

ORDINARY COUNCIL

Wednesday 18 March 2020

Ordinary Council Meeting

Wednesday, 18 March 2020

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1 Leadership and Governance

What we are trying to achieve

A community that works together in decision making that is defined as ethically, socially and environmentally responsible.

What the result will be

We will have:

- A community that has the opportunity to be involved in decision making
- Open, easy, meaningful, regular and diverse communication between the community and decision makers
- Partnerships and collaborative projects, that meet the community's expectations, needs and challenges
- Knowledgeable, skilled and connected community leaders
- Strong corporate management that is transparent

How we will get there

- 1.1 Inform and engage with the community about what Council does using varied communication channels
- 1.2 Maintain strong partnerships between all stakeholders - local, state and federal — so that they are effective advocates for the community
- 1.3 Demonstrate leadership
- 1.4 Use innovative, efficient and sustainable practices
- 1.5 Ensure strong corporate and financial management that is transparent and accountable

Office of
Local Government

Circular to Councils

Circular Details	Circular No 19-25 / 2 October 2019 / A671874
Previous Circular	18-44 <i>Commencement of the new Model Code of Conduct for Local Councils in NSW and Procedures</i>
Who should read this	Mayors / Councillors / General Managers / Joint Organisation Executive Officers / Complaints Coordinators / Conduct Reviewers
Contact	Council Governance Team – (02) 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to Implement

Penalties available to councils for code of conduct breaches by councillors**What's new or changing?**

- The purpose of this Circular is to inform councils and joint organisations of the recent decision by the Supreme Court in the matter of *Comish v Secretary, Department of Planning, Industry and Environment* [2019] NSWSC 1134. The Court's decision may be found [here](#).
- The Supreme Court has held that, notwithstanding the penalties available to councils for code of conduct breaches by councillors under the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW* (the Procedures), the only disciplinary power available to councils under the *Local Government Act 1993* for code of conduct breaches by councillors, is the power to formally censure conferred under section 440G.

What this will mean for your council

- The Office of Local Government (OLG) is currently considering the implications of the decision and will provide further guidance to councils once it has done so.
- In the meantime, OLG strongly discourages councils from imposing penalties on councillors for breaches of their codes of conduct other than those available under paragraphs (h) and (i) of clause 7.59 of the Procedures, namely:
 - that a councillor be formally censured for a breach under section 440G of the Act (clause 7.59(h)); and
 - that a councillor be formally censured for a breach under section 440G and the matter referred to OLG for further action under the misconduct provisions of the Act (clause 7.59(i)).
- The Supreme Court has held that it remains open to councils to make findings of inappropriate conduct by councillors public by publishing the investigator's findings and determination in the minutes of the meeting (see clause 7.59(f) of the Procedures).
- Councils should be mindful that under the new Procedures, an investigator must first consult with OLG prior to finalising their report where they propose to recommend that the councillor be formally censured for a breach and the matter referred to OLG for further action under the misconduct provisions of the Act.
- OLG would encourage councils' complaints coordinators to make conduct reviewers aware of the Supreme Court's decision and to discourage them from

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recommending penalties for breaches by councillors other than those referred to above.

Key points

- The Supreme Court's decision means that decisions by councils to impose the following penalties on councillors under the new Procedures may be open to challenge:
 - that a councillor undertakes training or other education relevant to conduct giving rise to a breach (clause 7.59(a));
 - that a councillor is counselled for their conduct (clause 7.59(b));
 - that a councillor is removed from membership of a committee of the council or any other body or organisation that the councillor serves on as the council's representative (clause 7.59(c));
 - that a councillor give an undertaking not to repeat offending behaviour in such time and form specified by a resolution (clause 7.59(d));
 - that a councillor apologise to any person or organisation affected by a breach in such a time and form specified by a resolution (clause 7.59(e)).
- The Supreme Court's decision makes it clear that it remains open to general managers and conduct reviewers/investigators to informally resolve code of conduct complaints against councillors by alternative means such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat offending behaviour.
- The decision has no implications for councils' ability to take disciplinary action under the Procedures for code of conduct breaches by council officials other than councillors.

Where to go for further information

- For more information, contact the Council Governance Team by telephone on 02 4428 4100 or by email at olg@olg.nsw.gov.au.



Tim Hurst
Deputy Secretary
Local Government, Planning and Policy

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Mr Craig Swift-McNair
General Manager
Port Macquarie-Hastings Council
By email: craig.swift-mcnair@pmhc.nsw.gov.au

Dear Mr Swift-McNair

Thank you for your letter of 10 January 2020 about the impact of the NSW Supreme Court's decision in the matter of *Cornish v Secretary, Department of Planning, Industry and Environment* [2019] NSWSC 1134 on councils' ability to enforce their codes of conduct.

I would like to clarify that the decision does not prevent councils from enforcing their codes of conduct against councillors. It simply limits councils' ability to impose lesser penalties for breaches such as the requirement to undertake training or to apologise. It is still open to councils to censure councillors for breaches of their codes of conduct and to refer matters to the Office of Local Government (OLG) for further disciplinary action under the misconduct provisions of the *Local Government Act 1993* where this is warranted.

I can assure you that OLG is currently working on measures to address the implications of the decision and hopes to be able to inform councils of these soon.

In the meantime, councils should continue to follow the guidance OLG has provided in circular 19-25, *Penalties available to councils for code of conduct breaches by councillors* issued on 2 October 2019.

I hope this information will clarify the situation.

Yours sincerely

Tim Hurst
Deputy Secretary
Local Government, Planning and Policy

9/3/20

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BUDGET VARIATIONS - February 2020												
Section	Project	Project Description	Capital/ Operating	Division	Full Year Original Budget	Full Year Current Budget	Actuals to February 2020	New Yearly Proposed Budget - February 2020	Movement	Funding Source	EFFECT ON FUNDING POSITION	
Adjustments which impact Council's Budget Position												
A review of salaries & wages has been undertaken in February in Community Inclusion & Engineering Development resulting in a budget adjustment												
Engineering Development	336	Salaries & Wages	Operating	Various	947,714	947,714	486,477	817,714	-130,000	Revenue	- 130,000	
Community Inclusion	407	Salaries & Wages	Operating		323,393	323,393	51,141	183,393	-140,000	Revenue	- 140,000	
General Manager	398	Allowance for Vacancies	Operating		-300,000	-300,000	0	-100,000	200,000	Revenue	200,000	
Total adjustments which impact Council's Budget Position									-70,000	-70,000		
Grant Funding												
Council received a \$1.27M Federal Grant for the Bago Rd Rehabilitation project.												
Transport & Traffic	41962	Bago Rd Rehabilitation Project	Capital	Infrastructure	2,763,587	1,363,587	14,142	2,633,587	-1,270,000	Grant	0	
Transport & Traffic	19342	Grants Capital - Roads & Transport	Capital		0	-200,000	0	-1,470,000	1,270,000	Grant	0	
Council has received \$365,324 in additional Roads to Recovery Grant monies above that budgeted. These funds will be used to extend the scope of works on Ruins Way.												
Transport & Traffic	41972	The Ruins Way Upgrade	Capital	Infrastructure	950,000	1,606,294	39,592	1,971,618	-365,324	Grant	0	
Transport & Traffic	19342	Roads to Recovery Grant	Capital		-1,461,294	-1,461,294	0	-1,826,618	365,324	Grant	0	
Total Grant Funding									1,635,324	0		


BUDGET VARIATIONS - February 2020											
Section	Project	Project Description	Capital/ Operating	Division	Full Year Original Budget	Full Year Current Budget	Actuals to February 2020	New Yearly Proposed Budget - February 2020	Funding Source	EFFECT ON FUNDING POSITION	
Reserve Movements											
Natural Resources - Consultancy Bids											
Natural Resources	42008	Calibration Calculator - Herbicide Calculation	Operational	Development & Environment	0	0	0	8,000	-8,000 Reserve	0	
Natural Resources	42009	Bushland Reserve Management Forum	Operational		0	0	0	20,000	-20,000 Reserve	0	
Natural Resources	42010	Biodiversity Liabilities & Assets	Operational		0	0	0	50,000	-50,000 Reserve	0	
Natural Resources	19239	Transfer to/from Reserve	Operational		-413,209	-449,857	0	-527,857	78,000 Reserve	0	
Total Reserve Movements					78,000						0
Movement between Projects											
Council received a \$1.27M Federal Grant for the Bago Rd Rehabilitation project allowing the re-allocation of the Roads to Recovery Grant previously allocated to this project.											
Transport & Traffic	41962	Bago Rd Rehabilitation Project	Capital	Infrastructure	2,763,587	2,633,587	14,142	1,627,293	1,006,294 Grant	0	
Transport & Traffic	41972	The Ruins Way Upgrade	Capital		950,000	950,000	39,592	1,606,294	-656,294 Grant	0	
Transport & Traffic	41925	Kew Road Rehabilitation	Capital		0	0	0	350,000	-350,000 Grant	0	
Total Movements between Projects					1,006,294						0
Budget Variation Requests - Approved by Executive											
Budget Variance for the upgrade of the Wauchope Water Treatment Plant											
Water Supply	20155	Wauchope Water Treatment Plant Expansion	Capital	Infrastructure Planning	0	0	2,190	4,000,000	-4,000,000 Reserve	0	
Water Supply	19229	Transfer from Reserve - Water	Capital		-5,823,000	-6,407,009	0	-10,407,009	4,000,000 Reserve	0	
Total Budget Variations approved by Executive					4,000,000						0
ORGANISATIONAL TOTAL - THIS REVIEW											
									6,719,618	-70,000	

BUDGET VARIATIONS - February 2020											
Section	Project	Project Description	Capital/ Operating	Division	Full Year Original Budget	Full Year Current Budget	Actuals to February 2020	New Yearly Proposed Budget - February 2020	Movement	Funding Source	EFFECT ON FUNDING POSITION
FORECAST FOR FINANCIAL YEAR ENDED 30 JUNE 2020											
		Original Budget as at 1 July 2019			Shortfall	-975,198					
		Plus- Adjustments									
		July Review				0					
		August Review			Surplus	125,477					
		September Review			Surplus	14,783					
		October Review			Balanced	0					
		November Review			Balanced	0					
		December Review			Balanced	0					
		January Review			Surplus	229,245					
		February Review			Surplus	70,000					
					Shortfall	-535,693					
FORECAST FOR 30 JUNE 2020											
Notes:	1	The result shown above is the general fund result. All surpluses/deficits in the water, sewerage and waste funds are transferred to/from reserves.									
	2	Reserve are internal restrictions that hold funds for a specific purpose, e.g. The airport has its own reserve and all income and expenditure relating to the airport is credited/debited to that reserve.									
	3	Council projects are funded from a variety of funding sources. Below is a definition of the various types of funding that are used to fund projects. <i>Revenue - All funds that are generated through rates, annual charges, fees and charges, interest etc. These funds are untied and can be expended on any project that Council considers appropriate.</i>									
		<i>Grants - Government grants can either be monetary or otherwise and may be tied or untied. Tied grants are required to be used for a specific purpose such as the construction of a road. Untied grants may be applied for any purpose council considers appropriate.</i>									
		<i>Contributions - Contributions are non-reciprocal transfers to Council in the sense that Council is not required to give value in exchange for the contributions directly to the contributor. Examples are contributions given by ratepayers towards capital works in their vicinity.</i>									
		<i>Reserves - Reserves are internal restrictions held for a specific purpose, e.g. The airport has its own reserve and all income and expenditure relating to the airport is credited/debited to that reserve.</i>									
		<i>S7.11 and S64 Contributions - Section 7.11 of the NSW Environmental and Planning Act (1979) and section 64 of the Local Government Act (1993) provides NSW local government with a formal legal framework for levying developers for the provision of infrastructure, services and amenities - known as developer contributions.</i>									
	4	Some projects are funded by multiple funding sources, e.g. a capital project may be funded by s7.11 funds, grants and revenue. The effect on capital column will only show the revenue funding adjustment as the other types of funding will have an income line budget adjustment shown in the report.									



Monthly Investment Report

February 2020

 IMPERIUM MARKETS	<p>Imperium Markets Pty Ltd ABN: 87 616 579 527 Authorised Representative of Libertas Financial Planning Pty Ltd AFSL 429 718 Phone: +61 2 9053 2987 Email: michael.chandra@imperium.markets Level 13, 333 George Street, Sydney NSW 2000</p>
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Executive Summary

Compliance

Compliance Measure	Within Policy Limits (Y/N)	Reason if Not Compliant
Term to Maturity	Yes – Compliant	n/a
Counterparty	Yes – Compliant	n/a
Credit Quality	Yes – Compliant	n/a

Performance

As at 31/01/2020	1m (actual)	1m (% p.a.)	FYTD (actual)	FYTD (% p.a.)
AusBond Bank Bill Index	0.08%	0.95%	0.68%	1.02%
Council's Portfolio[^]	0.22%	2.78%	1.83%	2.75%
Outperformance	0.14%	1.83%	1.15%	1.73%

[^]Total portfolio performance excludes Council's cash account holdings. Overall returns would be lower if cash was included.

Council's Portfolio

Asset Allocation

The portfolio is predominately directed to fixed term deposits (95%). The remainder of the portfolio is directed to the overnight cash account with Westpac (4%) and the introduction of the FRN with Bendigo-Adelaide (1%).

Should credit securities become more attractive relative to deposits, we would consider increasing the allocation to liquid senior floating rate notes (FRNs). This will not only offer additional upside with regards to the portfolio's investment returns, but also provide additional liquidity (FRNs are saleable – generally accessible within 2 business days). FRNs are also dominated by the higher rated ADIs which allows Council to maintain a bias towards the higher rated banks.

With a further interest rate cut on the horizon imminent, the priority should be to lock in any attractive medium-longer dated fixed deposits that may still be available.





Term to Maturity

All maturity limits (minimum and maximum) comply with the Investment Policy. Medium-Term (3-5½ years) assets account for around 8% of the total investment portfolio, with capacity of around \$98m at month-end.



Where there is (counterparty) capacity to invest in attractive 3-5½ year investments, we recommend this be allocated to new any remaining attractive fixed term deposits (refer to respective sections below).

Compliant	Horizon	Invested (\$)	Invested (%)	Min. Limit (%)	Max. Limit (%)	Available (\$)
✓	0 - 365 days	\$103,457,394	34.04%	0	100	\$200,503,684
✓	1 - 3 years	\$176,500,000	58.07%	0	60	\$5,876,647
✓	3 - 5.5 years	\$24,003,684	7.90%	0	40	\$97,580,747
✓	5.5 - 10 years	\$0	0.00%	0	20	\$60,792,216
		\$303,961,078	100.00%			



Counterparty

As at the end of February, Council did not have an overweight position to any single ADI. Overall, the portfolio is diversified across the investment grade credit spectrum (rated BBB- or higher), with no exposure to unrated ADIs.

Compliant	Issuer	Rating	Invested (\$)	Invested (%)	Max. Limit (%)	Available (\$)
✓	NAB	AA-	\$46,000,000	15.13%	30.00%	\$45,188,323
✓	WBC (St George)	AA-	\$63,957,394	21.04%	30.00%	\$27,230,929
✓	Rabobank	A+	\$13,000,000	4.28%	20.00%	\$47,792,216
✓	ICBC Sydney	A	\$57,500,000	18.92%	20.00%	\$3,292,216
✓	ING Bank Aus.	A	\$36,500,000	12.01%	20.00%	\$24,292,216
✓	AMP Bank	BBB+	\$9,000,000	2.96%	10.00%	\$21,396,108
✓	BOQ	BBB+	\$28,000,000	9.21%	10.00%	\$2,396,108
✓	Bendigo	BBB+	\$5,003,684	1.65%	10.00%	\$25,392,424
✓	Auswide	BBB	\$26,000,000	8.55%	10.00%	\$4,396,108
✓	Newcastle PBS	BBB	\$19,000,000	6.25%	10.00%	\$11,396,108
			\$303,961,078	100.00%		

On 27th August 2019, AMP Bank was downgraded by ratings agency S&P to BBB+ (negative watch), from A- (negative watch). Their short-term rating was unchanged at A-2. This was a result of AMP Group selling its life insurance arm at a revised deal earlier in the month. S&P believed that the group's profits will be less diversified going forward due to this sale. We have no issues with Council's exposure to AMP Bank given they continue to have a robust balance sheet with their level of capital remaining above the minimum regulatory requirement set by APRA.

We remain supportive of the regional and unrated ADI sector (and have been even throughout the GFC period). They continue to remain solid, incorporate strong balance sheets, while exhibiting high levels of capital – typically, much higher compared to the higher rated ADIs. Some unrated ADIs have up to 25-40% more capital than the domestic major banks, and well above the Basel III requirements.

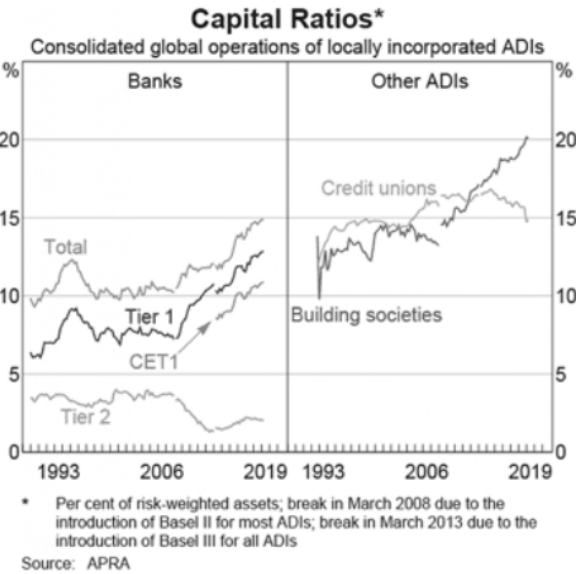
APRA's Chairman affirmed that the banks had satisfactorily moved towards an 'unquestionably strong' capital position and that bank's stress testing contingency plans were now far better positioned than was previously the case years ago. APRA's stress test which hypothetically increased the unemployment rate to 11% (more than double the current rate) and for house prices to fall 35% showed the banks remained above the minimum capital levels. We note that APRA's latest discussion paper also highlighted that the domestic major banks were required to raise more capital while the lower rated ADIs were already deemed to be at a satisfactory level.

Overall, the lower rated ADIs (BBB and unrated) are generally now in a better financial position than they have been historically (see the Capital Ratio figure below). We believe that deposit investments with the lower rated ADIs should be continued going forward, particularly when they offer 'above market' specials. Not only would it diversify the investment portfolio and reduce credit risk, it would also improve the portfolio's overall returns.



In the current environment of high regulation and scrutiny, all domestic ADIs continue to carry high levels of capital, particularly amongst the lower (“BBB”) and unrated ADIs. There is minimal (if any) probability of any ADI defaulting on their deposits going forward – this was stress tested during the GFC. **APRA’s mandate is to “protect depositors” and provide “financial stability”.**

The biggest single risk that depositors face in the current low interest rate environment is not credit risk, but reinvestment risk. Interest rates may fall to as low as 0.25% by the end of 2020.





Credit Quality

The portfolio remains lightly diversified from a credit ratings perspective. The portfolio is entirely directed to the investment grade ADIs (BBB- or higher), with zero allocation to unrated ADIs. There is high capacity to invest in the higher rated ADIs (A or higher), particularly after the downgrades of BoQ and Bendigo-Adelaide Bank in May 2017, as well as AMP Bank in August 2019, which are all now in the "BBB" rated category.

Conversely, the "BBB" rated ADIs is now close to capacity limits, approximately ~\$4.2m remaining at month-end.

Given the large number of "BBB" rated ADIs issuing deposits currently in the market (and conversely, the low number of "A" or higher rated ADIs), we suggest Council direct new funds into this sector, where attractive and where there is capacity. We note that it is within this category where the most value is currently experienced. The difference in pricing can amount up to 10-30bp on any day.

Should Council continue to exclude investments amongst the unrated ADI sector, we recommend the 10% allocation be directed to the "BBB" rated sector.

All ratings categories are within the Policy limits:

Compliant	Credit Rating	Invested (\$)	Invested (%)	Max. Limit (%)	Available (\$)
✓	AA Category	\$109,957,394	36.17%	100%	\$194,003,684
✓	A Category	\$107,000,000	35.20%	60%	\$75,376,647
✓	BBB Category	\$87,003,684	28.62%	30%	\$4,184,639
✓	Unrated ADIs	\$0	0.00%	10%	\$30,396,108
		\$303,961,078	100.00%		



Performance

Council's performance for the month ending 29 February 2020 is summarised as follows:

Performance	1 month	3 months	6 months	FYTD	1 year
Official Cash Rate	0.06%	0.19%	0.39%	0.56%	1.04%
AusBond Bank Bill Index	0.08%	0.23%	0.48%	0.68%	1.30%
Council's T/D Portfolio	0.22%	0.66%	1.35%	1.84%	2.85%
Council's FRN Portfolio	0.16%	0.47%	-	-	-
Council's Portfolio [^]	0.22%	0.66%	1.35%	1.83%	2.85%
Outperformance	0.14%	0.42%	0.86%	1.23%	1.45%

[^]Total portfolio performance excludes Council's cash account holdings. Overall returns would be lower if cash was included.

For the month of February, the portfolio (excluding cash) provided a solid return of +0.22% (actual), outperforming the benchmark AusBond Bank Bill Index return by +0.14% (actual). The strong performance continues to be driven by the handful of deposits still yielding above 3% p.a. However, some of these individual deposits are approaching maturity and will be reinvested at much lower prevailing rates.

Over the past 12 months, the portfolio returned +2.85% p.a., outperforming bank bills by 1.45% p.a. and more than 2½ times the official cash rate. This has been very strong given deposit rates reached their all-time lows and margins have generally contracted over the past 3 years.

We are pleased that PMHC remains amongst the best performing Councils in the state of NSW where deposits are concerned, earning on average, more than \$1,000,000 in additional interest income compared to its peers (refer to our December 2019 rankings). We have been pro-active in our advice about protecting interest income and addressing reinvestment risk for many years and encouraged to maintain a long duration position. This is now reflected by the high performance of the investment portfolio. Of the 73 individual deposits PMHC held, 26 are still yielding higher than 3.00% p.a. That is, around 36% of outstanding deposits held is earning an interest rate that is four times the prevailing cash rate of 0.75%.

Investors using the Imperium Markets platform have reduced the invisible costs associated with brokerage, and thereby lift client portfolio returns as investors are able to deal in deposits directly with the ADIs and execute at the best price possible. Council has experienced this over the past 2 years, receiving on average, 2-4bp higher for every deposit dealt on the platform.



Council's Term Deposit Portfolio & Recommendation

As at the end of February 2020, Council's deposit portfolio was yielding 2.59% p.a. (down 2bp from the previous month), with an average duration of ~1.53 years. Where possible, we recommend Council extends or at least maintains this average duration. In the low interest rate environment, the biggest collective risk that the local government sector has faced over the post-GFC era has been the dramatic fall in interest rates - from 7¼% to the current historical low levels of 0.75% (and potentially lower in coming months).

As the past decade has highlighted (post-GFC era), we have seen too many portfolios' roll a high proportion of their deposits between 3-6 months, resulting in their deposits being reinvested at lower prevailing rates. That is, depositors have generally not insured themselves against the low interest rate environment by diversify their funding across various tenors (out to 5 years) but rather placed all their 'eggs in one basket' and kept all their deposits short. **Reinvestment risk has collectively been and continues to be the biggest detriment to depositors' interest income over the post-GFC period. Another interest rate cut appears to be imminent over coming months.**

At the time of writing (early March), we see value in:

ADI	LT Credit Rating	Term	T/D Rate
Judo Bank	Unrated ADI	2 years	2.05% p.a.
AMP Bank	BBB+	18 months	^1.80% p.a.
Auswide Bank	BBB	2-4 years	1.75% p.a.
Police CU SA	Unrated ADI	3 years	1.64% p.a.
BoQ	BBB+	4 years	1.60% p.a.
Police CU SA	Unrated ADI	2 years	1.59% p.a.
BoQ	BBB+	3 years	1.50% p.a.
BoQ	BBB+	2 years	1.40% p.a.

[^] AMP T/Ds – these are grossed up rates which includes a 0.20% p.a. rebated commission from Imperium Markets

For those investors that have capacity issues with the "BBB" and unrated ADI sector, we see value in:

ADI	LT Credit Rating	Term	T/D Rate
ING Bank Australia	A	2 years	~1.50% p.a.

The above deposits are suitable for investors looking to provide some income protection and mitigate reinvestment/rollover risk in the low interest rate environment, and particularly with a further interest rate cut expected over coming months.



For terms under 12 months, we believe the strongest value is currently being offered by a number of lower and unrated ADIs offering above-market specials (dependent on daily funding requirements):

ADI	LT Credit Rating	Term	T/D Rate
AMP Bank	BBB+	6 months	^2.05% p.a.
Judo Bank	Unrated ADI	6, 9 and 12 months	2.00% p.a.
AMP Bank	BBB+	3 months	^1.95% p.a.
Bank of Sydney	Unrated ADI	3 months	1.90% p.a.
AMP Bank	BBB+	12 months	^1.90% p.a.
Warwick CU	Unrated ADI	6-12 months	1.90% p.a.
Bank of Sydney	Unrated ADI	10-12 months	1.70% p.a.
BNK Bank	Unrated ADI	6-12 months	1.65% p.a.
Auswide Bank	BBB	6, 12 months	1.60% p.a.
Auswide Bank	BBB	3 months	1.55% p.a.

[^] AMP T/Ds – these are grossed up rates which includes a 0.20% p.a. rebated commission from Imperium Markets

Amongst the higher rated ADIs ("A" rated or higher), the following deposits remain attractive for terms under 12 months:

ADI	LT Credit Rating	Term	T/D Rate
Macquarie Bank	A+	3, 4 months	1.70% p.a.
Macquarie Bank	A+	6 months	1.65% p.a.
Macquarie Bank	A	9 months	1.60% p.a.
ING Bank Australia	A	12 months	1.50% p.a.
ING Bank Australia	A	6-11 months	1.40% p.a.
NAB	AA-	3-4 months	1.40% p.a.
NAB	AA-	6-8 months	1.35% p.a.



Senior FRNs & Recommendations

Over February, amongst the senior major bank FRNs, physical credit securities were marked around 5bp at the longer end of the curve (3-5 years) in the “risk-off” environment. Those investors that require liquidity with a domestic major bank (highly rated) and can roll down the curve should invest in 5 year terms over 3 year terms (or shorter), given the ability to lock in capital gains as early as two years after being launched. **The grossed up return would be closer to around +100-105bp over a 2 year holding period in a relatively stable credit environment.** Spreads have since widened by another 5bp heading into March.

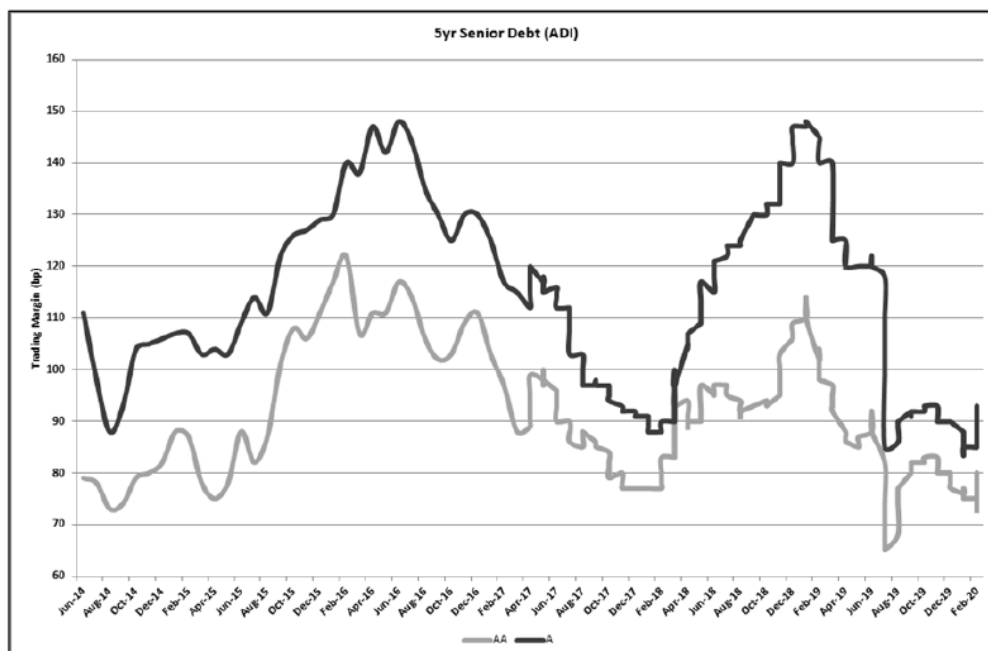
Collectively over the month, the “A” rated sector was marked around 8bp wider at the longer-end of the curve (3-5 years). During the month, there were new issuances from Macquarie Bank (A+) for 5 years at +84bp and ICBC (A) for 3 years at +77bp.

Amongst the “BBB” rated sector, there were new 3 year senior issuances from CUA (BBB) at +90bp and RACQ Bank (BBB+) at +93bp. At month-end, the 3 year part of the curve was marked around +100bp, widening around 6bp for the month. There remains little turnover in the secondary market amongst the lower rated ADI sectors.

Despite the widening over the month, credit remains tight on a historical basis. With a further rate cut priced in over coming months, any medium-longer-dated fixed deposits offered above +100-110bp should be considered. FRNs will continue to play a role in investor’s portfolios mainly on the basis of their liquidity and the ability to roll down the curve and gross up returns over ensuing years (in a relatively stable credit environment).

Senior FRNs (ADIs)	28/02/2020	31/01/2020
“AA” rated – 5yrs	+80bp	+75bp
“AA” rated – 3yrs	+63bp	+58bp
“A” rated – 5yrs	+93bp	+85bp
“A” rated – 3yrs	+78bp	+70bp
“BBB” rated – 3yrs	+100bp	+94bp

Source: IBS Capital



Source: IBS Capital

We now generally **recommend switches** ('benchmark' issues only) into new primary issues, out of the following senior FRNs that are maturing:

- On or before early 2023 for the "AA" rated ADIs (domestic major banks);
- On or before early 2021 for the "A" rated ADIs; and
- Within 12 months for the "BBB" rated ADIs (consider case by case).

Investors holding onto the above senior FRNs ('benchmark' issues only) in their last 1-2 years are now generally holding sub-optimal investments and are not maximising returns by foregoing realised capital gains. In the current low interest rate environment, any boost in overall returns should be locked in when it is advantageous to do so.

In late August 2019, Council placed a bid of \$3m into the new Bendigo (BBB+) 5 year FRN at +97bp, which settled in early September. This FRN should be viewed as a 4 year holding period, with the ability to 'roll down the curve', realise capital gains which would boost the overall return of the investment portfolio.

At this stage, we prioritise medium-longer dated deposits (2-5 years) given a further rate cut is still largely factored in over coming months.



Economic Commentary

International Market

COVID-19 was at the forefront of investors' minds with a jump in news cases reported outside China, from South Korea, the Middle-East and Italy. Confirmed cases of COVID-19 have extended to over 30 countries, with the total surpassing 80,000 and the worldwide death toll over 2,600.

As a result, financial markets suffered a rout in February as the severity and duration of disruption from the CoVID-19 escalated. In US equity markets, **the Dow Jones plummeted -10.07%** while the NASDAQ fell -6.38%. Across the main European markets, UK's FTSE fell -9.68%, France's CAC by -8.55% and Germany's DAX by -8.41%. Bond yields fell significantly, hitting all new-time lows on a flight to safety.

Chinese officials were evaluating whether the target for economic growth this year should be softened. The target is normally revealed in March and economists had already expected a softening to "around 6%" from 6-6½% in 2019. China has also stated it will halve the tariffs on \$75bn of US imports to support growth.

The PBoC provided additional support to its local market by injecting 700bn yuan into the banking system using 7-day reverse repurchase agreements.

In the US, the unemployment rate rose by one-tenth to 3.6% in January, although this came from a rise in the participation rate which rose two-tenths to 63.4%. Wages growth was also stronger than expected at +3.1% y/y against the +3.0% consensus.

US data saw January CPI come in 0.1% below expectations, keeping the annual rate steady at +2.3%.

Germany's Q4 GDP printed at +0.0% quarter-on-quarter, against expectation of a +0.1%.

Japanese Q4 GDP surprised sharply to the downside, coming in at -1.6% q/q against -1.0% expected. The sharper than expected fall came mainly from October's consumption tax increase and Typhoon Hagibis: consumption was -2.9% q/q, though business investment was also weaker than expected at -3.7% q/q.

A shaky budget outlook for Britain after UK chancellor Sajid Javid resigned during a confrontation with prime minister Boris Johnson over whom should control the country's economy. The replacement Rishi Sunak comes with expectations of a loosening in Britain's fiscal regime.

The MSCI World ex-Aus Index fell -8.53% for the month of February:

Index	1m	3m	1yr	3yr	5yr	10yr
S&P 500 Index	-8.41%	-5.95%	+6.10%	+7.72%	+7.02%	+10.34%
MSCI World ex-AUS	-8.53%	-6.51%	+2.84%	+5.40%	+4.02%	+6.79%
S&P ASX 200 Accum. Index	-7.69%	-5.18%	+8.64%	+8.59%	+6.17%	+7.98%

Source: S&P, MSCI



Domestic Market

The RBA kept the cash rate unchanged at 0.75% for its first meeting in 2020. The Board said it decided to hold rates steady given they were already at a very low level and reiterated the long and variable lags of the transmission of monetary policy. **The Board retained an easing bias**, adding that it would *"continue to monitor developments carefully, including in the labour market"*.

The RBA's subsequent Minutes reaffirmed their view that further cuts remained on the table to *"speed progress towards the Bank's goals and make it more assured in the face of the current uncertainties."*

Retail sales rose by +0.5% in Q4, beating market expectations, and marking the largest quarterly increase since Q2 2018. Meanwhile, the trade surplus fell to \$5.2b in December, from a downwardly-revised \$5.5b in November. Exports rose by 1.4%, while imports rose by 2.4%.

