULAR COLLECTION & DISPOSAL.

LEGEND

- HAY BALES
- SILT FENCE
- SHAKER HUMPS

NOTE:- FIGURED DIMENSIONS TO TAKE PRECEDENCE OVER SCALED MEASUREMENTS. VERIFY ALL ON SITE DIMENSIONS & LEVELS PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION. CONTRACTOR TO NOTIFY THE AUTHORITY IMMEDIATELY OF ANY DISCREPANCIES. COPYRIGHT OF THIS DRAWING IS VESTED WITH W.J.BRYAN ENGINEERING

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02	ORIGINAL ISSUE	7/12/2023

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Title: SEDIMENT & EROSION CONTROL PLAN

Date:	7/12/2023	Project No:	Dwg No:	Rev:
Scale:	1:400	10-23-12795	CV102	02
Design:	WJB			
Drawn:	DB			

10.4. Corporate Services

10.4.1. RESOURCES SEPP - ADVOCACY STRATEGY

Attachments:	1. resources-and-energy-sepp-fact-sheet [**10.4.1.1** - 2 pages]
Responsible Officer:	Derek Finnigan - General Manager
Author:	Derek Finnigan (General Manager)
Community Plan Issue:	*6 - Community Leadership*
Community Plan Goal:	Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.
Community Plan Strategy:	3.1.1 - Meet with other levels of government to achieve improved rehabilitation outcomes for disused mining lands and ongoing employment for local workforce. 1.1.1.3 - Collaboratively progress investment, infrastructure and industry opportunities for the Region.

PURPOSE

To submit for Council's consideration an advocacy strategy requesting a review of the State Environmental Planning Policy (Resources and Energy) 2021 (Resources SEPP).

OFFICER'S RECOMMENDATION

Council ENDORSES the Resources SEPP advocacy strategy as detailed in the report.

Moved: _____ Seconded: _____

BACKGROUND

At the 26 September 2023 Ordinary Council Meeting, Councillors endorsed the following Notice of Motion:

In consultation with Councillors and key stakeholders, the General Manager is instructed to prepare an advocacy strategy requesting the NSW Government to undertake a review of the State Environmental Planning Policy (Resources and Energy) 2021 (Resources SEPP), with the aim of introducing terms in the Resources SEPP that promote local employment and incentives for employees to live locally.

A link to the Resources SEPP is provided below, and a Fact Sheet is attached to the report.

https://legislation.nsw.gov.au/view/whole/html/inforce/current/epi-2021-0731

CONSULTATION

On 8 November 2023, a copy of the draft strategy was emailed to Councillors for review.

REPORT

Action taken to date

- On Wednesday, 18 October 2023, the Mayor and General Manager met with the Chief of Staff and Policy Officer of the Hon. Tara Moriarty, Minister for Agriculture and Minister for Regional NSW. Among other things, the Mayor requested that a review of the Resources SEPP be carried out, and that the review should focus on the social aspects of mining, and should particularly consider a requirement or recommendation for at least 50% of new mining employees to permanently reside in a defined local area. The Mayor was advised that a review of the Resources SEPP is being carried out, or is about to be carried out.
- On Thursday, 19 October 2023, the Mayor and General Manager met with the Hon. Paul Scully, Minister for Planning and Public Spaces, and Minister Scully's Chief of Staff. At the meeting, the Mayor raised the review of the Resources SEPP, and that Muswellbrook Shire Council is keen to be involved in the review, due to Council's strong objective to increase local population growth in Muswellbrook Shire, and that incentivising mining employees to live locally is considered to be one means of achieving this objective.
- The Mayor has also drafted letters to a range of Ministers following up on Council's resolution.

Reasons for requesting a review of the Resources SEPP

Muswellbrook Shire Councillors ("Councillors") are greatly concerned about population growth in Muswellbrook Shire and the need to ensure that future population growth is incentivised so that the population of Muswellbrook Shire grows at a rate that supports and sustains industrial, commercial, and retail development and assists to ensure Muswellbrook Shire is a desirable location, with excellent liveability, that will attract and support investment and tourism growth.

Amongst a range of mechanisms, Councillors consider that a review of the Resources SEPP is required to include a social perspective focusing on the ongoing and future social and economic health of communities impacted by mine expansion and other modification submissions. The increasing incidence of Drive In Drive Out workers is contributing significantly to increased safety and infrastructure risk, particularly in consideration of the number and size of traffic movements that will be associated with the transport of components for major renewable energy projects in the Orana-Central West, New England, and Hunter Renewable Energy Zones. Not only the future prosperity and economic development of mining-affected communities is at risk, their very viability is at stake. The Councillors of Muswellbrook Shire are united in their concerns and that legislative support is required to promote local employment and incentives for employees to live locally.

Muswellbrook Shire Council will provide any support the NSW Government may require to assist in achieving this critically important objective.

The Strategy

1. Advocacy to support Council's objective of promoting local employment and incentives for employees to live locally will focus on engagement with the following NSW Government Ministers:

Premier Chris Minns	**The Hon. Paul Scully** Minister for Planning and Public Spaces	**The Hon. Courtney Houssos** Minister for Finance

		Minister for Natural Resources Minister for Domestic Manufacturing and Government Procurement
The Hon. Rose Jackson Minister for Water Minister for Housing Minister for Homelessness Minister for Mental Health Minister for Youth	**The Hon. Penny Sharpe** Minister for Climate Change Minister for Energy Minister for the Environment Minister for Heritage	**The Hon. Tara Moriarty** Minister for Agriculture Minister for Regional NSW
The Hon. Yasmin Catley Minister for Police and Counter-terrorism Minister for the Hunter		

2. Although advocacy to ensure an appropriate review of the Resources SEPP is carried out in a timely and effective manner is extremely important, as an outcomes focused Council, it may be beneficial to consider some of the text Council would wish to see included in the Resources SEPP. An example for the consideration of Councillors is:

Under '2.1 Aims of Chapter', insert an additional clause *2.1(e)(v): to promote local employment and incentives for employees to live locally*.

Including a statement of this nature in the aims of the Resources SEPP will ensure consideration must be given to this aim in the body of the SEPP.

3. Whilst it is important that Council advocates for a review of the Resources SEPP to be carried out, it is also important that Council's advocacy considers additional and alternative means of engagement to ensure Council's aims are appropriately considered and enabled. Examples of this may include:

(i) Request a review of The Integrated Mining Policy, which aims to:
(a) improve the regulation and assessment of major mining projects;
(b) strike a balance between the significant benefits mining can bring to the economy and the potential impacts on communities and the environment;
(c) help manage the environmental and social impacts of mining; and
(d) ensure the community has access to relevant and timely information about mining projects.

(ii) An Advocacy Agenda is currently being developed. Once drafted, the Advocacy Agenda will be submitted for the consideration of Councillors. The Advocacy Agenda will target and prioritise the strategy for engagement with State and Federal Ministers.

(iii) Continue to invite Ministers and Ministerial staff to Muswellbrook Shire for meetings and civic events. Ensure these meetings are focused on strategic aims clarified in preparation for the meeting, and in alignment with the endorsed Advocacy Agenda.

(iv) Continue to seek targeted meetings with State and Federal Ministers so that momentum is maintained in promoting Council's Advocacy Agenda.

4. Consider engagement with Singleton Council and/or Upper Hunter Shire Council on discrete matters where it is considered there is a mutual benefit in doing so.

OPTIONS

Council may endorse or not endorse the Resources SEPP Advocacy Strategy as provided in the report, and may decide to develop an alternative or additional strategy.

CONCLUSION

Council has a strong commitment to ensure the ongoing, sustainable prosperity and liveability Muswellbrook Shire. The Resources SEPP Advocacy Strategy is intended to be an effective means of engaging with the State Government to ensure a satisfactory review of the Resources SEPP is carried out in a timely manner.

SOCIAL IMPLICATIONS

Council is committed to the ongoing, sustainable prosperity and liveability of Muswellbrook Shire.

FINANCIAL IMPLICATIONS

All costs will be managed through existing operational budgets.

POLICY IMPLICATIONS

Nil identified.

STATUTORY IMPLICATIONS

The report requests a review of the *State Environmental Planning Policy (Resources and Energy) 2021*.

LEGAL IMPLICATIONS

Nil identified.

OPERATIONAL PLAN IMPLICATIONS

Nil identified.

RISK MANAGEMENT IMPLICATIONS

Council is committed to working productively and proactively with State and Federal agencies and key stakeholders to ensure the objectives of Council's Advocacy Strategy are fulfilled to facilitate the ongoing, sustainable prosperity and liveability of Muswellbrook Shire.

WASTE MANAGEMENT IMPLICATIONS

Nil.

COMMUNITY CONSULTATION/MEDIA IMPLICATIONS

Consultation with the community, Federal and State Government, and key stakeholders, will be an important aspect of Council's Advocacy Agenda.

State Environmental Planning Policy (Resources and Energy) 2021

This document provides information about the new Resources and Energy SEPP, which is part of the NSW SEPP consolidation project.

State environmental planning policies (SEPPs) have been consolidated to align with theme-based focus areas to make the planning system more accessible and user-friendly.

Overview

The *State Environmental Planning Policy (Resources and Energy) 2021* (Resources and Energy SEPP) consolidates and repeals the provisions of the following 2 SEPPs:

1. *SEPP (Mining, Petroleum Production and Extractive Industries) 2007* (Mining SEPP)
2. *Sydney Regional Environmental Plan No. 9 – Extractive Industries (No 2 – 1995)* (Extractive Industries SREP)

These changes are part of a broader administrative consolidation of SEPPs. Planning Circular PS–21-007 gives an overview of all changes made as part of the SEPP consolidation initiative.

Key changes

No policy changes have been made and the SEPP consolidation does not change the legal effect of the existing SEPPs, with section 30A of the *Interpretation Act 1987* applying to the transferred provisions. The SEPP consolidation is administrative. It has been undertaken in accordance with section 3.22 of the *Environmental Planning and Assessment Act 1979*.

