

# MEETING MINUTES (DRAFT)



## Meeting

**Team Name:** Medowie Implementation Panel

**Date:** 4/7/2019

**Time:** 4.00pm

**Venue:** Medowie Sports and Business Centre

**Chairperson:** Ryan Palmer, Port Stephens Mayor

**Minutes:** Liz Lamb & Matthew Borsato

## Attendance

Ryan Palmer	Cr Steve Tucker	Cr Chris Doohan	Cr Sarah Smith	Adam Stewart (PSC)
Matthew Borsato (PSC)	Brock Lamont (PSC)	Ben Niland (Business Representative)	Elizabeth Lamb (PSC)	Amber Hermann (PSC)

## Apologies

Janelle Gardner (PSC)	Steve Peart (PSC)	Robert Dein (Business Representative)	Heather Sharp (Community Representative)	Geoff Voigt (Community Representative)
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Item	Topic	Responsible Officer	Action/Decision	Date to be Completed
1.0	Welcome and minutes of previous meeting			
	The Mayor welcomed the Panel and Matt provided apologies for Robert, Heather and Geoff. Minutes of the previous meeting were reviewed and updates on action items provided by Matthew.	-	N/A	N/A
	Matthew moved a request from Geoff Voigt to amend the minutes of the previous meeting to include additional priorities for Medowie (safe access to areas such as schools and town centre; public amenities in town centre; adequate playground area near ton centre; resolution on Campvale Drain).	M Borsato	<b>ACTION:</b> Minutes from the Panel meeting dated 21.03.19 to be amended to include the attached email list of additional priorities for Medowie. Minutes were adopted.	N/A
2.0	Update on developments and infrastructure works			
	Matthew provided an update and handout summarising recent development approvals, developments under assessment, and infrastructure works. The Medowie Strategy provides for 2,400 new residential lots and there have been approximately 1,000 new lots approved so far (i.e. development approval not constructed dwellings).	M Borsato	N/A	N/A
	Cr Doohan reported that community views expressed on social media in relation to the current application under assessment for a service station at 795 Medowie Road (DA16-2019-339-1) have been strongly against the proposed development.	Cr Doohan	N/A	N/A
	Yulong Oval Update – resurfacing works will commence in early August. Council has met with the sporting clubs that use the facility to brief them on the works.	B Lamont	N/A	N/A

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2.0 cont.	<p>Boyd Oval Update - New amenities block design is currently being prepared. Building is the primary focus with a car parking upgrade also proposed should funds permit. It will be a standardised multi-purpose sports amenities building similar to the designs prepared for the upgrades at Lionel Morten oval at Karuah.</p> <p>Cr Doohan advised that for timing for construction the sporting clubs are likely to prefer the works occur as soon as possible rather than wait until the off-season.</p>	B Lamont	<b>ACTION:</b> Council to commence community consultation in the near future. Written signoff of agreed work period from sporting clubs to be secured and recorded on file.	TBC
	<p>Medowie Sport and Community Facility Update</p> <p>Update on the construction of the complex and notification that a walk through the site is planned for club committee shortly.</p> <p>The EOI for the operation of the club has received several responses. The responses will be reviewed by Council's Property Services section before further consideration by the review panel.</p>	B Lamont	<b>ACTION:</b> Council to circulate information on the reference group and EOI assessment process.	26 July 2019
3.0	Notice of Motion 25 June – funding for proposed community projects			
	<p>Update on Community Projects NOM</p> <p>Mayor Palmer outlined the community projects located in Medowie and how Council is currently seeking community input. The projects were chosen with regard for budget allocation.</p>	Mayor Palmer	N/A	N/A

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3.0 cont.	<p>As public amenities are included in the proposed community projects list, Brock Lamont asked if the Panel had an opinion on whether the community would still support the location of the amenities as set out in the Medowie Strategy.</p> <p>A range of locations were discussed, including consideration of land ownership and whether Council could consider locating an amenities block on privately owned land under a lease agreement.</p> <p>Matthew provided Bob Dein's comments about the potential location of an amenities block to the Panel (in the commercial area on the Council-owned land behind Woolworths)</p>	B Lamont	<b>ACTION:</b> Council to investigate feasibility of using a lease arrangement and issues such as providing for adequate connections to utilities. Action is tied to loan funding being discussed with community under the above item. Investigation to occur should funding be secured.	
	Mayor Palmer identified that a public domain plan for Medowie is a community project and whether the Panel thought that a plan similar to the Nelson bay Public Domain Plan would be appropriate.	Mayor Palmer	N/A	N/A
4.0	Update on Strategy Actions			
	Matthew circulated a handout listing the actions from the Medowie Strategy and a status update.	M Borsato	N/A	Next Panel meeting
	Discussion about the items on the 'to do' list including drainage strategy and the preparation of a development control plan for the commercial town centre.	Panel discussion	<b>ACTION:</b> Strategic Planning to consider options for preparing a development control plan and update the Panel at the next meeting.	Next Panel meeting

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5.0	Traffic and transport			
	Matthew provided a handout of key concerns related to traffic and transport and provided a summary of each issue.	M Borsato	N/A	N/A
	Discussion about the intersection of Medowie Road and the Pacific Highway, options for upgrades and funding. Mayor Palmer and Cr Doohan reported that the Federal member for Lyne had spoken to them previously about the intersection.	-	<b>ACTION:</b> Mayor and Councillors to advocate for State or Federal assistance in upgrades or funding.	Ongoing.
	Cr Doohan identified the intersection between South Street and Medowie Road as an area of concern given there is no bus interchange. Adam Stewart informed the Panel the item has been included in Council's draft Development Contributions Plan which will collect funds from new development in Medowie for the works.	Panel discussion	N/A	N/A
	Matthew summarised how pedestrian pathways to connect the town centre, and lack of appropriate pedestrian crossings in the centre have been identified as an area of concern. Cr Tucker described how some councils have constructed shared pathways adjacent to drains as it assists with maintaining drains as well.	Panel discussion	N/A	N/A
	Ben and Matthew read out a list of emailed traffic and transport concerns from Panel members.	Panel discussion	N/A	N/A

Item	Topic	Responsible Officer	Action/Decision	Date to be Completed
6.0	Questions and discussion			
	Discussion about the future needs of emergency services in Medowie and whether to plan for suitable sites for an emergency hub to accommodate the Rural Fire Service, ambulance and police to futureproof the town.	Panel discussion	N/A	N/A
	Cr Doohan requested Council attend a Medowie Progress Association meeting.	Cr Doohan	<b>ACTION:</b> Cr Doohan to attend the next Progress Association meeting and canvas the topics that the Association would like to hear about in order to determine which Council officers should provide the briefing.	Next Progress Association meeting.

**MEETING CLOSED AT 5.30pm**

**NEXT MEETING**

**Date:** TBA

**Time:** TBA

**Venue:** TBA