Home loan approvals recorded a strong rise of +4.4% in December, with strength in both owner-occupiers (+5%) and investors (+3%). Owner-occupier approvals are now just 3% below their August 2017 peak, having risen 23% from the trough in May 2019.

Governor Lowe has emphasised the economic headwinds faced in Australia, reiterating the prolonged low interest rate environment over the long term.

The wage price index printed another quarter of +0.5% growth for the third quarter in a row, meeting the market and RBA expectations, keeping **annual wages growth at +2.2%**.

The unemployment rate ticked up to 5.3% in January (from 5.1% in December). The participation rate rose 0.1% to 66.1%, while the underemployment rate rose by 0.3% to 8.6%. The Australian dollar subsequently fell to an 11-year low – its lowest level since the GFC.

Total construction fell by -3% in Q4, much weaker than market forecasts. For Q4 GDP private construction fell by -4.2% in Q4, the weakest outcome since Q3 2018.

The AUD fell to an 11-year low of US65.24 cents, down 3% for the month (from US67.24 cents).

Credit Market

The main global credit indices widened significantly over February in the *"risk-off"* environment. Spreads were marked between 30-40% wider across the board and now trade at levels last experienced around mid-2019:

Index	February 2020	January 2020
CDX North American 5yr CDS	68bp	51bp
iTraxx Europe 5yr CDS	64bp	46bp
iTraxx Australia 5yr CDS	67bp	52bp

Source: Markit



Fixed Interest Review

Benchmark Index Returns

Index	February 2020	January 2020
Bloomberg AusBond Bank Bill Index (0+YR)	+0.08%	+0.08%
Bloomberg AusBond Composite Bond Index (0+YR)	+0.86%	+2.33%
Bloomberg AusBond Credit FRN Index (0+YR)	+0.08%	+0.20%
Bloomberg AusBond Credit Index (0+YR)	+0.58%	+1.65%
Bloomberg AusBond Treasury Index (0+YR)	+1.03%	+2.78%
Bloomberg AusBond Inflation Gov't Index (0+YR)	-0.03%	+3.61%

Source: Bloomberg

Other Key Rates

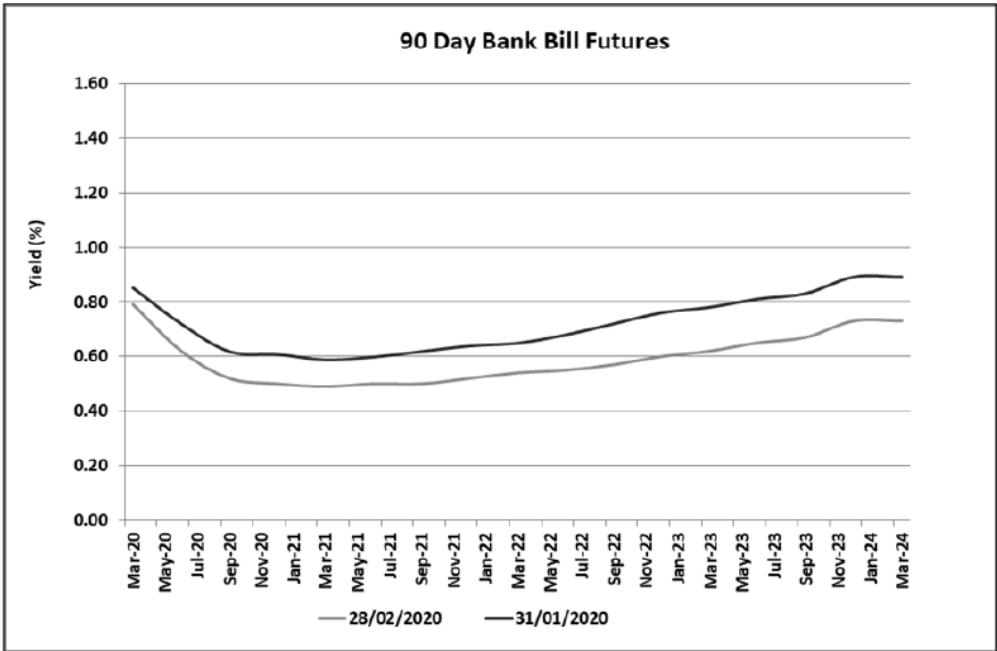
Index	February 2020	January 2020
RBA Official Cash Rate	0.75%	0.75%
90 Day (3 month) BBSW Rate	0.81%	0.88%
3yr Australian Government Bonds	0.51%	0.62%
10yr Australian Government Bonds	0.81%	0.96%
US Fed Funds Rate	1.50%-1.75%	1.50%-1.75%
10yr US Treasury Bonds	1.13%	1.51%

Source: RBA, AFMA, US Department of Treasury



90 Day Bill Futures

Over February, bill futures fell significantly across the board, with bond yields setting new lows. At month-end, a further 25bp rate cut was all but priced in within 3 months, with some calling for an earlier cut as the repercussions of the CoVID-19 continue to escalate.



Source: ASX



Fixed Interest Outlook

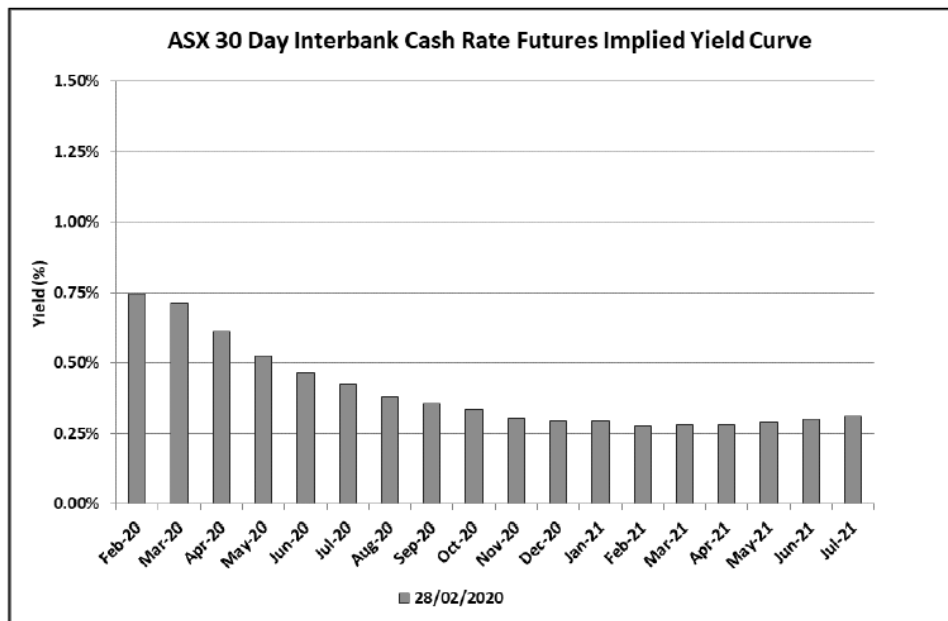
In early February, US Fed Chair Powell repeated his mantra of a need for a material change in the outlook in order for the Fed to deviate from a neutral policy stance in 2020. It was in stark contrast to his comments at the end of the month pledging to *"use our tools"* to backstop the US economy as the coronavirus fears *"poses evolving risks to economic activity"*.

The market was quick to react on the Fed's rhetoric, with the futures market pricing in around a 95% chance that the US Fed will cut rates by 50bp on 18th March (5% chance it will cut rates by 25bp).

Domestically, the RBA remains on an easing bias to target 'full employment' (an unemployment rate of around 4½%). They have repeatedly indicated to expect an *"extended period"* of low interest rates in order to achieve full employment and progress towards their inflation target. With the higher unemployment reading in January's figures, should the level of unemployment remain or increase even further, this may force the Board's hand to ease further.

The global key risks for the RBA stem from the impact of ongoing trade and technology disputes, geo-political uncertainty and other negative externalities (e.g. pandemics such as the coronavirus). In Australia, they are closely monitoring employment, inflation, wage growth, housing and consumption, and the impact of the recent bushfires and floods. Should these areas continue to show signs of softening, **the RBA remains on hand to adjust the official cash rate lower if required.**

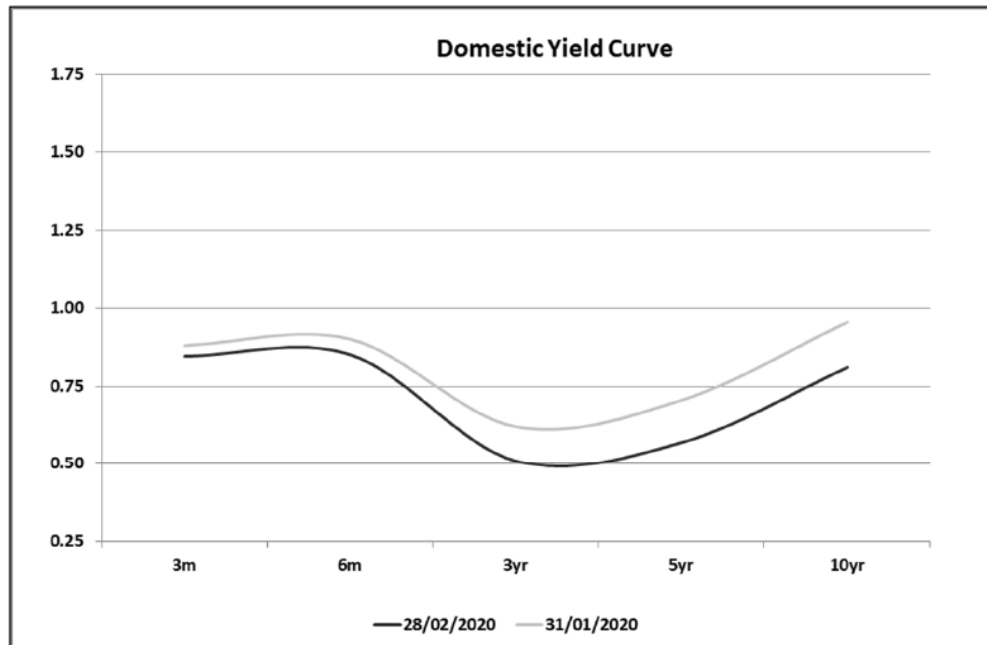
The futures market continues to fully factor in the next 25bp rate cut over coming months, with some anticipating it may be delivered as early as 3rd March, as the effects of the CoVID-19 disrupts global growth:



Source: ASX



Over the longer-term, the domestic bond market continues to suggest a 'lower-for-longer' period of interest rates. Over the month, yields fell significantly, up to 15bp at the longer end of the curve, with 10-year government bond yields trading at all-time lows (around 0.8%):



Source: AFMA, ASX, RBA

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Monthly Investment Report

01/02/2020 to 29/02/2020



Portfolio Valuation

as at 29/02/2020

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
ING Direct	A	TD	GENERAL	Annual	28/02/2018	03/03/2020	2.8900	4,000,000.00	633.42	633.42
Newcastle Permanent	BBB	TD	GENERAL	Annual	10/03/2016	10/03/2020	3.7000	2,000,000.00	72,175.34	5,879.45
ING Direct	A	TD	GENERAL	Annual	02/03/2018	17/03/2020	2.8800	4,000,000.00	114,568.77	9,152.88
Rural Bank (Bendigo and Adelaide Bank)	BBB+	TD	GENERAL	At Maturity	18/04/2019	14/04/2020	2.5500	2,000,000.00	44,432.88	4,052.05
Auswide Bank	BBB	TD	GENERAL	At Maturity	30/04/2019	29/04/2020	2.4500	5,000,000.00	102,698.63	9,732.88
BOQ	BBB+	TD	GENERAL	Annual	19/05/2017	19/05/2020	3.0000	3,000,000.00	70,520.55	7,150.68
ING Direct	A	TD	GENERAL	Annual	22/05/2018	26/05/2020	2.9400	4,000,000.00	91,502.47	9,343.56
ING Direct	A	TD	GENERAL	Annual	29/05/2018	09/06/2020	2.8800	3,000,000.00	65,569.32	6,864.66
Westpac	AA-	TD	GENERAL	Quarterly	06/06/2018	16/06/2020	2.9100	5,000,000.00	34,282.19	11,560.27
NAB	AA-	TD	GENERAL	Annual	03/07/2018	07/07/2020	2.9000	5,000,000.00	96,136.99	11,520.55
NAB	AA-	TD	GENERAL	Annual	11/07/2018	14/07/2020	2.9200	3,000,000.00	56,160.00	6,960.00
ING Direct	A	TD	GENERAL	Annual	21/08/2018	25/08/2020	2.8500	4,000,000.00	60,279.45	9,057.53
ING Direct	A	TD	GENERAL	Annual	13/09/2018	08/09/2020	2.8700	4,000,000.00	53,468.49	9,121.10
Westpac	AA-	TD	LOCAL BRANCH	Annual	13/09/2017	14/09/2020	3.1700	3,000,000.00	44,293.15	7,555.89
ING Direct	A	TD	GENERAL	Annual	13/09/2018	22/09/2020	2.8700	4,000,000.00	53,468.49	9,121.10
NAB	AA-	TD	GENERAL	Annual	17/10/2018	13/10/2020	2.7800	4,000,000.00	41,433.42	8,835.07
ICBC Sydney Branch	A	TD	GENERAL	Annual	31/10/2018	27/10/2020	2.9300	6,000,000.00	58,760.55	13,967.67
ICBC Sydney Branch	A	TD	GENERAL	Annual	13/11/2018	10/11/2020	2.9300	5,000,000.00	43,749.32	11,639.73



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
ICBC Sydney Branch	A	TD	GENERAL	Annual	05/12/2018	08/12/2020	2.8600	2,000,000.00	13,633.97	4,544.66
ICBC Sydney Branch	A	TD	GENERAL	Annual	14/12/2018	15/12/2020	2.8900	6,000,000.00	36,105.21	13,776.99
Westpac	AA-	TD	GENERAL	Quarterly	17/12/2019	17/12/2020	1.4600	6,000,000.00	18,000.00	6,960.00
BOQ	BBB+	TD	GENERAL	Annual	24/01/2017	25/01/2021	3.6500	2,000,000.00	7,400.00	5,800.00
Westpac	AA-	TD	LOCAL BRANCH	Annual	21/02/2017	22/02/2021	3.3900	2,000,000.00	1,671.78	1,671.78
ICBC Sydney Branch	A	TD	GENERAL	Annual	27/02/2020	26/02/2021	1.3900	2,500,000.00	285.62	285.62
BOQ	BBB+	TD	GENERAL	Annual	10/03/2016	10/03/2021	3.8000	3,000,000.00	111,189.04	9,057.53
ING Direct	A	TD	GENERAL	Annual	20/02/2019	16/03/2021	2.8200	2,000,000.00	1,545.21	1,545.21
Westpac	AA-	TD	GENERAL	Quarterly	22/03/2018	23/03/2021	3.0200	4,000,000.00	22,836.16	9,597.81
Westpac	AA-	TD	GENERAL	Quarterly	22/05/2018	25/05/2021	3.1000	4,000,000.00	2,038.36	2,038.36
AMP Bank	BBB+	TD	GENERAL	Annual	25/11/2019	25/05/2021	1.6000	5,000,000.00	21,260.27	6,356.16
AMP Bank	BBB+	TD	GENERAL	Annual	29/11/2019	27/05/2021	1.6000	4,000,000.00	16,306.85	5,084.93
BOQ	BBB+	TD	GENERAL	Annual	29/05/2019	31/05/2021	2.3000	3,000,000.00	52,364.38	5,482.19
Rabobank Australia Branch	A+	TD	GENERAL	Annual	08/06/2017	07/06/2021	3.0200	5,000,000.00	109,216.44	11,997.26
Westpac	AA-	TD	GENERAL	Quarterly	06/06/2018	15/06/2021	3.1000	3,000,000.00	21,912.33	7,389.04
NAB	AA-	TD	GENERAL	Annual	03/07/2018	22/06/2021	3.0000	4,000,000.00	79,561.64	9,534.25
NAB	AA-	TD	GENERAL	Annual	03/07/2018	06/07/2021	3.0000	3,000,000.00	59,671.23	7,150.68
Westpac	AA-	TD	GENERAL	Quarterly	17/07/2018	13/07/2021	3.0400	5,000,000.00	18,323.29	12,076.71
NAB	AA-	TD	GENERAL	Annual	26/07/2018	20/07/2021	3.0400	4,000,000.00	72,960.00	9,661.37
Westpac	AA-	TD	LOCAL BRANCH	Annual	24/07/2019	23/07/2021	1.7500	4,000,000.00	42,383.56	5,561.64



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
NAB	AA-	TD	GENERAL	Annual	02/08/2018	03/08/2021	3.0700	5,000,000.00	89,156.16	12,195.89
ICBC Sydney Branch	A	TD	GENERAL	Annual	30/08/2019	30/08/2021	1.6200	5,000,000.00	40,832.88	6,435.62
Westpac	AA-	TD	GENERAL	Quarterly	13/09/2018	14/09/2021	2.8800	5,000,000.00	31,167.12	11,441.10
NAB	AA-	TD	GENERAL	Annual	27/09/2018	28/09/2021	3.0500	5,000,000.00	65,178.08	12,116.44
Auswide Bank	BBB	TD	GENERAL	Annual	30/09/2019	30/09/2021	1.7500	4,000,000.00	29,342.47	5,561.64
Westpac	AA-	TD	GENERAL	Quarterly	13/09/2018	12/10/2021	2.8900	5,000,000.00	31,275.34	11,480.82
Auswide Bank	BBB	TD	GENERAL	Annual	23/10/2019	25/10/2021	1.6500	5,000,000.00	29,383.56	6,554.79
Auswide Bank	BBB	TD	GENERAL	At Maturity	25/11/2019	25/11/2021	1.7000	5,000,000.00	22,589.04	6,753.42
ICBC Sydney Branch	A	TD	GENERAL	Annual	05/12/2018	07/12/2021	3.0100	4,000,000.00	28,698.08	9,566.03
ICBC Sydney Branch	A	TD	GENERAL	Annual	16/12/2019	16/12/2021	1.5700	4,000,000.00	13,076.16	4,989.59
ING Direct	A	TD	GENERAL	Annual	30/01/2020	31/01/2022	1.6500	5,000,000.00	7,006.85	6,554.79
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	07/02/2019	08/02/2022	3.0500	4,000,000.00	7,687.67	7,687.67
NAB	AA-	TD	GENERAL	Annual	21/02/2017	21/02/2022	3.4600	5,000,000.00	4,265.75	4,265.75
Westpac	AA-	TD	GENERAL	Annual	21/02/2017	21/02/2022	3.6100	2,000,000.00	1,780.27	1,780.27
BOQ	BBB+	TD	GENERAL	Annual	15/03/2017	15/03/2022	3.8000	2,000,000.00	73,293.15	6,038.36
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	12/03/2019	22/03/2022	2.9000	4,000,000.00	25,424.66	9,216.44
Newcastle Permanent	BBB	TD	GENERAL	Annual	27/03/2019	29/03/2022	2.8000	5,000,000.00	130,410.96	11,123.29
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	18/04/2019	19/04/2022	2.7000	4,000,000.00	12,131.51	8,580.82
BOQ	BBB+	TD	GENERAL	Annual	28/05/2019	30/05/2022	2.4000	4,000,000.00	73,117.81	7,627.40
Rabobank Australia Branch	A+	TD	GENERAL	Annual	08/06/2017	07/06/2022	3.2200	5,000,000.00	116,449.32	12,791.78



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
NAB	AA-	TD	GENERAL	Annual	02/08/2018	02/08/2022	3.2200	4,000,000.00	74,809.86	10,233.42
NAB	AA-	TD	GENERAL	Annual	16/08/2018	16/08/2022	3.0500	4,000,000.00	66,180.82	9,693.15
ICBC Sydney Branch	A	TD	GENERAL	Annual	28/08/2019	29/08/2022	1.6400	5,000,000.00	41,786.30	6,515.07
Auswide Bank	BBB	TD	GENERAL	At Maturity	06/09/2019	06/09/2022	1.8000	3,000,000.00	26,186.30	4,290.41
Rabobank Australia Branch	A+	TD	GENERAL	Annual	13/09/2017	13/09/2022	3.3800	3,000,000.00	47,227.40	8,056.44
Westpac	AA-	TD	LOCAL BRANCH	Annual	13/09/2017	13/09/2022	3.4100	3,000,000.00	47,646.58	8,127.95
Auswide Bank	BBB	TD	GENERAL	Annual	30/09/2019	30/09/2022	1.7500	4,000,000.00	29,342.47	5,561.64
ICBC Sydney Branch	A	TD	GENERAL	Annual	23/10/2019	24/10/2022	1.7000	3,000,000.00	18,164.38	4,052.05
ICBC Sydney Branch	A	TD	GENERAL	Annual	31/10/2019	31/10/2022	1.7300	5,000,000.00	28,912.33	6,872.60
ING Direct	A	TD	GENERAL	Annual	27/02/2020	27/02/2023	1.6000	2,500,000.00	328.77	328.77
BOQ	BBB+	TD	GENERAL	Annual	28/05/2019	29/05/2023	2.5500	4,000,000.00	77,687.67	8,104.11
BOQ	BBB+	TD	GENERAL	Annual	27/06/2019	27/06/2023	2.2000	5,000,000.00	74,739.73	8,739.73
ICBC Sydney Branch	A	TD	GENERAL	Annual	27/11/2019	27/11/2023	1.7600	6,000,000.00	27,484.93	8,390.14
ICBC Sydney Branch	A	TD	GENERAL	Annual	16/12/2019	18/12/2023	1.8100	4,000,000.00	15,075.07	5,752.33
Bendigo and Adelaide	BBB+	FRN	GENERAL	Quarterly	06/09/2019	06/09/2024	1.8624	3,003,684.00	13,164.36	4,439.15
BOQ	BBB+	TD	GENERAL	Annual	27/09/2019	27/09/2024	2.0000	2,000,000.00	17,095.89	3,178.08
Westpac	AA-	CASH	GENERAL	Monthly	29/02/2020	29/02/2020	1.4500	12,957,394.03	14,927.63	14,927.63
TOTALS								303,961,078.03	3,265,826.10	567,745.27

Kylie Cross

From: jessam@auswidebank.com.au
Sent: Friday, 28 February 2020 5:16 PM
To: Kylie Cross
Cc: dhancock@auswidebank.com.au
Subject: RE: Port Macquarie-Hastings Council Investments

Good afternoon

I can confirm that Auswide Bank does not invest in companies involved in fossil fuel projects.

Auswide Bank is comfortable with investing in projects that ensure a low carbon offset emission future, however at this stage has not had any requests to do so.

Regards

Jamie Essam

Group Treasury | Funding



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Auswide Bank Ltd - Australian Financial Services & Australian Credit Licence: 239686

PO Box 1063
16-20 Barolin St,
Bundaberg QLD 4670



Kylie Cross

From: Hancock, Troy <troy.hancock@westpac.com.au>
Sent: Friday, 28 February 2020 4:10 PM
To: Kylie Cross; Brown, Luke
Cc: Trehwella, Andrew
Subject: RE: Port Macquarie-Hastings Council Investments

Hi Kylie,

In relation to the Council's request, firstly my apologies for the delay in providing this to Council, we have this information readily available on our website, given Westpac's corporate profile.

For Council's guide, I've attached the Westpac Group 2019 Sustainability Report.

https://www.westpac.com.au/content/dam/public/wbc/documents/pdf/aw/ic/Westpac_Group_2019_Sustainability_Performance_Report.pdf

Whilst this document is quite detailed and covers our groups' sustainability on a number of levels, in relation to Climate Change more particularly, pages 28 to 37 cover both our Action Plan, Strategy for action and Scenario modelling to address climate change.

The Westpac Group Climate Change Position Statement and 2020 Action Plan more deeply details our Action Plan specifically. (21 page document).

<https://www.westpac.com.au/content/dam/public/wbc/documents/pdf/aw/sustainability/WestpacCCEActionPlan.pdf>

Further questions on this information would best be covered by our Corporate Sustainability group at sustainability@westpac.com.au or website www.westpac.com.au/sustainability

I trust this information is of assistance.

Regards,

Troy

Troy Hancock | Head of Financial Markets Specialists NSW/ACT | Financial Markets
Westpac Institutional Bank | Level 2, Westpac Place, 275 Kent Street, Sydney, NSW 2000
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it matters** | 

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Kylie Cross

From: Kevin.Hill@icbc.com.au
Sent: Friday, 7 February 2020 5:43 PM
To: Kylie Cross
Cc: Nicole Spencer; yun.sun@icbc.com.au; marilyn.ma@icbc.com.au; michael.zhang@icbc.com.au
Subject: Port Macquarie-Hastings Council Investments
Attachments: ICBC Special Report on Green Finance 2018.pdf

Rebecca,

I am writing to you in response to your email dated 20 December 2019, in which you asked that we advise our position with respect to investments in fossil fuel projects and enterprises and investments in projects that ensure a low carbon emission. I apologise for the delay in my reply.

ICBC has a clear global commitment to a long term strategy in support of environmental protection requirements and to "Green Credit". This commitment is evidenced by its release of revised green credit policies each year since 2003. ICBC Sydney Branch strictly adheres to these policies and may develop its own policy over time, in line with these global frameworks.

In early 2008, ICBC Head Office released our 2007 Corporate Social Responsibility Report. This report prominently included and articulated our compliance with environmental protection requirements and commitment to "Green Credit" as a long-term growth strategy. Green Credit represents a social responsibility and a major driver guiding the transformation of our business strategy.

Our Green Credit strategy refers to strict controls on the provision of financial support to high energy consuming and polluting enterprises which fail to meet environmental protection criteria. It also refers to support provided to the development of industries and enterprises facilitating a green environment, utilising green resources and promoting economic sustainability. This Green Credit strategy is applied to all financing products and customers of ICBC.

In continuation of this strategy, we released our 12th consecutive Corporate Social Responsibility (ESG) Report early in 2019. ICBC has been consciously integrating its social responsibilities with its development strategy, and gaining wide recognition in the aspects of protecting environment and resources, together with support of targeted poverty relief and participating in public welfare undertakings.

Whilst we have continued to integrate our social and environmental responsibilities since 2007, we have accelerated that integration in recent years. We were the first Chinese commercial bank to join the United Nations Global Compact, a voluntary initiative based on CEO commitments to implement universal sustainability principles and to report on that implementation. We also joined the United Nations Environment Programme Finance Initiative in 2014.

Importantly we have issued significant volumes of green bonds in recent years (in excess of equivalent AUD 6.6 Billion) and developed a Green Bond Framework that details acceptable use of the proceeds of that bond issuance. Eligible green assets promote the transition to low-carbon and sustainable economies with clear environmental sustainability and climate change benefits. This framework excludes fossil fuel related projects, large scale hydropower assets and nuclear and nuclear-related assets.

I have attached our Special Report on Green Finance 2018, a document that provides more information on our initiatives and developments in the Green finance sector;

ICBC has also received a number of recent awards in recognition of their commitment to this sector;

2017	Finance Asia	Best ESG Deal
2017	The Asset	Regional and Deals Award: Best Green Bond
2017	Environmental Finance	Bond of the Year for Innovation in Use of Proceeds
2017	IFR Asia	2017 Best SRI Bond
2017	Global Capital	Asia Pacific Green/SRI Bond Deal of the Year
2017	Global Finance	Best Bank for Renewable Energy

2018	Asiamoney	Best Green Commercial Bank in China
2018	Finance Asia	Best Green Bond in China

I hope that this information satisfies your enquiry. Please let me know if you require any further information.

Kind regards

Kevin Hill
Senior Relationship Manager, Financial Institutions
ICBC Sydney Branch

T: +61 2 8288 5834
M: +61 414 920 120
E: kevin.hill@icbc.com.au

Level 42, Tower One, International Towers Sydney, 100 Barangaroo Avenue, Barangaroo NSW 2000.

You are welcome to make suggestions and comments on the report



55 Fuxingmennei Avenue, Xicheng District, Beijing, China Post Code: 100140

www.icbc.com.cn, www.icbc-ltd.com

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Preface

At present, protecting the environment, coping with climate change and promoting sustainable development have become common challenges confronting the world. In 2015, the United Nations formally adopted the Sustainable Development Goals (SDG), aiming at solving social, economic and environmental problems in an integrated way from 2015 to 2030. In the same year, the Paris Agreement was adopted at the United Nations Climate Change Conference in Paris, with a view to providing an action basis for the global response to climate change after 2020.

As China is entering the critical period of adjustment of economic structure and transformation of development mode, the CPC Central Committee has clearly defined “greening” as one of the goals of economic transformation. The Report of the 19th CPC National Congress puts forward that it is important to develop China into a great modern socialist country which is beautiful, and points out that we should “ensure harmony between human and nature”, “develop green finance, and promote green development”, and provide financial support for the building of a beautiful China. In 2016, seven ministries and commissions, including the People’s Bank of China (PBOC) and the National Development and Reform Commission, jointly issued the Guidelines on Building a Green Financial System. It is the first national green finance policy in the world and points out the direction for China’s financial institutions to develop green finance.

As the largest commercial bank in the world, Industrial and Commercial Bank of China (ICBC) has always adhered to the business philosophy of promoting the development of real economy with green finance, deeply planted green development in the cultivation of corporate culture, and incorporated green operation into all business lines

of ICBC. It stands firm in fulfilling its economic and social responsibilities, and is committed to making integrated advances in economic, social and ecological benefits. By putting in place innovative green finance projects, ICBC presented the corporate image of actively performing social responsibilities as a large bank following the core value of “Integrity Leads to Prosperity”.

As the forerunner and leader of green finance, ICBC takes the responsibility and mission of driving global green development, while continuing to promote its own green development. In 2018, it issued two green Belt and Road bonds, valued at USD2.33 billion in total, which are used to support green projects along the Belt and Road. Referring to and complying with the framework of the Task Force on Climate-related Financial Disclosures (TCFD), ICBC, in conjunction with nine Chinese financial institutions and four British financial institutions, set up a pilot working group for environmental information disclosure, to advance the green transformation of the real economy by paying attention to, analyzing and studying environmental information.

In advancing the pilot work and research, we have gradually come to realize that environmental information of financial institutions includes information related to the impact of financial institutions’ operation on the environment, the impact of investment and financing on the environment and the impact of environment on opportunities and risks facing financial institutions. This special report describes ICBC’s practice and achievements in the area of green finance in 2018. In the future, ICBC will take the building of a beautiful China as its mission and continue to explore new ways of promoting green ecological advancement with financial strength, so as to contribute to the sustainable development of the world.



Environment Society Governance



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ICBC Chairman's Statement



Chairman Chen Siqing, ICBC

In the course of the evolution of human civilization, a beautiful and harmonious living environment has always been the desire of the people. At present, protecting the environment, coping with climate change and safeguarding energy and resource have become the tasks facing all countries. China's ecological civilization has entered a critical window period that requires serious efforts to get through, which is a major strategic judgment made by President Xi Jinping taking into account the overall economic, political, social and environmental development. While making efforts to transit China's economy from a phase of rapid growth to a stage of high-quality development, we must also do better in the prevention and control of pollution and environmental governance. The people's needs for a beautiful environment has also constituted an important part of the principal contradiction facing Chinese society.

Under this background, green finance, through capital supply and resource allocation, bridges economic behavior, resource utilization and environmental protection. It is an important innovation made by human beings in the pursuit of sustainable development. In 2016, the G20 (the Group of 20) Summit was held in Hangzhou, China. The PBOC and the Bank of England jointly established the G20 green finance research group (later renamed as the G20 sustainable finance study group), and formally put the topic of green finance on the G20 agenda. It helped attract widespread attention

on green finance from governments, enterprises, financial institutions and third party organizations. In 2017, Chinese President Xi Jinping pointed out that we should “speed up reform of the system for developing an ecological civilization, and build a beautiful China”, and regard the “development of green finance” as an important way to promote green economic development. It demonstrates China’s determination and conviction in improving the environment and achieving sustainable development, and consolidates the strategic position of green finance in the building of an ecological civilization. Under this guidance, the concept of sustainable development has been deeply rooted in the hearts of the people. It has become a consensus that we all should help build the foundation of ecological civilization and take the road of green development together.

As the largest commercial bank in the world, ICBC has long regarded the building of “a Chinese-leading, world-class green financial institution” as its development strategy. It has incorporated green finance throughout all aspects of financial services, operation and management, stood firm in performing its economic and social responsibilities, and advocated green low-carbon operation. It is committed to making integrated advances in economic, social and ecological benefits, and aims at becoming the pioneer and leader among financial institutions to achieve sustainable development.

In China, ICBC actively develops green finance to support the real economy, and drives the development of green industry by issuing green credit, green bonds and other financial products. It continuously improves its green performance and promotes the sustainable transformation of its customers. It carries out forward-looking research, adopted new green financial instruments and methods, and contributes to the building of a beautiful China with blue sky, green land, lucid waters and lush mountains.

Internationally, ICBC strongly supports the initiative of green Belt and Road, and provides financial support for environmental protection, poverty reduction and improvement of the people’s livelihood in countries and regions along the Belt and Road. It actively participates in global environmental governance, and maintains close cooperation with the United Nations Environment Programme, the World Bank, the World Wide Fund for Nature, the International Finance Corporation and other institutions. It continuously tightened requirements on itself, as the leader of Chinese financial institutes to push the China-UK environmental information disclosure programme .

Going forward, ICBC will continue to uphold the concept of green development, adopt new service modes, and promote China’s industrial restructuring while continuously promoting its own green transformation. It will help raise public awareness of green development while strengthening its own awareness of energy conservation and emission reduction. It will continue to participate in the global governance of green finance by offering its practical experience and achievements, on the premise of constantly improving its ability to practice green finance.

Green indicates a benign balance between economic growth and environmental protection. Green development is an achievement stem from generations of hard work in global governance and the most valuable asset for our future generations. As an important driving force for the sustainable development of the global economy, green finance has great potential for future development. It is the key to the building of a community of shared responsibilities, interests and future. I am confident that global financial institutions, including ICBC, will strengthen the green transformation, take their responsibilities, deepen exchanges and cooperation, and make new contributions to the sustainable development of the global economy.