The Resources and Energy SEPP*:*

- transfers most existing provisions from the 2 SEPPs being consolidated into chapters 2 and 3 of the Resources and Energy SEPP. Chapter 1 contains the preliminary information and commencement details
- repeals the 2 SEPPs being consolidated.

Benefits of these changes

Aligning SEPPs with the planning principles focus areas

The SEPP changes are part of a package of reforms to consolidate 45 existing SEPPs into 11 new SEPPs based on the following themed focus areas:

- housing
- transport and infrastructure
- primary production
- biodiversity and conservation
- resilience and hazards
- industry and employment

- resources and energy
- planning systems.

Simplifying the planning system

The SEPP consolidation builds on previous work to simplify, consolidate and reduce the number of SEPPs. The consolidation reflects the NSW Government's commitment to reduce the complexity of the NSW planning system. The reforms will simplify and improve the effectiveness and usability of current policies by reducing the number of separate planning instruments.

Provisions of the Resources and Energy SEPP

The Resources and Energy SEPP incorporates provisions from the two SEPPs being consolidated as follows:

- 'Chapter 2 – Mining, petroleum production and extractive industries' contains planning provisions from the Mining SEPP for the assessment and development of mining, petroleum production and extractive material resource proposals in NSW.
- 'Chapter 3 – Extractive industries in Sydney area' contains planning provisions from the Extractive Industries SREP, which aims to facilitate the development of extractive resources in proximity to the population of the Sydney Metropolitan Area by identifying land that contains extractive material of regional significance.

Commencement and impacts

The Resources and Energy SEPP begin on 1 March 2022 and the 2 SEPPs being consolidated will be repealed on the same day.

References in planning legislation and policies to the 2 SEPPs being consolidated will be taken as references to the equivalent provisions in the Resources and Energy SEPP.

Provisions within the repealed SEPPs have been transferred to the new SEPP and the intent and provisions remain largely unchanged. These changes should not impact development applications. The Resources and Energy SEPP should be used for new development and rezoning applications.

Savings and transitional provisions from the consolidated SEPPs will not be transferred to the Resources and Energy SEPP. However, all savings and transitional provisions of the repealed SEPPs continue to have effect due to sections 5(6) and 30(2)(d) of the *Interpretation Act 1987*.

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10.4.2. DRAFT Management of Trees on Roads and Public Land Policy for Public Exhibition

Attachments:	1. DRAFT Management of Trees on Roads and Public Land Policy MSC27E [**10.4.2.1** - 9 pages]
Responsible Officer:	Matthew Lysaught - Director Property & Place
Author:	Matthew Lysaught (Director Property & Place), Chloe Wuiske (Business Improvement Officer)
Community Plan Issue:	*5 - Community Infrastructure*
Community Plan Goal:	Effective and efficient infrastructure that is appropriate to the needs of our community. Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.
Community Plan Strategy:	5.1.4 - Maintain and continually improve community infrastructure across the Shire. 6.2.5 - Implement a comprehensive and targeted business improvement program. 6.2.5.2 - Develop and review policies in accordance with statutory operational requirements.

PURPOSE

To request Council's endorsement to place the attached *DRAFT Management of Trees on Roads and Public Land Policy* on public exhibition for a period of 28 days.

OFFICER'S RECOMMENDATION

Council:

1. ENDORSES the attached *DRAFT Management of Trees on Roads and Public Land Policy* to be placed on public exhibition via Council's website for a period of 28 days, plus an additional week of exhibition to allow for public holidays; and
2. A further report be submitted to Council for consideration of submissions received during the exhibition period.

Moved: _____ Seconded: _____

BACKGROUND

Council's *Management of Trees on Roads and Public Land Policy – MSC27E* (the policy) was adopted by Council on 22 November 2022.

The policy aims to manage the risks arising from trees on all roads and public land under Muswellbrook Shire Council's control, taking reasonable measures within available resources.

The policy is limited to the management of street trees and those located on public land.

Tree management and preservation beyond public land is or will be administered through Council's Development Control Plan(s).

At the 22 August 2023 Ordinary Council Meeting, Council passed a resolution as below:

> Other than in Emergency situations all requests for Tree Removal are submitted to Council for consideration.

CONSULTATION

Director Property and Place

Business Improvement Officer

REPORT

The Delegations section of the policy has been updated to include the following delegation:

Other than in Emergency Situations and Development Approval in relation to driveway crossings, all requests that meet the criteria for Tree Removal are to be submitted to Council for consideration.

Under definitions 'Emergency Situation' has been defined as:

Emergency Situation - Tree is assessed as dangerous or unstable and the likelihood is considered possible, and the consequences are considered major or severe for risk to property or people.

The draft policy was reported to MANEX on 23 October 2023 and discussion was held regarding additions to the policy to cover various pieces of legislation, including bushfire safety works. It was decided that further work was required to refine the policy, and that it would be deferred to the next Ordinary Council Meeting.

The following line has been added to the Delegations section of the draft policy since it was last reported to MANEX:

- *The Rural Fires Act 1997 overrides this policy.*

OPTIONS

Council may:

1. Resolve to endorse the attached *DRAFT Management of Trees on Roads and Public Land Policy* for public exhibition; or

2. Request amendments to the attached *DRAFT Management of Trees on Roads and Public Land Policy* prior to public exhibition.

CONCLUSION

It is recommended that Council endorses the attached *DRAFT Management of Trees on Roads and Public Land Policy* for to be placed on public exhibition.

SOCIAL IMPLICATIONS

Trees on public land contribute to the quality of open space and ensure local history, identity, and liveability is preserved and enhanced.

FINANCIAL IMPLICATIONS

Nil known.

POLICY IMPLICATIONS

This policy was updated to comply with the Council resolution from the 22 August 2023 Ordinary Council Meeting.

STATUTORY IMPLICATIONS

Local Government Act 1993.

LEGAL IMPLICATIONS

The draft policy includes objectives to manage risk to persons or property associated with trees on public land.

OPERATIONAL PLAN IMPLICATIONS

'6.2.5.2 Develop and review policies in accordance with statutory and operational requirements', *2023-2024 Operational Plan – Muswellbrook Shire Council*

RISK MANAGEMENT IMPLICATIONS

The draft policy includes objectives to manage risk to persons or property associated with trees on public land.

WASTE MANAGEMENT IMPLICATIONS

Nil.

COMMUNITY CONSULTATION/MEDIA IMPLICATIONS

Public exhibition of 28 days via Council's website will provide the community with an opportunity to make submissions.

DRAFT Management of Trees on Roads and Public Land Policy

Policy No. MSC27E

Authorisation Details

Authorised by:	~~Council~~	**Internal/External:**	External
Date:	~~22/11/2022~~	**Minute No:**	~~156~~
Review timeframe:	4 years	**Review due date:**	~~November 2026~~
Department:	Property and Place		
Document Owner:	Director Property and Place		
Community Strategic Plan Goal	5: Effective and efficient infrastructure that is appropriate to the needs of our community		
Community Strategic Plan Strategy	5.1 Construct and maintain well-planned community infrastructure that is safe, reliable, and provides agreed levels of service		
Delivery Program activity	5.1.1 Review, develop and maintain liveable town and village precincts		

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DRAFT

Policy Objectives

1. To manage the risks arising from trees on all roads and public land under Muswellbrook Shire Council's control, taking reasonable measures within available resources. The Policy Provides~~ing~~ for the management of risks arising from:
   - Tree failure potentially causing injury to people and/or property damage, and
   - Tree roots causing and/or likely to cause damage to property such as buildings and structures.

2. To preserve, enhance and develop attractive, uniform streetscapes and public open space areas to ensure local history, identity, and liveability is preserved and enhanced for future generations within Council's planning controls and adopted strategies.

Risks Being Addressed

1. Damage caused by trees to people, property, and infrastructure.

2. Damage to the environment and the loss of:
   - Community history, identity, and natural landmarks; and
   - Community liveability by the reduction of trees and environment.

3. Poor land management leading to soil compaction, loss of topsoil, and erosion.

4. The urban heat island effect.

Scope

To be considered under this Policy, trees originate "wholly or principally" from public land owned or managed by Council.

Definitions

Term	Definition
Advance Tree	Greater than 60 Litre pot size, ~~and~~ 25 mm caliper, and 180 cm tall.
Council	Muswellbrook Shire Council
EEC	~~-~~Endangered Ecological Community
Emergency Situation	Tree is assessed as dangerous or unstable and the likelihood is considered possible, and the consequences are considered major or severe ~~a significant~~ for risk to property or people.~~-~~
Habitat Tree (stag tree)	A live or dead tree with one or more hollows, nest, or roost sites.
Public land	Public land includes: • Land owned by the Council set aside for community uses (such as parks and natural bushland) including Crown land managed by Council. • Roads and road reserves (whether the road is formed or not). • Council owned/managed natural areas and drainage reserves, and • Land owned by Council set aside for its operational purposes.

Solar Appliance	An attached, fixed appliance that is intended to capture the sun's energy for heating water or generating electricity.
Tree	A perennial woody plant with secondary branches supported by a primary stem and usually having a distinct crown. A tree may be dead or alive.
Vandalism	Unlawful destruction, damage, or injury to trees, whether dead or alive, through methods including, but not limited to, poisoning, pruning, cutting, ring barking, and/or removal.

Policy Statement

Section 42 of the Civil Liability Act 2002 makes allowance for Council's ability to carry out its duty of care as being limited by the financial and other resources which are reasonably available to exercise its functions. To rely on this section, inter alia, Council is required to show evidence of its compliance with the general procedures and applicable standards for the exercise of its functions, such as risk management from trees on public land controlled by Council.

