

#	Meeting Date	Advisory Group	Action		Action Update	Completed	Status
1	22/05/2020	Warnervale Working Group	Map that shows industrial and business zoning in the Warnervale Area. Also showing Council owned and business owned (and zoning of industrial and business). Map showing cleared lands and the area for biocertification. Might be best to get a map of the whole area under consideration so that it is clear what the extent is: zoning, biocertification etc.	UM Governance and Business Services	Maps provided	5/06/2020	Completed
2	22/05/2020	Warnervale Working Group	Project Scope draft to be provided to the Working Group around the engagement of Project Manager in accordance with the resolution of Council	UM Governance and Business Services	Scope provided - further actions identified - see Actions 8 and 9	5/06/2020	Completed
3	22/05/2020	Warnervale Working Group	Site Visit to be organised noting the shorter days currently. Key Planning staff member to be present as well as someone from Water and Sewer to speak to infrastructure requirements.	UM Governance and Business Services	Date confirmed as 24 June 2020 - location to be confirmed at meeting 19 June 2020. Further information sought. Unit Manager Development Assessment attended meeting to provide an update.	5/08/2020	Completed
4	22/05/2020	Warnervale Working Group	Financial reporting - a report on the financial status of the monies from the Emergency Services Levy for the implementation of actions to protect Porters Creek Wetland. (Resolution 844/19). Also seeking a report of reserved funds in accordance with (Resolution 761/17). Understood that this was to require that the funds going into a reserve and seeking understanding that this has happened	UM Governance and Business Services	Update provided to meeting of 5 June 2020. Further action identified - see action 10	5/06/2020	Completed
5	22/05/2020	Warnervale Working Group	Consultant engagement – has the consultant been engaged to progress the biocertification of the WEZ.	UM Governance and Business Services	Update provided to meeting of 5 June 2020. Further action identified - see action 11	5/06/2020	Completed
6	22/05/2020	Warnervale Working Group	Biodiversity Conservation Trust to address the Working Group about the Porters Creek Wetland.	Chair	BCT addressed the meeting - 5 June 2020	5/06/2020	Completed
7	22/05/2020	Warnervale Working Group	Terms of Reference to be developed using the Wamberal Working Group template as a base and addressing what a quorum is (if one is required) and whether meetings can be participated in remotely.	Chair	Draft Terms of Reference provided to the Chair - 28 May 2020. Recommended for inclusion on agenda for 3 July 2020. Included on Agenda for 3 July 2020. Included on Agenda for 22 July 2020. Included on Agenda for 5 August. Included on Agenda for 19 August. Meeting postponed. Included on Agenda for 26 August 2020. Endorsed on 26 August 2020 with some amendments. To be updated and distributed	27/08/2020	Completed

#	Meeting Date	Advisory Group	Action		Action Update	Completed	Status
8	5/06/2020	Warnervale Working Group	Senior Ecologist to be asked to follow up with relevant staff regarding the yellow hashed areas prior to meeting with the BCT regarding the CA.	UM Governance and Business Services	Update provided to meeting of 19 June 2020	19/06/2020	Completed
9	5/06/2020	Warnervale Working Group	Further work to be done on stakeholder groups identified in the project scope provided. Councillor Smith will review and provide something to the Working Group.	Chair	Included on Agenda for 17 July 2020. Meeting postponed to 22 July 2020. Circulated for preliminary discussion with Councillors on 5 August 2020. To be discussed at meeting of 19 August 2020. Meeting postponed to 26 August 2020. Seeking feedback from Councillors.		Pending
10	5/06/2020	Warnervale Working Group	Allocation to be made in accordance with Council resolution as per the intent of the resolution of Council. UM Governance and Business Services to follow up with the acting CFO at the time as to her recollection.	UM Governance and Business Services	Update to be provided at meeting - 19 June 2020. Financial update to be a standing Agenda item	19/06/2020	Completed
11	5/06/2020	Warnervale Working Group	Shane to follow up at who the relevant staff member is regarding the engagement of the consultant for the Conservation Agreement and ask that they present at the next meeting.	UM Governance and Business Services	Update provided to meeting of 19 June 2020	19/06/2020	Completed
12	5/06/2020	Warnervale Working Group	Need clarification of the Wyong Settlement Strategy and Warnervale Business Park and its impact on the potential Conservation Agreement as per the map on slide 8 of the pack provided to the Group.	UM Governance and Business Services	Revised mapping sent 11 June 2020	11/06/2020	Completed
13	5/06/2020	Warnervale Working Group	Seeking an update on the Biodiversity Certification relating to Lisarow and Kangy Angy.	Director, Environment and Planning	Update to meeting held 19 June 2020. Email sent 6 July 2020, follow up sent on 13 July 2020. Email sent to Working Group providing an update on 15 July 2020	15/07/2020	Completed
14	5/06/2020	Warnervale Working Group	Emma Roberts to advise on up the need to consult with the BCT to develop the excluded areas of a CA. Wanting to understand the practical implications	General Counsel	Verbal Update provided at the meeting held 19 June 2020	19/06/2020	Completed
15	5/06/2020	Warnervale Working Group	Any matters relating to the scope of the Working Group are to be brought to the Working group prior to reporting to Council.	UM Governance and Business Services	Relevant ELT members advised by email of this requirement on 5 June 2020	5/06/2020	Completed
16	5/06/2020	Warnervale Working Group	Amended report to be prepared relating to the Employment Precinct seeking deferral to allow it to be referred to the Working Group.	UM Governance and Business Services	Amended report issued 9 June 2020	9/06/2020	Completed