ICBC President's Statement



President Gu Shu, ICBC

Chinese President Xi Jinping pointed out that, “what we are doing today to protect the environment will benefit generations to come.” Under the background that ensuring ecological security and promoting sustainable development have become a global consensus, green finance, as a bridge to guide social capital to green investment, is not only the source of promoting green economic transformation and cultivating new drivers of growth, but also an important development direction for financial industry.

For a long time, ICBC has actively practiced the concept of green finance, continuously explored and innovated, and spared no effort to support the building of an ecological civilization. In 2018, the balance of green credit of ICBC reached USD1,237,758 million, an increase of 12.6% over the beginning of the year, which was 6.6 percentage points higher than that of the domestic corporate loans over the same period of the previous year. It successfully issued green Belt and Road bonds abroad, valued at USD2.33 billion in total. It released the first ESG index in China based on the evaluation of domestic institutions, providing an advanced tool for the banking industry to quantify and manage environmental risks.

With green development becoming a national strategy, China is playing an increasingly important role in global sustainable governance. Against this backdrop, we have been keenly aware of the expectations from our country and the international community, our investors and shareholders. Environmental information disclosure is the basis for the development of green finance and the building of an ecological civilization. It is also a major task that needs long-term persistence. ICBC has made some basic and exploratory attempts and has been widely recognized around the world.

At the 9th China-UK Economic and Financial Dialogue held on December 15, 2017, the two governments encouraged Chinese and British financial institutions to jointly conduct pilot disclosure of environmental information. Guided by the Green Finance Committee (GFC) of China Society for Finance and Banking, ICBC led nine Chinese financial institutions, including ICBC, Industrial Bank, Bank of Huzhou, Bank of Jiangsu, E Fund, China Asset Management Company, PICC Property and Casualty Co., Ltd., Ping An Group and AVIC Trust, to set up a pilot working group with four financial institutions from the UK, to jointly push forward the disclosure of environmental information. With more than one year of unremitting efforts, the working group has developed the Plan for Pilot Disclosure of Environmental Information of Chinese and British Financial Institutions, issued a three-phase action plan, and established the Target Framework for Environmental Information Disclosure of Chinese Financial Institutions, clarifying the qualitative information and quantitative indicators for disclosure. At the third China-UK Green Finance Conference held on November 30, 2018, ICBC, on behalf of Chinese institutions, jointly released the Report on the Progress of Pilot Disclosure of Climate and Environmental Information of Chinese and British Financial Institutions in 2018 with the UK, revealing the progress and achievements made in pilot work.

2019 marks the first year of disclosing environmental information. The Special Report on Green Finance issued by ICBC covers environmental data and green performance derived from ICBC's own development process. It has accumulated practical experience and made useful exploration for further disclosure of environmental information of Chinese and British financial institutions. It is hoped that this special report released by ICBC meet the criteria of all readers. At the same time, we expect more Chinese financial institutions to take part in this work and contribute to the building of a beautiful, harmonious and green world.





01

Strategy and Governance

- ① Strategy
- ② Governance



Strategy

As a large listed bank with international influence, ICBC is deeply aware of the far-reaching impact of resource and environment on economic and social development. Act on this understanding, it has made active efforts to meet international standards, and advocated the concept of sustainable development in the international community. In 2012, ICBC became China's first commercial bank joining the United Nations Global Compact. In 2015, it joined the United Nations Environment Programme Financial Initiative (UNEP FI). In 2016, it joined the framework of the Task Force on Climate-related Financial Disclosure (TCFD), becoming the first financial institution in China to join such organization. The same year, ICBC joined the Statement by Financial Institutions on Energy Efficiency.

ICBC creatively established the green finance system in line with China's and its own conditions, drawing lessons from the Equator Principles and the social risk management system. During the reporting period, ICBC actively practiced the vision of innovative, coordinated, green, open, and share development and the five-sphere integrated plan of coordinated economic, political, cultural, social and ecological advancement, and actively contributed to a model of modernization with humans developing in harmony with nature through its own financial practice.



Strategic Goal

Developing into a world-leading green bank with good international reputation.



Strategic Thinking

Integrating the concept of green development into the overall strategy and building a green finance strategy system suitable for ICBC.

Fostering green values, raising awareness of sustainable development, and developing green culture recognized at home and abroad and by all employees of the Head Office and branches.

Comprehensively promoting green finance from the aspects of policy, system, management process, business innovation and performance.

Launching new green finance products and enhancing the ability to provide green finance services in an all-round way.

Continuously innovating methods and tools to strengthen environmental and climate risk management.



Implementation Path

Ensuring preservation and innovation and highlighting characteristics.

ICBC will innovate with reference to the best practices in green finance at home and abroad and in accordance with China's and ICBC's conditions, constantly enrich the implications and essence of green finance, and determine the development path of green finance with its own characteristics, according to China's overall plans and regulatory requirements for building an ecological civilization.

Strengthening top-level design and taking all factors into consideration.

ICBC will improve the long-acting mechanism of green finance development in a top-down manner, carry out management of the annual, medium and long-term objectives concerning green finance, coordinate the relationship among sustainability, security and profitability, and achieve the organic unity of economic and social benefits, and short-term and long-term interests.

Implementing whole-process management and one-vote veto system.

ICBC will embed the requirements on green finance in front, middle and back-office business processes, explore to include environmental and social risk factors in customer (project) risk assessment system, strengthen monitoring, identification, mitigation and control of environmental and social risk indicators, and exercise green finance one-vote veto system throughout the whole process.

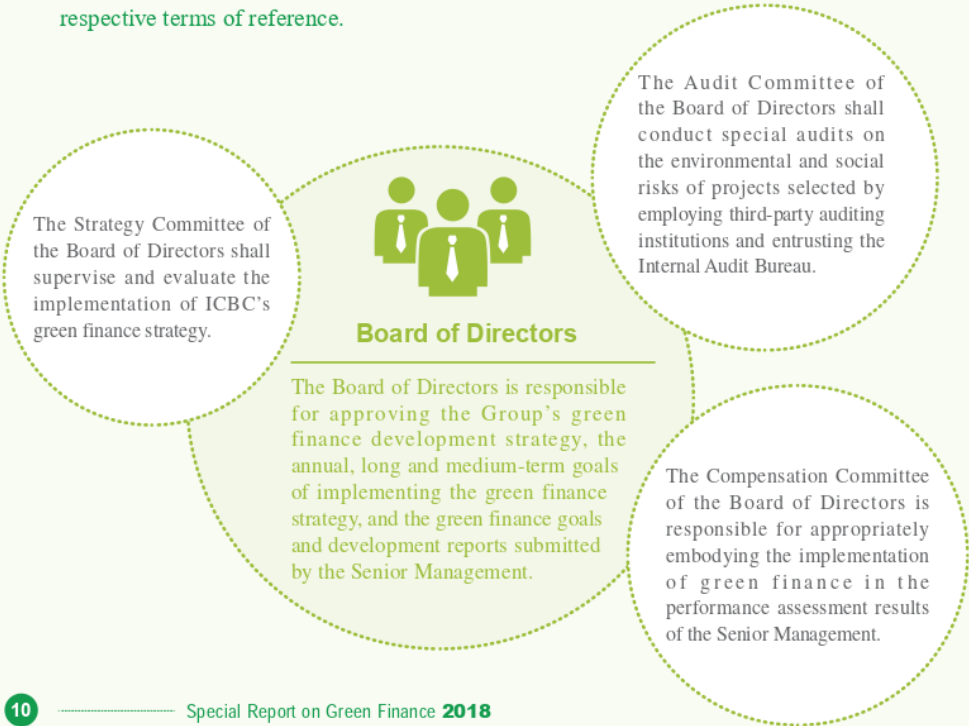
Working in cooperation with a due division of labor and ensuring participation of all employees.

ICBC will improve the working mechanism of leading management and coordinated advancement, form an architecture of mutual cooperation and participation of all institutions and business lines of ICBC, incorporate green finance into daily operation, fully arouse the enthusiasm, initiative and creativity of employees to participate in, stand firmly and work tirelessly to ensure that green finance development achieves desired results.



Governance

In line with the best social responsibility practices in the world, ICBC continuously explores the sustainable development path for enterprises, strengthens organizational guarantee for green finance from the perspective of governance structure, and highlights the coordinated leadership of green finance by the Board of Directors and the Senior Management. The Strategy Committee, the Audit Committee and the Compensation Committee of the Board of Directors are respectively responsible for approving and supervising ICBC’s green finance development strategy, auditing ICBC’s environmental and social risks, evaluating Senior Management members’ implementation of green finance and incorporating the implementation results into their performance assessment. The Senior Management is responsible for establishing ICBC’s green finance development strategy and long and medium-term objectives. The Credit Risk Committee is responsible for formulating ICBC’s green credit policy and managing green credit risks. The green bond task force is responsible for work relating to ICBC’s issuance of green bonds. All business departments concerned shall, under the leadership of the Credit and Investment Management Department, carry out green finance related work within their respective terms of reference.









- ① Policy and System
- ② Process Management



Policy and System

In 2018, ICBC focused on strengthening top-level design, continuously improved climate and environment-related policies and systems, and provided basic guarantee and positive guidance for the sustainable and steady development of green finance.



ICBC issued the Opinions on Comprehensively Strengthening Green Finance Building to clarify ICBC's priorities on developing green finance.

As building an ecological civilization has become a national strategy and a new regulatory requirement, ICBC issued the Opinions on Comprehensively Strengthening Green Finance Building in 2018, which deepen the understanding of the importance of green finance building, clarify the objectives and basic principles, and streamline the priorities and measures for developing green finance with greater efforts. The Opinions set out seven priorities and 25 measures, including continuously promoting the green adjustment of investment and financing structure, enhancing management of investment and financing environments and social risks, actively carrying out green finance innovation, comprehensively improving self-performance, earnestly implementing regulatory requirements, and strengthening organizational guarantee and daily management for green finance development, which lay a solid foundation for strengthening green finance building in all respects, building a world-leading green bank and achieving the sustainable development of investment and financing.



ICBC revised and issued the Industrial (Green) Credit Policy to promote the green adjustment of credit structure.

Since 2003, ICBC has revised and issued the Industrial (Green) Credit Policy year by year to meet the requirements of green credit policies for various industries. Specifically, in terms of industrial investment orientation, ICBC gave higher industry positioning to green industries such as ecological protection, clean energy, energy conservation and environmental protection, and circular economy, established the relationship between industry orientation and economic capital, encouraged and guided ICBC to actively support credit business in the field of green economy; in terms of specific industry policies, ICBC paid close attention to technique, energy consumption, technology, environmental protection and other key indicators that could reflect the

core competitiveness and risk status of an enterprise, and defined them as one of the core elements in the Industry Credit Policy.



ICBC formulated special policies to support business development in key areas of green credit

Since 2009, ICBC has actively fostered the green credit market in line with China's industrial and environmental protection policies. It has formulated and issued the Guidelines on Credits for Energy Saving Fields and the Opinions on Prioritizing Credit Support for Key Fields of Advanced Manufacturing, guiding ICBC to actively cultivate emerging green credit markets such as energy saving, emission reduction and circular economy, and achieved good results.

In 2018, ICBC issued the Opinions on Expanding Green Bond Underwriting Business for Corporate Customers, further promoted the development of green bond underwriting business for corporate customers, and did a good job in monitoring the usage of funds raised, so as to ensure it complies with relevant policies and regulatory requirements on green bonds. The Opinions on Expanding Environmental Protection Industry were issued, clarifying the key areas of financial services for green economy.



ICBC adopted international standards and guidelines and continuously improved classified management of green credit.

With reference to the Equator Principles and IFC Performance Standards and Guidelines, ICBC issued the Administrative Measures for Green Credit Classification in 2014, which divide ICBC's domestic corporate loan customers and projects into four grades and 12 categories according to the impact of loans on the environment, and embed them in ICBC's internal asset management system to achieve reasonable quantitative management of customers' environmental and social risks.



ICBC promoted green financing to serve China's three strategic underpinning belts.

ICBC actively implemented the national plan for three strategic underpinning belts, formulated and issued guidelines for credits extended to boost the Belt and Road Initiative, the development of the Beijing-Tianjin-Hebei region and the Yangtze Economic Belt, respectively, of which such green industries as clean energy, green transportation, energy saving and environmental protection are the key areas of financing. In line with the above guidelines, ICBC seized strategic opportunities, cultivated new drivers of credit growth, and realized healthy and sustainable development of credit business. ICBC also issued the Administrative Measures for Risks in Going Global Cross-border Financing Business, requiring relevant overseas institutions to comply with local policies, regulations, regulatory requirements and international practices, and strengthen environmental and social risk management with respect to the Belt and Road and Going Global business.



Process Management

In accordance with advanced international theories, best practices, and the latest domestic regulatory requirements, taking into account the actual situation, ICBC formulated the Group's Comprehensive Risk Management Rules and the Administrative Measures for Risk Appetite, and developed the 2018-2020 Risk Management Plan, setting out the objectives and tasks of future risk management. ICBC strengthened crisis management, completed the annual renewal of recovery and resolution plans, and improved stress testing methods. It took the main responsibilities for risk prevention and control, and improved the comprehensive risk management system.



Strictly observing the bottom line of environmental and social risk compliance.

The enterprises (projects) financed by ICBC shall comply with the laws, regulations and regulatory requirements of host countries (regions) on environmental protection, land, health and safety, strictly abide by constraints on local ecological protection, environmental quality and the utilization of resources. In 2018, ICBC issued the Risk Prompt on Financing Involved in Environmental Protection Supervision and Policy Adjustment, requiring all branches to raise environmental protection standards for customers from key industries and regions, strictly implement the "one-vote veto system for environmental protection", observe the bottom line of environmental and social risk compliance, and strengthen risk management and control over high-risk customers.



Strictly carrying out whole-process green credit management.

According to environmental and social risk compliance requirements, ICBC specified actions and points of attention in each area in consideration of the characteristics of customers or projects, and strengthened whole-process management of environmental and social risks in investment and financing.

ICBC regarded environmental and social risk investigation as an important part of due

diligence, comprehensively evaluated the willingness, ability and historical records of customers in management of environment and social risks, and preliminarily classified environmental and social risks for customers or projects.

In reviewing and approving credits, ICBC regarded customers’ environmental and social risks as an important part in reviewing reports, and developed a standardized list of environmental and social risk compliance documents and review highlights. According to the nature and severity of environmental and social risks of customers or projects, ICBC put forward loan schemes and determined reasonable and effective prerequisites and management requirements.

In signing contracts, ICBC formulated the terms and conditions of the environmental and social risk management contracts in strict compliance with relevant requirements of its Notice on Improving the Text of Credit Business Format Contract, and urged customers to strengthen the management of environmental and social risks.

In granting funds, ICBC verified the implementation of the preconditions for financing one by one, and paid attention to whether the customers had violated laws or regulations or whether there were negative public opinions in terms of environmental protection, land, health and safe production. ICBC will terminate fund appropriation in a timely manner if any major potential risks are identified.

In post-lending management, ICBC strengthened post-investment (lending) monitoring, early warning and periodic onsite inspection, regularly conducted onsite inspection over customers operate in environmentally sensitive industries in strict compliance with the Head Office’s post-lending management measures and relevant requirements on green finance management, and fully understood the status of enterprises’ compliance with environmental protection laws and regulations.

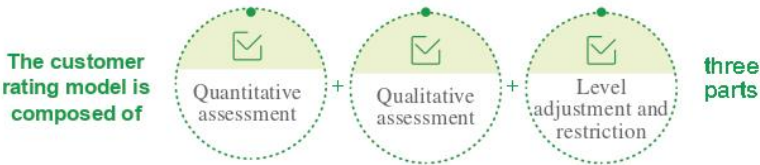




Strengthening the ability to quantify risks and incorporating environmental factors into customer rating and the customer credit rating monitoring system

Considering environmental factors when rating customers

The results of corporate customer rating are an important basis for credit risk management decision-making regarding customer access management, credit approval, post-lending management, capital measurement, provision set-aside, performance assessment, etc.



In customer level restriction, customers' environmental protection behavior, safe production standards, green credit classification and other factors are taken into account.

Considering environmental factors when monitoring customer rating

When major environmental protection or safety incidents occur, the customer involved shall be re-rated within one month. ICBC reinforced assessment and resource allocation of green credit, and regularly monitored customers whose green credit classification marks exceed the specified level. For these customers, the system will downgrade their rating and issue a prompt for re-rating.



Sewage interception project around the Erhai Lake (Phase II) financed by ICBC Yunnan Branch



Strengthening prevention and control of risks for financing enterprises with backward production capacity

Eliminating backward production capacity is an important measure to resolve the problem of excess capacity and promote industrial upgrading in China. ICBC paid close attention to changes in national policies, and took advantages of relevant measures such as industrial credit policy and shift management of key industries to continuously improve its working mechanism. It tightened financing for customers with backward production capacity that should be eliminated, effectively promoted the prevention of backward production capacity risks, and achieved remarkable results. As at the end of December 2018, loans to five industries with excess capacity, such as steel, dropped by RMB8.4 billion from the beginning of the year.



Conducting self-assessment regarding green credit and fully developing green credit

Since 2014, the China Banking Regulatory Commission (CBRC) has regularly carried out self-evaluation regarding green credit on an annual basis, with evaluation results as an important basis for the follow-up "green bank rating". In order to meet the regulatory requirements of the CBRC on green credit evaluation, in 2018, the Head Office organized 20 relevant departments to carry out self-evaluation of ICBC's green credit work in

2017. For unqualified indicators and areas of weakness found in the self-evaluation, ICBC studied and put forward rectification and improvement measures. In 2019, ICBC completed self-evaluation of its green credit work in 2018. The results show that ICBC's green credit work was advanced solidly and steadily, and its green credit structure was further improved. In the 2018 green bank evaluation campaign held by the China Banking Association, ICBC won the title of excellent bank in the overall evaluation of green banks.



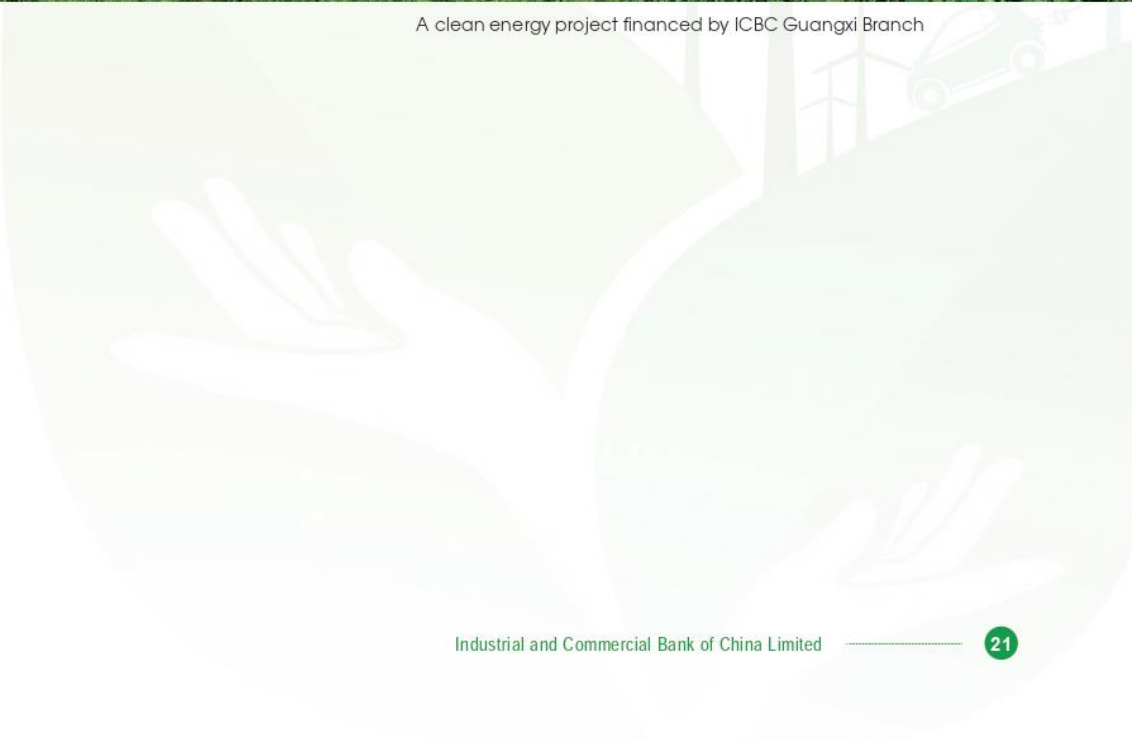
ICBC won the title of

excellent bank

in the overall evaluation
of green banks.



A clean energy project financed by ICBC Guangxi Branch



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Conducting stress testing on the impact of environmental risk on commercial banks' credit risk



Under the guidance of the GFC, ICBC has conducted stress testing on the impact of environmental risk on commercial banks' credit risk ever since 2015. The results were officially released on the London Stock Exchange during the G20 Green Finance Summit held in London in March 2016, filling the gap of China's commercial banks in the field of environmental risk quantification and transmission mechanism research. It also provides a tool for global financial institutions to study environmental risks. ICBC worked with a number of institutions at home and abroad, including Beijing Environment Exchange, Trucost of S&P, China Lianhe Equator Environmental Impact Assessment Co., Ltd., Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ), and Risk Management Solutions (RMS), to conduct stress testing in multiple industries and fields, which made it well positioned to stay ahead of the world.

Stress factors	Study object	Released on	Partners
Policy	Thermal power	March 2016	NII
	Cement	March 2016	NII
	Electrolytic aluminum	March 2017	Trucost
	Steel	September 2017	China Lianhe Equator Environmental Impact Assessment Co., Ltd.
Climate	Drought	March 2018	GIZ, RMS
Price	Carbon trading	May 2019	Beijing Environment Exchange



Developing ESG green rating tools and index products

At the International Symposium on Environmental Risk Analysis held in July 2017, ICBC officially released the ESG Green Rating and Green Index Research Report, which was completed in cooperation with CSI Research Institute and Trucost. This study combines CSI Research Institute's understanding of

the index building methods and ICBC's customer advantages, fully considers the dimension of the Chinese context and the characteristics of enterprises, and has established an evaluation system with scientific methods and highly reliable data. This evaluation system is the first of its kind among Chinese commercial banks. It has not only filled up the gap of Chinese banking industry in the research field of environmental risk quantification and transmission mechanism, but also has played a leading role in the global banking industry for researching on green finance and environmental risk quantification. In order to assist with the development and application of ESG rating and index project, ICBC also developed the Industry Credit Risk Management System and the ICBC Index Management System, which will further improve the quality of enterprise environment data. In December 2018, the "CSI 180 ESG Index" jointly developed by ICBC and CSI was formally launched. Based on ICBC's ESG green rating, the index leveraged the extensive data accumulated by ICBC for a long period, and effectively improved the accuracy and effectiveness of ESG rating.



In December 2018
the "CSI 180 ESG Index"
jointly developed by ICBC and
CSI was formally launched.







03

Green Products

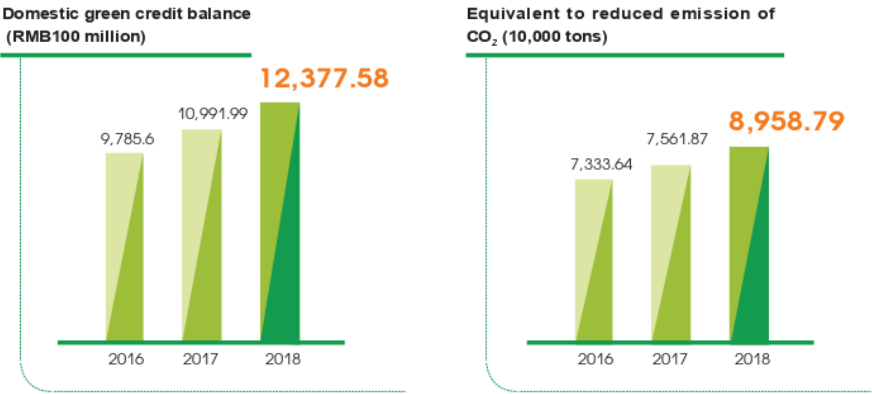
- ① Green Credit
- ② Green Bond

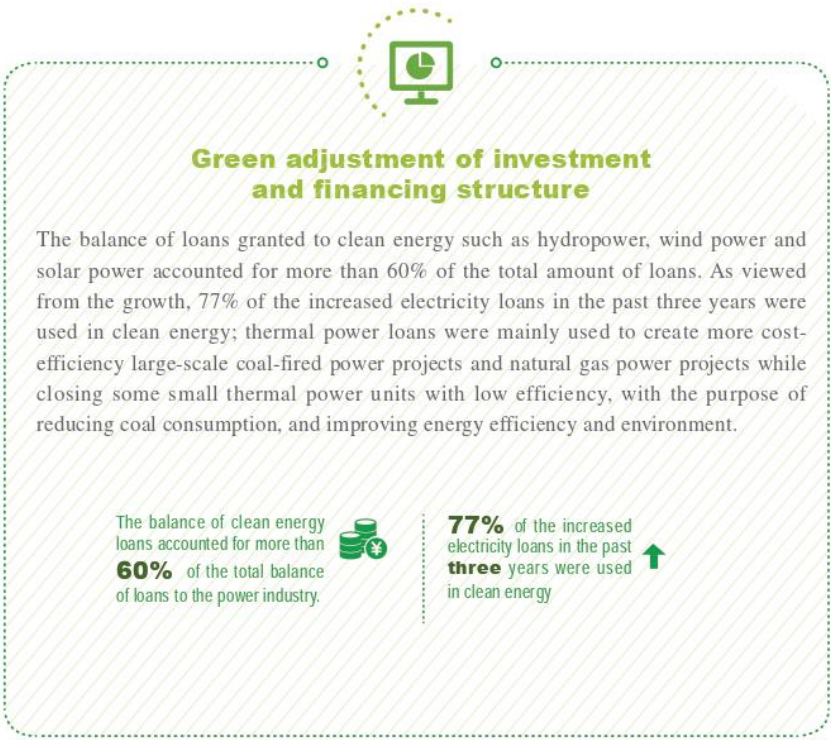
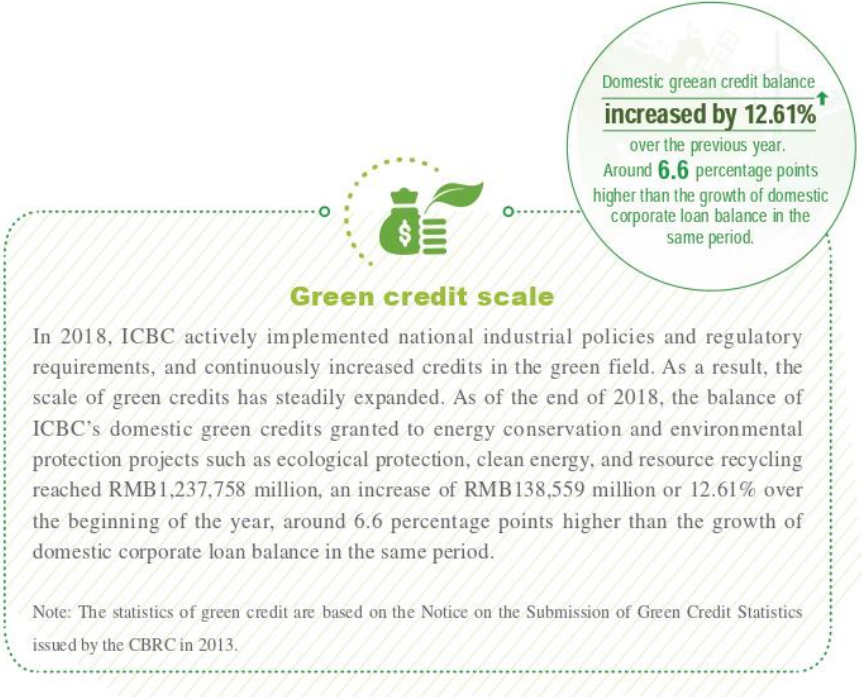


Green Credit

In recent years, ICBC has continued to practice the concept of green credit, contributed to the building of an ecological civilization, and made great achievements in developing green credit, supporting green development and the real economy, and leading global green practice through green intellectual achievements.

The green economy is the major destination of ICBC’s investment and financing support. ICBC reasonably balanced the relationship among social benefits, economic benefits and financing risks, gave priority to high-quality customers, key projects and high-quality projects in such green economic fields as ecological protection, clean energy, energy conservation and environmental protection, green transportation, green building, circular economy and low-carbon economy, and gradually expanded their proportion in its overall investment and financing.





ICBC strengthened restructuring of environmentally sensitive industries and customers. Environmental sensitive industries and industries with excess capacity should be the focus of investment and financing restructuring of ICBC, and the total amount and proportion of investment and financing should be reasonably controlled. In order to actively meet the requirement of de-capacity, effectively resolve the problem of excess capacity in industries such as steel and coal, and promote industrial restructuring, transformation and upgrading, in 2018, ICBC implemented shift management over five industries with excess capacity, including steel, and actively put differentiated credit policy into practice. It increased support for leading enterprises with advanced technology and equipment, competitive products and market share. It satisfied the reasonable fund demands of backbone enterprises in respects of acquisition and reorganization, technological transformation, energy saving and emission reduction, going global and daily operation, and actively promoted the resolution of the problem of excess capacity through financial means, so as to advance the transformation and upgrading of the industry. At the end of December 2018, loans granted to five industries with excess capacity, such as steel, dropped by RMB8.4 billion from the beginning of the year.



Green credit assessment and incentive

On the one hand, ICBC enhanced green credit assessment and resource allocation. In the reporting period, ICBC adjusted the quantitative indicators of green credit, incorporated them into the quarterly performance assessment index system of branches, and further improved the performance assessment and incentive and restraint mechanism for green credit work. On the other hand, ICBC improved the level of IT-based green credit management. In 2014, ICBC launched a statistical identification of "energy saving and environmental protection project and service" in the credit management system (including eight sub-indicators such as classification of energy saving and environmental protection projects and services and achievements in energy saving and emission reduction). In the reporting period, ICBC sorted out and verified the classification and statistical data quality of green credits of corporate customer project loans, further improved the quality of relevant basic data and upgraded the functions of the green credit statistics system.

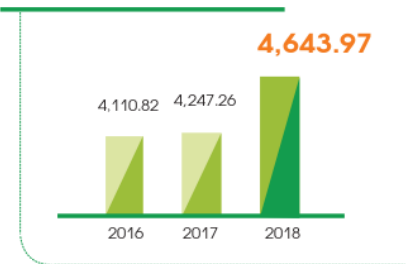
Launch the statistical identification of "energy saving and environmental protection project and service"

Improve the functions of green credit statistics system

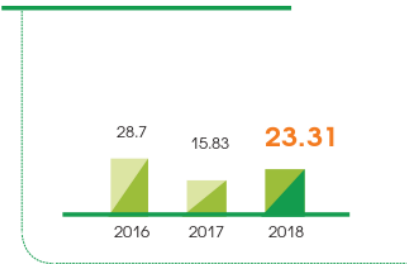
Green credit environment performance

According to the regulatory statistics reporting rules and energy saving and emission reduction calculation guidelines set out in the Notice on the Submission of Green Credit Statistics (Y.J.B.F. [2013] No. 185) issued by the CBRC, and based on the approval documents, feasibility reports and environmental assessment reports on green credit projects, in 2018, ICBC achieved outstanding green credit environment performance. ICBC's green credit reduced emission of 89,587,900 tons CO₂ equivalent, up 13,969,200 tons or 18.47% over the year beginning. It reduced emission of standard coal of 46,439,700 tons, up 3,967,100 tons over the year beginning; it saved 42,904,200 tons of water, up 10,039,700 tons over the year beginning.

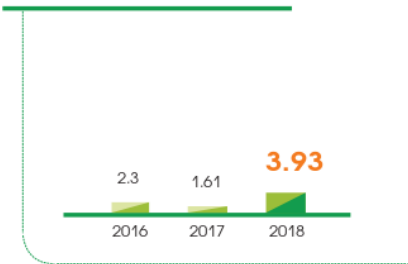
Equivalent to reduced emission of
standard coal (10,000 tons)



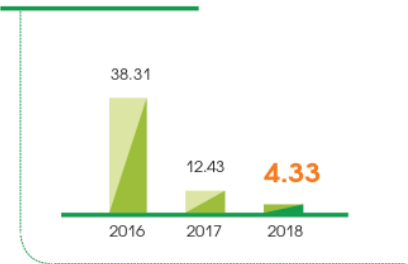
Equivalent to reduced emission of
COD (10,000 tons)



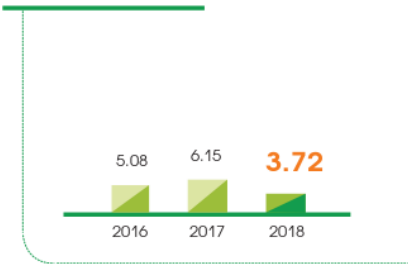
Equivalent to reduced emission of
ammonia nitrogen (10,000 tons)



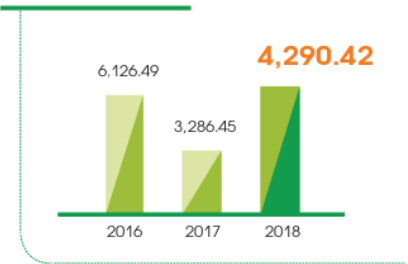
Equivalent to reduced emission of
sulfur dioxide (10,000 tons)



Equivalent to reduced emission of
nitric oxides (10,000 tons)



Equivalent to water saved (10,000 tons)



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Dedicated in promoting the green adjustment
of investment and financing structure

Guided by the principle of pursuing development through innovation, ICBC fully implemented the green finance concept, and supported domestic and foreign projects in the fields of clean energy, environmental protection, energy saving and emission reduction, and circular economy, in order to advance the efficient, sustainable and sound development.