With this Policy, Council aims to:

- Promote an integrated framework for dealing with the management of risks from trees on land under the control of Council and take reasonable steps to ensure that Council delivers its required duty of care;
- Ensure consistency and fairness in the way ~~the~~ Council manages the risks arising from trees within public land controlled by Council;
- Ensure compliance with legislative requirements under the Local Government Act 1993, Roads Act 1993, the Civil Liability Act 2002, and the Privacy & Personal Information Protection Act 1998; and
- Take such steps as are appropriate to ensure a balance between managing the risks to the community's safety and infrastructure, whilst acknowledging the significant benefit of trees within the landscape to the social, environmental, economic, and cultural wellbeing of the~~our~~ community.

1. New Trees

Council ~~does~~ encourages the planting of trees within road reserves or in public reserves, but only through Council approved programmes and/or application process.

New street tree plantings should consider existing solar access for solar appliances, habitable buildings, and important garden areas (such as vegetable gardens) on neighbouring properties.

Amenity tree planting will be guided by Council's preferred species list.

Plantings in bushland and natural areas must be species native to the region, preferably of local provenance.

Council does not authorise the planting of trees on public land by individuals unless they are working as part of a recognised group in accordance with an approved management plan, or Council approved programmes and/or application process.

2. Existing Trees – Potential Hazards

Where a request for tree removal or pruning relates to the potential for injury to any person or damage to property, a suitably qualified Council Officer will undertake a tree inspection to assess the risk using a hazard rating.

2.1. Hazard Ratings and Council's Actions

The table 1 below outlines Council's hazard rating and corresponding action determined from a tree inspection. It describes the hazard rating at which Council will undertake work subject to Council's resourcing.

Table: Tree hazard rating and corresponding action

HAZARD RATING Personal injury / Property damage	COUNCIL ACTION
< 5	No action based on hazard assessment.
5 – 9	Conditional actions as recommended by Council Officer or arborist.
10 – 11	Tree removal or pruning.
12	Tree removal or significant pruning.

2.2. Refusal of Requests to Prune or Remove Council Trees

Council will refuse requests for removal or pruning of trees, if at the time of the inspection, the tree:

a. Is in a healthy and stable state,
b. Does not interfere with overhead or underground services,
c. Does not affect the sight lines of motorists or pedestrians,
d. Is not causing damage to private or public property,
e. Is not risking public safety, and
f. Is not likely to cause any of the above in the foreseeable future.

If no significant hazard or other considerations apply, Council will not consider the following reasons as valid for the removal or pruning of a tree(s):

a. Leaf drops or bark shedding (into gutters and downpipes, pools, and lawns, for example),
b. To improve the street lighting of private property,
c. To enhance views,
d. To reduce shade created by a tree,
e. To reduce fruit, resin, bat or bird droppings on cars, driveways, pathways, clothes lines/washing,
f. Minor lifting of driveways and paths on private property by tree roots, and
g. To improve reception of communication transmissions such as digital TV signals.

2.3. Other Considerations (Not Including Solar Access):

Council will consider the following circumstances in conjunction with the hazard rating of the tree, when determining which action is appropriate:

a. Whether the tree is heritage listed or listed on Council's Significant Tree Register,
b. Whether the tree has significant amenity or aesthetic value, including the significance of the tree within the local area and regional landscape,
c. Whether the tree provides habitat,

d. Whether the tree species is listed as an environmental or noxious weed, and

e. Whether the tree obstructs or prevents reasonable access for the maintenance of infrastructure,

f. Whether the tree is listed as a threatened species or forms part of an Endangered Ecological Community (EEC),

g. Whether the tree is demonstrated to cause or contribute significantly to health hazards and/or conditions,

h. Whether there are other alternatives that could reduce the hazard, such as managing access around the tree or removing the target,

i. The proximity of the tree to Local and State Heritage items, and

j. Where a tree impedes the authorised use of community land categorised under the *Local Government Act 1993*, such as a sportsground, consideration will be given to pruning or removal of the tree.

2.4. Appeal of Hazard Assessment

Council will reconsider an assessment where a suitably qualified person supplies additional and satisfactory evidence.

2.5. Existing Trees - Potential Damage to Private Assets

Property owners are responsible for the repair and maintenance of assets on their land, including pipes, plumbing, driveways, and retaining walls. If tree roots have entered a pipe, it is typically because the roots are attracted to water leaking from a pipe. Property owners are responsible for repairs to pipes and should notify Council if repairs require pruning the roots of public trees.

Council will only consider claims for damage to private assets where there is sufficient evidence of a Council tree causing damage and it is shown that the property owner has previously notified Council about a particular issue and Council can be shown to have failed to take appropriate action.

Damage alleged to have been done to private property caused by a public tree requires documentation, including photographs of the alleged damage and the subject tree, to be provided to Council. The obligation is on the private property owner to provide sufficient evidence.

2.6. Existing Trees - Solar Access

Where a request for removal or pruning a tree on Council managed land relates to solar access, Council requires evidence of the solar appliance being installed prior to the tree being present before considering the request. Any tree pruning, removal, or other works arising from a request to provide for solar access will be at the applicant's expense.

2.7. Refusal of Requests for Tree Pruning / Removal to Increase Solar Access

Requests for removing or pruning of public trees will not be considered if any of the following conditions apply:

a. The tree predates (that is: was growing prior to) the solar appliance installation,

b. The tree is located on community land identified in the Community Land Plan of Management and is part of the native vegetation of~~n~~ the site,

c. The tree is in an area of public bushland or is a native bushland remnant tree,
d. The tree is a threatened species or part of an Endangered Ecological Community,
e. The tree is a habitat or stag tree,
f. The tree forms part of a native vegetation corridor, and the removal or pruning of the tree will have a negative impact on that corridor,
g. The tree is listed on the Council's Significant Tree Register,
h. The tree is included in a heritage declaration,
i. The solar appliance is receiving four (4) hours or more full sunlight in winter, and
j. The tree is the subject of a development consent or other approval that requires its retention.

3. Vandalism

Various legislation provides for an offence where a person who, without lawful excuse, wilfully or negligently injures, damages, or removes a tree on public land.

Council may implement actions relative to the severity and scale of the environmental vandalism, up to and including issuing infringement notices and legal proceedings.

4. Tree Replacement

If a tree is removed, Council will require the replacement with two advanced trees proximate to the location of removal, where practical. Tree selection shall be guided by Council's preferred species list.

5. Dead Wood / Firewood Collection

The removal of dead wood, trees and logs is a Key Threatening Process under the *Threatened Species Conservation Act 1995*. Council will leave dead wood in situ or on site as much as possible to provide habitat for native fauna, facilitate ecological processes, and assist in the control of soil erosion. The collection of firewood is not permitted from public land.

6. Tree Harvesting / Seed Collection

Harvesting or collection of plant material on public land requires written permission and will be considered on a case-by-case basis. Collection of seed from proposed development areas approved by Council is preferred.

If approved, the collection of seed from public land is subject to the following requirements:

a. Flora bank guidelines must be followed: (www.florabank.org.au),
b. No collection in areas which have been burnt by a bushfire or subject to a major disturbance within the previous 3 years,
c. Written consent of Council for seed collection shall be limited to a maximum of 2 years,
d. No collection of seed from sensitive species,
e. Applicants must demonstrate they have any necessary approvals/licences from relevant government agencies, and

f. Any other conditions Council may require.

7. Removal for Driveway Crossings

Street tree planting, with or without tree guards, usually occurs when a new urban subdivision is developed. New development on the vacant blocks should have regard to the location of street trees. New driveway crossings are designed to be a minimum of 1 metre from any tree trunk.

A driveway crossing that requires removal of the street tree or will be closer to 1 metre to the trunk of the street tree, will only be approved in exceptional circumstances. Removal of a street tree for a new driveway crossing is subject to the following requirements:

a. s138 permit,

b. Location of proposed driveway allows for improved passive energy design of the building to be served by the driveway,

c. A replacement street tree is planted along the frontage of the lot, or two trees are planted in a nearby public park nominated by Council. Replacement trees are to be advanced in size and maintained for a minimum of 12 months. If the trees don't survive in the first 12 months, they are to be replaced.

Delegations

~~Delegate authority to staff to act to mitigate risk or remove trees that are assessed as a high and immediate risk to public safet~~y.

Other than in Emergency Ssituations and Ddevelopment Aapprovals in relation to driveway crossings, all requests that meet the criteria for Tree Removal are to be submitted to Council for consideration.

The Rural Fires Act 1997 overrides this policy.

Dispute Resolution

Any disputes should be directed to the Manager Works, Muswellbrook Shire Council.

Associated Council Documentation

- Amenity Tree Planting – Preferred Species List
- Community Infrastructure Precinct Service Specifications for Parks and Reserves,
- Muswellbrook Flying Fox Camp Management Plan
- Riparian master plan
- Parks and Recreation Asset Management Plan
- Road Asset Management Plan

Legislation

- Biodiversity Conservation Act 2016
- Civil Liability Act 2002
- State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017- (SEPP)
- Hunter Regional Plan 2036
- MSC Locally Environmental Plan (LEP)

- MSC Development Control Plan (DCP)
- Local Government Act 1993,
- Roads Act 1993, and
- The Privacy & Personal Information Protection Act 1998

References

AS 4373-2007 Australian Standard Pruning of Amenity Trees

Statewide Mutual – Best Practice Manual – Trees and Tree Roots version 8: December 2019

Version History

This section identifies authors who reviewed the Policy and the date that it became effective.

Version No.	Date changed	Modified by	Amendments/Previous adoption details
1	22/11/2022	Director Property and Place	Draft Policy on public exhibition 28/09/2022 - 25/10/2022. Adopted by Council on 22/11/2022. Minute Number 156.
2	11/12/2023 ~~25/09/2022~~	Director Property and Place	Amended~~dded to~~ Delegations: Other than in Emergency S~~s~~ituations~~s~~and Development Approvals in relation to driveway crossings,~~,~~ all requests that meet the criteria for Tree Removal are to be submitted to Council for consideration.