#	Meeting Date	Advisory Group	Action		Action Update	Completed	Status
17	19/06/2020	Warnervale Working Group	Establishment of reserve to be progressed.	UM Governance and Business Services	Update to be provided from Finance for each meeting - report to be provided for 17 July 2020 meeting. To be sent as a report due to postponement of meeting. Advised that reserve will be established as part of the end of year process.	Ongoing	Pending
18	19/06/2020	Warnervale Working Group	Large scale map print version to be made available for the Site inspection to be held 24 June 2020, and Senior Ecologist be asked to attend.	UM Governance and Business Services	Completed and provided at site inspection	26/06/2020	Completed
19	19/06/2020	Warnervale Working Group	Presentation to be given to the Working Group with a detailed overview of the applications in Warnervale Town Centre in general - from Planning staff (Two meetings time)	Director I&F	Listed for Agenda on 17 July 2020. Meeting moved to 22 July 2020.	22/07/2020	Completed
20	19/06/2020	Warnervale Working Group	Seeking an update on the potential site of an aquatic centre or leisure centre at Warnervale - has this progressed or was it determined that it would not progress.	UM Governance and Business Services	Update provided 2 July 2020 - Follow up action. Seeking further advice as to whether another site has been considered or had been considered. What that site may have been - email sent 3 July 2020. Further information provided as requested on 7 July 2020	2/07/2020 and 7/7/2020	Completed
21	19/06/2020	Warnervale Working Group	Draft process for consultation, visibility and engagement between Project Manager and Working Group to be provided (one page reference document).	Director, I&F	Draft sent to Working Group Members on 30 June 2020. Included on Agenda for 3 July 2020.	30/06/2020	Completed
22	19/06/2020	Warnervale Working Group	Specific concerns about the deferred report are to be provided to the Chair over the weekend (by Monday 22 June 2020) for further discussion noting the Chair will collate them for discussion.	Members	Nothing received.	22/06/2020	Completed
23	19/06/2020	Warnervale Working Group	Warnervale Precinct Structure 7A plan to be provided to Working Group Members	Director, I&F	Provided to working group members on 2 July 2020	2/07/2020	Completed
24	19/06/2020	Warnervale Working Group	Update on Kiar Ridge site to be provided by Emma Roberts at the next meeting – status of legal advice, status of works completed prior to sale and were any services established on the land in question.	General Counsel	Verbal update provided at site inspection. Update to be provided at next meeting (17 July 2020 - postponed to 22 July 2020). Update provided 22 July 2020 and further documentation sent 31 July 2020	31/07/2020	Completed
25	19/06/2020	Warnervale Working Group	Meeting time to be reviewed to see if an alternate time can be agreed.	UM Governance and Business Services	New meeting time of 5pm Wednesdays has been suggested and sent out to members	17/07/2020	Completed