Developing green energy to create a better ecological environment

Offshore wind power project




With a total investment of GBP **2.6 billion**

Moray offshore wind power project in the UK

The 950 MW offshore wind power project in Moray East of the UK had a total investment of GBP2.6 billion, including project loans of GBP2.1 billion. ICBC co-organized a syndicate with BBVA Bank of Spain, Santander Bank, Commerzbank, Calyon Bank, Societe Generale, Natexis Banques Populaires, ING Bank, Mizuho Bank and Sumitomo Mitsui Banking Corporation, etc. The project is a typical case of multi-country cooperation in developing large-scale green energy projects. It uses the most advanced technology and equipment to make full and effective use of local green energy. The project was awarded the “Best Electricity Project of the Year in Europe” by the Project Finance International of Thomson Reuters.



The project was awarded the “Best Electricity Project of the Year in Europe” by the Project Finance International of Thomson Reuters.



Driving energy saving and emission reduction by
multilateral financial cooperation



Reduce carbon dioxide emissions by
156,000 tons per year

Benban photovoltaic power station project in Egypt

The project is a key national-level renewable energy project in Egypt, which is a part of the Egypt Benban Photovoltaic Park. After the completion of the park, it will provide energy for 80,000 households and reduce carbon dioxide emissions by 156,000 tons per year. At the same time, the project fully adopts the World Bank’s standards on environment, health, safety and social responsibility. ICBC and the European Bank for Reconstruction and Development (EBRD) provided USD140 million parallel loans for Egypt’s 120 MW photovoltaic project. ICBC and EBRD each undertook 50% of the loans, and the loans provided by ICBC were insured by MIGA under the World Bank. This project is operated in a new mode and its financing structure is complex. It is a typical project of cooperation among multilateral financial institutions, and also the first non-recourse project financing organized by a Chinese commercial bank in Egypt.

The international award of “Best Multilateral Project of the Year” conferred
by the Project Finance International of Thomson Reuters

The international award of the “Best Project in Middle East and North
Africa” conferred by IJ Global

The international award of “Project Financing Transactions” conferred
by Bonds, Loans & Sukuk



Photo credit: IFC.



Developing low carbon energy to drive green development

The project has a total investment of **USD4.3 billion**

After completion, it will become the world's largest photothermal power station project with an average electricity rate of **7.3 cents/KWh**

Photothermal power station project in Dubai

The project was jointly invested by the Dubai Electricity and Water Authority (DEWA), ACWA and Silk Road Fund, with a total investment of USD4.3 billion. ICBC, Bank of China, Standard Chartered Bank and other institutions provided a syndicated loan of USD2.5 billion for the construction of a 700 MW photothermal power station and a 250 MW photovoltaic power station. More than 10 institutions including Natix and UNB were also involved. This project is planned under the Dubai government's 2050 Clean Energy Strategy, which will become the world's largest photothermal power plant project in the world after completion. The integrated average electricity rate is 7.3 cents/KWh, the lowest among all photothermal power stations in the world. Dubai photothermal power stations are one of the key projects constructed by Chinese enterprises under the Belt and Road Initiative.



Picture quoted from the website of DEWA



Digital finance boosts ecological building of Xiongan

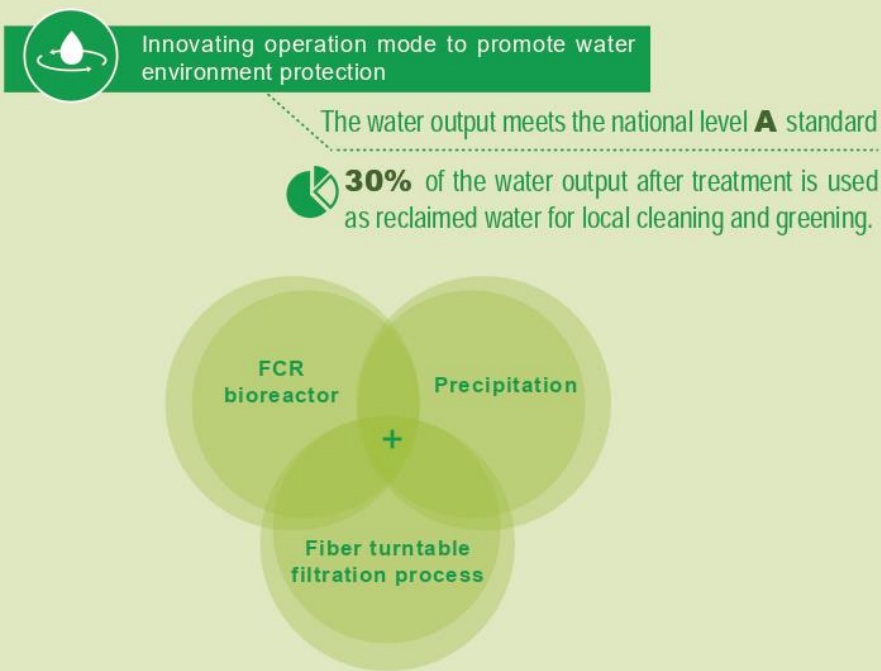
By the end of 2018, the platform had granted funds for more than **2,000 times**

with an amount of more than RMB **130 million** 

Digital Xiongan Ecological Chain Wisdom New Area Construction Project

ICBC Software Development Center integrated the research results of blockchain technology with business innovation, to provide high-quality financial services for government agencies and enterprises in Xiongan New Area. It launched several influential blockchain application products, such as the blockchain platform for managing Xiongan New Area construction funds, which have been highly affirmed by the Administrative Committee of Xiongan New Area, and got a head start in the fierce competition with other financial institutions. After the project was put into operation, some digital new area construction projects in Xiongan New Area, such as No. 9 plot of the first phase of "Millennium Xiulin" project, the second phase of the 100,000 Mu landscape & seedling forest project, the appropriation of land expropriation funds and the ecological treatment of Tanghe Sewage Reservoir were successfully put into use, to energetically support the efficient and transparent management of the full-cycle capital services of more than 300 enterprises and over 5,000 personnel involved in the construction of the New Area. By the end of 2018, the platform had granted funds for more than 2,000 times, amounting to over RMB130 million, and strongly supported the construction of Xiongan New Area through digital finance.






Tuanlin Sewage Treatment Plant project of Huadian Water Service Qinhuangdao Co., Ltd. in Beidaihe New Area

Tuanlin Sewage Treatment Plant in Beidaihe New Area intends to combine FCR bioreactor, precipitation and fiber turntable filtration process. The water output meets the national level A standard. After treatment, 30% of the water output is used as reclaimed water for local cleaning and greening. The project serves Beidaihe New Area of Qinhuangdao. It can effectively reduce the pollution pouring into the Bohai Sea and meanwhile serve as a proper destination for sludge, thus protecting the water environment of Beidaihe and Bohai Sea.

As urban infrastructure with the main purpose of serving society, the project not only provides an indispensable production condition for the production sector, but also a necessary living condition for local residents. ICBC Hebei Branch actively forged ahead to grant loans of RMB66 million to the first phase of Tuanlin Sewage Treatment Plant. By the end of 2018, RMB33.5 million had been funded. By supporting the construction of the sewage treatment plant, Hebei Branch has assisted in improving the ecological environment of Beidaihe New Area and achieved good ecological and social benefits.





Promoting shared green transport to realize low carbon emissions


ICBC Henan Branch granted loans of RMB**1.7 billion** for Zhengzhou Suburban Railway Project




Suburban railway project of Zhengzhou Metro Group Co., Ltd.

In 2018, ICBC Henan Branch granted loans of RMB1.7 billion for Zhengzhou suburban railway project, which effectively solved both the enterprise and the project's problem in accessing funds. The rail transit of this project is empowered by electricity, without causing pollutants such as carbon oxides, nitrogen oxides and sulfur smoke particles. It will play a positive role in reducing air pollution and improving urban environment. After the project is put into service, it will directly create 1,860 jobs, and convenient, fast and comfortable transportation facilities will effectively improve the transport status. At the same time, the service level of public transport in Zhengzhou will be improved. It is of great significance to strengthening the traffic links between the downtown areas of Zhengzhou and the southern airport area.





Using clean energy to boost regional development

Provide project financing of RMB **400 million** 

No. 1 and No. 4 projects of Dalad Photovoltaic Power Application Leading Base

In September 2018, ICBC Inner Mongolia Autonomous Region Branch provided financing support for two projects, namely, No. 1 and No. 4 projects of Dalad Photovoltaic Power Application Leading Base, which were invested and constructed by Narentai New Energy Co., Ltd. in Dalad Banner. By the end of the year, a total of RMB400 million had been provided for the above projects, and RMB300 million of financing will be granted in the near future. While utilizing local high-quality solar energy resources, the photovoltaic leading base can increase regional economic added value and environmental bearing capacity, which is of great significance to regional economic development. The Branch actively followed up, closely communicated and gave priority to the project, and ultimately achieved a win-win situation in upholding regional development strategy, supporting key green projects and improving the lending structure. It also drawn valuable lessons for its ensuing efforts in developing high-quality clean energy power projects such as photovoltaic power and wind power output base.





Promoting ecological governance and protecting urban water from the sources

The project will effectively solve urban inland standing water and repair damaged roads and bridges

Water ecosystem governance project of 100-li Yitong River in Changchun

Yitong River is the secondary tributary of Songhua River and the mother river of Changchun. In order to comprehensively renovate the whole basin of Yitong River and solve the problems surrounding the basin, water ecosystem governance, water ecological maintenance, flood control transformation, river-crossing roads and bridges, greening and other infrastructure and public services were all taken into consideration to design the PPP project of the 100-li Yitong River water ecosystem governance project in Changchun. ICBC Jilin Branch, as ICBC in charge and the correspondent bank, and China Development Bank, as the participating bank, granted a syndicated loan of RMB21.5 billion to the project. Among which, ICBC Jilin Branch undertakes to provide a total of RMB7.5 billion loans, and has so far granted RMB7.2 billion to the project. The project will effectively solve urban inland standing water, improve hygienic conditions of the city, repair damaged roads and bridges, and promote the construction of urban unblocked projects. Moreover, it is expected to effectively solve the current situation of water pollution in the Yitong River basin and protect the urban ecological environment in the future.





Building a green, beautiful capital so that
its benefits are shared by all

The total investment of the three projects
is about RMB **1,321 million**



**Project of Beijing Environmental Sanitary Engineering Group
Co., Ltd.**

As a local state-owned enterprise in Beijing, Beijing Environmental Sanitary Engineering Group Co., Ltd. is the largest and most professional industrial group in the field of environmental sanitation in Beijing. It has been working on garbage collection, transportation and disposal, so as to ensure that Beijing functions well. In 2018, Beijing Environmental Sanitary Engineering Group Co., Ltd. applied to ICBC Beijing Branch for loans for its three projects, which are to guarantee the comprehensive treatment of domestic garbage, excrement and kitchen garbage in Dongcheng, Xicheng, Chaoyang, Changping and Pinggu districts, and the disposal of garbage leachate. The total investment of the three projects is RMB1,321 million and the construction period is 15 years. Beijing Branch actively responded to the call of protecting the environmental, successfully assisted Beijing Environmental Sanitary Engineering Group Co., Ltd. to issue three-year offshore bonds of USD225 million, and provided financial support for its environmental protection projects, helped provide better treatment of domestic garbage in Dongcheng, Xicheng, Chaoyang, Changping and Pinggu districts of Beijing, and contributed its share to Beijing domestic garbage disposal.





Bank-government cooperation promotes regional sustainable development

Signing RMB**100 billion** worth of Strategic Cooperation Agreement on Clean Energy Development with the Development and Reform Commission of the Tibetan Autonomous Region



Supporting the autonomous region to build a national clean energy base, a "west-to-east power transmission" relay base and an energy base radiating South Asia



Strategic Cooperation Agreement on Clean Energy Development

Given the rich clean energy, such as water, light, heat and wind, in Tibet, ICBC Tibet Autonomous Region Branch has closely followed up the plan of building a national clean energy base, a “west-to-east power transmission” relay base and an energy base radiating South Asia, and actively supported clean energy projects such as hydroelectric power, wind power and photovoltaic power. By the end of 2018, the balance of loans to clean energy projects reached RMB5.62 billion, an increase of RMB1.24 billion or 28.3% over the year beginning, 20.2 percentage points higher than the average growth of total loans. On October 26, 2018, ICBC Tibet Autonomous Region Branch and the Development and Reform Commission of Tibetan Autonomous Region signed a Strategic Cooperation Agreement on Clean Energy Development, with a total financing of RMB100 billion. The signing of this strategic cooperation agreement laid the foundation for Tibet in building a national clean energy base, a “west-to-east power transmission” relay base and an energy base radiating South Asia in the future.



Green Bond

ICBC entered the field of bonds in 2007. Since then, after more than 10 years of accumulation, it has gained a leading edge in green strategy, policy system, processes, rules, talent cultivation, research and innovation, ranking first in many areas of the green bond market of China and the world.

2017



ICBC issued the first Belt and Road green climate bond worth USD 2.15 billion equivalent in Luxembourg.

On September 28, 2017, ICBC issued its first Belt and Road green climate bond worth USD2.15 billion equivalent in Luxembourg, which ranked first in terms of issuance criteria, issuance amount and investment theme. The green bond was awarded the “Best ESG Deal” of Finance



Asia, “SRI Bond” of IFR Asia, and “Best Green Bond” of The Asset in 2017, and the “Green Bond Fund Usage Innovation Award” of the Environmental Finance and the “Asia Pacific Green/SRI Bond Deal of the Year” of GlobalCapital in 2018, achieving good results. The experience we learned from this issuance in product positioning, bond design, road show and other aspects can serve as an important reference for Chinese issuers in issuing green bonds overseas.

2018



ICBC kept making innovations and breakthroughs in the field of green bonds


ICBC issued two Belt and Road green-themed bonds to boost the green bond market

On June 5, 2018, ICBC, through London Branch, issued Belt and Road green bonds in both USD and EUR, with an issuance amount of an equivalent of USD1.6 billion. The bonds were officially listed on the London Stock Exchange and were the largest of its kind. The issuance and listing of green bonds reflects the outcomes of the 2017 China-UK Economic and Financial Dialogue in respect of the Belt and Road Initiative, green finance and infrastructure and energy. The proceeds of the bonds will be used to support green asset projects such as clean transportation along the Belt and Road, land renewable energy and offshore wind energy. The offshore wind energy project, as a clean energy project in the UK, embodies the philosophy of ICBC that combines the implementation of its green finance commitments with in-depth exploration of local markets. The bonds continue to follow the green framework established by ICBC in 2017 and have obtained the “climate bond” certificate issued by the Climate Bond Initiative (CBI), which is in line with international and domestic best practices in green finance. The bonds were awarded the “Largest Emerging Market Certified Bond” by CBI in 2018.

On June 13, 2018, ICBC, through ICBC (Asia), issued Belt and Road green bonds in both USD and HKD, with an issuance amount of an equivalent of USD730 million, which were officially listed on the Stock Exchange of Hong Kong Limited. The bonds continue to follow the green framework established by ICBC in 2017, and meet the latest domestic and international standards for green bonds. Besides, the bonds were awarded the Pre-issuance Stage Certificate issued by Hong Kong Quality Assurance Authority (HKQAA). It is the first batch of green bonds issued by a financial institution and certified by the agencies of Government of the Hong Kong Special Administrative Region and also the first of its kind that is issued by a bank registered and licensed in Hong Kong.


June 5, 2018

ICBC, through **London Branch**, issued Belt and Road green bonds in both USD and EUR

The final issuance amount is  equivalent to USD **1.6 billion**

June 13, 2018

ICBC, through **ICBC (Asia)**, issued Belt and Road green bonds in both USD and HKD

The final issuance amount is  equivalent to USD **730 million**

Actively underwriting green bonds to meet green financing demands

In 2018, ICBC underwrote 16 overseas green bonds in USD, EUR, HKD and CNY, with a total proceeds of USD6,741 million, contributing to the participation of Chinese issuers in the international green bond market.

In 2018, ICBC, on behalf of Chinese-based institutions, issued six green bonds as the lead underwriter, with a total proceeds of RMB65.51 billion, actively contributing to the development of China's green bond market. The proceeds of the green bonds underwritten by ICBC were mainly used in the construction of projects that meet the requirements on green environment and ecology, strongly supporting the development of green undertakings. Meanwhile, ICBC strengthened cooperation with relevant institutions in the interbank market to jointly push for further improvements in China's green financial system.

List of overseas green bonds underwritten by ICBC in 2018

Issuer	Currency	Trading amount (USD)
CGNPC International Limited	EUR	578,990,000
EDP Finance BV	EUR	688,818,000
China Everbright Bank/Hong Kong	USD	300,000,000
ICBC (Asia)	USD	200,000,000
ICBC (Asia)	HKD	331,279,000
ICBC (Asia)	USD	200,000,000
Beijing Capital Polaris Investment Co., Ltd.	CNY	99,511,650
Agricultural Development Bank of China	EUR	572,885,000
Capital Environment Holdings Limited	USD	250,000,000
Beijing Capital Polaris Investment Co., Ltd.	USD	500,000,000
Industrial Bank Co., Ltd./Hong Kong	USD	600,000,000
ICBC London Branch	USD	500,000,000
ICBC London Branch	USD	500,000,000
ICBC London Branch	EUR	585,760,000
ICBC London Branch	EUR	495,652,000
Industrial Bank Co., Ltd./Hong Kong	EUR	338,367,000



In 2018, ICBC, on behalf of Chinese-based institutions, issued six green bonds as the lead underwriter, earning a total proceeds of RMB65.51 billion.

**RMB 65.51
billion**

Actively participating in green bond investment and providing financial support for green industry

By the end of 2018, the balance of RMB-dominated green bond investment in the banking book of the Head Office and branches of ICBC amounted to about RMB30.18 billion, covering all kinds of bonds issued by financial institutions and non-financial institutions; the balance of foreign currency green bond investment in the banking book of ICBC was about USD95.7 million, mainly focusing on the bonds issued by policy banks and commercial banks, in an effort to meet the fund needs for development of domestic and global green industry.

RMB-dominated green bonds in ICBC Head Office and branches



The investment balance was about RMB **30.18 billion**

Foreign currency green bonds in ICBC



The investment balance was about USD **95.7 million**

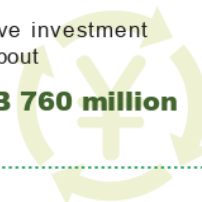
Continuing to properly engage in green bond trading and promoting market liquidity

By the end of 2018, ICBC had steadily carried out green bond trading in the interbank and over-the-counter bond markets, with a cumulative amount of about RMB760 million. This will enhance the activity of the green bond market, thus arousing the enthusiasm of institutions and individual investors in trading green bonds and guiding them to enhance green investment awareness.

By the end of 2018, ICBC had steadily carried out green bond trading in the interbank and over-the-counter bond markets

The cumulative investment balance was about

RMB 760 million



Being devoted to green bond innovation and improving the green financial product system

In 2018, ICBC successfully underwrote a number of new green bonds for customers in the interbank market, playing an excellent exemplary role. For example, on behalf of an electric power enterprise, ICBC successfully underwrote a green asset-backed note (ABN), which is the first clean

energy green ABN of an enterprise under the central government in the interbank market. Also, on behalf of a transportation group, ICBC underwrote a green debt financing instrument, which is the first bond in the interbank market directly used for purchasing clean energy buses.







ICBC has been practicing the concept of green operation, advocating green office, and continuously enriching the connotation of office information system. During operation, ICBC actively promotes paperless office, conducts research and promotes paperless meetings, strictly implements rules on car use, strengthens energy consumption control, advocates water conservation and other environmental protection measures, and achieves remarkable results.



Continuously launching new electronic channels and transaction functions to respond to the advocate for environmental protection and energy conservation

In 2018, ICBC deeply implemented and conveyed the concept of environmental protection and advocated low-carbon operation. For example, it continued to enhance the IT application of financial market business, and cut energy consumption by reducing documents printed on paper and business trips, etc. In addition to over-the-counter transactions required by regulators, non-cash transactions of personal customers can now fully be handled online. In 2018, agency settlement and sale of foreign exchange that were handled via electronic channels accounted for 21% of the total, four percentage points up compared to the previous year; personal transfer and remittance and wealth management product transactions that were

Personal transfer and remittance and wealth management product transactions that were conducted via online banking and mobile banking

accounted for more than **60%** of the total

The amount of fund transactions accounted for more than **80%** of the total

Online paper investment transactions

accounted for more than **99%** of the total

conducted via online banking and mobile banking accounted for more than 60% of the total, and fund transactions accounted for 80% of the total. Almost all transactions related to paper precious metals, crude oil, futures and agricultural products were closed online, accounting for more than 99% of the total amount of transactions. Meanwhile, ICBC accelerated research on and the development of the e-trading platform for corporate customers in financial market and the settlement and sale of foreign exchange function of the corporate mobile banking, further enhanced the ability of electronic channels to serve its customers, and continued to improve the green financial service system.

Creatively promoting the development of smart banking to convey the concept of green financial services to customers

In light of the e-ICBC 3.0 strategy, ICBC pushed forward the intelligent transformation of traditional financial services, and established an open, cooperative and win-win financial service ecosystem. ICBC strengthened infrastructure, and significantly enhanced the platform as the underpinning. During the reporting period, ICBC's online transactions accounted for 97.7% of the total amount of transactions, effectively promoting physical outlets to achieve energy conservation and emission reduction, and reduce operational consumption. ICBC provided customers with annual statements of accounts, specifically counted the number of transactions conducted by customers via ICBC Mobile, and estimated the amount of carbon emissions saved based on traveling, outlet manpower, voucher printing and other costs. With these data, it disseminated the concept of energy conservation and environmental protection to its stakeholders.

ICBC's online banking business accounted for

97.7% of total

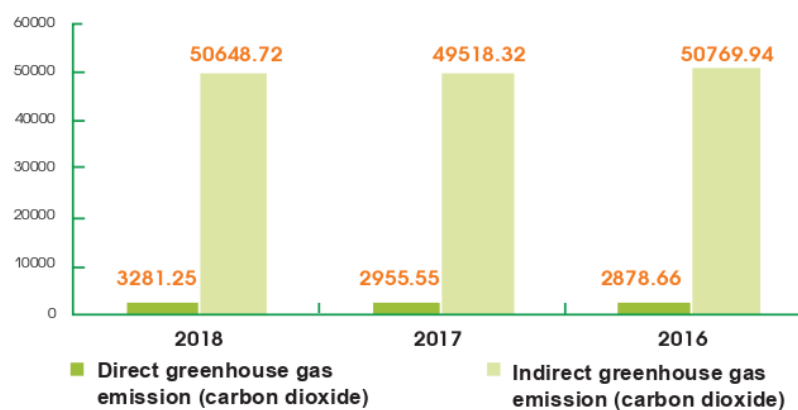


Building an open, cooperative and win-win financial service ecosystem



Table 1 Greenhouse Gas Emissions and Natural Resource Consumption Caused by ICBC's Operation

Environmental indicator	Sub-item	Unit	2018	2017	2016
Direct greenhouse gas emission	Oil consumption of official cars (Head Office)	Liter	76,699	86,109	86,532
	Water consumption in offices (Head Office)	Ton	172,377	170,196	156,324
Indirect greenhouse gas emission	Power consumption in offices (Head Office)	KWh	18,394,080	19,408,280	19,867,300
	Paper consumption in offices (Head Office)	one million pieces	8.72	8.73	7.71
Environmental protection measures	Proportion of domestic e-banking business volume	%	97.7	94.86	92
	Voluntary afforestation fee of the Head Office	RMB10,000	6.6	6.6	—
	Green food enterprises settled in ICBC Mall	Number	—	943	—
	IT application in procurement file management	—	—	Among 28 categories of centralized procurement file, 21 of them in online electronic form	—
	Other environmental protection measures	—	Developing new modes of energy saving and emission reduction	Developing new modes of energy saving and emission reduction	—
		—	Paperless counter operation	Paperless counter operation	—
		—	Promoting responsible procurement	Promoting responsible procurement	—
		—	awareness of green operation	—	—

**Figure 1 Greenhouse Gas Emissions of ICBC's Institutions in Beijing
(Unit: Tons)****Table 2 Statistics of Waste from Business Activities of ICBC's Beijing-based Institutions**

Item	2018	2017	2016
Microcomputer (host)	524	642	1541
Display	320	304	1331
Laptop	158	496	749
Printer	195	148	251
Server	0	28	3
Others	82	37	118

Note: ICBC's Beijing-based institutions include the Head Office, the Business Research and Development Center and the Software Development Center.







**Green
Environmental protection
Finance**



Assuming important duties as a member of the Green Finance Committee of China Society for Finance and Banking

ICBC is the deputy director unit of Green Finance Committee (GFC) of China Society for Finance and Banking, and is also among the first member units joining the GFC. Since ICBC joined the GFC, it has spared no effort to support the work of the GFC and taken the initiative to undertake various tasks. Under the guidance of the GFC, ICBC completed a number of global leading researches, including stress testing and ESG index, thus making sure that China stays ahead in the area of environmental risk analysis. ICBC cooperated with other members of the GFC to jointly complete the first series of books relating to global green finance. Covering topics such as international green finance, Chinese green finance, environmental risk analysis and management, the books provide the first systematic theoretical research and case analysis concerning green finance. As a member of the Green Finance Working Group (the predecessor of GFC), ICBC, together with other members, jointly put forward 14 proposals to improve China's green finance system, most of which have been adopted by policy-makers and built into the Guidelines on Building a Green Financial System issued by seven ministries and commissions, including the PBOC and the National Development and Reform Commission in 2016. Within the framework of China-UK green finance cooperation, ICBC organized China's pilot financial institutions to conduct environmental information disclosure, and effectively promoted international cooperation regarding green finance, demonstrating its ability and willingness to undertake responsibilities as a global leading bank and the largest state-owned commercial bank in China.



Studying the building of a strategy system for green finance of commercial banks

In 2015, ICBC studied the building of a strategy system for green finance. Based on comprehensive analysis of green finance strategies, rules, methods and products of international and domestic leading commercial banks, ICBC put forward the overall framework for China's commercial banks to build their own strategic systems for green finance. This study is foresighted, and provides reference for the establishment of a strategic framework for green finance by Chinese commercial banks.



Writing green finance-themed monograph, which was highly recognized by the industry



ICBC, in conjunction with the GFC and other institutions, jointly compiled the Case Studies of Green Finance in China (Version 2016), the Case Studies of International Green Finance (Version 2017), and the Environmental Risk Analysis by Financial Institutions (Version 2018). The Case Studies of Green Finance in China was awarded the “Book of the Year” by China Business Network. The Case Studies of International Green Finance was selected as one of the “Top 10 Financial Books in 2017” by the China Banking Development Forum. The Environmental Risk Analysis by Financial Institutions was highly recognized by regulatory authorities and regarded as an important achievement made by the G20 sustainable finance study group. The three case studies analyze and sort out the typical cases of green finance in China and the world, introduce the environmental risk analysis theories, models and methods, and contribute to the building of green finance capacity in China and other countries. ICBC has also prepared the China Green Finance Development Research Report with China Renmin University. Gu Shu, President of ICBC, and Liu Wei, President of China Renmin University, served as senior academic advisors of the report. This report brings together the wisdom of the banking industry and academia. It is not only a comprehensive summary of the latest developments in China’s green finance, but also an in-depth analysis of hotspots and issues of focus, providing important references for policy-making departments, financial institutions, enterprises, and the academia.



Taking the lead in environmental information disclosure pilot and actively participating in the setting of global standards for green finance

As the concept of green finance is more embraced by the people, the disclosure of environmental information of financial institutions has drawn more attention. At the 9th China-UK Economic and Financial Dialogue held on December 15, 2017, the two governments encouraged Chinese and British financial institutions to jointly conduct pilot disclosure of environmental information. As the Chinese institution in charge, ICBC organized other Chinese pilot institutions to jointly carry out pilot work with the UK. ICBC took the lead in conducting pilot disclosure of environmental information. It not only blazed a trail for domestic financial institutions in disclosing such information, but also provided practical support for international peers.



Since 2018, ICBC has organized Chinese pilot institutions to conduct in-depth research on the framework, principles and practices of international climate and environmental information disclosure, developed the Plan for Environmental Information Disclosure pilot of Chinese Financial Institutions considering China's conditions, and issued a three-phase action plan. It developed the Target Framework for Environmental Information Disclosure of Chinese Financial Institutions, clarifying the qualitative information and quantitative indicators for disclosure. It urged all pilot institutions to carry out environmental information disclosure independently based on the pilot action plans and target framework. On November 30, 2018, ICBC, on behalf of China's pilot institutions, jointly released the Report on the Progress of Pilot Disclosure of Climate and Environmental Information of Chinese and British Financial Institutions in 2018 (available on www.greenfinance.org.cn/displaynews.php?id=2381) with the UK, revealing the progress and achievements made in pilot work to date. Pilot institutions from China and the UK introduced their improvements made in environmental information disclosure in the form of case study.





Joining the UNEP FI core task force to deeply participate in global governance

In April 2018, the United Nations Environment Programme Financial Initiative (UNEP FI), entrusted by UNEP, announced the launch of the Principles for Responsible Banking. ICBC, as the only Chinese bank invited by UNEP FI, joined the core task force together with other 27 banks worldwide for the drafting of the Principles. The Draft Principles for Responsible Banking were already published worldwide at the UNEP FI Global Roundtable held in Paris, France on November 26, 2018, and will formally become effective in September 2019. Then, the Principles, together with the Principles for Responsible Investment (PRI) and the Principles for Sustainable Insurance (PSI), will become an important reference for the financial industry to fulfill the 2030 Sustainable Development Goals of the UN and the Paris Climate Agreement.

In the formulation of the principles, ICBC actively publicized the latest improvements made by China's banking industry in green finance. ICBC's studies on ESG rating and green index have been included in the "Implementation Guidance" of the Principles as excellent cases, fully demonstrating the image of ICBC as a large responsible bank in the fields of sustainable development and green finance.



Developing the Belt and Road green finance (investment) index

Green development is an important principle under the Belt and Road Initiative. How to proceed with green investment and green development under the Belt and Road Initiative is an important subject that all parties involved need to work together to solve. In response to this, ICBC and the Oxford Economics formed a research group to develop the Belt and Road green finance (investment) index based on extensive data of sample countries along the Belt and Road. As one of the major achievements made at the 2nd Belt and Road Forum, the index is important in the following senses: first, it will provide a set of assessment methods and quantitative tools to measure the green development level and capacity of the countries along the Belt and Road in a rule-based manner, help investors explore green investment opportunities and promote international cooperation; second, the indicators set by the index have a big coefficient of variation, indicating that the index is highly sensitive and distinctive, and can better distinguish the level of green economic and financial development in different countries; third, it pools the collective wisdom of the Belt and Road regular interbank cooperation mechanism, with ICBC, ICBC Standard Bank and EBRD providing advanced experience and rich case studies of green finance, the Oxford team contributing its share of academic vision and research methods, the Export-Import Bank of China, the Mizuho Bank, the Commerzbank, the UniCredit Bank, the Calyon Bank, the ING Bank, etc. providing feedback and suggestions. The index was formally released in 2019.



Completing the “Study of Green Finance Policy on Advancing the Green Development of the Belt and Road”

Since 2018, ICBC Urban Finance Research Institute and Tsinghua University have jointly conducted the “Study of Green Finance Policy on Advancing the Green Development of the Belt and Road”. The mid-term results of this study have been published at the 2018 Global Climate Conference COP24. This report has won the top prize of the Green Finance Paper Contest sponsored by GFC and CFA in 2019. Based on the comprehensive analysis of the experience accumulated by international organizations, governments and financial institutions in their long-term pursuit of green finance, this report has refined and generalized such experience, and specially analyzed and illustrated those that can be used as a reference for countries along the Belt and Road in developing green finance, and put forward targeted policy recommendations from different perspectives.



In terms of international exchanges and cooperation, ICBC is committed to building itself into an international leading green bank, by drawing on advanced international experience, advocating and actively adopting international standards for sustainable development.

In 2012, ICBC was the first among Chinese commercial banks to join the UN Global Compact. In 2014, it joined the UNEP FI. Besides, ICBC has maintained sound communication and interaction with domestic and foreign financial institutions, academic institutions and NGO organizations.









Caixin Media
Caixin - SGCX ESG50 Index Enterprise



Global Compact Network China
Best practice of the year in
“realizing sustainable development goals”



Caijing
Evergreen Award for “Green Sustainable Development”



Asiamoney (Hong Kong)
Best Green Commercial Bank in China



FinanceAsia (Hong Kong)
Award for Best Green Bond in China

**Jointly conferred by four ministries and commissions,
including the Ministry of Environmental Protection**



Leading Enterprise in Energy Conservation during
the 11th Five-year Plan Period



Most Responsible Financial Institution



Most Respectable Enterprise in China



Low-carbon Role Model in China



Green Finance Award for Chinese Listed Companies



Award for Leading Environmentally Responsible
Chinese Listed Financial Company



Leading Enterprise in Realizing Sustainable
Development Goals

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Feedback Table

Thank you for reading the *Special Report on Green Finance*. In order to better meet your reading needs, provide you and all stakeholders with more valuable information, effectively implement ICBC's philosophy of green operation, and fulfill our responsibility and mission of promoting green transformation of the real economy with green finance, we earnestly hope that you can make valuable comment on the report and provide it to us by:

Telephone: 010-66105355
Facsimile: 010-81013544
Email: CEIR@icbc.com.cn
Address: 121 C Xuanwumen West Street, Xicheng District, Beijing
Zip code: 100031

1. Your overall comment on this report

Excellent ☐ Good ☐ Average ☐ Poor ☐

2. Which of the following stakeholders you belong to?

Government ☐ Regulator ☐ Shareholder or investor ☐
Partner ☐ Staff ☐ Others ☐

3. To what extent do you think this report can meet your reading needs?

Very ☐ Good ☐ Average ☐ Poor ☐

4. How clear, accurate and complete do you think the information, data and indicators disclosed in this report ?

High ☐ Relatively high ☐ Average ☐ Low ☐

5. To what extent do you think this report can effectively demonstrate the environmental and social influence and contributions of ICBC's green finance work?