10.4.3. DRAFT Fraud and Corruption Control Policy MSC18E for Public Exhibition

Attachments:	1. DRAFT Fraud and Corruption Control Policy MSC18E [**10.4.3.1** - 10 pages]
Responsible Officer:	Derek Finnigan - General Manager
Author:	Michelle Sandell-Hay (Governance Officer), Chloe Wuiske (Business Improvement Officer)
Community Plan Issue:	*6 - Community Leadership*
Community Plan Goal:	Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.
Community Plan Strategy:	6.2.5 - Implement a comprehensive and targeted business improvement program.
	6.2.5.2 - Develop and review policies in accordance with statutory operational requirements.

PURPOSE

To seek endorsement from Council to place the attached *DRAFT Fraud and Corruption Control Policy* on public exhibition for a period of 28 days.

OFFICER'S RECOMMENDATION

1. Council ENDORSES the attached *DRAFT Fraud and Corruption Control Policy* to be placed on public exhibition via Council's website for a period of 28 days, plus an additional week of exhibition to allow for public holidays; and
2. A further report be submitted to Council for consideration of submissions received during the exhibition period.

Moved: _____ Seconded: _____

BACKGROUND

The objective of Council's *Fraud and Corruption Control Policy* is to:

- Protect Muswellbrook Shire Council's assets, including financial assets;
- Protect the integrity, security, and reputation of Council and its staff; and
- Maintain a high level of service to the community.

The Policy was last adopted in 2021 and is now due for review.

CONSULTATION

Manex

Manager Governance & Risk

Governance Officer

Business Improvement Officer

REPORT

A review of the *Fraud and Corruption Control Policy* has been conducted and amendments have been made in line with the revised Australian Standard for Fraud and Corruption Control (AS 8001:2021). Updates to legislation dates and formatting were also completed.

On 20 November 2023, Council's Manex team endorsed the draft policy to be submitted to Council for Public Exhibition.

As the public exhibition will be over the Council closure period, it is suggested to add an additional week of public exhibition to allow for the public holidays.

OPTIONS

Council may:

1. Resolve to endorse the attached *DRAFT Fraud and Corruption Control Policy* for public exhibition; or
2. Request amendments to the attached *DRAFT Fraud and Corruption Control Policy* prior to public exhibition.

CONCLUSION

It is recommended that Council endorses the attached *DRAFT Fraud and Corruption Control Policy* to be placed on public exhibition.

SOCIAL IMPLICATIONS

Nil known.

FINANCIAL IMPLICATIONS

Nil known.

POLICY IMPLICATIONS

This policy was reviewed in line with Council's Policy Management Framework.

STATUTORY IMPLICATIONS

Local Government Act 1993.

LEGAL IMPLICATIONS

Nil known.

OPERATIONAL PLAN IMPLICATIONS

6.2.5.2 Develop and review policies in accordance with statutory and operational requirements.

RISK MANAGEMENT IMPLICATIONS

Nil.

WASTE MANAGEMENT IMPLICATIONS

Nil.

COMMUNITY CONSULTATION/MEDIA IMPLICATIONS

Public exhibition of 28 days via Council's website will provide the Community with an opportunity to make submissions.

DRAFT Fraud and Corruption Control Policy

MSC18E

Authorisation Details:

Authorised by:	~~Council (Ordinary Meeting 29 June 2021)~~	**Internal/External:**	External
Date:	~~28 July 2021~~	**Minute No:**	~~364~~
Review timeframe:	2 years	**Review due date:**	
Department:	Governance and Risk		
Document Owner:	Manager Governance and Risk		
Community Strategic Plan Goal	6. Collaborative and responsive community leadership that meets the expectations and anticipates the needs of the community		
Community Strategic Plan Strategy	6.2 Ensure Council is well managed, appropriately resourced, effective, efficient, accountable and responsive to its communities and stakeholders		

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1. Introduction

As part of a sound governance framework, Muswellbrook Shire Council ~~needs~~requires a policy which defines its approach to dealing with fraud and corruption.

This is required ~~as~~because Council is the custodian of community assets and is involved in determining many commercial activities where people may benefit from the decisions of the Council.

It is therefore important that all Council Officers have clear direction and an understanding of the expected standards and behaviours that they must abide by.

2. ~~Purpose~~Policy Objective

The purpose of this Policy is to:

- Protect Muswellbrook Shire Council's assets, including financial assets;
- Protect the integrity, security, and reputation of Council and its staff; and
- Maintain a high level of services to the community.

3. Scope

This policy applies to all Muswellbrook Shire Council Officials, including:

- Councillors;
- General Manager and Executive Management Team (Manex);
- Managers, Supervisors, and Team Leaders;
- All staff – permanent, temporary, full-time, part-time, casual, contractors, consultants, and volunteers.

4. Definitions

The following definitions apply:

Act	The Local Government Act (LGA) 1993
Regulation	The Local Government (General) Regulation ~~2005~~2021
Council Official	Includes Councillors, members of Council staff, administrators, contractors, volunteers and consultants, Council committee members, and delegates of Council
Code of Conduct	The Code of Conduct applicable to all Council officials and as required by S440 of the LGA

Fraud	"Dishonest activity causing actual or potential ~~financial~~ gain or loss to any person or ~~entity~~organisation including theft of moneys or other property by ~~employees or~~ persons internal and/or external to the ~~entity~~organisation and/or ~~whether or not~~ deception is used at the time, immediately before or immediately following the activity. ~~This also includes the deliberate falsification, concealment, destruction or use of falsified documentation used or intended for use for a normal business purpose or the improper use of information or position."~~ Note 1 to entry: Property in this context also includes intellectual property and other intangibles such as information. Note 2 to entry: Fraud also includes the deliberate falsification, concealment, destruction or use of falsified documentation used or intended for use for a normal business purpose or the improper use of information or position for personal financial benefit. Note 3 to entry: While conduct must be dishonest for it to meet the definition of "fraud" the conduct need not necessarily represent a breach of the criminal law. Note 4 to entry: The concept of fraud within the meaning of this Standard can involve fraudulent conduct by internal and/or external parties targeting the organization or fraudulent or corrupt conduct by the organisation itself targeting external parties. (~~AS8001-2008~~ AS 8001:2021))
Corruption	"Dishonest activity in which a person associated with an organisation (e.g. director, executive, manager, employee, or contractor) ~~of an entity~~ acts contrary to the interests of the ~~entity~~organisation and abuses ~~his/her~~their position of trust in order to achieve ~~some~~ personal ~~gain or~~ advantage or advantage for ~~him or herself or for~~ another person or ~~entity~~organisation. This can also involve corrupt conduct by the organisation, or a person purporting to act on behalf of and in the interests of the organisation, in order to secure some form of improper advantage for the organisation either directly or indirectly. Note 1 to entry: the concept of corruption in this Standard is broader than the concept of bribe or bribery in AS ISO 37001. All acts of bribery would constitute corruption under AS 8001 but not all acts of corruption would constitute bribery under AS ISO 37001. Note 2 to entry: While conduct must be dishonest for it to meet the definition of corruption, the conduct does not necessarily represent a breach of the law." (~~AS8001-2008~~ AS 8001:2021)
~~AS8001 – 2008~~ AS 8001:2021	The Standards , Australia - Fraud and Corruption Control ~~Standards~~

Fraud Control Improvement Kit	The kit developed by the Audit Office of NSW to assist organisations to manage fraud control.

5. Policy Statement

Muswellbrook Shire Council is entrusted by the community to manage its assets, people, and resources in a responsible, ethical, and efficient manner.

Council has an obligation to develop and maintain appropriate systems and procedures to minimise the opportunity for fraudulent and/or corrupt activity and to develop robust systems of detection to reduce the impact of fraudulent activity.

6. Fraud and Corruption Control Framework

The administration of this policy relies upon a multi-faceted approach to fraud and corruption control, and includes actions on the following fronts:

- Prevention – to establish and maintain a sound governance framework through well-established policies and procedures which minimise the opportunities for fraud and corruption to occur;
- Detection – sound auditing and monitoring procedures to identify transactions or activities that do not align with adopted policies and procedures;
- Response – detailed reporting and investigation procedures to deal with any potential fraud or corruption. A sound response system includes appropriate action to address reports of fraudulent or corrupt activity;
- The Audit Office of NSW's Fraud Control Improvement Kit 2015 specifies ten attributes for the sound management of fraud and corruption:
    1. Leadership;
    2. Ethical Framework;
    3. Responsibility structures;
    4. Fraud control policy;
    5. Prevention systems;
    6. Fraud awareness;
    7. Third party management systems;
    8. Notification systems;
    9. Detection systems; and
    10. Investigation systems.

Muswellbrook Shire Council's Fraud and Corruption Control Framework is guided by the ten attributes of the Audit Office of NSW's Fraud Control Improvement Kit 2015.

6.1 Leadership

A successful fraud and corruption control framework is led by a committed and accountable executive. The General Manager and Executive Management team (Manex) will lead the organisation in the development of the Fraud and Corruption Control Framework.

6.2 Ethical Framework

Council has adopted and established the following documents to guide the ethical behaviour of Council Officials:

- The Model Code of Conduct 2020 as developed by the Office of Local Government;
- Council has established a set of SPIRIT Values which outline acceptable and non-acceptable behaviours.

6.3 Responsibility Structure

The General Manager and Public Officers are authorised to receive reports of fraud and corruption. If the suspected fraud or corruption relates to the General Manager, then the matter can be reported to the Mayor, as per the reporting regime for Code of Conducts.

Reports regarding suspicious and / or illegal activities can also be reported to external agencies including:

- NSW Police Force;
- Office of Local Government;
- the NSW Independent Commission Against Corruption (ICAC); and/or
- the NSW Ombudsman.

All staff are expected to report known or suspected fraud or corruption to the General Manager or Public Officers as soon as possible.

6.4 Fraud and Corruption Control Policy

This policy sets out Muswellbrook Shire Council's Fraud and Corruption Control Framework and covers the responsibilities for managing fraud and Corruption risk within Muswellbrook Shire Council.

