

MEETING MINUTES (DRAFT)

Meeting

Team Name: Medowie Planning Strategy Implementation Panel

Date: 21/3/2019 **Time:** 4.00pm

Venue: Medowie Community Hall

Chairperson: Ryan Palmer, Port Stephens Mayor

Minutes: Jodie Ross

Attendance

Mayor Ryan Palmer	Cr Steve Tucker	Cr Chris Doohan	Cr Sarah Smith	Steve Peart (PSC)
Matthew Borsato (PSC)	Brock Lamont (PSC)	Luke Mannix (PSC)	Rogé Kempe (PSC)	Tony Wickham (PSC)
Janelle Gardner (PSC)	Geoff Voigt (Community Representative)	Ben Niland (Business Representative)		

Apologies

Adam Stewart (PSC)	Elizabeth Lamb (PSC)	Robert Dein (Business Representative)	Heather Sharp (Community Representative)	
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Item	Topic	Responsible Person	Action/Decision	Date to be Completed
1.0	Welcome and purpose			
	The Mayor welcomed the panel and conveyed that its purpose to drive actions and share information with the community.	-	N/A	N/A
2.0	Introductions and roles			N/A
	Panel members introduced themselves. Matthew provided apologies for Bob and Heather.	-	N/A	N/A
3.0	Governance			
	Tony explained the Code of Conduct to the Panel members.	T Wickham	N/A	N/A
4.0	Strategy overview, actions and next step			
	Matthew provided a background on what the strategy is and where it fits within the context of legislation and Council policy. An overview was o provided on the Actions contained within the Strategy Delivery Program. Matthew explained the implementation and delivery program to the panel. The relevant action items are set within the Strategy and actions to be delivered according to funding. Panel Members help to create two-way communication between Council and Community.	M Borsato	N/A	N/A
	The Mayor explained that Council wanted to know what is important to the community and what priorities the community has in relation to the actions in the Delivery Program. Also explained that the community representatives will play a role in making the strategy better known to a wider audience within the community.	Panel members	N/A	N/A

Item	Topic	Responsible Person	Action/Decision	Date to be Completed
4.0 cont...	The Mayor mentioned that with Williamtown being a catalyst site in the Greater Newcastle Metropolitan Plan there is potential for large growth in Medowie. It was also noted that Medowie is located within the Greater Newcastle Metropolitan Area	-	N/A	N/A
	Matthew presented an overview of developments approved and under assessment by Council, which also shows the growth in Medowie in the near future.	M Borsato	Refer to copy of presentation.	N/A
	Discussion regarding creating a Medowie Public Domain Plan and the possible funding sources (SRV or other) for the making and implementation of such a plan. The planning will commence as soon as reasonably possible.	All panel members	ACTION: Provide hard copies of the Nelson Bay Public Domain Plan to the Panel Community and Business Representatives.	Within a month of meeting.
	Cr Doohan expressed his concern for the prioritisation of actions to be completed such as a bus interchange and a public toilet before a library.	-	ACTION: Council to investigate the level of funds available for local infrastructure contributions for Medowie. ACTION: Staff to investigate projects planned for Medowie in the near future (such as pathways etc.).	Next meeting.
	Discussion regarding the Traffic & Transport Report and the implications on traffic with the development of the Bower and Tallowood Estates. Also the consideration of a 4 lane upgrade on Medowie Road similar to Salamander Bay	M Borsato	ACTION: staff to present on traffic related matters at the next meeting. Consider inviting Council's traffic engineers and consultants.	N/A

Item	Topic	Responsible Person	Action/Decision	Date to be Completed
4.0 cont...	Discussions regarding the recent proposed changes to development contributions for manufactured homes estates.	-	ACTION: Refer to Council Resolution 12 March 2019 for proposed amendments to the <i>Port Stephens Local Environmental 2013</i> and <i>Port Stephens Development Contributions Plan 2007</i> to regulate manufactured home estates.	Refer to Council resolution 12 March 2019
	Discussions regarding developer contributions towards local infrastructure. Brock explained that encouraging developers to enter a Works In Kind agreement would be a benefit for funding specific projects. He also explained that funding for projects are calculated at 65% Council and 35% from development contributions	-	ACTION: Council to organise a media release regarding the recent agreement with McCloy Group for pathways at the Bower Estate.	TBC.
	Discussions regarding the Drainage Strategy. Cr Doohan and Tucker noted this is a high priority for local landholders.	-	ACTION: Council to liaise with Hunter Water Corporation regarding Campvale drain and report back to panel.	Next meeting.
	Discussions regarding light industrial rezoning. Matthew noted that the strategy discusses potential future light industrial areas, including already zoned Council-owned (but vegetated), potential to expand to Ferodale Road, and long-term review of land along Richardson Road.	-	ACTION: Council to investigate the opportunity to expand light industries.	Landowners and Council.

Item	Topic	Responsible Person	Action/Decision	Date to be Completed
4.0 cont...	<p>Matthew read out items for discussion from Bob Dein:</p> <ul style="list-style-type: none"> Local infrastructure contributions for Medowie including allocation and projects; Public toilets, rest rooms and playground area location within the town centre commercial area; Footpaths and cycle-ways to link the town centre to the surrounding community facilities including sports fields and other community facilities; and Widening of Ferodale Road (including bridge) and potential for slip-lanes (note: this item added in minutes). 	-	-	N/A
	<p>The next meeting will be held within approximately 6 weeks (note: late May/Early June).</p> <p>Future meetings will be on a needs-basis. The Panel expressed the desire for meetings to be achieving real outcomes and progress.</p> <p>Hard copies of the strategy and background documentation were provided (copies will also be provided to Bob and Heather).</p>	-	<p>ACTION: Panel members to read/review documentation provided at the first meeting to help inform further discussions.</p> <p>ACTION: Matthew to investigate a date and different location for the second meeting and advise in due course. (Medowie Sports and Business Centre at 58 Ferodale Road was recommended).</p>	

MEETING CLOSED AT 5.30pm

NEXT MEETING

Late May/early April with potential location at the Medowie Sports and Business Centre at 58 Ferodale Road.

Date:	TBA	Time:	TBA	Venue:	TBA
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