Very ☐ Good ☐ Average ☐ Poor ☐

6. To what extent do you think the layout and design of this report are suitable for reading?

Very ☐ Good ☐ Average ☐ Poor ☐

7. Your suggestions on ICBC's green finance work and this report

Notes to the Report

Scope of the report:

Organization scope: This report covers the whole Group, focusing on the Industrial and Commercial Bank of China Limited.

Time frame: January 1-December 31, 2018, and some contents are beyond this time frame.

Principles for report preparation:

This report refers to the Recommendations of the Task Force on Climate-related Financial Disclosure issued by the TCFD of the United Nations Financial Stability Board, the environment-related principles of the UN Global Compact, and the SDG of the UN, and meets the Green Credit Guidelines issued by the CBRC, the Guidelines for Environmental Information Disclosure of Listed Companies on Shanghai Stock Exchange issued by Shanghai Stock Exchange, the Environmental, Social and Governance Reporting Guide issued by the Stock Exchange of Hong Kong Limited and other relevant opinions and guidelines.

Data:

Data used in this report is mainly from 2018, most of which is excerpted from the statistical data of ICBC's internal systems and branches. Unless otherwise provided, figures involved in this report shall be in RMB.

Format:

This report is released in hard and soft copies. The soft copy is available on the website of ICBC. This report is published in Chinese and English. In the case of discrepancy between the two versions, the Chinese version shall prevail.

Contact information:

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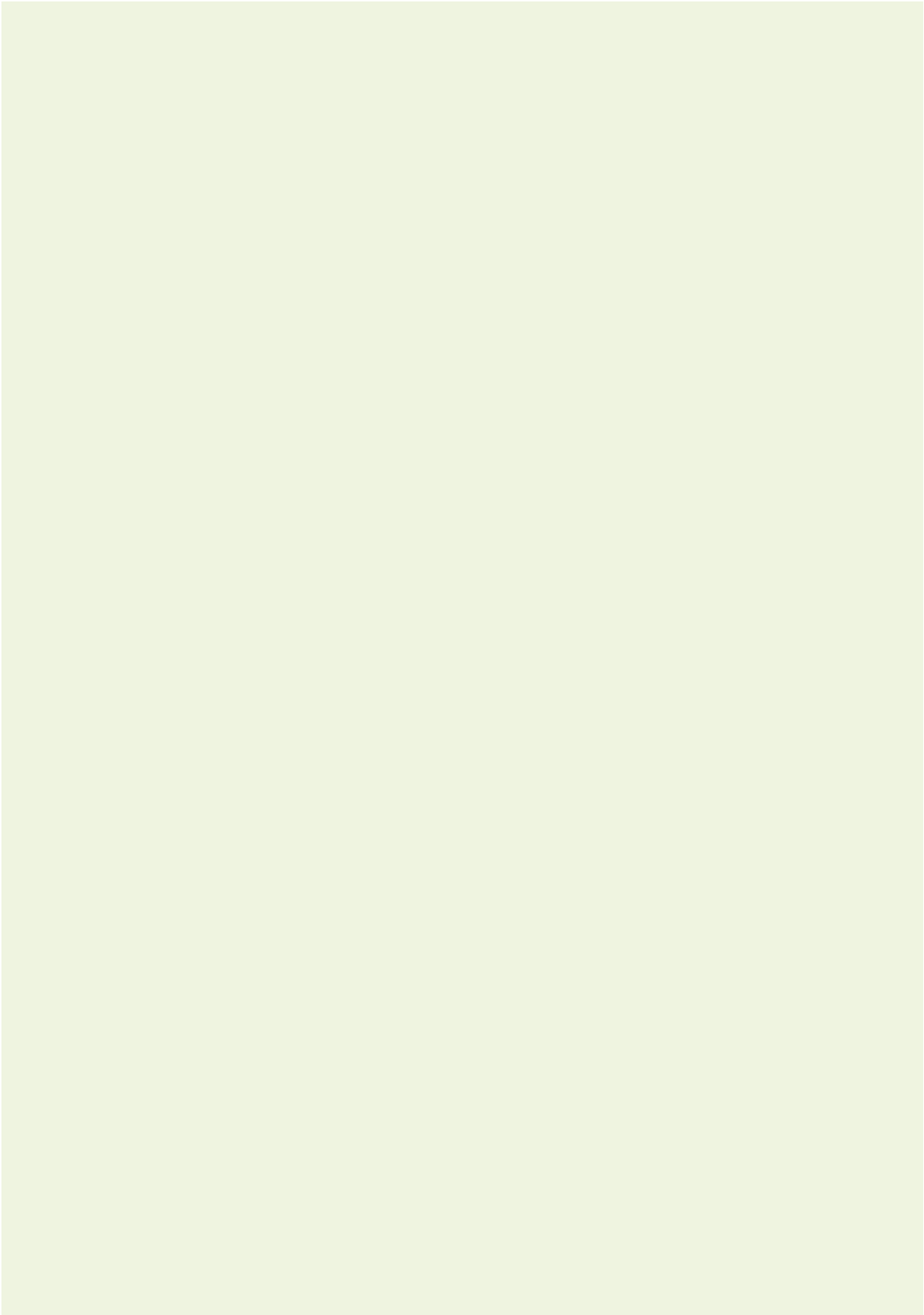
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DRAFT

 **PORT MACQUARIE-HASTINGS
COUNCIL**



pmhc.nsw.gov.au

FOUR YEAR DELIVERY PROGRAM 2017-2021 (REVISED 2020)
ONE YEAR OPERATIONAL PLAN 2020-2021



Cover: Proposed Hastings Sporting Fields, Wauchape
Above: Proposed Port Macquarie Coastal Walk Upgrade - Section 4: Kenny Walk



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FROM THE MAYOR AND GENERAL MANAGER

Message



Peta
Pinson
Mayor



Craig
Swift-McNair
General
Manager

As Mayor and General Manager, we are pleased to be able to present the combined *2017-2021 Delivery Program* and the *2020-2021 Operational Plan*. This is the fourth and last annual Operational Plan within this four-year Delivery Program which was developed following the Council elections held in September 2016. This means of course that in September 2020, local Council elections will take place across NSW, following which a new four-year Delivery Program will be developed by the new Council.

As with previous years, we have combined the four-year Delivery Program with the one-year Operational Plan to allow for better integration of Council's planning documents, and in line with our *Towards 2030 Community Strategic Plan* the four key themes are *Leadership and Governance*, *Your Community Life*, *Your Business and Industry*, and *Your Natural and Built Environment*.

It goes without saying that during 2019-2020 our Local Government Area (LGA) faced some of its greatest challenges, with bushfires, storms, floods and the ongoing impacts from the drought. Since late 2019 Council has worked with a range of State agencies and most importantly, with our communities that have been directly impacted by these natural disasters. We fully understand that the recovery process from events such as bushfires can take many years and we can assure you that during 2020-2021 and in the years beyond, Council will continue to work with and for the community throughout this recovery process.

Whilst the above-mentioned events required Council resources to be diverted from previously committed projects and actions, our focus in 2020-2021 is to continue to deliver for our region by ensuring that we develop a realistic program of works, priorities and actions that can be achieved within existing resources. We want the community to have confidence that Council can deliver what it says it will deliver and we will do what we can during 2020-2021 to deliver on the priorities as listed in this document.

In 2020-2021 we will continue to deliver the infrastructure required to accommodate the growth of our region. Whether this be the provision of increased water and sewer services, road rehabilitation and maintenance, stormwater maintenance, vegetation



management, ongoing development and maintenance of our parks, reserves and sporting grounds, construction and maintenance of footpaths or the provision of waste services, Council is working hard to create a vibrant future for our community.

The 2020-2021 *Operational Plan* includes expenditure of:

- > Over \$35 million on the maintenance and upgrade of sealed and unsealed roads, bridges and roadside vegetation
- > Over \$22 million on sewerage services
- > Over \$23 million on water supply and related services
- > Over \$22 million in waste services
- > Over \$11 million on the maintenance and upgrade of playgrounds, sporting fields, aquatic and open recreation spaces
- > Over \$3 million on stormwater maintenance and monitoring
- > Over \$960 thousand on shared footpaths and cycleways

The above list is not meant to be exhaustive, but it will give you some indication of the breadth of services Council will deliver in 2020-2021. These services are in addition to our ongoing provision of library services, economic and cultural development services, environmental services, development assessment and building services and our land use planning services ... and so on.

In 2018-2019, Council met the Operating Performance ratio benchmark as set by the New South Wales Government for the fifth year in a row, noting that the result for 2019-2020 will not be known until after this document is published. This benchmark indicates whether revenue is covering expenses and whether the Council is funding depreciation on its assets. Council's budgets, as with everyone's budgets, are under constant pressure and there will be ongoing vigilance required to ensure that Council continues to maintain its financial sustainability, whilst still delivering the services and works required by the community as our region continues to grow. This will require the newly elected Council in 2020-2021 to take a detailed look at what services Council is delivering and how they are being delivered, in order to ensure that what Council is delivering is in fact in line with community expectations and in line with Council's ability to be able to continue to fund these services to the level expected.

2020-2021 will also be an exciting time for future planning for our LGA, as all Councils in NSW are required to review their key community planning document, being the *Community Strategic Plan (CSP)*. To this end, Council is undertaking the most extensive community engagement process undertaken in over a decade in an effort to ensure that the new CSP reflects the changing needs of our community. Our *Think 2050* CSP will be an important document, as it details at a high level the sort of place our community wants to live in. Flowing from the CSP is the development of the four-year Delivery Program and the four one-year Operational Plans that will be delivered during the next term of Council. We strongly encourage you to get involved in this engagement process in whichever way you can, because this is about your future and the future of the place we all call home. Together, we can create a vibrant future for our area, where people want to live, learn, work, play and invest.

At the November 2016 Council Meeting, new Councillor Portfolios were established. The portfolios are set up by the Council 'to champion the advancement of Council's key priorities by providing a means of gathering, receiving and discussing information in an efficient and timely manner.' Good communication and respectful relationships between staff and Councillors has been a key to our success over the last few years and the portfolios have played an important role in this regard.

[illegible]

Economic and
Cultural Development
Ait Chair:
Councillor
Geoff Hawkins



Dr. Anna M. Kucharska is a senior research fellow at the Centre for Mathematical Modelling of Infectious Diseases, Imperial College London. She is also a senior research advisor at the UK Health Security Agency. Dr. Kucharska is a leading expert in the use of mathematical models to understand the spread of infectious diseases and to evaluate the impact of different control measures. She has been instrumental in the development of the UK's COVID-19 response, including the use of models to inform the decision to implement a national lockdown. Dr. Kucharska is also a member of the Scientific Advisory Group for England, which provides advice to the UK government on the impact of COVID-19. She is a frequent speaker at conferences and has published numerous papers on the topic of infectious diseases.

Roads and Transport
Infrastructure
Alt Chair:
Councillor
Lee Dixon

Planning, Environment
and Sustainability
Ait Chair:
Councillor
Rob Turner

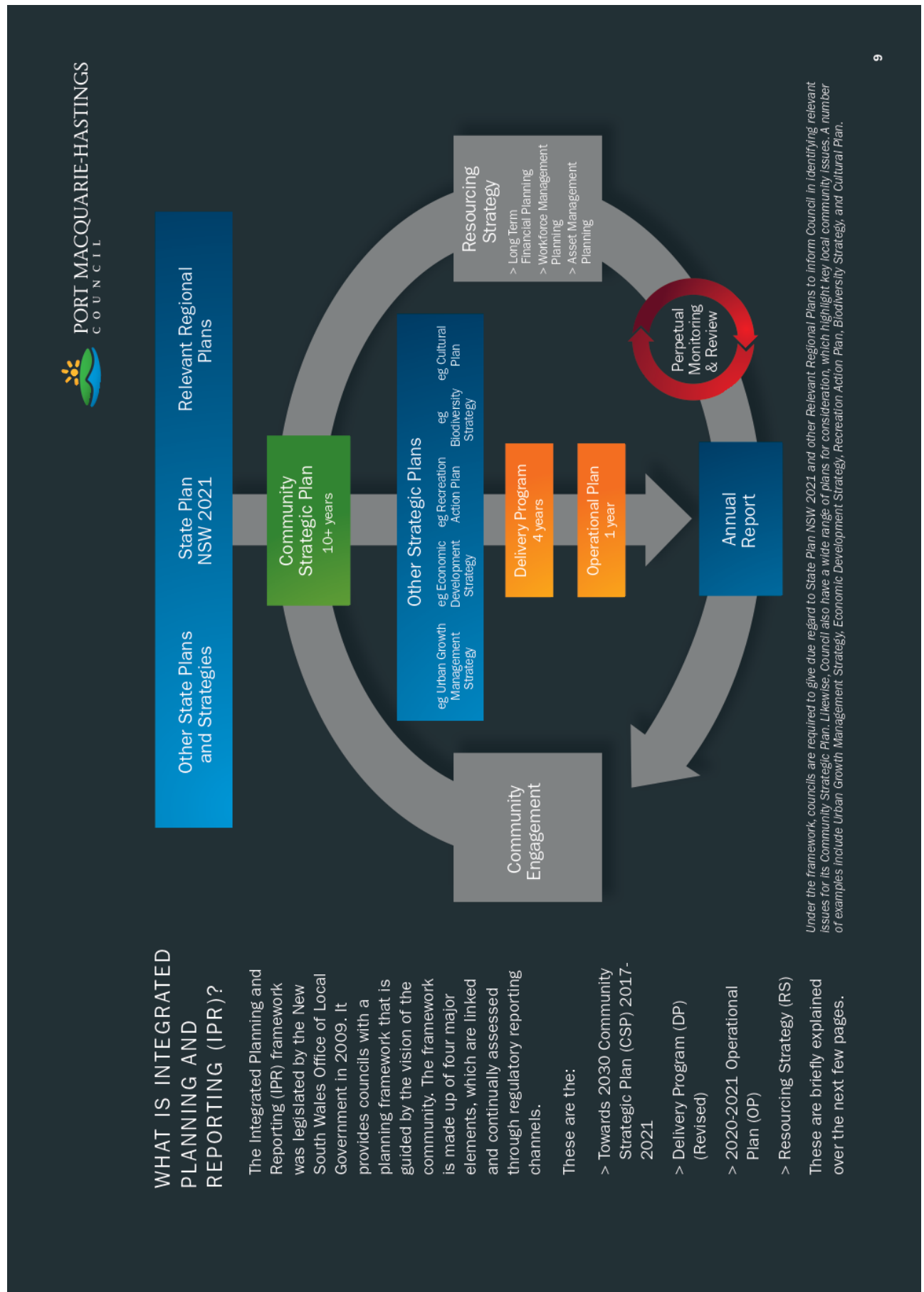


Finance, Corporate
Services and
Information Technology
Alt Chair:
Councillor
Lisa Intemann

Alt Chair:
Councillor
Sharon Griffiths







WHAT IS THE TOWARDS 2030 COMMUNITY STRATEGIC PLAN (CSP)?

This document is owned by the people of Port Macquarie-Hastings. It details the long-term vision and aspirations of the community, taking into consideration the issues and challenges of the local area. Council, which has a custodial role in the creation and collation of the CSP, undertook community engagement in 2009, resulting in the creation and adoption of the CSP in 2010. This CSP was reviewed and adopted by Council in June 2017 and is used as the overarching reference document in the development and updating of the Delivery Program and Operational Plan for subsequent years including 2020-21.

The CSP is structured around the following Community Themes that are also reflected in the Delivery Program and Operational Plan.

- Community Theme 1 – *Leadership and Governance*
- Community Theme 2 – *Your Community Life*
- Community Theme 3 – *Your Business and Industry*
- Community Theme 4 – *Your Natural and Built Environment*

WHAT IS THE RESOURCING STRATEGY?

The Resourcing Strategy has three elements. These are the *Long Term Financial Plan*, the *Workforce Management Strategy*, and the *Asset Management Strategy & Plan*. These provide the detail on the resources, time, money and people required to enable the objectives detailed in the 2017-2021 Delivery Program.

WHAT IS THE DELIVERY PROGRAM?

The 2017-2021 *Delivery Program (DP)* was developed by the newly elected Council after the September 2016 local election. It covers a four year period starting 1 July 2017. It outlines Council's commitments to the Port Macquarie-Hastings community during their four-year term of office. These commitments focus on achieving the aspirations of the community as detailed in the Community Strategic Plan. The DP includes financial estimates. The Financial Plan section of this document details the Operational budgets and Works Program for 2019-2023. It takes into account community priorities and expected levels of service, as indicated through council's community engagement and consultation activities.

Whilst the adopted DP is for four years (i.e. 2017-21), the financial information up to 2022-23 has been included this year for effective forward planning. The 2020-21 financial year on pages 34-37 has been shaded to keep visibility of the original 'adopted' four year period of the DP

WHAT IS THE OPERATIONAL PLAN?

The one year Operational Plan is a sub-plan of the Delivery Program. It lists individual actions that will be undertaken during the financial year to achieve outcomes stated in the 2017-2021 Delivery Program. The Operational Plan includes the Revenue Policy, Rating Maps, and proposed Fees and Charges. It includes a detailed budget to support the activities to be undertaken during the year.

HOW DO THE PLANS INTEGRATE?

Beginning 2017-2018, Council has demonstrated transparent 'integration' of plans across the Integrated Planning and Reporting (IPR) suite of documents, as shown in the IPR Integration Framework diagram. Council has done this by:

- > using colour and alpha/numeric coding to connect the goals in the Community Strategic Plan, through the Delivery Program, to the actions in the Operational Plan
- > applying the same coding to Resourcing Strategy documents to make it clear how specific programs or activities are to be resourced
- > demonstrating the relationship between the CSP, the State Plan NSW 2021 and the North Coast Regional Plan 2036
- > ensuring the CSP addresses quadruple bottom line (social, environmental, economic and civic leadership) issues in an integrated manner
- > demonstrating a clear link between goals in the CSP and the activities in the Development Plan and Operational Plan
- > identifying strategies and plans in the Workforce Management Strategy and Asset Management Strategy and Plan which will impact on the Council's finances as shown in Long Term Financial Plan
- > reflecting specific assets, financial and workforce activities in the Resourcing Strategy that are connected in both the Delivery Program and Operational Plan
- > demonstrating the way in which goals, actions and timelines in the CSP, Resourcing Strategy, the Delivery Program and Operational Plan fit together.

Integrated referencing appears across the suite of documents with an example provided below on how to use the referencing system:

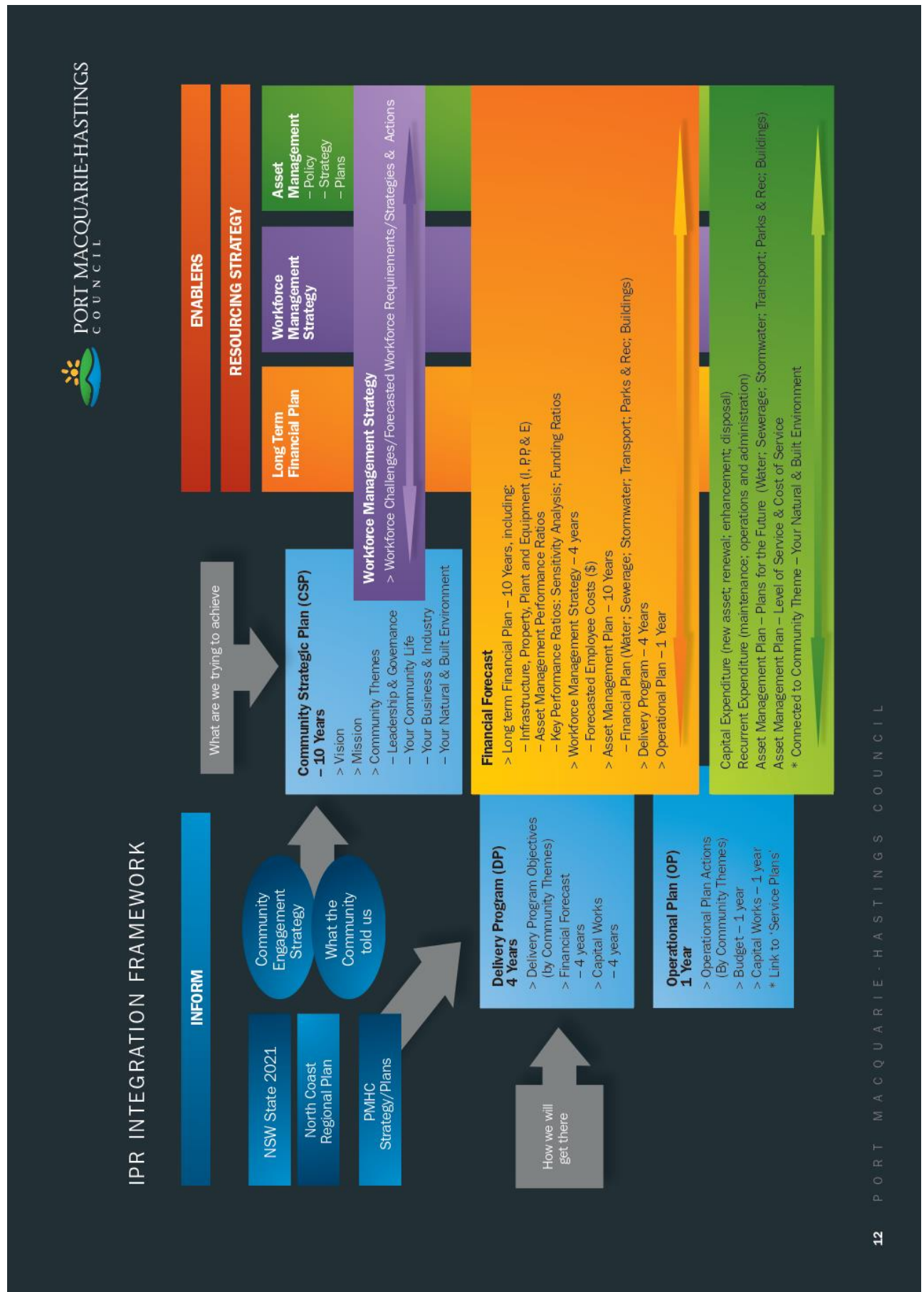
Example: (Integrated Ref: RS-LTFP/Improvement Plan)

RS = More information can be found in the Resourcing Strategy 2017-2021

LTFP = Go to the Long Term Financial Plan section, which is a component of the Resourcing Strategy

Improvement Plan = Go to Improvement Plan section which is located in the Long Term Financial Plan

Council will continue to develop its integration of the IPR suite of documents through annual review and update.



WHAT HAS THE COMMUNITY TOLD US?

Under the revised *Local Government Act (1993)*, Council must prepare and implement a Community Engagement Strategy, based on social justice principles, for engagement with the local community. Council has developed a Community Engagement Strategy. It is designed to form the foundation for the way in which Council's community engagement is undertaken and to bring Council closer to the community. Community engagement activities that have informed the Integrated Planning and Reporting suite of documents include:

- > the Your Voice our Community (YVOC) campaign to discuss service level expectations
- > the community forum to discuss Council's priority services and how we fund them into the future
- > the community telephone survey of 800 participants to investigate community attitudes, values and perceptions for services, facilities and infrastructure provided by Council
- > Community Planning Program to develop visions and actions within each of our communities
- > Project engagement with local communities and projects that impact our community's members, annual we engage on approximately 80 projects

Also every two years Council conducts a community satisfaction survey with Micromex to ask questions about what is important to the community and how satisfied they are with what Council provides. In November 2017, Micromex community satisfaction research provided us with the following results in Figure 1 at right.

In relation to the mean ratings in Figure 1, while the result is down on the 2015 score, the overall result is slightly above the NSW benchmark and still well above the 2012 result.

The survey highlighted the following:

- > Overall, the community has given us positive feedback in these surveys with 87% of residents indicating they were at least somewhat satisfied with the performance of Council.
- > 84% of residents were at least "somewhat satisfied" with the current level of communication from Council
- > Climate/weather and central location/proximity to beaches, nature, services and facilities are most valued by residents
- > 21% of residents were most concerned with the deteriorating condition of local roads and supporting infrastructure
- > At a holistic level, residents were moderately satisfied (rating of 3 or above) with 40 of the 48 services and facilities provided by Council.
- > Top 3 drivers of satisfaction falling within 'leadership and governance' include: 'providing value for ratepayers' dollars', 'providing strong leadership' and 'informing our community about council activities'.
- > 85% of residents indicated roads, bridges and transport require more investment

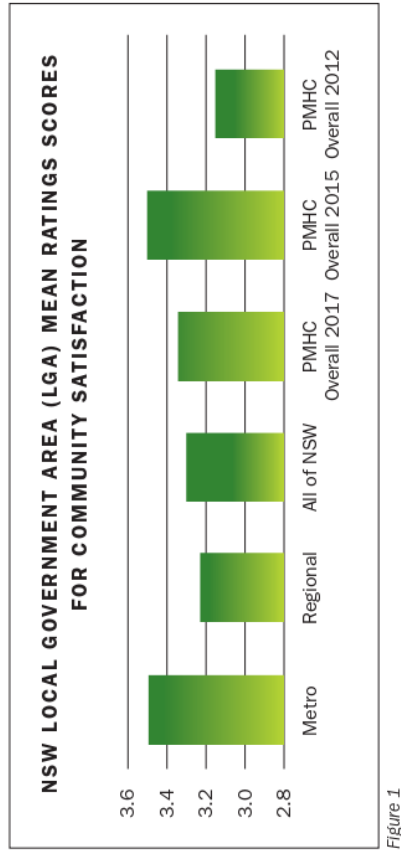


Figure 1

Council use the results of these surveys to plan, investigate, and action matters that are important to the community. It provides support in assessing and establishing community's priorities and satisfaction in relation to Council activities, services, and facilities. The survey likewise identifies community's overall level of satisfaction with Council's performance. A new Micromex survey was undertaken in April 2020 and the results will be shared with the community during the first quarter of this new Operational Plan.

WHAT THE COMMUNITY HAVE TOLD US ...

Over the past 12-18 months, Council has engaged with our community on key projects that has seen an increase in community interest in Council projects and involvement in engagement activities.

In 2018-19 Council engaged with over 44,727 members of our community that included 4,001 face-to-face engagements. This includes Key Projects like our Community Planning Program, Our Customer Experience Project, Cultural Plan, off leash Dog Parks, Ocean Drive Road Upgrades, Markets Policy, Kooloonbung Creek Flying Fox Camp management, Health and Education Precinct and the proposed Orbital Road projects.

CONTINUING OUR WAY FORWARD WITH COMMUNITY ENGAGEMENT

The Port Macquarie-Hastings Local Government Area is home to a number of vibrant towns, villages and communities, each with its own unique history, character, urban amenity, community and vision for their future. These communities share common threads in their past, present and future, and face common opportunities and challenges into the future.

To ensure that we continue to engage with our communities, and understand what their vision for the future is, Council developed a new program of engagement in 2018. Council embarked on a fresh approach to working with our communities across the region – Community Planning.

Community Planning is a dynamic, participatory process that allows communities to have their voice heard. The Local Government Area (LGA) was clustered into Eighteen (18) 'regions' to enable Council to work its way across the LGA systematically. These Plans are a community-led blueprint that reflects the aspirations, strengths and unique qualities of each community; the character, lifestyle, urban amenity, social image, economy and environment, and the vision that the community has for its future.

An ongoing Action Plan accompanies each Community Plan. This plan identifies key priorities, and actions to achieve their vision, the responsibility for which will be shared between the community and Council. Community Planning is a key ongoing process in developing and maintaining a strong partnership between Council and the community and will enable Council to:

- > Understand the issues and priorities for each community
- > Understand what our communities' value
- > Assess these priorities in relationship to Council's operational plan development and
- > Encourage community-led place development.

Community Planning commenced in late 2018, after a pilot program in Bonny Hills. We are currently working with 13 communities including:

- > Bonny Hills
- > North Shore
- > Comboyne/Byabarra
- > Thrumster/Sovereign Hills/Ascot Park/Lake Innes and Innes Lake
- > Camden Haven (North Haven, West Haven, Laurieton, Dunbogan, Camden Head, Lakeshore)
- > Kew/Kendall/ Herons Creek/Lorne
- > Wauchope
- > Pappinbarra Valley and surrounds
- > Beechwood/Pembrooke
- > Telegraph Point
- > Rolland Plains
- > Hastings Hinterland (Long Flat/Mount Seaview) and
- > Lake Cathie

Engagement in these communities includes a variety of methods to ensure that we can reach as many members of the community as possible. This includes a postcard campaign, community think tanks, family fun days, 'pop-up stalls' and the establishment of a Community Council Action Team (CCAT) to help determine and drive the plans. We will continue to systematically work with communities until August 2020 to develop Community Plans, that identify a vision of place, local character setting, mission and key actions to be delivered by both Council and the Community. In mid-2020 Community Planning for the Port Macquarie Town area will commence.

ONGOING ENGAGEMENT

Following on from the Community Planning in our towns and villages, early in 2020 Council embarked on another key piece of engagement, to develop our next *Community Strategic Plan* and the community it represents. The plan reflects the aspirations and priorities of our community into the future. The plan sits at the top of Council's strategic planning framework and provides long-term direction for the organisation to align its delivery of the community's policies, programs and services. It also integrates with key Council plans and policies and acts as a guide for other stakeholders (organisations, government agencies, business and individuals) in planning and delivering services for our area. The plan also responds to state, metropolitan and regional plans and priorities relevant to Port Macquarie-Hastings region.

The program of engagement on the *Community Strategic Plan* commenced in January 2020 with the *Think 2020* campaign and included a number of community forums and workshops, pop-ups, surveys, presentations and youth forums. The engagement will continue in 2020-21 with the final document to be adopted by Council by June 2021. The engagement included developing community visions and actions for the next 30 years to drive the direction of our place.


IMPROVEMENT PLAN

Council is committed to sound financial management and ongoing financial sustainability. In order to ensure that appropriate asset maintenance and service levels can be delivered to our community, and to secure long-term financial sustainability, Council has an ongoing commitment to continuous improvement. Relevant actions and measures from Council's improvement plan are incorporated into the Delivery Program and Resourcing Strategy. Council measures its financial sustainability and progress of these actions in part against a suite of financial key performance ratios. Developed by the Office of Local Government, these ratios cover a range of important financial measures, including liquidity, performance, and affordability of debt and asset management. The Office of Local Government has developed benchmark levels for each ratio and Council measures and reports its performance against these benchmarks. Financial key performance indicators and associated benchmarks include the following:

Benchmark Category	Ratio	Benchmark
Sustainability	Operating Performance Ratio Own Source Operating Revenue Infrastructure Backlog Ratio	> 0% > 60% < 2%
Infrastructure and service management	Asset Maintenance Ratio Debt Service Cover Ratio	> 100% > 2x
Efficiency	Real Operating Expenditure per Capita	A decrease over time


Council has an ongoing commitment to continuous improvement. Improvements to performance are throughout the Resourcing Strategy.

[▶ \(INTEGRATED REF: RS-LTFP/KEY PERFORMANCE RATIOS\)](#)



DRAFT

PORT MACQUARIE-HASTINGS
COUNCIL



**DELIVERY PROGRAM 2017-2021
(REVISED 2020)**

pmhc.nsw.gov.au

Delivery Program

DELIVERY PROGRAM 2017-2021 (REVISED 2019)

QUICK REFERENCE GUIDE

Finding information on services of interest.

The Delivery Program, like the other documents in the Integrated Planning and Reporting suite, is organised according to key themes detailed below:

Community Theme 1: Leadership and Governance

Community Theme 2: Your Community Life

Community Theme 3: Your Business and Industry

Community Theme 4: Your Natural and Built Environment

Feedback from the community has identified the need to be able to easily find services that are of individual interest. Accordingly, Council has identified topics of particular interest.

The table on the following page is designed to assist in locating the theme and unique reference number in the Delivery Program relating to the particular service/topic of interest. These reference numbers apply across the suite of planning documents, including the *Towards 2030 Community Strategic Plan* and the *One Year Operational Plan*. This is part of our initiative to make our planning transparent and easy to use as possible.

FOUR YEAR DELIVERY PLAN 2017 - 2021 18

Topic of Interest	Community Theme	Delivery Program Reference Number
Airport	Leadership and Governance Your Business and Industry	1.5.3, 1.5.4, 3.3.1
Business Improvement	Leadership and Governance	1.4.2
Council Businesses	Leadership and Governance, Your Community Life, Your Natural and Built Environment	1.5.3, 1.5.4, 2.1.3, 2.3.3, 2.5.1, 3.3.1, 4.1.7
Community Engagement	Leadership and Governance	1.1.1
Economic Development	Your Business and Industry	3.1.1, 3.1.3, 3.1.4, 3.2.1, 3.3.2, 3.4.1, 3.4.3
Engagement and Communications	Leadership and Governance Your Community Life	1.1.1, 1.1.2, 1.1.3, 2.2.1, 2.3.1, 2.3.4, 2.3.6, 2.4.1
Environmental Management	Your Natural and Built Environment	4.2.1, 4.2.2, 4.6.1, 4.8.2, 4.8.3
Financial and Risk Management	Leadership and Governance	1.3.2, 1.3.3
Glasshouse	Leadership and Governance	1.5.3, 1.5.4, 2.5.1
Culture	Your Community Life	2.5.1
Digital Technology	Leadership and Governance	1.4.1
Land Development	Leadership and Governance Your Business and Industry Your Natural and Built Environment	1.1.2, 3.1.2, 4.5.1, 4.6.1
Library Services	Your Community Life	2.3.5
Roads and Transport	Your Natural and Built Environment	4.4.1, 4.4.2, 4.4.3
Safety and Health	Your Community Life	2.1.1, 2.1.2, 2.1.3
Sewerage Management	Your Natural and Built Environment	4.1.3, 4.1.4, 4.8.1
Sports and Recreation	Your Community Life	2.1.1, 2.3.2, 2.3.3, 2.3.4
Stormwater Management	Your Natural and Built Environment	4.1.5, 4.1.6
Waste Management	Your Natural and Built Environment	1.5.4, 4.1.7
Water Management	Your Community Life Your Natural and Built Environment	2.1.3, 4.1.1, 4.1.2, 4.8.1
Workforce	Leadership and Governance	1.3.4, 1.3.5

Delivery Program Objectives 2017-2021 (Revised 2020)

COMMUNITY THEME 1



Leadership and Governance



Wauchope Community Bushfire Recovery Meeting 28 November 2019

COMMUNITY STRATEGIC PLAN

What we are trying to achieve

A collaborative community that works together and uses opportunities for community participation in decision making that is defined as ethically, socially and environmentally responsible.