6.5 Prevention Systems

Council's prevention system consists of the following features:

- Fraud Risk Assessments – as detailed in the Enterprise Risk Management Framework;
- Fraud and Corruption Control Plan;
- Fraud Database (to be established to record all incidents;
- Ethical workforce – pre-employment screening to ensure staff employed are of the highest ethical standard;
- Separation of duties – to ensure no one staff member controls a process entirely;
- Delegations of authority – to ensure measures are in place to control activities;
- Position descriptions, Charters for Committees – limit the level of activity Council Officials can undertake;

6.6 Fraud and Corruption Awareness

Councillors and Council officers undergo regular fraud and corruption awareness training to ensure that all Council Officials are aware of their responsibilities and obligations to prevent, detect and report instances of fraud or corruption.

6.7 Third Party Management Systems

Council establishes appropriate controls, segregation of duties, and delegations of authority to deal with third parties.

Council will establish a Business Ethics Policy to reinforce the expected standards of behaviour for Council Officials.

6.8 Notification Systems

All staff are required to report suspected fraudulent or corrupt activity. Members of the public are encouraged to report suspected fraudulent or corrupt activity.

Staff and members of the public can make a Public Interest Disclosure and protect their identity if they so desire. Council's Internal Reporting and Public Interest Disclosures Policy outlines the procedure for making a Public Interest Disclosure.

Reporting directly to Council is an option for staff and the community. Reporting to an external entity as detailed under the "Responsibility Structure" is also available.

6.9 Detection Systems

Various internal control measures have been established to help detect fraud and corruption, including:

- financial reconciliations;
- management reviews; and
- internal and external audits.

6.10 Investigation Systems

When an allegation of fraud or corruption is made against an employee, the General Manager and/or Public Officer will discuss the matter with the person making the allegation. This person may be asked to make a written statement regarding the allegations.

The staff member alleged to have committed fraud or corruption may be interviewed during this preliminary stage. Staff members can be accompanied during the interview by their manager or other nominated member of staff.

The applicable Manex Team member will organise a preliminary assessment of the allegation and provide details to the General Manager on the findings.

If the allegation is serious enough and/or the evidence is compelling, then the matter may warrant a full investigation.

If a full investigation is to be followed, the General Manager will need to determine whether the matter is referred to an external agency such as

the Police, ICAC, or the Ombudsman. The General Manager may wish to refer it to Human Resources (HR) and have the matter investigated under the Code of Conduct Investigation procedures. If the matter relates to HR, it will be investigated by the General Manager.

7. Disciplinary Procedures

The determination of an investigation, whether it be a preliminary or full investigation, will be referred to the General Manager if it is a staffing matter.

For Councillors, the matter will follow the Code of Conduct procedures.

Any matter may still be referred to or dealt with by an external agency, in addition to a matter considered in the above two matters. For instance, a staff matter, dealt with by the General Manager may still be referred to the Police for further action.

8. Privacy and Access to Information

Information provided through any allegation and subsequent investigation will be handled confidentially. This is designed to help prevent any action being taken against staff for reporting suspected fraud. However, there may be situations where confidentiality may not be possible or appropriate. This will be discussed with the staff member making the report.

While anonymous reports are not encouraged, there may be situations where someone may not want to identify themselves. Council will accept anonymous reports; however, anonymity may limit the Council's ability to seek further information to assess the report adequately. When the identity of the person making the allegation is known, Council is able to obtain any further necessary information, provide the person with protection and support, and give feedback about the outcome of any investigation into the allegations.

9. Training & Communication

This Policy will be communicated to staff through Council's internal communication methods, including, but not limited to, staff newsletters, General Manager's newsletters, and All Staff emails. The issue will be discussed at staff meetings including MANEX and Managers' meetings.

10. Breach of The Policy

A breach of this policy may lead to disciplinary action being taken. This will depend on the severity of the incident. A breach of this policy could also lead to criminal action.

Any report that turns out to be vexatious, frivolous, or misleading will result in disciplinary action against the Council Official making the allegation.

Disclaimer:

This Policy was formulated to be consistent with Council's legislative obligations and within the scope of Council's powers. The Policy should be read in conjunction with relevant legislation, standards, guidelines, and codes of practice. In the case of any discrepancies, current legislation should prevail. This Policy does not constitute legal advice. Legal advice should be sought in relation to particular circumstances, and liability will not be accepted for losses incurred as a result of reliance on this Policy.

11. Delegations and Dispute Resolution

The General Manager is the sole interpreter of this policy.

Any breaches of this Policy will be referred to the General Manager for appropriate action. Or, in the case of a breach by the General Manager, this will be referred to the Mayor.

12. Related Documents

Legislation and Guidelines

- The Local Government Act (LGA) 1993
- The Local Government (General) Regulation ~~2005~~2021
- Public Interest Disclosures Act ~~1994~~2022
- Independent Commission Against Corruption Act 1988
- AS8001:2021 ~~AS8001–2008~~-The Standards Australia Fraud and Corruption Control Standards
- Local Government (State) Award

Policies and Procedures

- Model Code of Conduct
- Model Code of Meeting Practice
- Fraud and Corruption Prevention Strategy
- Fraud and Corruption Control Plan
- ~~Internal Reporting and~~ Public Interest Disclosures Policy
- Disciplinary ~~Policy~~Procedures
- Governance Policy

Other Supporting Documents

- N/A

13. Version History

This section identifies authors who reviewed the Policy and the date that it became effective.

Version No.	Date changed	Modified by	Amendments/Previous adoption details
1	28/06/2021	Melissa Cleary	Adopted by Council 28/06/2021, Minute No.364, following public exhibition conclusion on 29/07/2021.
2	8/9/2021	Melissa Cleary	Corrected authorisation date to 29 June 2021
3	20/11/2023	Governance Officer	Revised version, updated legislation years, Australian Standard version and formatting.

10.4.4. 2023/2024 Operational Plan - 30 September, Quarterly Review

Attachments:	Nil
Responsible Officer:	Derek Finnigan - General Manager
Author:	Amy Cox (Corporate Planning and Reporting Officer)
Community Plan Issue:	*6 - Community Leadership*
Community Plan Goal:	Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community.
Community Plan Strategy:	6.1.3 - Enhance Council's communication with the community to build awareness and understanding of Council's activities and community needs.

PURPOSE

The adopted 2023/2024 Operational Plan has been reviewed over the months of 1 July 2023 to 30 September 2023.

OFFICER'S RECOMMENDATION

Council notes the 2023/2024 Operational Plan First Quarter Review dated 30 September 2023.

Moved: _____ Seconded: _____

BACKGROUND

The *Local Government Act 1993* requires Council to review its Operational Plan.

CONSULTATION

Manex,

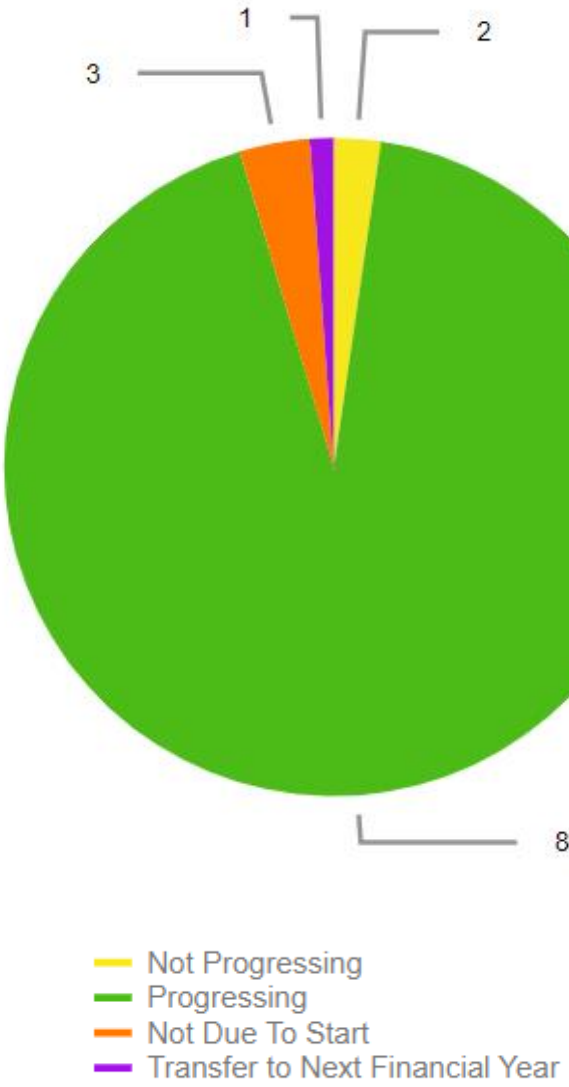
Managers and Coordinators

REPORT

Please refer to the Quarter 1 2023/2024 Council Review (attached under separate cover) for the full Operational Plan review for the 30 September 2023 period.

Following, are overview charts indicating the status of Operational Plan items by Principal Activity Area.

Overall - of the 87 activities:	
	2% are not progressing;
	3% are not due to start;
	81% are progressing;
	1% Transfer to Next Financial Year



10.4.5. Report on Investments held as at 30 November 2023

Attachments:	1. Portfolio Valuation Report - 30 November 2023 [**10.4.5.1** - 3 pages] 2. Trading Limit Report - 30 November 2023 [**10.4.5.2** - 8 pages]
Responsible Officer:	Derek Finnigan - General Manager
Author:	Mandy Fitzgerald (Senior Financial Accountant)
Community Plan Issue:	*6 - Community Leadership*
Community Plan Goal:	24.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.
Community Plan Strategy:	6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

PURPOSE

To submit for Council's information the list of financial investments currently held by Council in accordance with the Regulation.

OFFICER'S RECOMMENDATION

Council NOTES Council's Investments as at 30 November 2023.