#	Meeting Date	Advisory Group	Action		Action Update	Completed	Status
26	24/06/2020	Warnervale Working Group - Site Inspection	When there is a draft agreement on the BCT, this is to come back to the Working Group for consultation	Director, Environment and Planning	Pending draft agreement. Noting that information as to any risks associated with the BCT are also to be articulated.		Pending
27	24/06/2020	Warnervale Working Group - Site Inspection	Seeking constraint mapping to assist with understanding of the hierarchy of land constraints	Director, Environment and Planning	Provided to members 2 July 2020	2/07/2020	Completed
28	24/06/2020	Warnervale Working Group - Site Inspection	Update to be provided on Precincts 11 and 13 and what proportion of land has already been cleared.	Director, Environment and Planning	Provided to members 2 July 2020	2/07/2020	Completed
29	24/06/2020	Warnervale Working Group - Site Inspection	Update on trees as relating to the requirements for clearance at the airport	Director, RTDW	Provided to members 2 July 2020	2/07/2020	Completed
30	24/06/2020	Warnervale Working Group - Site Inspection	Advice on the zoning of a parcel of land adjacent to the airport (depicted on the map) and its ability to be used for employment prospects	General Counsel	Verbal update provided at meeting 3 July 2020. Requested that a short briefing paper to be provided to the Working Group. Provided to meeting of 22 July 2020 and emailed to members.	22/07/2020	Completed
31	24/06/2020	Warnervale Working Group - Site Inspection	Advise if the land occupied by the Building Recyclers Depot P/L and Tricon located adjacent to the airport is privately owned.	General Counsel	Verbal update provided at meeting 3 July 2020	3/07/2020	Completed
32	3/07/2020	Warnervale Working Group	Second Site visit to be considered to allow Councillors unable to attend previously to attend a further inspection.	UM Governance and Business Services	Pending Councillor attendance at meeting to schedule a time		Pending

#	Meeting Date	Advisory Group	Action		Action Update	Completed	Status
33	3/07/2020	Warnervale Working Group	Education Precinct and Reference to Masterplan: Seeking a presentation regarding further background regarding recommendation to adopt a Concept Plan (rather than a Master Plan). Clarification as to whether staff are seeking approval for that Masterplan. If the intention is to pick up the previous Masterplan the Working Group should be consulted. If the intention is to start again, this should be explicit. It is noted that the Attachment 3 provided with the report is a page from the Masterplan on the Department's website. Also seeking some understanding as to the cost of the development of the Concept Plan.	Director I&F	Presentation to be provided to meeting of 5 August 2020.	5/08/2020	Completed
34	3/07/2020	Warnervale Working Group	Engagement of project manager. Seeking an update/information on the process that would be followed. Also seeking to understand the brief under which they would be engaged.	Director I&F	Further information provided 22 July 2020 to inform this action. Update provided 5 August 2020	5/08/2020	Completed
35	3/07/2020	Warnervale Working Group	Seeking information on suitable industry advisors to present to the Working Group regarding circular economy	Director I&F	Presentation arranged for 19 August 2020. Meeting postponed. Rescheduled to 26 August 2020	26/08/2020	Completed
36	3/07/2020	Warnervale Working Group	Grants Coordinator to be asked to provide advice as to what grant funding may be available for establishing services to support employment generating activities. This could include digital infrastructure.	Director I&F	Briefing note provided to Working Group on 3 August 2020	3/08/2020	Completed
37	3/08/2020	Chair	Update on Conservation agreement (by email)	Director, Environment and Planning	Email sent to Working Group	4/08/2020	Completed
38	5/08/2020	Warnervale Working Group	Request for confirmation of information in Councillor Breifing (Confidential) as to the services provided. Particular in regard to sites A and B sites on the maps provided as part of the Presentation by Unit Manager Development Assessment at the meeting of 5/8/2020	Director, Environment and Planning	Shared to all Councillors on the Hub - 7 August 2020. Working Group advised	7/08/2020	Completed
39	5/08/2020	Warnervale Working Group	Request for a desktop Ecological review of the A and B sites as shown on the maps provided as part of the Presentation by Unit Manager Development Assessment at the meeting of 5/8/2020	Director I&F	Provided to the Working Group on 19 August 2020. Re-opened on 26 August 2020. Presentation to be provided to the Group at a future meeting.		Pending
40	26/08/2020	Warnervale Working Group	Seeking information on any current Development applications in relation to the Airport site.	Unit Manager, Business Enterprise	Sent 27/8/2020		
41	26/08/2020	Warnervale Working Group	Seeking an update on discussions as resolved by Council with Newcastle Airport.	Director I&F	Sent 27/8/2020		

#	Meeting Date	Advisory Group	Action		Action Update	Completed	Status
40	26/08/2020	Warnervale Working Group	Seeking information on any live Development application in relation to the Airport site. (DA554/93)	Unit Manager, Business Enterprise	Sent 27/8/2020		
41	26/08/2020	Warnervale Working Group	Seeking an update on discussions as resolved by Council with Newcastle Airport.	Director I&F	Sent 27/8/2020		