How we will get there

- 1.1 Inform and engage with the community about what Council does using varied communication channels
- 1.2 Maintain strong partnerships between all stakeholders – local, state and federal – so that they are effective advocates for the community
- 1.3 Demonstrate leadership
- 1.4 Use innovative, efficient and sustainable practices
- 1.5 Ensure strong corporate and financial management that is transparent and accountable

Ref	Delivery Program Objectives	Lead Responsibility
1.1.1	Use a variety of tools to engage with the community in a manner that is transparent, effective, relevant and inclusive.	Community Engagement, Customer Experience and Communications
1.1.2	Support community involvement in decision making through education around Council matters and services.	Community Engagement, Strategy
1.1.3	Engage with the community on impacts and changes to services.	Community Engagement
1.1.4	Provide easy to understand and accessible community reporting.	Organisational Performance
1.1.5	Develop an effective and coordinated community focused Communications Strategy.	Customer Experience and Communications
1.1.6	Continue to promote access by the community to Councillors.	Governance
1.2.1	Promote Council participation and build linkages in local, state and federal initiatives, forums and opportunities to support Council's continued planning for the growth of the region.	General Manager's Office, Strategy and Growth
1.3.1	Provide effective leadership and equity.	General Manager's Office
1.3.2	Build trust and improve Council's reputation through transparency, good decision making and living Council's Values.	Governance, Infrastructure Planning
1.3.3	Ensure there is appropriate management of risk to mitigate the impact for Council and the community.	Governance, Infrastructure Planning
1.3.4	Manage our workforce to deliver community outcomes.	Organisational Performance, Strategy
1.3.5	Build an engaged workforce.	Organisational Performance
1.4.1	Provide efficient technology and inclusive digital systems that are easy to use and access.	Digital Technology, Infrastructure Planning
1.4.2	Deliver agreed services at the agreed service level at best value.	Organisational Performance
1.4.3	Deliver a customer focused service that provides the community with a consistent experience of Council.	Customer Experience and Communications
1.5.1	Manage Council's financial assets and provide accurate, timely and reliable information.	Financial Services, Strategy, Infrastructure Planning
1.5.2	Use procurement, tendering, purchasing and contract management approaches that are transparent and equitable.	Financial Services, Infrastructure Operations, Infrastructure Project Delivery
1.5.3	Develop, manage and maintain Council business units through effective commercial management.	Commercial Business Units, Strategy, Recreation, Property and Buildings
1.5.4	Identify new commercially viable revenue sources.	Commercial Business Units



What the result will be

- > A community that has the opportunity to be involved in decision-making
- > Open, easy, meaningful, regular and diverse communication between the community and decision-makers
- > Partnerships and collaborative projects, that meet the community's expectations, needs and challenges
- > Knowledgeable, skilled and connected community leaders
- > Strong corporate management that is transparent

How we know we are progressing

- > Improving levels of community participation at community engagement activities
- > Ongoing Council participation in regional Local Government initiatives
- > Council financial management that is communicated to the community

Delivery Program Objectives 2017-2021
(Revised 2020)

COMMUNITY THEME 2

Your Community Life



Reclaim The Night

COMMUNITY STRATEGIC PLAN

What we are trying to achieve

A healthy, inclusive and vibrant community

How we will get there

2.1 Create a community that feels safe

2.2 Advocate for social inclusion and fairness

2.3 Provide quality programs, community facilities and public spaces, for example, community halls, parks and vibrant town centres

2.4 Empower the community through active involvement in projects, volunteering and events

2.5 Promote a creative and culturally rich community

23 PORT MACQUARIE - HASTINGS COUNCIL

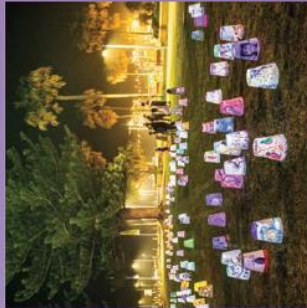
Ref	Delivery Program Objectives	Lead Responsibility
2.1.1	Support community safety initiatives	Recreation, Property and Buildings, Community Engagement
2.1.2	Advocate for, support and coordinate emergency services	Infrastructure
2.1.3	Conduct regulatory and educational activities that safeguard public and environmental health, and ensures compliance with planning and building standards	Environment and Regulatory Services, Commercial Business Units
2.2.1	Support and advocate for all community sectors	Community Engagement
2.3.1	Ensure access to community facilities and activities: including access to natural environment	Community Engagement
2.3.2	Provide a range of inclusive sporting and recreational opportunities and facilities to encourage a healthy and active lifestyle	Recreation, Property and Buildings, Community Engagement
2.3.3	Develop and implement management of operational and maintenance programs for open space, recreational and community facilities	Customer Experience & Communication
2.3.4	Plan, investigate, design and construct open spaces, recreational and community facilities	Recreation, Property and Buildings, Community Engagement
2.3.5	Plan and deliver innovative library services that cater for new technology and growing population	Community Engagement
2.3.6	Support a range of inclusive community activities and programs	Community Engagement, Economic and Cultural Development
2.4.1	Work with the community to identify and address community needs, in order to inform Council processes, services and projects	Community Engagement, Customer Experience and Communications
2.5.1	Support cultural activities within the community	Economic and Cultural Development, Commercial Business Units

What the result will be

- > Community hubs that provide access to services and social connections
- > A safe, caring and connected community
- > A healthy and active community that is supported by recreational infrastructure
- > A strong community that is able to identify and address social issues
- > Community participation in events, programs, festivals and activities

How we know we are progressing

- > Community facilities are established that encourage social activities and interactions
- > Community safety initiatives are recognised and supported
- > Open spaces, recreational and community facilities are provided for a range of social, health and wellbeing activities.
- > The community is supported through a range of programs based on social issues
- > A range of community activities, programs and events are supported and implemented



Delivery Program Objectives 2017-2021
(Revised 2020)

COMMUNITY THEME 3



Your Business and Industry



COMMUNITY STRATEGIC PLAN

What we are trying to achieve

The Port Macquarie-Hastings region is a successful place that has vibrant, diversified and resilient regional economy for people to live, learn, work, play and invest.

How we will get there

- 3.1 Embrace business and a stronger economy
- 3.2 Create vibrant and desirable places
- 3.3 Embrace opportunity and attract investment to support the wealth and growth of the community
- 3.4 Partner for success with key stakeholders in business, industry, government, education and the community

Ref	Delivery Program Objectives	Lead Responsibility
3.1.1	Assist the growth of local business and industry, ensuring this is a central consideration of Council activities	Economic and Cultural Development
3.1.2	Optimise the use of appropriately zoned land for business uses	Development Assessment
3.1.3	Implement the Major Events Strategy	Economic and Cultural Development, Customer Experience and Communications
3.1.4	Implement the Destination Management Plan.	Economic and Cultural Development
3.2.1	Support vibrant commercial, tourism, recreational and/or community hubs across the region	Community Engagement, Economic and Cultural Development
3.3.1	Develop, manage and maintain Port Macquarie Airport as a key component of the regional transport network and continue to grow the airport's contribution to the regional economy.	Commercial Business Units, Strategy
3.3.2	Promote investment, education and lifestyle opportunities	Economic and Cultural Development, Customer Experience and Communications
3.4.1	Foster partnerships with higher education institutions through research and development, innovation and local skills development	Economic and Cultural Development
3.4.2	Support local business networks	Economic and Cultural Development
3.4.3	Encourage innovation that will support our growth as a regional city including smart community technology	Economic and Cultural Development

What the result will be

- > A strong economy that fosters a culture supportive of business and ensures economic development of the region
- > Townships, villages and business precincts that are vibrant commercial, tourism, recreational and/or community hubs
- > A region that attracts investment
- > Partnerships that maximise economic return and create an efficient and effective business environment

How we know we are progressing

- > There is growth and development of new industries and business
- > Tourism and major events contribute to increased economic activity
- > There are greater opportunities for investment across the region
- > Council is recognised for its role in fostering partnerships that contribute to business and industry growth



COMMUNITY THEME 4



Your Natural and Built Environment



COMMUNITY STRATEGIC PLAN

What we are trying to achieve

A connected, sustainable, accessible community and environment that is protected now and into the future.

How we will we get there

- 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management
- 4.2 Aim to minimise the impact of natural events and climate, e.g. floods, bushfires and coastal erosion
- 4.3 Facilitate development that is compatible with the natural and built environment
- 4.4 Plan for integrated transport systems that helps people get around and link our communities
- 4.5 Plan for integrated and connected communities across the Port Macquarie-Hastings area
- 4.6 Restore and protect natural areas
- 4.7 Provide leadership in the development of renewable energy opportunities
- 4.8 Increase awareness of issues affecting our environment, including the preservation of flora and fauna

Ref	Delivery Program Objectives	Lead Responsibility
4.1.1	Plan, investigate, design and construct water supply assets ensuring health, safety, environmental protection and security of supply for the future growth of the region.	Infrastructure Operations, Infrastructure Project Delivery
4.1.2	Develop and implement annual maintenance and preventative works program for water supply assets	Infrastructure Operations
4.1.3	Plan, investigate, design and construct sewerage assets ensuring health, safety, environmental protection and the future growth of the region.	Infrastructure Operations, Infrastructure Planning, Infrastructure Project Delivery
4.1.4	Develop and implement annual maintenance and preventative works program for sewerage assets	Infrastructure Operations
4.1.5	Work towards planning, investigation, design, and construction of stormwater assets	Infrastructure Planning, Infrastructure Project Delivery
4.1.6	Develop and implement annual maintenance and renewal programs for stormwater assets	Infrastructure Planning
4.1.7	Develop and implement effective waste management strategies	Commercial Business Units
4.2.1	Develop and implement Coastal, Estuary, Floodplain, and Bushfire management plans	Environment and Regulatory Services
4.2.2	Promote strategies to mitigate climate change	Environment and Regulatory Services
4.3.1	Undertake transparent and efficient development assessment in accordance with relevant legislation	Development Assessment

Ref	Delivery Program Objectives	Lead Responsibility
4.4.1	Plan, investigate, design and construct transport assets which address pedestrians, cyclist and vehicular needs to cater for the future growth of the region	Infrastructure Planning, Infrastructure Project Delivery
4.4.2	Develop and implement annual maintenance and renewal programs for transport assets	Infrastructure Operations, Infrastructure Planning
4.4.3	Develop and implement traffic and road safety programs	Infrastructure Planning
4.5.1	Carry out strategic planning to manage population growth and provide for co-ordinated urban development	Strategy
4.5.2	Plan for infrastructure that supports population growth	Strategy
4.6.1	Develop and implement a range of programs for the environmental management of lands within the local government area	Environment and Regulatory Services, Recreation, Property and Buildings, Strategy
4.7.1	Promote renewable energy outcomes within Council	Commercial Business Units, Recreation, Property and Buildings, Strategy
4.8.1	Ensure all operations comply with environmental standards and regulations	Infrastructure Operations
4.8.2	Increase community awareness and enable access to the natural environment	Environment and Regulatory Services
4.8.3	Promote Biodiversity Programs	Environment and Regulatory Services

What the result will be

- > Effective management and maintenance of essential water, waste and sewer infrastructure
- > A community that is prepared for natural events and climate change
- > Sustainable and environmentally sensitive development outcomes that consider the impact to the natural environment
- > Accessible transport network for our communities
- > Infrastructure provision and maintenance that meets community expectations and needs
- > Well-planned communities that are linked to encourage and manage growth
- > Accessible and protected waterways, foreshores, beaches and bushlands
- > An environment that is protected and conserved for future generations
- > Renewable energy options that are understood and accessible by the community



How we know we are progressing

- > We have water, waste, and sewer systems that are efficient, maintained and environmentally compliant
- > Consideration is given to climate change impacts and potential mitigation
- > Programs are implemented to support the condition of the natural environment
- > The road and transport network is well-planned and maintained
- > The transport network, recreational facilities, and open spaces, reflect community priorities
- > Coordinated urban development is well planned to meet projected population growth
- > We successfully preserve local flora and fauna
- > Renewable energy options are promoted



Funding

THE DELIVERY PROGRAM

The Financial Plan

Under the Integrated Planning and Reporting (IPR) Framework, Council is required to prepare financial estimates for the four-year period of the Delivery Program. The four-year forecast has been developed within an overall planning framework that identifies which parts of the 2030 Community Strategic Plan will be delivered by Council over the period of the Delivery Program.

Like many councils in NSW, Port Macquarie-Hastings is facing issues in terms of funding. In simple terms, the cost of delivering works and services is rising at a faster rate than our revenue base. Over time, this has created an income gap that must be addressed in both the short and long term. Council relies on a variety of funding sources, including grants. These sources are described in the Operational Plan.

The most recent asset management data indicates that Council is facing an infrastructure backlog (the cost to get our infrastructure up to a satisfactory standard), which places additional pressure on the annual capital and maintenance budget. This backlog will continue to increase in future years if not addressed.

Port Macquarie-Hastings is a high growth centre of the North Coast region, and is expected to grow a lot more over the next two decades. It is estimated the population will grow from 83,000 in 2018 to 104,000 in 2036. Council must plan for future capital expenditure on the infrastructure that will be needed to support the community, businesses and visitors to the area.

The following pages show Port Macquarie-Hastings Council's estimated budget statement for the four years (2020-2023).

BUDGET STATEMENT

	2019-20 Adopted Budget	2020-21 Original Budget	2021-22 Projection [*]	2022-23 Projection [*]
Operating Activities Movements				
Income from continuing operations				
Rates and Annual Charges	100,315,591	105,087,839	108,142,831	112,102,377
User Charges and Fees	39,803,585	40,771,598	41,235,902	42,486,487
Interest Received	8,701,024	8,382,783	7,981,367	6,863,867
Grants and Contributions	47,362,872	40,407,354	37,752,163	42,236,323
Other Operating Receipts	5,440,303	5,708,644	5,690,313	5,804,120
Expenses from continuing operations				
Employee Costs	(54,003,921)	(55,234,975)	(57,637,975)	(59,633,500)
Materials and Contracts	(43,411,020)	(43,972,268)	(40,568,874)	(41,166,029)
Depreciation	(49,134,601)	(49,176,871)	(52,012,230)	(53,677,988)
Interest Paid	(2,464,723)	(2,563,453)	(1,498,950)	(1,031,185)
Other Operating Payments	(14,229,228)	(14,940,391)	(14,914,082)	(15,388,775)
Loss on Disposal of Assets	(3,000,000)	(3,000,000)	(3,000,000)	(3,000,000)
Operating result from continuing operations	35,379,882	31,470,260	31,170,465	35,595,697
Restricted Asset Movements				
Restricted asset movements receipts				
Transfer from Restricted Assets	70,148,070	52,157,179	101,608,787	114,009,615

^{*}currently under review

	2019-20 Adopted Budget	2020-21 Original Budget	2021-22 Projection*	2022-23 Projection*
Restricted asset movements payments				
Transfer to Restricted Assets	(57,969,967)	(54,952,601)	(59,191,165)	(59,858,365)
Net Revenues (Used In)/Provided by in Restricted Assets	12,178,103	(2,795,421)	42,417,622	54,151,250
Property, plant and equipment movements				
Property, plant and equipment movements receipts				
Sale of Fixed Assets	-	-	-	-
Sale of Real Estate Development Assets				
Property, plant and equipment movements payments				
Purchase of Assets	(85,570,344)	(64,718,087)	(111,256,490)	(128,917,550)
Developer Provided Assets	(6,500,000)	(6,500,000)	(6,500,000)	(6,500,000)
Net Revenues (Used In)/Provided by property plant & Equipment activity	(92,070,344)	(71,218,087)	(117,756,490)	(135,417,550)
Financing activities movements				
Financing activities receipts				
Proceeds from Borrowings and Advances	1,500,000	-	-	-
Financing activities payments				
Repayments of Borrowings and Advances	(10,097,440)	(10,597,579)	(10,697,071)	(11,159,881)
Net Revenues (Used In)/Provided by in Financing Activity	(8,597,440)	(10,597,579)	(10,697,071)	(11,159,881)
Net Result (Including Depreciation)	(53,109,799)	(53,140,827)	(54,865,474)	(56,830,484)
Add Back: Non Cash Items	52,134,601	52,176,871	55,012,230	56,677,988
Budget Surplus/(Shortfall)	(975,198)	(963,956)	146,756	(152,496)

*currently under review

► (INTEGRATED REF: RS-LTFP/FINANCIAL STATEMENTS)

PROGRAM

The Capital Works Program details budget allocations for the proposed capital works for the four years 2020-2023.

Council Section	2019-20 Adopted Budget	2020-21	%	2021-22 Projected*	2022-23 Projected*
Airport	2,555,000	785,000	1.21%	-	-
Aquatic Facilities	500,000	430,000	0.66%	-	-
Bushfire control	350,000	350,000	0.54%	350,000	350,000
Community Participation	307,700	-	0.00%	110,900	112,600
Cemetery services	-	20,000	0.03%	20,000	28,000
Digital Technology	1,285,000	2,500,000	3.86%	1,200,000	1,200,000
Environmental Testing	-	-	0.00%	19,300	19,600
Facilities	502,600	554,800	0.86%	767,300	333,500
Glasshouse back of house operations	66,000	66,000	0.10%	66,000	66,000
Library	647,270	332,900	0.51%	337,000	341,100
Natural Resource Management	2,145,000	150,000	0.23%	-	-
Parks & Recreation	17,584,058	6,126,518	9.47%	2,894,488	12,647,648
Plant & depots	3,300,000	4,400,000	6.80%	3,100,000	3,200,000
PM Town Centre Masterplan	985,000	-	0.00%	-	-
Property & Leasing	30,000	30,000	0.05%	30,000	30,000
Sewerage services	27,900,000	10,675,000	16.49%	30,084,149	28,004,233
Stormwater drainage	1,723,000	1,084,501	1.68%	199,000	1,202,300
Strategic Property Investments	-	260,000	0.40%	-	-
Transport & traffic	17,810,716	18,728,368	28.95%	7,508,006	14,019,057
Waste disposal	415,000	3,920,000	6.06%	300,000	-
Water supply	7,464,000	14,305,000	22.10%	64,270,347	67,363,512
Total	85,570,344	64,718,087	100.00%	111,256,490	128,917,550

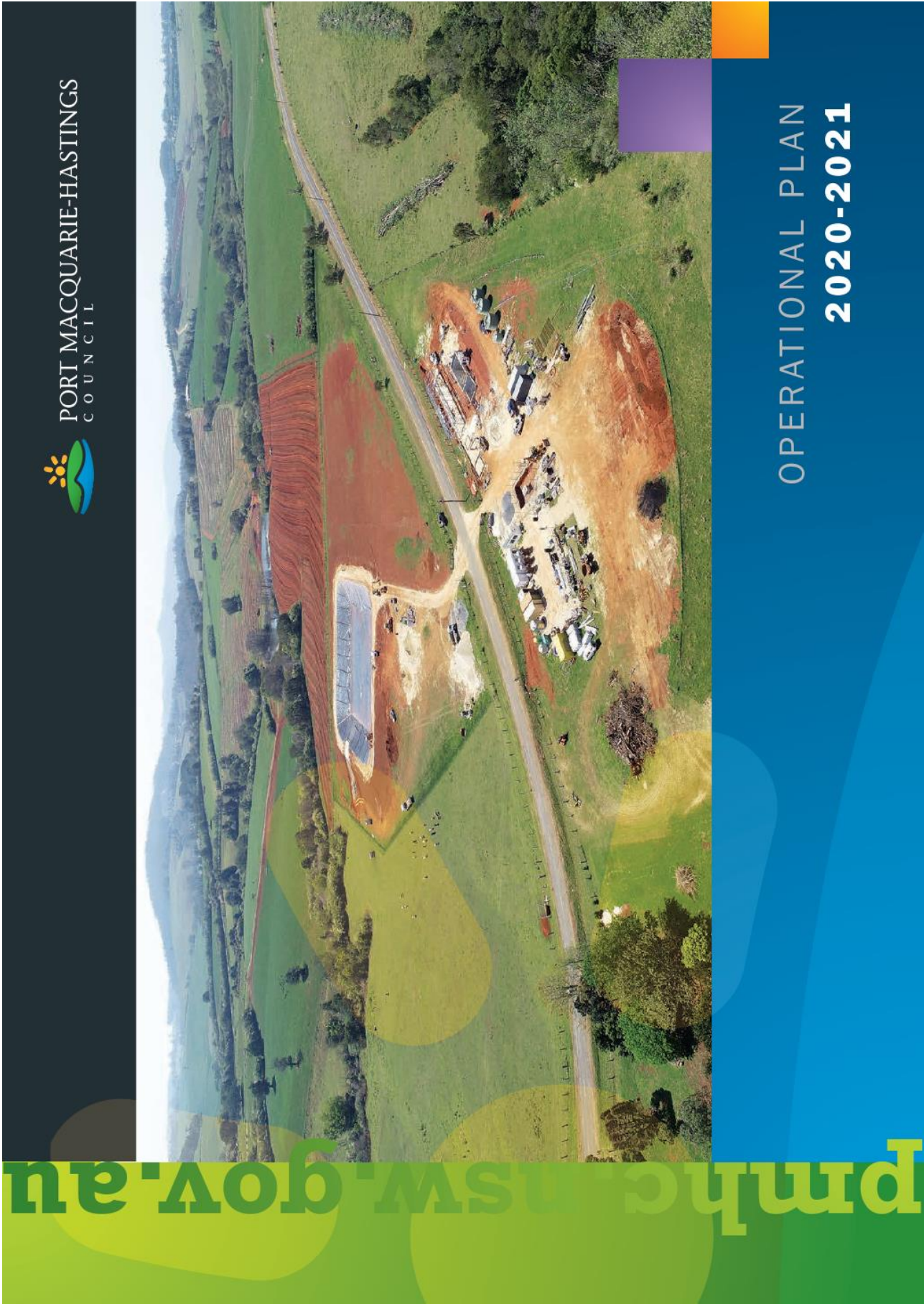
*currently under review

These figures do not include developer provided assets.

Funding sources	2019-20	2020-21	%	2021-22 Projected*	2022-23 Projected*
Grants	9,230,991	7,637,455	11.80%	1,597,707	5,597,707
Loans	1,500,000	-	0.00%	-	-
Environmental levy	492,900	455,000	0.70%	462,551	473,190
Section 7.11 & Section 64 developer contributions	18,499,337	9,967,851	15.40%	28,204,206	46,836,355
Transfer from reserves	48,053,192	39,379,428	60.86%	72,515,027	66,383,736
Special Rate Variation funds	1,376,799	1,412,596	2.18%	1,446,499	1,482,662
General rating revenue	6,417,125	5,865,757	9.06%	7,030,500	8,143,900
	85,570,344	64,718,087	100.00%	111,256,490	128,917,550

► (INTEGRATED REF: RS-LTFP/CAPITAL WORKS PROGRAM)

*currently under review



 PORT MACQUARIE-HASTINGS
COUNCIL

OPERATIONAL PLAN
2020-2021

pmhc.nsw.gov.au






OUR SERVICES FOR THE **Community**





Each of Council's services has been represented by its primary alignment to community theme.

Community Theme 1: Leadership and Governance	Community Theme 2: Your Community Life	Community Theme 3: Your Business and Industry	Community Theme 4: Your Natural and Built Environment
SERVICES	SERVICES	SERVICES	SERVICES
<ul style="list-style-type: none"> > Asset Management > Business Improvement > Corporate Governance > Customer Experience > Community Engagement > Community Education > Financial Management > Fleet Management > Human Resource Management > Work, Health and Safety > Integrated Planning and Reporting > Procurement and Stores > Property and Leasing Services > Property Investment Portfolio > Digital Technology > Communications > Airport > Glasshouse 	<ul style="list-style-type: none"> > Library > Community Inclusion > Cultural Development > Sports and Recreation > Building Maintenance > Compliance > Emergency Management > Environmental Testing > Water Supply > Glasshouse > Cemeteries > Roads, Bridges and Transport 	<ul style="list-style-type: none"> > Airport > Economic and Cultural Development > Property Investment Portfolio > Strategic Land Use Planning 	<ul style="list-style-type: none"> > Asset Management > Development Assessment > Building Maintenance > Ferry Services > Natural Resource Management > Property Investment Portfolio > Roads, Bridges and Transport > Water Supply > Sewer Management > Stormwater and Drainage > Strategic Land Use Planning > Waste Management



HOW TO READ THIS DOCUMENT

The four year Delivery Program and annual Operational Plan is structured around the four themes that are the foundations of the Community Strategic Plan. The actions, activities, projects and programs described in this Operational Plan are categorised under the four key Community Strategic Plan themes:

-  **Community Theme 1: Leadership and Governance**
-  **Community Theme 2: Your Community Life**
-  **Community Theme 3: Your Business and Industry**
-  **Community Theme 4: Your Natural and Built Environment**

Each theme outlines the Community Strategic Plan strategy, Delivery Program objective and Operational Plan action/activity/project. It also highlights the Council's total income and expenditure relevant to the theme. The specific Delivery Program objectives are linked to the Operational Plan actions, activities and projects that Council will undertake in the next financial year. Each Operational Plan action shows which section/s of the Council has/have lead responsibility for delivering this action. This highlights the integrated nature of so many of the actions for which Council is responsible.

Linking to the Delivery program

Each theme in the document has a cover page that summarises the area's objectives from the Towards 2030 Community Strategic Plan – *What we are trying to achieve* and the Delivery Program objectives – *How we will get there*. These summaries help to put the specific activities and programs of this one year Operational Plan in the context of broader community goals, and the Delivery Program.

Numbering system

Council has developed a numbering system to assist with matching activities from the annual Operational Plan to the objectives of the four-year Delivery Program. Every action, activity, project and program has its own number. Each item has an individual reference number linking it back to the relevant Theme. Number reference that are omitted from sequential order refers to actions/activities/projects completed prior to 2020-21.

Funding

THE OPERATIONAL PLAN

Budget Overview

Total expenditure in 2020-2021 will be \$198.53M. This includes:

- > \$114.15m on the ongoing operational costs (excluding depreciation and loss on disposal of assets)
- > \$64.72m on capital works projects
- > \$13.16m on the cost of servicing debts (including loan repayments and interest)
- > \$6.50m on developer provided assets

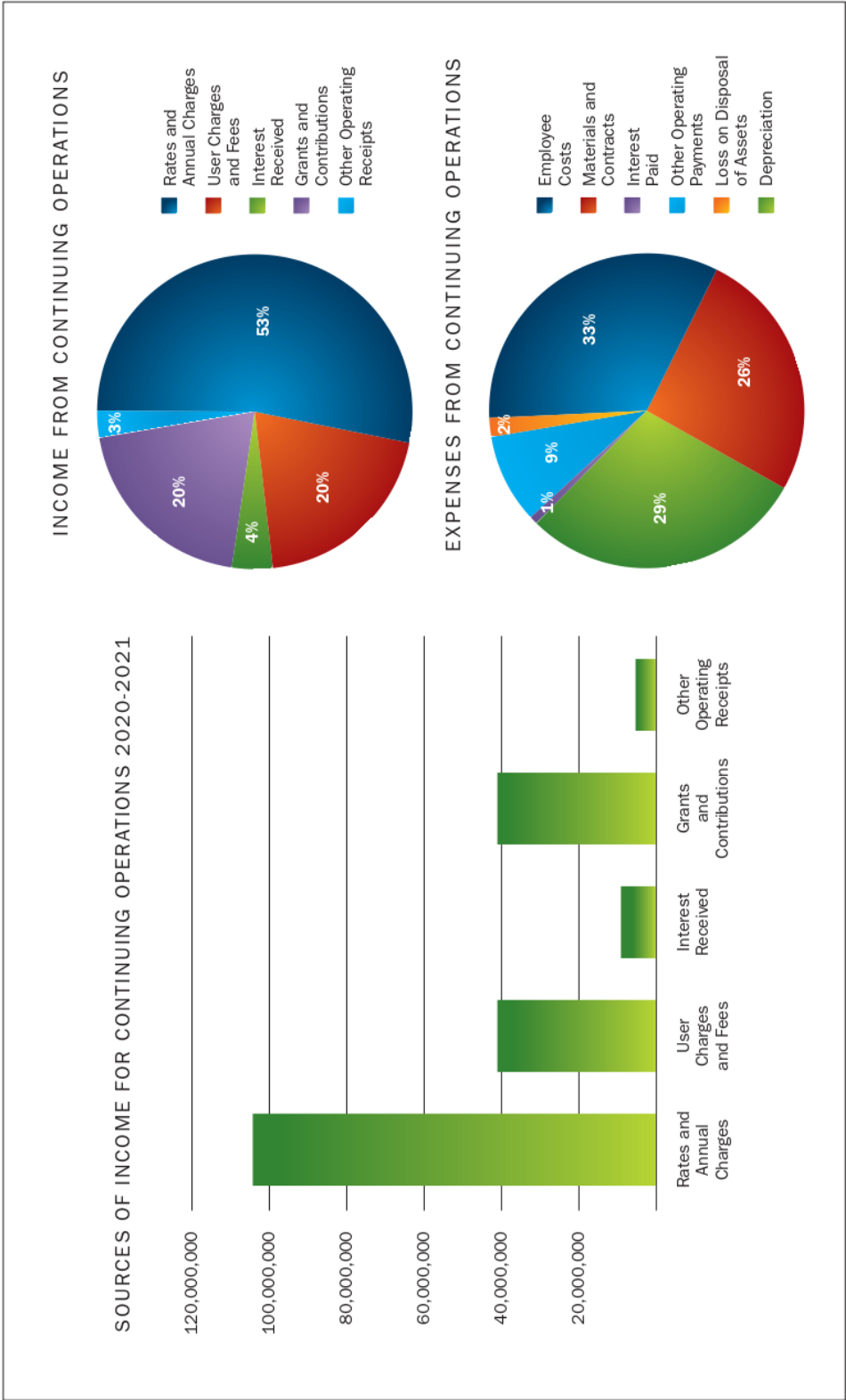
Where does the money come from?

CCouncil's projected income for 2020-2021 is expected to be \$200.4m, which will come from:

- > rates and annual charges (\$105.1m or about 53% of the income)
- > user charges and fees (\$40.8m or about 20% of the income) for services such as water, waste management, building and planning, animal registration, airport and library
- > Interest income (\$8.4m or about 4% of the income)
- > grants and contributions (\$40.4m or about 20% of the income) made up of state and federal government grants and developer contributions
- > other revenue (\$5.7m or about 3% of the income) such as waste management income, fines and rental of council facilities

Total income is \$200.4m compared to total expenditure of \$198.53m.

FUNDING THE OPERATIONAL PLAN





2020-2021 BUDGET

Statement**INCOME**

Rates and Annual Charges – Local taxes levied by Local Government based on the value of property
User Charges and Fees – A charge or fee made in relation to a specified service provided by Council
Interest Received – Interest received from financial institutions on Council investments
Grants – Grants received from other levels of government to assist in the provision of Council services
Contributions – Contributions received from developers etc. towards the provision of Council services
Other Operating Receipts – Other income not included above including Glasshouse receipts and Library charges etc.

Transfer from Restricted Assets – Council puts funds into a restricted asset for future use. This transfer from the restricted asset is the spending of those funds

Transfer to Restricted Assets – This is the transfer of funds into the restricted asset for future use

Proceeds from Borrowings and Advances – This is the amount that Council intends to borrow from financial institutions

Repayment of Borrowings and Advances – This is the repayment of principal on Council loans

Operating Activities Movements**Income from continuing operations**

Rates & Annual Charges

User Charges & Fees

Interest Received

Grants & Contributions

Other Operating Receipts

Expenses from continuing operations

Employee Costs

Materials & Contracts

Depreciation

Interest Paid

Other Operating Payments

Loss on Disposal of Assets

Operating result from continuing operations

Restricted Asset Movements

Restricted asset movements receipts

Transfer from Restricted Assets

Restricted asset movements payments

Transfer to Restricted Assets

Net Revenues Used/(Provided) in Restricted Assets

Property, plant and equipment movements

Property, plant & equipment movements receipts

Sale of Fixed Assets

Developer Provided Assets

Purchase of Assets

Developer Provided Assets

Net Revenues (Used In)/Provided by property plant & Equipment activity

Financing activities movements

Financing activities receipts

Proceeds from Borrowings & Advances

Repayments of Borrowings & Advances

Net Revenues Used/(Provided) in Financing Activity

Net Result (Including Depreciation)

Add Back: Non Cash Items

Budget Surplus/(Shortfall)

EXPENSES

Employee Costs – All costs related to employees including wages and salaries, workers compensation, employee leave entitlements, superannuation, fringe benefits taxation, payroll taxation and travelling etc. but not including employee costs associated with asset construction

Materials and Contracts – Includes all materials and contracts used in delivering operational activities

Depreciation – This is the estimated amount by which Council's assets will deteriorate by in the 2019–2020 financial year

Interest Paid – The amount that is paid to financial institutions for interest on loans made to Council

Other Operating Payments – Includes all payments not included in the above categories including telephone costs, bank charges, electricity, insurance, street lighting and mayoral and councillor fees etc.