Moved: _____ Seconded: _____

REPORT

Clause 212 (1) of the *Local Government (General) Regulation 2005* requires details of funds invested, as at the end of the preceding month, to be reported to an ordinary meeting of Council.

Funds invested under Section 625 of the *Local Government Act 1993*, as at 30 November 2023, are shown in the attachments.

COMMENT:

As at 30 November 2023, Council held $82.60M in cash and investments, with a weighted running yield of 4.54%.

The Responsible Accounting Officer certifies that the investments listed have been made in accordance with the Act, the Regulations, and Council's Investment Policy. This includes investments that have been made in accordance with the Minister's Orders that have been subsequently amended. "Grandfathering" provisions still allow the holding of these investments. A detailed list of investments is attached.

	Fixed Interest Security	ISIN	Face Value Original	Bond Factor	Face Value Current	Capital Price	Accrued Interest Price	**Market Value**	% Total Value	Running Yield	Weighted Running Yield
At Call Deposit											
	Westpac Bus Prem At Call		6,857,860.99	1.00000000	6,857,860.99	100.000	0.000	**6,857,860.99**	8.20%	0.34%	
	Westpac Muswellbrook Trading Acct At Call		100,000.00	1.00000000	100,000.00	100.000	0.000	**100,000.00**	0.12%	0.34%	
			6,957,860.99		6,957,860.99			**6,957,860.99**	8.32%		0.34%
Fixed Rate Bond											
	BENAU 1.7 06 Sep 2024 Fixed	AU3CB0266377	2,500,000.00	1.00000000	2,500,000.00	97.445	0.397	**2,446,050.00**	2.93%	1.68%	
	JUDO 6.4 26 Sep 2025 Fixed	AU3CB0292480	500,000.00	1.00000000	500,000.00	99.190	1.143	**501,665.00**	0.60%	6.44%	
	NTTC 1.1 15 Dec 2025 - Issued 31 August 2021 - Muswellbrook Council Fixed		2,000,000.00	1.00000000	2,000,000.00	100.000	0.506	**2,010,120.00**	2.40%	1.10%	
	NTTC 1.1 15 Dec 2025 - Issued 6 September 2021 - Muswellbrook Council Fixed		1,500,000.00	1.00000000	1,500,000.00	100.000	0.506	**1,507,590.00**	1.80%	1.10%	
	SunBank 1.85 30 Jul 2024 Fixed	AU3CB0265403	2,000,000.00	1.00000000	2,000,000.00	97.911	0.618	**1,970,580.00**	2.36%	1.80%	
			8,500,000.00		8,500,000.00			**8,436,005.00**	10.09%		1.75%
Floating Rate Note											
	Auswide 0.6 22 Mar 2024 FRN	AU3FN0059317	1,500,000.00	1.00000000	1,500,000.00	99.963	0.897	**1,512,900.00**	1.81%	4.75%	
	Auswide 1.5 07 Nov 2025 FRN	AU3FN0073037	1,000,000.00	1.00000000	1,000,000.00	100.421	0.370	**1,007,910.00**	1.21%	5.87%	
	Auswide 1.5 17 Mar 2026 FRN	AU3FN0076352	2,000,000.00	1.00000000	2,000,000.00	100.158	1.124	**2,025,640.00**	2.42%	5.62%	
	BAL 1.55 22 Feb 2027 FRN	AU3FN0075461	1,500,000.00	1.00000000	1,500,000.00	100.117	0.130	**1,503,705.00**	1.80%	5.88%	
	BOQ 1.03 18 Jul 2024 FRN	AU3FN0049094	1,000,000.00	1.00000000	1,000,000.00	100.105	0.616	**1,007,210.00**	1.20%	5.22%	
	BOQ 1.1 30 Oct 2024 FRN	AU3FN0051272	500,000.00	1.00000000	500,000.00	100.204	0.462	**503,330.00**	0.60%	5.44%	
	CUA 1.65 09 Feb 2027 FRN	AU3FN0074787	5,000,000.00	1.00000000	5,000,000.00	100.356	0.348	**5,035,200.00**	6.02%	6.00%	
	CACU 1.7 21 Sep 2026 FRN	AU3FN0081287	1,750,000.00	1.00000000	1,750,000.00	99.986	1.136	**1,769,635.00**	2.12%	5.84%	
	MACQ 0.48 09 Dec 2025 FRN	AU3FN0057709	3,000,000.00	1.00000000	3,000,000.00	99.417	1.010	**3,012,810.00**	3.60%	4.61%	
	MYS 0.65 16 Jun 2025 FRN	AU3FN0061024	3,000,000.00	1.00000000	3,000,000.00	99.390	0.954	**3,010,320.00**	3.60%	4.77%	
	NPBS 1.12 04 Feb 2025 FRN	AU3FN0052627	5,500,000.00	1.00000000	5,500,000.00	99.890	0.359	**5,513,695.00**	6.59%	5.47%	
	Qld Police 0.75 22 Mar 2024 FRN	AU3FN0059416	1,500,000.00	1.00000000	1,500,000.00	99.911	0.925	**1,512,540.00**	1.81%	4.90%	
	Qld Police 1.75 06 Dec 2025 FRN	AU3FN0073979	2,000,000.00	1.00000000	2,000,000.00	100.391	1.368	**2,035,180.00**	2.43%	5.87%	
	Qld Police 1.65 18 Sep 2026 FRN	AU3FN0081295	3,000,000.00	1.00000000	3,000,000.00	100.089	1.154	**3,037,290.00**	3.63%	5.77%	
	UBS Aust 0.87 30 Jul 2025 FRN	AU3FN0055307	1,650,000.00	1.00000000	1,650,000.00	99.794	0.443	**1,653,910.50**	1.98%	5.13%	
	UBS Aust 1.55 12 May 2028 FRN	AU3FN0077970	4,000,000.00	1.00000000	4,000,000.00	101.029	0.278	**4,052,280.00**	4.85%	5.88%	
			37,900,000.00		37,900,000.00			**38,193,555.50**	45.68%		5.49%
Term Deposit											
	AMP 5.75 12 Jul 2024 365DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	2.205	**1,022,054.79**	1.22%	5.75%	
	AMP 5.75 21 Jan 2025 550DAY TD		1,250,000.00	1.00000000	1,250,000.00	100.000	2.079	**1,275,993.15**	1.53%	5.75%	
	AMP 5.35 16 Jun 2025 732DAY TD		4,000,000.00	1.00000000	4,000,000.00	100.000	2.462	**4,098,498.64**	4.90%	5.35%	
	AMP 5.25 01 Dec 2025 732DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	**1,000,000.00**	1.20%	5.25%	
	AUBANK 5.35 31 Jul 2024 365DAY TD		5,000,000.00	1.00000000	5,000,000.00	100.000	1.774	**5,088,678.10**	6.09%	5.35%	
	BOQ 5.5 28 Jun 2024 365DAY TD		3,000,000.00	1.00000000	3,000,000.00	100.000	2.321	**3,069,616.44**	3.67%	5.50%	

	Fixed Interest Security	ISIN	Face Value Original	Bond Factor	Face Value Current	Capital Price	Accrued Interest Price	**Market Value**	% Total Value	Running Yield	Weighted Running Yield
	BOQ 4.9 01 Oct 2025 761DAY TD		3,000,000.00	1.00000000	3,000,000.00	100.000	1.208	**3,036,246.57**	3.63%	4.90%	
	BVIC 4.65 11 Jan 2024 365DAY TD		4,000,000.00	1.00000000	4,000,000.00	100.000	4.115	**4,164,597.28**	4.98%	4.65%	
	JUDO 4.25 10 Jan 2024 457DAY TD		4,000,000.00	1.00000000	4,000,000.00	100.000	4.844	**4,193,753.44**	5.02%	4.25%	
	JUDO 5.7 06 Jan 2025 557DAY TD		2,000,000.00	1.00000000	2,000,000.00	100.000	2.405	**2,048,098.64**	2.45%	5.70%	
	JUDO 5.7 11 Jul 2025 730DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	2.202	**1,022,019.18**	1.22%	5.70%	
			29,250,000.00		29,250,000.00			**30,019,556.23**	35.91%		5.14%
Fixed Interest Total			82,607,860.99		82,607,860.99			**83,606,977.72**	100.00%		4.54%

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Report Code: TBSBP100EXT-01.19
Report Description: Portfolio Valuation As At Date
Parameters:
Term Deposit Interest Included
Cash Excluded
Settlement Date-Based Balances

