

FOR ACTION

Report No 13.4 - 26.2024.1.1 - Planning Proposal to introduce Federal Heritage Conservation Area and additional heritage items

TO: Thiessen, Cameron - Land Use Planner

COPY TO:

DATE: 17 June 2024

MEETING: Council (Planning) Meeting of 13 June 2024

RESOLUTION NUMBER: 24-259

Action is required for this item as per the Council Resolution outlined below.

Resolved that Council:

1. Proceeds with the planning proposal contained in Attachment 2, which seeks to create a Heritage Conservation Area and to list additional Heritage items within the Village of Federal.
2. Forwards the planning proposal to the NSW Department of Planning, Industry and Environment for a Gateway determination; and
3. Pending a positive Gateway determination, undertakes public exhibition of the planning proposal in accordance with the determination requirements; and
4. Considers submissions report post-exhibition that includes any recommended changes to the planning proposal for final adoption. (Lyon/Dey)

SPECIFIC ACTIONS REQUIRED:

This action sheet has been automatically produced by the administrator using **InfoCouncil**, the agenda and minutes database.






Click the **Actions** button on the InfoCouncil Toolbar to update the outstanding actions.

For completed actions: Please update the notes and update the finalisation date.

For ongoing actions: Please update the notes and the expected completion date.

Please continue to update the comments until the matter has been finalised.

Please note:

- The notes that you record against *Actions* in InfoCouncil are reported to Council and are therefore **public and should not be used for internal comments**
- When a resolution has multiple parts (i.e. 1., 2., 3.) **each update should address each of the points**, with the corresponding number
- The default *target date* is 1 month from the meeting – you can **change the target date**  and provide a reason (again... this will be public)
- Only mark as complete once **ALL parts are complete** 
- Once you have marked complete, your **Director** will receive an email requesting authorisation for the action be marked as complete. Directors can either:
 - a. **Approve completion** – This marks it as complete and notifies the action owner; OR
 - b. **Return the action** – This can be selected where the action notes provided by the officer are insufficient or if the action shouldn't have been marked complete yet. The officer will have the action returned to them and it will stay incomplete. If the action is returned to you, you will need to action any feedback from your Director and redo the steps to mark the action as complete when appropriate.
- If for some reason the resolution cannot be completed (e.g. budget, legislation, or competing priorities) you can reallocate  the action to the user called '**No Action, Closed**' and provide a detailed reason. This will be reported to Council to endorse the closure of the resolution.
- Reference **CM9 doc numbers** in notes whenever possible
- You can add notes at any time, but at a minimum **all actions should be updated before the end of the quarter** (30 Sept, 31 December, 31 March, 30 June).

Further information can be found on the [Intranet](#) and in the [Resolution Reporting Guidelines](#).