Purchase of Assets – This item includes the purchase of assets (such as heavy machinery) along with the construction by Council of assets (such as roads and footpaths)

Budget Surplus/(Deficit) – The balance of income vs expenditure. When this figure is nil, council has a balanced budget which means that its sources of income for the year equals its expenditure for the year

105,087,839

40,771,598

8,382,783

40,407,354

5,708,644

(55,234,975)

(43,972,268)

(49,176,871)

(2,563,453)

(14,940,391)

(3,000,000)

31,470,260

52,157,179

(54,952,600)

(2,795,421)

-

(64,718,087)

(6,500,000)

(71,218,087)

(10,597,579)

(10,597,579)

(53,140,827)

52,176,871

(963,956)

Funding

THE CAPITAL WORKS PROGRAM

The Capital Works program for 2020-2021 has been developed to meet future infrastructure needs and reflect the objectives of the Community Strategic Plan. Investment in new/renewal works will total \$64.72 million. The individual projects are listed in greater detail at the end of each theme throughout the Operational Plan.

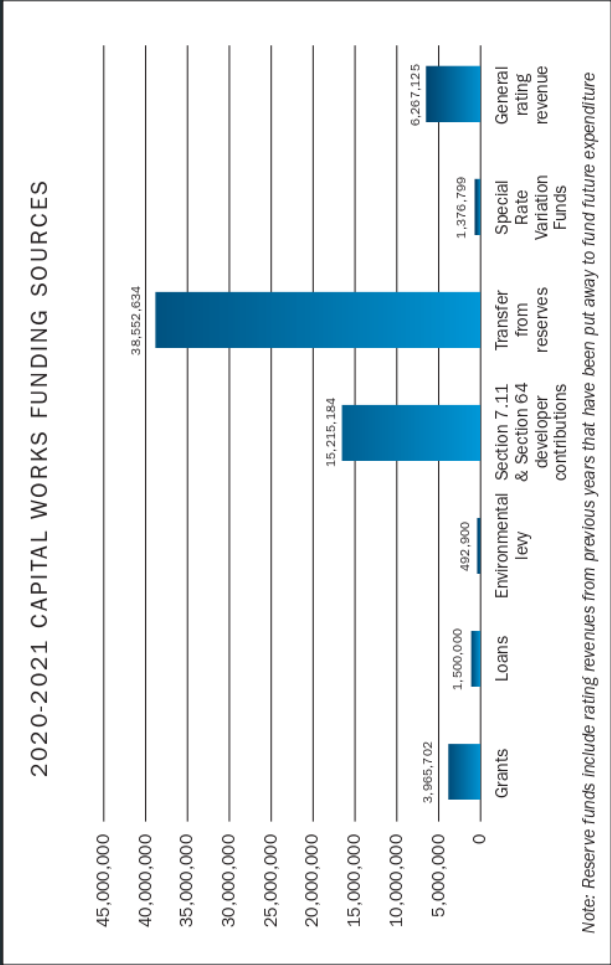
The following graph shows where the funding comes from to carry out these works. It should be noted that reserve funds are rating revenue from previous years that have been put away for future expenditure. Included in the transfers from reserves are loans that were borrowed in previous years. Unspent loan funding is transferred to reserves so that it can be used when required.

The Port Macquarie-Hastings area is a high growth centre of the North Coast region and it is expected to grow a lot more over the next two decades. It is estimated that the population will grow from 83,000 in 2018 to 104,000 in 2036. As a consequence of this growth, Council must not only provide services to the existing community and maintain existing assets, but also plan for future maintenance and capital expenditure on the infrastructure that will be needed to support the community, business and visitors to the area into the future.

Council holds cash reserves as an alternative to (or to supplement) borrowing. As at June 2019, Council held \$300.3 million in cash and reserves. Predominantly, these reserves are all allocated for specific purposes, with approximately 76.5% legally required to be used for the purpose for which they were collected (for example for water and sewer). The remaining reserves are also predominantly held for specific purposes (for example, for the development of the airport or to fund projects that have already commenced). The reserves are audited annually and published in Council's financial statements.

The level of reserves held by Port Macquarie-Hastings Council is not disproportionate to other similar Councils, noting that different Councils provide different services. (For example not all Councils provide water and sewer services which require significant capital investment).

▶ (INTEGRATED REF: RS-LTFP CAPITAL WORKS PROGRAM)



2019-2020 CAPITAL WORKS PROGRAM – INFRASTRUCTURE RENEWALS SUMMARY

A proportion of Council's capital works program refers to Infrastructure assets. The table below shows the renewal amount related to these assets.

Section	Allocated Amount	Renewal Amount	Estimated Renewal %
Airport	785,000	180,000	22.93%
Facilities	554,800	464,800	83.78%
Aquatic Facilities	430,000	430,000	100.00%
Parks and Recreation	6,126,518	4,097,148	66.88%
Drainage	1,084,501	92,251	8.51%
Waste Disposal	3,920,000	0	0.00%
Water Supply	14,305,000	3,285,000	22.96%
Sewerage Services	10,675,000	3,459,000	32.40%
Transport and Traffic	17,198,368	8,977,192	52.20%
Total Infrastructure Assets	55,079,187	21,477,891	38.99%

2020-2021 CAPITAL WORKS PROGRAM (BY COMMUNITY THEME/SERVICE)

► (INTEGRATED REF: RS - LTTP CAPITAL WORKS PROGRAM)

The tables over the following pages show all the projects and the allocated budget that make up the Works Program for the 2020-2021 financial year. These projects are listed in the body of the Operational Plan. They are aligned with the relevant Delivery Program objective and show the performance measure and section of Council responsible for delivery. Additional works are shown in the Operational Plan that are continued from previous years. In Summary, the sum of 2020-2021 Works Program per Theme is \$64,718,087 broken down as follows:

Theme 1	Leadership and Governance	\$7,010,000
Theme 2	Your Community Life	\$7,880,218
Theme 3	Your Business and Industry	\$965,000
Theme 4	Your Natural and Built Environment	\$48,862,869
Total		\$64,718,087

2020-21 CAPITAL WORKS PROGRAM

To support Community Theme 1 – Leadership and Governance, Council will undertake the Capital Works projects listed below.

Theme 1 – Leadership and Governance – 2020-21 Allocated Amount					
Council Service: Digital Technology – 2020-21 Allocated Amount					
Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount	
Various	Undertake delivery of Digital Technology projects (DT - Roadmap Program - multi-year projects) Allocated Amount 2020-21 \$1,500,000 Information & Communications – Projects	✓	1.4.1.1 CW	\$1,500,000	
Various	Undertake delivery of ICT projects (ICT - Renewals - multi-year project) Allocated Amount 2020-21 \$910,000	✓	1.4.1.2 CW	\$910,000	
Port Macquarie	Implement the Human Resource Information System Allocated Amount 2020-21 \$65,000		1.3.5.3.CW	\$65,000	
Port Macquarie	Implement new Corporate Reporting tool Allocated Amount 2020-21 \$25,000		1.1.4.4.CW	\$25,000	
				\$2,500,000	
Council Service: Fleet and Depot Management – 2020-21 Allocated Amount					
Various	Port Macquarie Depot - Rationalisation of Port Macquarie and Wauchope Council Depot operations Allocated Amount 2020-21 \$1,900,000	✓	1.3.4.4 CW	\$1,900,000	
Various	Ensure plant purchases are in line with the plant replacement program (Plant Purchases and Disposals - multi-year project) Allocated Amount 2020-21 \$2,500,000		1.5.2.2 CW	\$2,500,000	
				\$4,400,000	
ONE YEAR OPERATIONAL PLAN 2020 - 2021				48	

Theme 1 – Leadership and Governance – 2020-21 Allocated Amount					
Council Service: Property and Leasing – 2020-21 Allocated Amount					
Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount	
Various	Land and Easement Acquisitions for Council Purposes - Survey, Valuation and Land Transactions Allocated Amount 2020-21 \$30,000		1.5.3.8 CW	\$30,000	
					\$30,000
Council Service: Property and Leasing – 2020-21 Allocated Amount					
Various	Property Management System for management of Council owned assets Allocated Amount 2020-21 \$80,000		1.4.1.6 CW		\$80,000
					\$260,000

2019-20 CAPITAL WORKS PROGRAM

To support *Community Theme 2 – Your Community Life*, Council will undertake the Capital Works projects listed below.

Theme 2 – Your Community Life – 2020-21 Allocated Amount
Council Service: Library – 2020-21 Allocated Amount

Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount
Various - Port, Laureton, Wauchope and Mobile Van	Provide a range of library programs and lending services across the local government area (including Library Furnishings, Fittings and Equipment; Library Local Priority Grant) - (multi-year project) Allocated Amount 2020-21 \$40,000	✓	2.3.5.1 CW	\$40,000
Various - Port, Laureton, Wauchope and Mobile Van	Purchase of Library Books - (multi-year project) To provide book stock at NSW State average per capita as a minimum level Allocated Amount 2020-21 \$272,900	✓	2.3.5.2 CW	\$272,900
Various - Port, Laureton, Wauchope and Mobile Van	Deliver Special Library Projects to enhance library delivery program For the purchase of resources such as books, technology and DVDs Allocated Amount 2020-21 \$20,000		2.3.5.7 CW	\$20,000
				\$332,900

Theme 2 – Your Community Life – 2020-21 Allocated Amount					
Council Service: Building Maintenance – 2020-21 Allocated Amount					
Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount	
Various	Undertake scheduled and reactive maintenance programs of all Council-owned buildings including office furniture replacement Allocated Amount 2020-21 \$47,000		2.3.3.2 CW	\$47,000	
Various	Undertake building rectification works in line with Council Asset Management Allocated Amount 2020-21 \$317,800	✓	2.3.3.3 CW	\$317,800	
Port Macquarie	Undertake the Public Amenities program Blair Reserve, Port Macquarie - Construct new amenities Allocated Amount 2020-21 \$90,000		2.3.3.14 CW	\$90,000	
Camden Haven	Camden Haven Surf Club Building – contribution to design and approvals for new facility Allocated Amount 2020-21 \$100,000	✓	2.3.4.24 CW	\$100,000	
				\$554,800	
Council Service: Sports and Recreation – 2020-21 Allocated Amount					
Wauchope	Deliver sporting facility renewal and upgrades program across the LGA Lank Bain Sports Ground - upgrade Allocated Amount 2020-21 \$76,550		2.3.2.2 CW	\$76,550	
Camden Haven	Deliver sporting facility renewal and upgrades program across the LGA Vince Imon Sporting Fields – Sports Facility Upgrade Allocated Amount 2020-21 \$530,000	✓	2.3.2.2 CW	\$530,000	

Theme 2 – Your Community Life – 2020-21 Allocated Amount						
Council Service: Sports and Recreation – 2020-21 Allocated Amount						
Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount		
Camden Haven	Deliver sporting facility renewal and upgrades program across the LGA Vince Imon Sporting Fields – Amenities Upgrade Allocated Amount 2020-21 \$70,000	✓	2.3.2.2 CW	\$70,000		
Port Macquarie	Deliver sporting facility renewal and upgrades program across the LGA Port Macquarie Regional Sports Stadium - upgrade Allocated Amount 2020-21 \$150,000		2.3.2.2 CW	\$150,000		
Various	Deliver sporting facility renewal and upgrades program across the LGA Sporting Infrastructure Renewals Allocated Amount 2020-21 \$240,000		2.3.2.2 CW	\$240,000		
Various	Deliver park furniture renewals across the local government area, including donated seats program. Allocated Amount 2020-21 \$98,085		2.3.3.5 CW	\$98,085		
Camden Haven	Carry out playground equipment replacement program Bonny Hills Community Hall Reserve Allocated Amount 2020-21 \$84,103		2.3.3.6 CW	\$84,103		
Port Macquarie	Carry out playground equipment replacement program John Dick Reserve, Port Macquarie Allocated Amount 2020-21 \$84,900		2.3.3.6 CW	\$84,900		
Wauchope	Carry out playground equipment replacement program Narran Park, King Creek Allocated Amount 2020-21 \$88,750		2.3.3.6 CW	\$88,750		
Various	Deliver recreational walkway replacement program across the local government area Pathway Renewals Allocated Amount 2020-21 \$98,000		2.3.3.8 CW	\$98,000		

Theme 2 – Your Community Life – 2020-21 Allocated Amount					
Council Service: Sports and Recreation – 2020-21 Allocated Amount					
Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount	
Port Macquarie	Deliver recreational walkway replacement program across the local government area Town Beach to Town Beach North Allocated Amount 2020-21 \$653,310		2.3.3.8 CW	\$653,310	
Thrumster	Thrumster Sports Fields - Detailed design and approvals Allocated Amount 2020-21 \$600,000	✓	2.3.3.12 CW	\$600,000	
Wauchope	Hastings Regional Sporting Complex Construction (multi-year project) Allocated Amount 2020-21 \$500,000	✓	2.3.4.8 CW	\$500,000	
Port Macquarie	Town Green West - Reserve Upgrade Allocated Amount 2020-21 \$2,000,000	✓	2.3.4.25 CW	\$2,000,000	
Camden Haven	Lake Cathie Foreshore Reserve - Master plan implementation - Construction of Skate Facility Allocated Amount 2020-21 \$290,000	✓	2.3.4.17 CW	\$290,000	
Camden Haven	Rainbow Beach Sports Fields Finalise designs and commence construction of district facilities Allocated Amount 2020-21 \$500,000	✓	2.3.4.18 CW	\$500,000	
Various	Parks and Gardens Future Designs - Preparation of engineering designs in advance of construction programmes for Parks and Gardens Allocated Amount 2020-21 \$32,200		2.3.4.22 CW	\$32,200	
Camden Haven	Rainbow Beach Reserve - Reserve Upgrade Allocated Amount 2020-21 \$30,620		2.3.4.23 CW	\$30,620	
				\$6,126,518	

Theme 2 – Your Community Life – 2020-21 Allocated Amount					
Council Service: Glasshouse – 2020-21 Allocated Amount					
Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount	
Port Macquarie	Undertake Glasshouse back of house maintenance Plant & Equipment Purchases Allocated Amount 2020-21 \$10,000 Technical Equipment Purchases Allocated Amount 2020-21 \$56,000		2.5.1.2 CW	\$66,000	
					\$66,000
Council Service: Aquatic Facilities – 2020-21 Allocated Amount					
Port Macquarie	Port Macquarie Pool - Design Finalisation Allocated Amount 2020-21 \$430,000	✓	2.3.4.14 CW	\$430,000	
					\$430,000
Council Service: Cemeteries – 2020-21 Allocated Amount					
Various	Carry out improvement and expansion works at Wauchope, Laurieton and other outlying cemeteries Allocated Amount 2020-21 \$20,000		2.3.3.17 CW	\$20,000	
					\$20,000
Council Service: Emergency Management – 2020-21 Allocated Amount					
Various	Council supports Emergency Management Operations and Agencies Bushfire Tank/Vehicle purchases Allocated Amount 2020-21 \$350,000		2.1.2.2 CW	50,000	
					\$350,000

2019-20 CAPITAL WORKS PROGRAM

To support Community Theme 3 – *Your Business and Industry*, Council will undertake Capital Works projects listed below.

Theme 3 – Your Business and Industry – 2020-21 Allocated Amount

Council Service: Airport – 2020-21 Allocated Amount					
Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount	
Port Macquarie	Continue to monitor, plan and implement the Port Macquarie Airport Master Plan to meet demand and regulatory requirements - (multi-year project) Commence design of future infrastructure improvements, including public car park expansion Allocated Amount 2020-21 \$50,000	✓	3.3.1.1 CW	\$50,000	
Port Macquarie	Port Macquarie Airport Parallel Taxiway Stage 1 and General Aviation (GA) pavement renewal – finalise detailed design - (multi-year project) Allocated Amount 2020-21 \$150,000	✓	3.3.1.4 CW	\$150,000	
Port Macquarie	Operate and maintain Port Macquarie Airport in accordance with regulatory, safety and security requirements Maintenance and refurbishment of Council-owned Hangars Allocated Amount 2020-21 \$30,000 Upgrade passenger security screening equipment Allocated Amount 2020-21 \$405,000		3.3.1.6 CW	\$435,000	
Port Macquarie	Greenmeadows Drive - Development Planning and Feasibilities Allocated Amount 2020-21 \$80,000		3.1.2.3 CW	\$80,000	
Port Macquarie	Install solar energy system at Port Macquarie Airport Terminal building Allocated Amount 2020-21 \$150,000		3.3.1.8 CW	\$150,000	
Council Service: Strategy – 2020-21 Allocated Amount				\$865,000	
Port Macquarie	Finalise development planning for the Port Macquarie Airport Business & Technology Park - (multi-year project) Allocated Amount 2020-21 \$100,000	✓	3.3.1.7 CW	\$100,000	
				\$100,000	

2019-20 CAPITAL WORKS PROGRAM

To support Community Theme 4 – *Your Natural and Built Environment*, Council will undertake the Capital Works projects listed below.

Theme 4 – Your Natural and Built Environment – 2020-21 Allocated Amount
Council Service: Waste Management – 2020-21 Allocated Amount

Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount
Telegraph Point	Cairncross Waste Management Facility (WMF) Expansion/Improvements - (multi-year project) Undertake preliminary site establishment for new landfill cell Allocated Amount 2020-21 \$100,000 Establish new landfill cell in accordance with Development Consent Allocated Amount 2020-21 \$3,650,000 Stage 1 - Lunchroom Facilities & Amenities Allocated Amount 2020-21 \$70,000	✓	4.1.7.26 CW	\$3,820,000
Telegraph Point	Cairncross Recycling Industrial Zone Improvements - Concrete Processing Facility Establishment Stage 1 - EIS, Design, Planning & Approvals Allocated Amount 2020-21 \$100,000		4.1.7.23 CW	\$100,000
				3,920,000

Council Service: Natural Resources – 2020-21 Allocated Amount

Lake Cathie	Undertake preparatory work for new stormwater system at Illaroo Road Allocated Amount 2020-21 \$150,000		4.2.1.11 CW	\$150,000
				\$150,000

Theme 4 – Your Natural and Built Environment – 2020-21 Allocated Amount					
Council Service: Stormwater and Drainage – 2020-21 Allocated Amount					
Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount	
West Haven	Continue design and construction for Black Swan Terrace - Stormwater detention facility (multi-year project) Allocated Amount 2020-21 \$200,000	✓	4.1.5.06 CW	\$200,000	
Port Macquarie	Stormwater Remediation – Investigation and design 35 Hart Street Port Macquarie Allocated Amount 2020-21 \$90,000		4.1.5.12 CW	\$90,000	
Bonny Hills	Stormwater Remediation – Detailed Design Panorama Drive Bonny Hills Allocated Amount 2020-21 \$94,501		4.1.5.08 CW	\$94,501	
Various	Carry out the Stormwater Renewal Program Allocated Amount 2020-21 \$650,000		4.1.6.7 CW	\$650,000	
North Haven	North Haven Flood mitigation Works - investigation and concept design of remedial works Allocated Amount 2020-21 \$50,000		4.1.6.22 CW	\$50,000	
				\$1,084,501	
Council Service: Water Supply – 2020-21 Allocated Amount					
Thrumster	Construction of the Sancroix Reservoir to Area 13 Thrumster trunk main (DN750) Allocated Amount 2020-21 \$25,000		4.1.1.1 CW	\$25,000	
Various	Installation of new water supply services to residential and business premises - to cater for new development Expansion of existing water supply network Allocated Amount 2020-21 \$400,000	✓	4.1.1.4 CW	\$400,000	
Thrumster	Thrumster Recycled Water Interim Supply - Rising Main to Thrumster Reservoir - undertake construction Allocated Amount 2020-21 \$5,500,000		4.1.1.16 CW	\$5,500,000	

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P O R T M A C Q U A R I E - H A S T I N G S C O U N C I L

Theme 4 – Your Natural and Built Environment – 2020-21 Allocated Amount						
Council Service: Water Supply – 2020-21 Allocated Amount						
Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount		
Sancroix	Construction of a water main between Sancroix Reservoir and Wauchope Allocated Amount 2020-21 \$4,000,000	✓	4.1.1.1.18 CW	\$4,000,000		
Bonny Hills	Continue construction of the Southern Arm Water Trunk Main (DN750) - Pacific Hwy to Bonny Hills Allocated Amount 2020-21 \$20,000	✓	4.1.1.1.26 CW	\$20,000		
King Creek	Commencement of design for the Water treatment/Filtration Plant at Cowarra dam Allocated Amount 2020-21 \$50,000		4.1.1.1.27 CW	\$50,000		
Bonny Hills	Pre-Construction Works - Trunk Main from Bonny Hills to Kew (Area 15) Reservoir - Stage 1 Allocated Amount 2020-21 \$150,000		4.1.1.1.28 CW	\$150,000		
Port Macquarie	Marbuk Motorised Water Main Valve - Relocation Allocated Amount 2020-21 \$350,000		4.1.1.1.29 CW	\$350,000		
Various	Water SCADA System - Replacement Allocated Amount 2020-21 \$50,000		4.1.1.1.31 CW	\$50,000		

Theme 4 – Your Natural and Built Environment – 2020-21 Allocated Amount					
Council Service: Water Supply – 2020-21 Allocated Amount					
Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount	
Various	Conduct water asset replacement and renewal programs for live water mains, water meters, renewals and minor works, pumps and switchboards		4.1.2.1 CW	\$2,810,000	
	Live Water Mains Relocations Allocated Amount 2020-21 \$700,000				
	Renewals - Live Watermains Allocated Amount 2020-21 \$700,000				
	Renewals - Water Meters Allocated Amount 2020-21 \$360,000				
	Renewals And Minor Works Allocated Amount 2020-21 \$900,000				
	Switchboard Replacement Program Allocated Amount 2020-21 \$150,000				
Various	Annual Chemical Dosing Systems Upgrades		4.1.2.2 CW	\$200,000	
	Replacement of the sodium hypochlorite dosing systems at Water Treatment Plants with Chlorine Gas Dosing Systems				
Telegraph Point	Allocated Amount 2020-21 \$200,000				
	Replacement of Telegraph Point Water Treatment Plant membranes		4.1.1.32 CW	\$90,000	
	Allocated Amount 2020-21 \$90,000				
Port Macquarie	Pre-construction works for the Granite Street Reservoir rehabilitation/renewal		4.1.1.34 CW	\$50,000	
	Allocated Amount 2020-21 \$50,000				
Port Macquarie	Preconstruction of Widderson St Reservoir Roof Replacement		4.1.1.35 CW	\$50,000	
	Allocated Amount 2020-21 \$50,000				

Theme 4 – Your Natural and Built Environment – 2020-21 Allocated Amount					
Council Service: Water Supply – 2020-21 Allocated Amount					
Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount	
Various	Water and Sewer Critical infrastructure Site Security Upgrades		4.1.1.36CW	\$500,000	
	Allocated Amount 2020-21 \$500,000				
Bonny Hills	Telemetry Microwave link replacement Bonny Hills to Camden Haven		4.1.1.39 CW	\$60,000	
	Allocated Amount 2020-21 \$60,000			\$14,305,000	
Council Service: Sewerage – 2020-21 Allocated Amount					
Port Macquarie	Commence construction of the Port Macquarie Sewer rising main (Sewer Pump Station 71), Port Macquarie		4.1.3.1 CW	\$1,700,000	
	Allocated Amount 2020-21 \$1,700,000				
	Finalisation of the Small Towns Sewerage Scheme Construction - Long Flat, Comboyne, Telegraph Point (multi-year project)	✓	4.1.3.3 CW	\$4,200,000	
	Finalisation of the Small Village Sewerage Scheme at Long Flat, Comboyne, and Telegraph Point				
Thrumster	Allocated Amount 2020-21 \$4,200,000			\$50,000	
	Continuation of Preconstruction of Thrumster Sewerage treatment Plant (Area 13) - Phase 1 -		4.1.3.18 CW		
	Allocated Amount 2020-21 \$50,000				
Kew	Continue investigation, Design and Construction of Kew Sewer Treatment Plant (STP) Upgrade (Multi-Year project)	✓	4.1.3.22 CW	\$400,000	
	Allocated Amount 2020-21 \$400,000				
Various	Annual Energy Efficiency Initiatives Allocation - Variable Speed Drive Pumps		4.1.3.23 CW	\$150,000	
	Allocated Amount 2020-21 \$150,000				
Various	Integrated Water Cycle Management Strategy Delivery (Multi-Year Project)	✓	4.1.3.25 CW	\$250,000	
	Allocated Amount 2020-21 \$250,000				
			ONE YEAR OPERATIONAL PLAN 2020 - 2021		
			60		

Theme 4 – Your Natural and Built Environment – 2020-21 Allocated Amount					
Council Service: Sewerage – 2020-21 Allocated Amount					
Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount	
Port Macquarie	Preconstruction works for upgrade of Lake Innes Sewerage Pump Station #71 Allocated Amount 2020-21 \$100,000		4.1.3.26 CW	\$100,000	
Various	Programmed replacement of Sewer Pumps and Electrical switchboards at Sewage Pump Stations Sewer Pump Replacement Program Allocated Amount 2020-21 \$150,000 Annual Switchboard Replacement Allocated Amount 2020-21 \$150,000 Lid Replacement Program Allocated Amount 2020-21 \$100,000		4.1.4.1 CW	\$400,000	
Various	Carry out programmed replacement of Sewer Treatment Plant (STP) electrical and mechanical assets Allocated Amount 2020-21 - \$100,000 Annual Electrical STP Asset Replacement Allocated Amount 2020-21 - \$100,000 Annual Mechanical STP Asset Replacement		4.1.4.4 CW	\$200,000	
Various	Conduct sewer assets replacement and maintenance programs for Sewer Rehabilitation and Relining Works Annual Sewer Rehabilitation Allocated Amount 2020-21 \$550,000 Annual Sewer Relining Works Allocated Amount 2020-21 \$100,000		4.1.4.5 CW	\$650,000	
Port Macquarie	Port Macquarie Waste Water Treatment Plant Odour control mitigation works Allocated Amount 2020-21 \$200,000		4.1.3.27 CW	\$200,000	
Dunbogan	Camden Haven Waste Water Treatment Membrane Replacements Allocated Amount 2020-21 \$420,000		4.1.3.28 CW	\$420,000	
Wauchope	Pre construction of Wauchope Waste Water Treatment Plant Inlet Rationalisation Allocated Amount 2020-21 \$50,000		4.1.3.29 CW	\$50,000	
Bonny Hills	Bonny Hills Waste Water Treatment Plant Aerator Replacements Allocated Amount 2020-21 \$210,000		4.1.3.30 CW	\$210,000	

Theme 4 – Your Natural and Built Environment – 2020-21 Allocated Amount					
Council Service: Sewerage – 2020-21 Allocated Amount					
Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount	
Wauchope and Kew	Replace Sewer Telemetry Radios Wauchope & Kew Allocated Amount 2020-21 \$125,000		4.1.3.31 CW	\$125,000	
Port Macquarie	Sewer DNP3 (Distributed Network Protocol) Telemetry Processor roll out Port Macquarie Allocated Amount 2020-21 \$105,000		4.1.3.32 CW	\$105,000	
Wauchope and Kew	Sewer DNP3 (Distributed Network Protocol) Telemetry Processor roll out Wauchope & Kew Allocated Amount 2020-21 \$105,000		4.1.3.33 CW	\$105,000	
Port Macquarie	Port Macquarie Sewer Pump Station 13 Catchment Reline Allocated Amount 2020-21 \$210,000		4.1.3.34 CW	\$210,000	
Port Macquarie	Port Macquarie Sewer Pump Station 21 Refurbishment Allocated Amount 2020-21 \$105,000		4.1.3.35 CW	\$105,000	
Camden Haven	Camden Haven Sewer Pump Station 2 Refurbishment Allocated Amount 2020-21 \$265,000		4.1.3.36 CW	\$265,000	
Kew/Kendall	Kew / Kendall Sewer Pump Station 7, 8 and 9 SCADA Upgrade Allocated Amount 2020-21 \$80,000		4.1.3.37 CW	\$80,000	
Port Macquarie	Inlet Works Replacement for Port Macquarie Sewerage Treatment Plant Allocated Amount 2020-21 \$700,000 Moved from Water Service above		4.1.3.24 CW	\$700,000	
				10,675,000	

Theme 4 – Your Natural and Built Environment – 2020-21 Allocated Amount					
Council Service: Roads, Bridges and Transport – 2020-21 Allocated Amount					
Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount	
Various	Footpath, Cycleway and Pedestrian works Allocated Amount 2020-21 \$500,000		4.4.1.03 CW	\$500,000	
Kindiee	Kindiee Bridge – structural repairs and bridge replacement Optioneering to ensure bridge remains serviceable (multi-year project) Allocated Amount 2020-21 \$861,176	✓	4.4.1.22 CW	\$861,176	
Kew	Kew Main Street Upgrade Construction Allocated Amount 2020-21 \$1,440,000		4.4.1.34 CW	\$1,440,000	
Various	Local Roads Proactive Renewal Program Allocated Amount 2020-21 \$1,000,000		4.4.1.37 CW	\$1,000,000	
Port Macquarie	Finalise detailed business case for Ocean Drive duplication - Matthew Flinders Drive to Greenmeadows (multi-year project) Allocated Amount 2020-21 \$100,000	✓	4.4.1.45 CW	\$100,000	
Various	Transport, Traffic and Stormwater various design works - Additional Transport and Stormwater Designs Allocated Amount 2020-21 \$50,000		4.4.1.49 CW	\$50,000	
Various	Installation of new bus shelters as per the Community Passenger Transport Infrastructure Grant Scheme (CPTIGS) Program Allocated Amount 2020-21 \$90,000		4.4.1.51 CW	\$90,000	
Camden Haven	Beach to Beach - shared path project at Camden Haven – Detailed design, environmental approvals and commencement of construction Allocated Amount 2020-21 \$600,000		4.4.1.55 CW	\$600,000	
Wauchope	Continuation of Bago Road Rehabilitation Stage 2 (Milligan's Rd to Bluewater Cres) Allocated Amount 2020-21 \$1,400,000		4.4.1.61 CW	\$1,400,000	

Theme 4 – Your Natural and Built Environment – 2020-21 Allocated Amount					
Council Service: Roads, Bridges and Transport – 2020-21 Allocated Amount					
Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount	
Wauchope	Pembrooke Road, Stoney Creek Bridge Upgrade - Detailed Design Allocated Amount 2020-21 \$300,000	✓	4.4.1.63 CW	\$300,000	
Pappinbarra	Scrubby Creek Bridge - Replacement Upgrade Allocated Amount 2020-21 \$450,000		4.4.1.65 CW	\$450,000	
Kindee	Kindee Bridge Upgrade - Detailed Design Allocated Amount 2020-21 \$50,000	✓	4.4.1.66 CW	\$50,000	
Port Macquarie	Pedestrian Refuge - Horton Street - Clarence Street and William Street - Detailed Design Allocated Amount 2020-21 \$60,000		4.4.1.70 CW	\$60,000	
Various	Undertake road resurfacing and rehabilitation works throughout the local government area in accordance with the rolling priority program and Pavement Management System Continuation of High Traffic Road Resurfacing Allocated Amount 2020-21 \$957,692 Continuation of Pavement Rejuvenation Treatments Allocated Amount 2020-21 \$239,423 Road Resealing Works Allocated Amount 2020-21 \$2,080,077		4.4.2.1 CW	\$3,277,192	
Port Macquarie	Gordon Street Upgrade - Road Resurfacing, Stormwater flood mitigation and water main renewal works (multi-year project) Allocated Amount 2020-21 \$3,000,000	✓	4.4.1.83 CW	\$3,000,000	
Wauchope	Bago Road Rehabilitation of Stage 3 - Bluewater Crescent to Cameron Street Allocated Amount 2020-21 \$2,700,000	✓	4.4.1.84 CW	\$2,700,000	

Theme 4 – Your Natural and Built Environment – 2020-21 Allocated Amount					
Council Service: Roads, Bridges and Transport – 2020-21 Allocated Amount					
Location	Project Description	Multi-Year Project	Capital Works (CW) Reference Number	2020-21 Allocated Amount	
Rollands Plains	Thompsons Bridge Replacement Allocated Amount 2020-21 \$800,000		4.4.1.87 CW	\$800,000	
Lorne	Lorne Road Sealing - Investigations and concept design Allocated Amount 2020-21 \$200,000	✓	4.4.1.88 CW	\$200,000	
Port Macquarie	Boundary Street Upgrade - Commence detailed design and Environmental Approvals Allocated Amount 2020-21 \$1,000,000		4.4.1.80 CW	\$1,000,000	
Rollands Plains	Brit-Brill Road Sealing - Investigations and concept design Allocated Amount 2020-21 \$450,000		4.4.1.81 CW	\$450,000	
Port Macquarie	John Oxley Drive Upgrade – Finalise detailed design – The Ruins Way to Wrights Road (Oxley Highway) Allocated Amount 2020-21 \$100,000		4.4.1.42 CW	\$100,000	
Camden Haven	School to Schools share pathway project - detailed design and planning approvals for highest priority sections Allocated Amount 2020-21 \$300,000		4.4.1.82 CW	\$300,000	
					\$17,098,368

A SNAPSHOT OF Key Projects

FOR 2020-2021

ACROSS THE REGION

- > Stormwater Renewal Program – \$650,000
- > Water asset replacement and renewal programs for live water mains, water meters, renewals and minor works, pumps and switchboards – \$2,810,000
- > Finalisation of the Small Towns Sewerage Scheme Construction – Long Flat, Comboyne, Telegraph Point – \$4,200,000
- > Footpath, Cycleway and Pedestrian works – \$500,000
- > Local Roads Proactive Renewal Program – \$1,000,000
- > Road resurfacing and rehabilitation works throughout the local government area – \$3,277,192
- > Installation of new bus shelters – \$90,000

LAURIE TON, CAMDEN HAVEN AND SURROUNDS

- > Vince Imon Sporting Fields – Sports Facility Upgrade - \$530,000
- > Vince Imon Sporting Fields – Amenities Upgrade - \$70,000
- > Playground replacement - Bonny Hills Community Hall Reserve - \$84,103
- > Lake Cathie Foreshore Reserve - Master plan implementation - Construction of Skate Facility - \$290,000
- > Rainbow Beach Sports Fields - Finalise designs and commence construction of district facilities - \$500,000
- > Rainbow Beach Reserve - Reserve Upgrade - \$30,620
- > Undertake preparatory work for new stormwater system at Illaroo Road - \$150,000
- > Continue design and construction for Black Swan Terrace - Stormwater detention facility - \$200,000
- > Continue investigation, design and construction of Kew Sewer Treatment Plant (STP) Upgrade - \$400,000
- > Camden Haven Waste Water Treatment Membrane Replacements - \$420,000
- > Beach to Beach - shared path project at Camden Haven - \$600,000
- > Lorne Road Sealing - Investigations and concept design - \$200,000
- > School to Schools share pathway project - detailed design and planning approvals for highest priority sections - \$300,000
- > Kew Main Street Upgrade - Construction - \$1,440,000



A SNAPSHOT OF Key Projects

FOR 2020-2021

ACROSS THE REGION

- > Stormwater Renewal Program – \$650,000
- > Water asset replacement and renewal programs for live water mains, water meters, renewals and minor works, pumps and switchboards – \$2,810,000
- > Finalisation of the Small Towns Sewerage Scheme Construction – Long Flat, Comboyne, Telegraph Point – \$4,200,000
- > Footpath, Cycleway and Pedestrian works – \$500,000
- > Local Roads Proactive Renewal Program – \$1,000,000
- > Road resurfacing and rehabilitation works throughout the local government area – \$3,277,192
- > Installation of new bus shelters – \$90,000



PORT MACQUARIE

- > Finalise development planning for the Port Macquarie Airport Business and Technology Park - \$100,000
- > Undertake the Public Amenities program including Blair Reserve, Port Macquarie - Construct New Amenities - \$90,000
- > Port Macquarie Regional Sports Stadium - upgrade - \$150,000
- > Playground equipment replacement program including - John Dick Reserve, Port Macquarie - \$84,900
- > Deliver recreational walkway replacement program across the local government area - Town Beach to Town Beach North - \$653,310
- > Town Green West - Reserve Upgrade - \$2,000,000
- > Port Macquarie Pool - Design Finalisation - \$430,000
- > Thrumster Sports Fields - Detailed design and approvals - \$600,000
- > Port Macquarie Airport Parallel Taxiway Stage 1 and General Aviation (GA) pavement renewal – finalise detailed design - \$150,000
- > Operate and maintain Port Macquarie Airport in accordance with regulatory, safety and security requirements - \$435,000
- > Install solar energy system at Port Macquarie Airport Terminal building - \$150,000
- > Thrumster Recycled Water Interim Supply - Rising Main to Thrumster Reservoir - undertake construction - \$5,500,000
- > Inlet Works Replacement for Port Macquarie Sewerage Treatment Plant - \$700,000
- > Commence construction of the Port Macquarie Sewer rising main (Sewer Pump Station 71) - \$1,700,000
- > Preconstruction works for upgrade of Lake Innes Sewerage Pump Station #71 - \$100,000
- > Pedestrian Refuge - Horton Street - Clarence Street and William Street - Detailed Design - \$60,000
- > Gordon Street Upgrade - Road Resurfacing, Stormwater flood mitigation and water main renewal works - \$3,000,000
- > Boundary Street Upgrade - Commence detailed design and Environmental Approvals - \$1,000,000
- > John Oxley Drive Upgrade - Finalise detailed design - The Ruins Way to Wrights Road (Oxley Highway) - \$100,000
- > Finalise detailed business case for Ocean Drive duplication - Matthew Flinders Drive to Greenmeadows - \$100,000



UNDERSTANDING THE TABLES

All tables are colour-coded according to the Theme and contain reference numbers. This diagram explains how to read and understand the tables throughout the document. Number reference that are omitted from sequential order refers to actions/activities/project undertaken prior to 2020-21.