1 Issuer Trading Limits

Issuer	Issuer Rating Group (Long Term)	Issuer Parent	Already Traded (with Issuer Group) Face Value Notional	Limit For Book or Entity	Trading Limit	Trading Limit Type	Trading Limit Value	Trading Limit Used (%)	Trading Limit Available (%)	Trading Limit Available (Value)	Trading Limit Exceeded (%)	Trading Limit Exceeded ($)
AMP Bank Ltd	BBB+ to BBB-		7,250,000.00	Book	10.00	% of 82,607,860.99	8,260,786.10	88.00	12.00	1,010,786	0.00	0
ANZ Banking Group Ltd	AA+ to AA-		0.00	Book	30.00	% of 82,607,860.99	24,782,358.30	0.00	100.00	24,782,358	0.00	0
Australian Unity Bank (BPSS20)	BBB+ to BBB-		5,000,000.00	Book	10.00	% of 82,607,860.99	8,260,786.10	61.00	39.00	3,260,786	0.00	0
Auswide Bank Limited	BBB+ to BBB-		4,500,000.00	Book	10.00	% of 82,607,860.99	8,260,786.10	55.00	45.00	3,760,786	0.00	0
Bank Australia Limited	BBB+ to BBB-		1,500,000.00	Book	10.00	% of 82,607,860.99	8,260,786.10	18.00	82.00	6,760,786	0.00	0
Bank of Melbourne	AA+ to AA-	Westpac Banking Corporation Ltd	6,957,860.99	Book	30.00	% of 82,607,860.99	24,782,358.30	28.00	72.00	17,824,497	0.00	0
Bank of Queensland Ltd	A+ to A-		7,500,000.00	Book	10.00	% of 82,607,860.99	8,260,786.10	91.00	9.00	760,786	0.00	0
BankSA	AA+ to AA-	Westpac Banking Corporation Ltd	6,957,860.99	Book	30.00	% of 82,607,860.99	24,782,358.30	28.00	72.00	17,824,497	0.00	0
BankVic	BBB+ to BBB-		4,000,000.00	Book	10.00	% of 82,607,860.99	8,260,786.10	48.00	52.00	4,260,786	0.00	0
BankWest Ltd	AA+ to AA-	Commonwealth Bank of Australia Ltd	0.00	Book	30.00	% of 82,607,860.99	24,782,358.30	0.00	100.00	24,782,358	0.00	0
Bendigo & Adelaide Bank Ltd	A+ to A-		2,500,000.00	Book	10.00	% of 82,607,860.99	8,260,786.10	30.00	70.00	5,760,786	0.00	0
Beyond Bank Australia Ltd	BBB+ to BBB-		0.00	Book	10.00	% of 82,607,860.99	8,260,786.10	0.00	100.00	8,260,786	0.00	0
Commonwealth Bank of Australia Ltd	AA+ to AA-		0.00	Book	30.00	% of 82,607,860.99	24,782,358.30	0.00	100.00	24,782,358	0.00	0
Credit Suisse Sydney	BBB+ to BBB-		0.00	Book	20.00	% of 82,607,860.99	16,521,572.20	0.00	100.00	16,521,572	0.00	0
Credit Union Australia Ltd t/as Great Southern Bank	BBB+ to BBB-		5,000,000.00	Book	10.00	% of 82,607,860.99	8,260,786.10	61.00	39.00	3,260,786	0.00	0
Greater Bank - a division of Newcastle Greater Mutual Group Limited	BBB+ to BBB-	Newcastle Greater Mutual Group Ltd	5,500,000.00	Book	10.00	% of 82,607,860.99	8,260,786.10	67.00	33.00	2,760,786	0.00	0
Heritage and People's Choice Limited	BBB+ to BBB-		0.00	Book	10.00	% of 82,607,860.99	8,260,786.10	0.00	100.00	8,260,786	0.00	0
Illawarra Credit Union Ltd	BBB+ to BBB-		1,750,000.00	Book	10.00	% of 82,607,860.99	8,260,786.10	21.00	79.00	6,510,786	0.00	0
ING Bank Australia Limited	A+ to A-		0.00	Book	10.00	% of 82,607,860.99	8,260,786.10	0.00	100.00	8,260,786	0.00	0
Investec Bank Australia Limited	A+ to A-		0.00	Book	10.00	% of 82,607,860.99	8,260,786.10	0.00	100.00	8,260,786	0.00	0
Judo Bank	BBB+ to BBB-		7,500,000.00	Book	10.00	% of 82,607,860.99	8,260,786.10	91.00	9.00	760,786	0.00	0
Macquarie Bank	A+ to A-		3,000,000.00	Book	20.00	% of 82,607,860.99	16,521,572.20	18.00	82.00	13,521,572	0.00	0
ME Bank - a division of Bank of Queensland Ltd	A+ to A-	Bank of Queensland Ltd	7,500,000.00	Book	10.00	% of 82,607,860.99	8,260,786.10	91.00	9.00	760,786	0.00	0
Members Banking Group Limited t/as RACQ Bank	BBB+ to BBB-		0.00	Book	10.00	% of 82,607,860.99	8,260,786.10	0.00	100.00	8,260,786	0.00	0
MyState Bank Ltd	BBB+ to BBB-		3,000,000.00	Book	10.00	% of 82,607,860.99	8,260,786.10	36.00	64.00	5,260,786	0.00	0
National Australia Bank Ltd	AA+ to AA-		0.00	Book	30.00	% of 82,607,860.99	24,782,358.30	0.00	100.00	24,782,358	0.00	0
Newcastle Greater Mutual Group Ltd	BBB+ to BBB-		5,500,000.00	Book	10.00	% of 82,607,860.99	8,260,786.10	67.00	33.00	2,760,786	0.00	0
Northern Territory Treasury Corporation	AA+ to AA-		3,500,000.00	Book	30.00	% of 82,607,860.99	24,782,358.30	14.00	86.00	21,282,358	0.00	0
NSW Treasury Corporation	AA+ to AA-		0.00	Book	100.00	% of 82,607,860.99	82,607,860.99	0.00	100.00	82,607,861	0.00	0
P&N Bank Ltd	BBB+ to BBB-		0.00	Book	10.00	% of 82,607,860.99	8,260,786.10	0.00	100.00	8,260,786	0.00	0

1 Issuer Trading Limits

Issuer	Issuer Rating Group (Long Term)	Issuer Parent	Already Traded (with Issuer Group) Face Value Notional	Limit For Book or Entity	Trading Limit	Trading Limit Type	Trading Limit Value	Trading Limit Used (%)	Trading Limit Available (%)	Trading Limit Available (Value)	Trading Limit Exceeded (%)	Trading Limit Exceeded ($)
QPCU LTD t/a QBANK	BBB+ to BBB-		6,500,000.00	Book	10.00	% of 82,607,860.99	8,260,786.10	79.00	21.00	1,760,786	0.00	0
Rabobank Australia Ltd	A+ to A-		0.00	Book	20.00	% of 82,607,860.99	16,521,572.20	0.00	100.00	16,521,572	0.00	0
Rabobank Nederland Australia Branch	A+ to A-		0.00	Book	20.00	% of 82,607,860.99	16,521,572.20	0.00	100.00	16,521,572	0.00	0
Royal Bank of Scotland	A+ to A-		0.00	Book	5.00	% of 82,607,860.99	4,130,393.05	0.00	100.00	4,130,393	0.00	0
Rural Bank Ltd	A+ to A-	Bendigo & Adelaide Bank Ltd	2,500,000.00	Book	10.00	% of 82,607,860.99	8,260,786.10	30.00	70.00	5,760,786	0.00	0
St George Bank Limited	AA+ to AA-	Westpac Banking Corporation Ltd	6,957,860.99	Book	30.00	% of 82,607,860.99	24,782,358.30	28.00	72.00	17,824,497	0.00	0
Suncorp-Metway Ltd	A+ to A-		2,000,000.00	Book	20.00	% of 82,607,860.99	16,521,572.20	12.00	88.00	14,521,572	0.00	0
UBS Australia Ltd	AA+ to AA-		5,650,000.00	Book	20.00	% of 82,607,860.99	16,521,572.20	34.00	66.00	10,871,572	0.00	0
Westpac Banking Corporation Ltd	AA+ to AA-		6,957,860.99	Book	30.00	% of 82,607,860.99	24,782,358.30	28.00	72.00	17,824,497	0.00	0
			118,981,443.96				590,646,206.08			471,664,756		0
		(Excluding Parent Group Duplicates)	82,607,860.99									

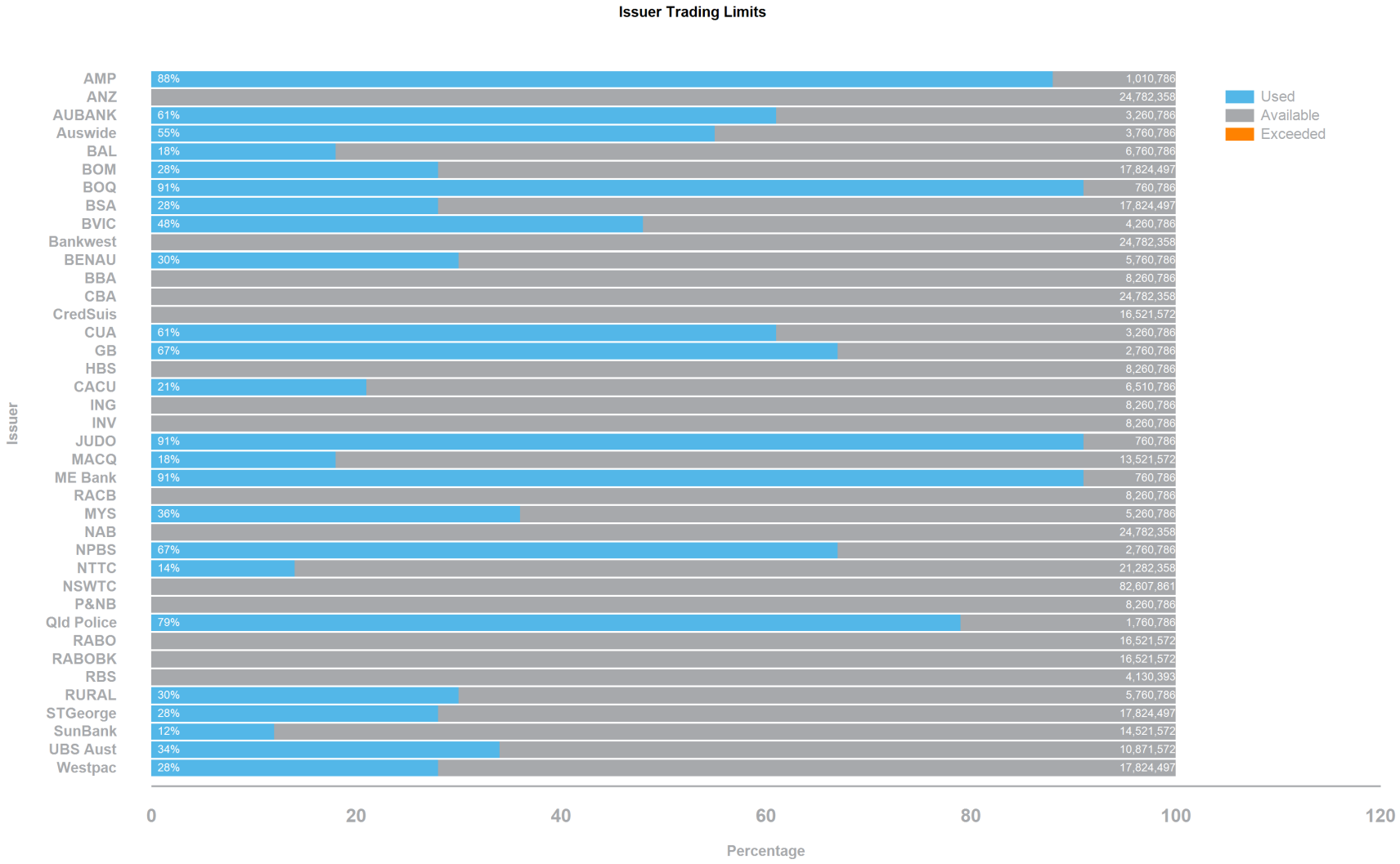
2 Security Rating Group Trading Limits

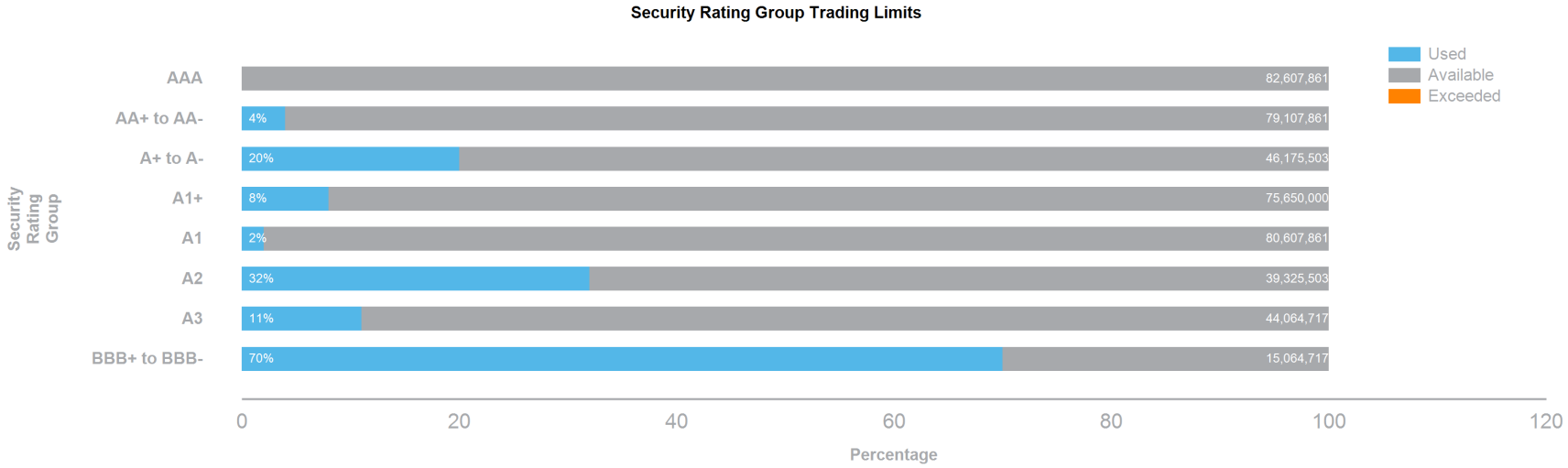
Security Rating Group	Already Traded Face Value Notional	Limit For Book or Trading Entity	Trading Limit	Trading Limit Type	Trading Limit Value	Trading Limit Used (%)	Trading Limit Available (%)	Trading Limit Available (Value)	Trading Limit Exceeded (%)	Trading Limit Exceeded ($)
AAA	0.00	Book	100.00	% of 82,607,860.99	82,607,860.99	0.00	100.00	82,607,861	0.00	0
AA+ to AA-	3,500,000.00	Book	100.00	% of 82,607,860.99	82,607,860.99	4.00	96.00	79,107,861	0.00	0
A+ to A-	11,650,000.00	Book	70.00	% of 82,607,860.99	57,825,502.69	20.00	80.00	46,175,503	0.00	0
A1+	6,957,860.99	Book	100.00	% of 82,607,860.99	82,607,860.99	8.00	92.00	75,650,000	0.00	0
A1	2,000,000.00	Book	100.00	% of 82,607,860.99	82,607,860.99	2.00	98.00	80,607,861	0.00	0
A2	18,500,000.00	Book	70.00	% of 82,607,860.99	57,825,502.69	32.00	68.00	39,325,503	0.00	0
A3	5,500,000.00	Book	60.00	% of 82,607,860.99	49,564,716.59	11.00	89.00	44,064,717	0.00	0
BBB+ to BBB-	34,500,000.00	Book	60.00	% of 82,607,860.99	49,564,716.59	70.00	30.00	15,064,717	0.00	0
	82,607,860.99				545,211,882.53			462,604,023		0

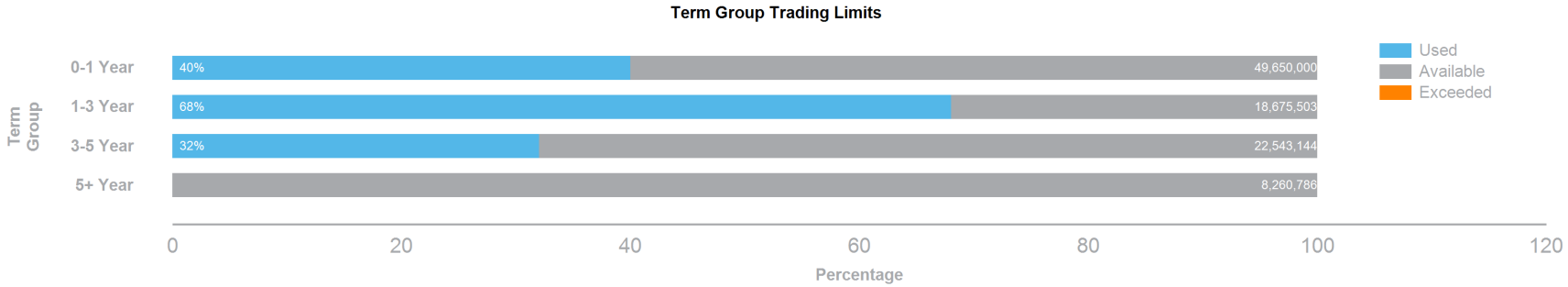
Notes
1. In instances where long securities have a term remaining which is less than 365 days, the issuer's short term rating is used instead of the security's (presumably long term) rating.

3 Term Group Trading Limits

Term Group	Already Traded Face Value Notional	Limit For Book or Trading Entity	Trading Limit	Trading Limit Type	Trading Limit Value	Trading Limit Used (%)	Trading Limit Available (%)	Trading Limit Available (Value)	Trading Limit Exceeded (%)	Trading Limit Exceeded ($)
0-1 Year	32,957,860.99	Book	100.00	% of 82,607,860.99	82,607,860.99	40.00	60.00	49,650,000	0.00	0
1-3 Year	39,150,000.00	Book	70.00	% of 82,607,860.99	57,825,502.69	68.00	32.00	18,675,503	0.00	0
3-5 Year	10,500,000.00	Book	40.00	% of 82,607,860.99	33,043,144.40	32.00	68.00	22,543,144	0.00	0
5+ Year	0.00	Book	10.00	% of 82,607,860.99	8,260,786.10	0.00	100.00	8,260,786	0.00	0
	82,607,860.99				181,737,294.18			99,129,433		0


Issuer Trading Limits
AMP 88% 1,010,786
ANZ 24,782,358
AUBANK 61% 3,260,786
Auswide 55% 3,760,786
BAL 18% 6,760,786
BOM 28% 17,824,497
BOQ 91% 760,786
BSA 28% 17,824,497
BVIC 48% 4,260,786
Bankwest 24,782,358
BENAU 30% 5,760,786
BBA 8,260,786
CBA 24,782,358
CredSuis 16,521,572
CUA 61% 3,260,786
GB 67% 2,760,786
HBS 8,260,786
CACU 21% 6,510,786
ING 8,260,786
INV 8,260,786
JUDO 91% 760,786
MACQ 18% 13,521,572
ME Bank 91% 760,786
RACB 8,260,786
MYS 36% 5,260,786
NAB 24,782,358
NPBS 67% 2,760,786
NTTC 14% 21,282,358
NSWTC 82,607,861
P&NB 8,260,786
Qld Police 79% 1,760,786
RABO 16,521,572
RABOBK 16,521,572
RBS 4,130,393
RURAL 30% 5,760,786
STGeorge 28% 17,824,497
SunBank 12% 14,521,572
UBS Aust 34% 10,871,572
Westpac 28% 17,824,497
Issuer
0
20
40
60
80
100
120
Percentage
Used
Available
Exceeded


Security Rating Group Trading Limits
Used
Available
Exceeded
AAA
AA+ to AA-
A+ to A-
A1+
A1
A2
A3
BBB+ to BBB-
Security Rating Group
82,607,861
4%
79,107,861
20%
46,175,503
8%
75,650,000
2%
80,607,861
32%
39,325,503
11%
44,064,717
70%
15,064,717
0
20
40
60
80
100
120
Percentage


Term Group Trading Limits
Term Group
0-1 Year
1-3 Year
3-5 Year
5+ Year
40%
68%
32%
49,650,000
18,675,503
22,543,144
8,260,786
Used
Available
Exceeded
0
20
40
60
80
100
120
Percentage

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Report Code: TBSBP125EXT-00.16
Report Description: Trading Limit Performance As At Date
Parameters:
As At/Scenario Date: 30 November 2023
Balance Date: 1 December 2023 (but 30 Nov 2023 used instead)
Trading Entity: Muswellbrook Shire Council
Trading Book: Muswellbrook Shire Council
Report Mode: BalOnly
Using Face Value
Trading Entity and Book Limits
Effects of Parent/Child Issuers Not Ignored