Community Strategic Plan Strategy detailed in the "Towards 2030 Community Strategic Plan" adopted by Council in June 2017		Four year Delivery Program Objectives, that guide the actions, activities and projects in the annual Operational Plan		Outlines what action, activity or project that will be undertaken during the financial year in the Operational Plan and contributes to achieving outcomes against the four Delivery Program Objective	
Community Strategic Plan Strategy					
2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres					
Delivery Program 2017-2021 Objective					
2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
2.3.3.4		Provide, maintain and manage public aquatic facilities	Sports & Recreation	Recreation, Property and Buildings	1. Undertake annual off-season facility maintenance in accordance with approved program 2. Oversee the management of Council's public aquatic facilities in accordance with lease obligation checklist
	2.3.3.5 CW	Deliver park furniture renewals across the local government area, including donated seats program	Sports & Recreation	Recreation, Property and Buildings	Deliver replacement program according to approved schedule
		Allocated amount 2020-21 \$98,085			
These two columns denote these are either an Operational or Capital item and provide a reference number for each		Indicates the allocated budget amount in Capital Works Program		Council section responsible for delivering and reporting on the item	
		Details the Council Service associated to the Operational Plan action		Outlines how the item will be reported against	

These two columns denote these are either an Operational or Capital item and provide a reference number for each

Indicates the allocated budget amount in Capital Works Program

Details the Council Service associated to the Operational Plan action

Council section responsible for delivering and reporting on the item

Outlines how the item will be reported against



COMMUNITY THEME 1

Leadership and Governance

COMMUNITY STRATEGIC PLAN

What we are trying to achieve

A collaborative community that works together and uses opportunities for community participation in decision making that is defined as ethically, socially and environmentally responsible.

How we will get there

1.1 Inform and engage with the community about what Council does using varied communication channels.

1.2 Maintain strong partnerships between all stakeholders – local, state and federal – so that they are effective advocates for the community.

1.3 Demonstrate leadership

1.4 Use innovative, efficient and sustainable practices.

1.5 Ensure strong corporate and financial management that is transparent and accountable.

Who will assist us

- > NSW Government
- > Local businesses
- > NSW Government (Land and Property Information)
- > State Government
- > Northern Joint Regional Planning Panel
- > Department of Planning
- > Other state government agencies
- > Community interest groups

Community Strategic Plan Strategy**1.1 Inform and engage with the community about what Council does using varied communication channels.****Delivery Program 2017-2021 Objective**

1.1.1 Use a variety of tools to engage with the community in a manner that is transparent, effective, relevant and inclusive.

Operational Plan 2020-2021 – Action/Activity/Project

Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
1.1.1.1		Engage with the community using a range of methods to facilitate community involvement in decision making	Community Engagement	Community Engagement	1. Capture the number of engagement activities undertaken and number of participant including online 2. Increased community participation on Council's Have your Say online portal 3. Improve overall engagement approach and levels of engagement
1.1.1.4		Implement strategic communications priorities in accordance with Council's Working Together Framework and established Council priorities (amend for 2020-2021)	Communications	Customer Experience and Communications	1. Deliver regular, positive and engaging media messaging 2. Increase community engagement with Council's digital channels
1.1.1.5		Implement strategic education priorities in accordance with Council's Working Together Framework	Community Education	Community Engagement	1. Education messaging program implemented in accordance with identified priorities 2. Education Framework for Council developed

Delivery Program 2017-2021 Objective

1.1.2 Support community involvement in decision making through education around Council matters and services.

1.1.2.1		Engage the community on developing the 2021 Community Strategic plan to drive council projects and programs into the future	Community Engagement	Community Engagement	1. Engagement continues for the Community Strategic Plan until June 2021 2. Community Strategic Plan developed & adopted by June 2021
1.1.2.3		Undertake the Community Planning Program	Community Engagement	Community Engagement	1. Community plans developed by 1 September 2020 2. Facilitate Community Council Action teams 3. Implement Council actions Community Plans and embed in future plans
1.1.2.4		Develop Local Strategic Planning Statement	Strategic Land Use Planning	Strategy	Complete Local Strategic Planning Statement for presentation to the NSW Department of Planning and Environment by 30 June 2021

Delivery Program 2017-2021 Objective

1.1.3 Engage with the community on impacts and changes to services.

1.1.3.2		Develop an annual Community Engagement program to enable community involvement in decision making in line with the Working Together Framework	Community Engagement	Community Engagement	The Community Engagement program is developed and implementation of actions commenced and completed to approved plan by 30 June 2020
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Community Strategic Plan Strategy					
1.1 Inform and engage with the community about what Council does using varied communication channels.					
Delivery Program 2017-2021 Objective					
1.1.4 Provide easy to understand and accessible community reporting.					
Operational Plan 2020-2021 – Action/ Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
1.1.4.1		Produce and submit the annual report in accordance with Local Government Act requirements	Integrated Planning & Reporting	Organisational Performance	1. Annual report adopted by Council and submitted to the Office of Local Government (OLG) by 30 November 2020 2. The community report card (Part A); statutory report (Part B); and financial statements (Part C) is published for community viewing
1.1.4.2		Provide progress reports on implementation of the Delivery Program in accordance with Local Government Act requirements	Integrated Planning & Reporting	Organisational Performance	Report Delivery Program progress to Council on a six monthly basis
1.1.4.3		Develop the one year Operational Plan in accordance with Local Government Act requirements	Integrated Planning & Reporting	Organisational Performance	Operational Plan adopted by 30 June 2021
	1.1.4.4 CW	Implement new Corporate Reporting Tool. Allocated Amount 2020-21 \$25,000	Integrated Planning & Reporting	Organisational Performance	Improved planning and reporting capability with self-service access to realtime reporting achieved.
1.1.4.5		Review the Resourcing Strategy in accordance with Local Government Act requirements	Integrated Planning & Reporting	Organisational Performance	Resourcing strategy review completed by March 2021.
Delivery Program 2017-2021 Objective					
1.1.5 Develop an effective and coordinated community focused Communications Strategy.					
1.1.5.3		Use a targeted communication channels to ensure the community are well-informed. Involved in Council decision making and understanding of Council priorities	Communications	Customer Experience and Communications	1. Increase community engagement with Council's digital channels 2. Deliver regular and engaging information and messaging utilising a range of communication channels
1.1.5.4		Ensure communication and strategies are informed by research and understanding of preferred community communication methods and other available insights	Communications	Customer Experience and Communications	Communications priorities and methods are informed by insights from the 2019 communications research and Customer experience project
Delivery Program 2017-2021 Objective					
1.1.6 Continue to promote access by the community to Councillors.					
1.1.6.1		Manage Councillor development program	Governance & Executive Services	Governance	Manage Councillor development
1.1.6.2		Deliver the Take the Council to the Community program	Governance & Executive Services	Governance	Hold two off-site Council meetings during the year (March Wauchope, October Laurieton)

Community Strategic Plan Strategy					
1.2 Maintain strong partnerships between all stakeholders – local, state and federal – so that they are effective advocates for the community					
Delivery Program 2017-2021 Objective					
1.2.1 Promote Council participation and build linkages in local, state and federal initiatives, forums and opportunities to support Council's continued planning for the growth of the region.					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
1.2.1.1		Convene meetings with local business chambers for the Mayor and Senior Staff	Corporate Governance	Strategy and Growth	Schedule meetings throughout the year
1.2.1.2		Convene meetings with State and Federal Members for the Mayor and Senior Staff	Corporate Governance	General Manager's Office	Schedule meetings throughout the year
1.2.1.3		Work proactively to secure grant funding from other levels of government to support Council project and service delivery priorities	Economic and Cultural Development	Strategy and Growth	Identify and apply for grants in a timely and effective manner
Community Strategic Plan Strategy					
1.3 Demonstrate leadership					
Delivery Program 2017-2021 Objective					
1.3.1 Provide effective leadership and equity.					
1.3.1.1		Participate in the Mid North Coast Joint Organisation (MNCJO)	Corporate Governance	General Manager's Office	Attendance at the Regional Joint Organisation meetings by the Mayor and General Manager
1.3.1.2		Participate in the Regional Cities NSW quarterly meetings	Corporate Governance	General Manager's Office	Attendance at the meetings by the Mayor and General Manager
1.3.1.3		Ongoing community disaster preparedness and support	Corporate Governance	General Manager's Office	Ensure activities are undertaken
Delivery Program 2017-2021 Objective					
1.3.2 Build trust and improve Council's reputation through transparency, good decision making and living Council's Values.					
1.3.2.1		Manage the Legislative Compliance Register	Governance & Executive Services	Governance	Undertake annual review of the Legislative Compliance Register and report on it and consider improvements to the Legislative Compliance process.
1.3.2.2		Produce and submit the annual Code of Conduct complaints report in accordance with Office of Local Government requirements	Governance & Executive Services	Governance	Report prepared annually and presented to Council no later than 31 December

Community Strategic Plan Strategy 1.3 Demonstrate leadership					
Delivery Program 2017-2021 Objective 1.3.2 Build trust and improve Council's reputation through transparency, good decision making and living Council's Values.					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
1.3.2.3		Produce and submit the annual Government Information Public Access (GIPA) Report in accordance with the GIPA Act requirements	Governance & Executive Services	Governance	Submit GIPA annual report to Information and Privacy Commission no later than 31 October
1.3.2.4		Coordinate lodgement of annual Disclosure of Interest Returns	Governance & Executive Services	Governance	Annually update Disclosure Register by 30 September
1.3.2.6		Report on Public Interest Disclosures (PID)	Governance & Executive Services	Governance	1. Report biannually in July and February on any Public Interest Disclosures 2. Submit PID annual report to NSW Ombudsman by 31 October
1.3.2.7		Submit annual performance reporting for the water and sewer business to NSW Office of Water for benchmarking comparisons	Water Supply	Infrastructure Planning	Collate and forward performance reporting data to NSW Office of Water annually
Delivery Program 2017-2021 Objective 1.3.3 Ensure there is appropriate management of risk to mitigate impact for Council and the community.					
1.3.3.2		Manage the Risk Management Action Plan, as part of the state wide continuous improvement program	Governance and Executive Services	Governance	Review and implement the Risk Management Action Plan on a quarterly basis and report to Executive
1.3.3.5		Improve the Risk Management Framework	Governance and Executive Services	Governance	Improve the Risk Management Framework in line with project milestones
1.3.3.7		Manage the Delegation Framework	Governance and Executive Services	Governance	Manage and consider improvements to the Delegation framework.
1.3.3.8		Respond to formal information requests within required timeframes	Governance and Executive Services	Governance	Respond to formal GIPA requests within the required timeframes
1.3.3.9		Coordinate requirements for the 2020 Local Government Election and Councillor Induction Program	Governance and Executive Services	Governance	Coordinate all requirements for the 2020 Local Government Election and Implement the Councillor Induction Program

Community Strategic Plan Strategy 1.3 Demonstrate leadership

Delivery Program 2017-2021 Objective

1.3.4 Manage our workforce to deliver community outcomes.

Operational Plan 2020-2021 – Action/Activity/Project

Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
1.3.4.1		Implement workplace strategies and processes to continue to improve Human Resources	HR and WHS Management	Organisational Performance	Actions Implemented by 30 June 2021 as per the Workforce Management Strategy.
1.3.4.2		Implement workplace strategies and processes to continue to improve Work, Health and Safety	HR and WHS Management	Organisational Performance	Actions Implemented by 30 June 2021 as per the Work, Health Safety Strategy.
1.3.4.3		Implement workplace strategies and processes to continue to improve Learning and Development	HR and WHS Management	Organisational Performance	Actions Implemented by 30 June 2021 as per the Learning and Development Strategy.
	1.3.4.4 CW	Port Macquarie Depot - Rationalisation of Port Macquarie and Wauchope Council Depot operations	Property Investment Portfolio	Strategy	Holistic review of depot holdings and plans by 30 June 2020
		Allocated Amount 2020-21 \$1,900,000			

Delivery Program 2017-2021 Objective

1.3.5 Build an engaged workforce.

1.3.5.1		Implement Organisational Development initiatives and strategies to develop a highly engaged workforce who are solutions focused.	HR and WHS Management	Organisational Performance	1. Actions Implemented by 30 June 2021 as per the Organisational Development Strategy to grow Leadership capability across the organisation. 2. The Employee Engagement Process is implemented across the organisation with all staff having clear goals set, quarterly one on one conversations and a personal development plan in place. 3. The Employee Engagement Survey results are circulated to all staff and action plans developed by 30 June 2021. 4. Employee Engagement Days delivered in May 2021.
	1.3.5.3 CW	Implement a Human Resource Information System (HRIS) Allocated Amount 2020-21 \$65,000	HR and WHS Management	Organisational Performance	Staff have digital access to self-service human resource functionality.

Community Strategic Plan Strategy 1.4 Use Innovative, efficient and sustainable practices						
Delivery Program 2017-2021 Objective 1.4.1 Provide efficient technology and inclusive digital systems that are easy to use and easy to access.						
Operational Plan 2020-2021 – Action/Activity/Project						
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures	
	1.4.1.1 CW	Undertake delivery of Digital Technology projects (DT - Roadmap Program - multi-year projects) Information & Communications – Projects Allocated Amount 2020-21 \$1,500,000	Digital Technology	Digital Technology	Delivery of projects according to approved project plan	
	1.4.1.2 CW	Undertake delivery of ICT projects (ICT - Renewals - multi-year project) Allocated Amount 2020-21 \$910,000	Digital Technology	Digital Technology	Deliver project according to approved project plan	
1.4.1.5		Develop asset design and as-constructed templates as part of the Asset Data Standards Review	Asset Management	Infrastructure Planning	Develop an Auto CAD file template for asset design and as-constructed plans that meets Asset Design As Constructed (ADAC) standards by 30 June 2020	
	1.4.1.6 CW	Property Management System for management of Council owned assets Allocated Amount 2020-21 \$80,000	Property and Leasing	Strategy (Recreation, Property and Buildings)	Property Management System options assessed for suitability	
Delivery Program 2017-2021 Objective 1.4.2 Deliver agreed services at the agreed service level at best value.						
1.4.2.1		Work across the organisation to facilitate the implementation of the Business Improvement Strategy	Business Improvement	Organisational Performance	1. Undertake five improvement initiatives by 30 June 2021. 2. Throughout 2020-21 carry out activities to build continuous improvement capability across the organisation, as outlined in the Business Improvement Strategy.	

Community Strategic Plan Strategy 1.4 Use innovative, efficient and sustainable practices					
Delivery Program 2017-2021 Objective 1.4.3 Deliver a customer-focused service that provides the community a consistent experience of Council.					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
1.4.3.1		Deliver high quality and valued customer experiences that place the customer at the Centre of what Council does	Customer Experience	Customer Experience and Communications	1. Design and implement and two cross organisational customer improvement programs identified in the Customer Experience project 2. Review and interrogate call centre data to demonstrate that customer experience is adequately captured, monitored and data informs improvement projects 3. Report quarterly to Council on Customer Experience improvement activity
1.4.3.2		Provide up to date information for our community through a single source of truth	Communications and Customer Experience	Customer Experience and Communications	1. Ensure Council's website is current and represents single source of truth for internal and external customers 2. Develop digital communications strategy
Community Strategic Plan Strategy 1.5 Ensure strong corporate and financial management that is transparent and accountable					
Delivery Program 2017-2021 Objective 1.5.1 Manage Council's financial assets and provide accurate, timely and reliable information.					
1.5.1.1		Monitor and accurately report on Council's financial position in accordance with Local Government Act requirements	Financial Management	Financial Services	1. Submit three quarterly budget review statements and an annual report to Council 2. Lodge audited financial statements with Office of Local Government by 31 October
1.5.1.2		Manage Council's investment portfolio to optimise investment returns within the constraints of Council's investment policy, the Local Government Act and Regulations, the Ministerial Order	Financial Management	Financial Services	1. Exceed benchmark for return on investment portfolio 2. Submit investment report to Council monthly
1.5.1.3		Develop annual Operational Plan budget and review the Long Term Financial Plan	Financial Management	Financial Services	1. Develop the draft annual budget in line with Integrated Planning and Reporting timeframes 2. Review the Long Term Financial Plan in line with the budget cycle 3. Final budget adopted by Council by 30 June

Community Strategic Plan Strategy 1.5 Ensure strong corporate and financial management that is transparent and accountable					
Delivery Program 2017-2021 Objective 1.5.1 Manage Council's financial assets and provide accurate, timely and reliable information.					
Operational Plan 2020-2021 – Action/ Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
1.5.1.4		Prepare monthly financial reports for Council	Financial Management	Financial Services	Submit financial reports to Council monthly
1.5.1.6		Progress Partridge Creek residential development planning	Property Investment Portfolio	Strategy	Provide a report to Council outlining Partridge Creek residential development options upon receipt of updated land valuation
1.5.1.9		Progress Emily Avenue residential development planning	Property Investment Portfolio	Strategy	Receive Development Consent and Commence Design by 30 June 2021.
1.5.1.10		Implement Asset Designed As Constructed (ADAS) computerised automated process system	Asset Management	Infrastructure Planning	Complete implementation of ADAS within Council operations by 30 June 2020
1.5.1.11		Progress Kangaroo Park, North Shore residential development planning	Property Investment portfolio	Strategy	Lodge Development Approval application for Kangaroo Park development
1.5.1.12		Conduct Asset Revaluation for land improvements, other structures and other assets (parks, cemeteries, waste management, bus shelters, etc) assets.	Asset Management	Infrastructure Planning	Undertake condition rating of Council's assets by 30 June 2021
1.5.1.13		Undertake condition assessment and review of all unsealed roads in line with ARRB recommendations	Asset Management	Infrastructure Planning	Undertake assessment of unsealed roads by 30 June 2021
Delivery Program 2017-2021 Objective 1.5.2 Use procurement, tendering, purchasing and contract management approaches that are transparent and equitable.					
1.5.2.1		Continue to implement and monitor the procurement strategy action items	Procurement and Stores	Financial Services	Completion of Procurement Strategy Implementation Plan actions within agreed timeframes.
	1.5.2.2 CW	Ensure plant purchases are in line with the plant replacement program (Plant Purchases and Disposals - multi-year project)	Fleet and Depot Management	Infrastructure Operations	Plant replacement program delivered according to approved schedule
1.5.2.3		Allocated Amount 2020-21 \$2,500,000			
		Manage and maintain Council's Plant and Fleet to support the operational activities of Council			
1.5.2.5		Undertake procurement activities in accordance with legislative requirements, that are transparent	Procurement and Stores	Financial Services	Capture contracts awarded with a value of \$150,000 (excluding GST) or more.

Community Strategic Plan Strategy						
1.5 Ensure strong corporate and financial management that is transparent and accountable						
Delivery Program 2017-2021 Objective						
1.5.3 Develop, manage and maintain Council Business Units through effective commercial management.						
Operational Plan 2020-2021 – Action/ Activity/Project						
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures	
1.5.3.1		Increase operating revenue at the Airport, the Glasshouse, and the Environmental Laboratory	Airport, Glasshouse, Environmental Testing	Commercial Business Units	Increase operating revenue by 3% per annum per business unit including: Airport, Glasshouse, and Environmental Laboratory	
1.5.3.2		Implement the Glasshouse Plan 2020-2022 in consideration of Council's Cultural Plan	Glasshouse	Commercial Business Units	1. Present biannual reports to Council 2. Deliver actions according to adopted Plan	
1.5.3.6		Manage Council's property management, leasing and licencing, and statutory property functions for the most appropriate return to Council and the community	Property and Leasing	Recreation, Property and Buildings	1. Manage Council's lease and licence portfolio to ensure the most appropriate return to Council and the community 2. Deliver statutory property projects according to approved project plan	
	1.5.3.8 CW	Land and Easement Acquisitions for Council Purposes - Survey, Valuation and Land Transactions Allocated Amount 2020-21 - \$30,000	Property and Leasing	Recreation, Property and Buildings	Deliver projects according to approved project plan	
Delivery Program 2017-2021 Objective						
1.5.4 Identify new commercially viable revenue sources						
1.5.4.1		Review current revenue sources and investigate the commercial viability of identified new revenue sources	Airport, Environmental Testing, Glasshouse, and Waste Management	Commercial Business Units	Identify new revenue sources	

BUDGET STATEMENT

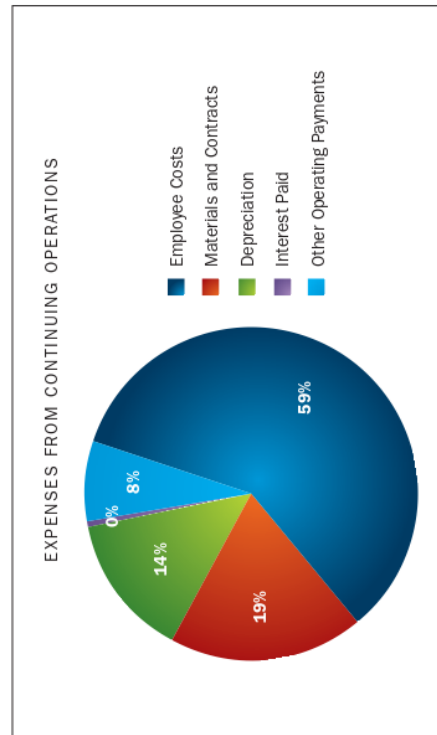
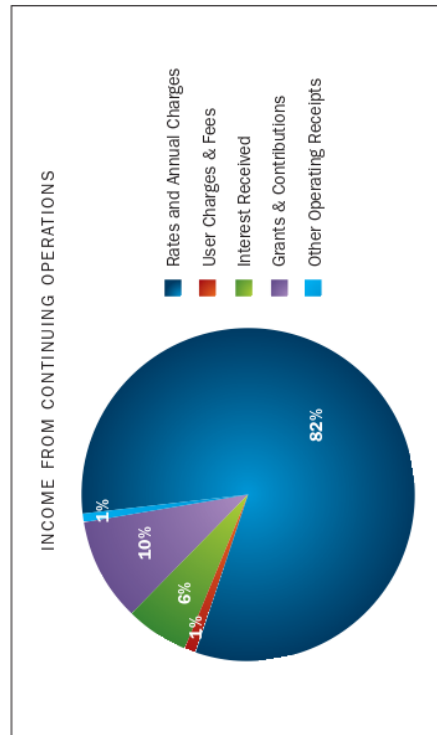
LEADERSHIP AND GOVERNANCE – 1 JULY 2020 TO 30 JUNE 2021

2020-21 Original Budget

Operating Activities Movements	
Income from continuing operations	
Rates & Annual Charges	51,064,789
User Charges & Fees	361,000
Interest Received	4,013,683
Grants & Contributions	6,519,200
Other Operating Receipts	316,970
Expenses from continuing operations	
Employee Costs	(12,705,110)
Materials & Contracts	(4,204,843)
Depreciation	(3,093,233)
Interest Paid	-
Other Operating Payments	(1,649,241)
Overheads	14,591,789
Loss on Disposal of Assets	-
Operating result from continuing operations	55,215,004
Restricted Asset Movements	
Restricted asset movements receipts	
Transfer from Restricted Assets	6,980,000
Restricted asset movements payments	
Transfer to Restricted Assets	(2,187,153)
Net Revenues (Used in)/Provided by in Restricted Assets	4,792,847
Property, plant and equipment movements	
Property, plant & equipment movements receipts	
Sale of Fixed Assets	-
Sale of Real Estate Development Assets	-
Property, plant & equipment movements payments	
Purchase of Assets	(7,010,000)
Developer Provided Assets	-
Net Revenues (Used in)/Provided by in Investing Activity	(7,010,000)
Financing activities movements	
Financing activities receipts	
Proceeds from Borrowings & Advances	-
Financing activities payments	
Repayments of Borrowings & Advances	-
Net Revenues (Used in)/Provided by in Financing Activity	-
Net Result (Including Depreciation)	52,997,851
Add Back: Non Cash Items	3,093,233
Budget Surplus/(Shortfall)	56,091,084

▶ (INTEGRATED REF: DP - BUDGET STATEMENT 4 YEARS /RS-LTFP/FINANCIAL STATEMENTS)

INCOME AND EXPENSES





COMMUNITY THEME 2

Your Community Life

COMMUNITY STRATEGIC PLAN

What we are trying to achieve

A healthy, inclusive and vibrant community.

How we will get there

- 2.1 Create a community that feels safe
- 2.2 Advocate for social inclusion and fairness
- 2.3 Provide quality programs, community facilities and public spaces, for example, community halls, parks and vibrant town centres
- 2.4 Empower the community through active involvement in projects, volunteering and events
- 2.5 Promote a creative and culturally rich community

Who will assist us

- > NSW Lifesaving Association
- > Rural Fire Service
- > Landcare
- > NSW Fire and Rescue
- > Local Aboriginal Land Council
- > Crown Lands
- > National Parks
- > Department of Planning
- > NSW Fire Brigade
- > Office of Local Government
- > Environmental Protection Authority (EPA)
- > NSW Public Health Unit
- > Department of Health
- > NSW Food Authority
- > NSW Police
- > State Debt Recovery
- > Office of Youth Network
- > Schools
- > Community Groups
- > Government Agencies
- > Bearlay Interagency
- > State Government
- > Other LGAs
- > Local Businesses
- > TCMP community
- > 355 committees
- > Property Services
- > Cultural Steering Group

Community Strategic Plan Strategy 2.1 Create a community that feels safe					
Delivery Program 2017-2021 Objective 2.1.1 Support Community Safety Initiatives					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
2.1.1.1		Manage the contract for approved lifeguard services	Sports & Recreation	Recreation, Property and Buildings	1. Deliver approved lifeguard services 2. Deliver lifeguard education programs to schools and community groups (target 2,500 students)
Delivery Program 2017-2021 Objective 2.1.2 Advocate for, support and coordinate emergency services.					
	2.1.2.2 CW	Council supports Emergency Management Operations and Agencies Allocated Amount 2020-21 - \$350,000 Bushfire Tank/Vehicle purchases	Emergency Management	Infrastructure (Director)	Ensure assets are captured as part of register

Community Strategic Plan Strategy 2.1 Create a community that feels safe					
Delivery Program 2017-2021 Objective 2.1.3 Conduct regulatory and educational activities which safeguard public and environmental health, and ensures compliance with planning and building standards					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
2.1.3.1		Monitor and take action as appropriate to ensure compliance with development approvals and building, environmental, public health and on-site sewage standards	Compliance	Environment and Regulatory Services	<ol style="list-style-type: none"> 1. 80% of building certificate applications assessed within service standard 2. 80% of on-site sewage system inspection program completed 3. 80% of food permit inspection program completed 4. 80% of notified buildings with fire safety requirement inspected (AFSS) 5. 80% of public pools and spas inspected 6. 80% of private swimming pool compliance certificate applications assessed within service standard 7. 80% of Notices of Completion applications for caravan park and manufactured homes assessed within service standard 8. 80% of notified regulated cooling and heating systems inspected. 9. 80% of notified premises undertaking skin penetration procedures, barbers, hairdressers, beauty, tattoo inspected 10. Develop an Education and Inspection program for Underground Petroleum Storage Systems (UPSS) 11. Capture the number of public health customer requests (CRM's) received and investigate within the service standard
2.1.3.3		Provide ranger and local law enforcement services to ensure compliance with legislation, regulations and Council policies relating to parking, regular beach patrols, illegal signage, sale of goods on roads, building site sediment control and companion animal management	Compliance	Environment and Regulatory Services	<ol style="list-style-type: none"> 1. Respond to 80% of Regulatory Services customer requests regarding compliance with parking, beach patrols, illegal signage, sale of goods on roads, building site sediment control and companion animal management within set customer service standard 2. Monitor the number of offences detected during proactive patrols 3. Monitor the number of companion animal incidents 4. Increase in the number of animal registrations annually

Community Strategic Plan Strategy					
2.1 Create a community that feels safe					
Delivery Program 2017-2021 Objective					
2.1.3 Conduct regulatory and educational activities which safeguard public and environmental health, and ensures compliance with planning and building standards					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
2.1.3.4		Manage Council's Environmental Laboratory and provide sampling, analysis, reporting and professional advice of water quality analysis and environmental programs in accordance with operational and regulatory requirements to internal and external customers on an approved fee for service basis	Environmental Testing	Commercial Business Units	1. Complete all sampling, analysis and reporting of operational and regulatory requests in accordance with approved budgets 2. Complete all sampling, analysis and reporting of operational and regulatory requests in accordance with agreed service standards 3. Maintain National Association of Testing Authorities (NATA) corporate accreditation
2.1.3.5		Provide a safe water supply in accordance with Australian Drinking Water Quality Guidelines	Water Supply	Infrastructure Planning	Have nil reportable incidents in accordance with NSW Health agreed protocols
Community Strategic Plan Strategy					
2.2 Advocate for social inclusion and fairness					
Delivery Program 2017-2021 Objective					
2.2.1 Support and advocate for all community sectors.					
2.2.1.1		Through the Community Inclusion Plan Involve youth for a better Council	Community Inclusion	Community Engagement	1. Implement a new refreshed and restructured Youth leadership model that will assist in providing a youth voice to Council decisions 2. Support programs and youth activities including Youth Week
2.2.1.3		Through the Community Inclusion Plan coordinate the Community grants program to assist the community to deliver projects that contribute to a sense of place	Community Inclusion	Community Engagement	1. Deliver Community Grants Program through two rounds per year 2. Review and implement the new Community Grants program to meet the needs of a changing community

Community Strategic Plan Strategy					
2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres					
Delivery Program 2017-2021 Objective					
2.3.1 Ensure access to community facilities and activities: including access to natural environment					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
	2.3.1.1 CW	Deliver the Disability Inclusion Action Plan in accordance with State Legislation Adopted and continuing from previous year	Community Inclusion	Community Engagement	Implement the actions as per the Disability Inclusion Action Plan
2.3.1.2		Through the Community Inclusion plan continue to manage Community Halls	Community Inclusion	Community Engagement	1. Manage Community Halls to current service standards 2. Audit and plan for community places and spaces 3. Support Council and non Council owned Hall network
Delivery Program 2017-2021 Objective					
2.3.2 Provide a range of inclusive sporting and recreational opportunities and facilities to encourage a healthy and active lifestyle					
	2.3.2.2 CW	Deliver sporting facility renewal and upgrades program across the LGA Vince Innon Sporting Fields Allocated amount 2020-21 \$530,000 Vince Innon Sporting Fields Amenities Allocated amount 2020-21 \$70,000 Lank Bain Sports Ground - upgrade Allocated amount 2020-21 \$76,550 Port Macquarie Regional Sports Stadium - upgrade Allocated amount 2020-21 \$150,000 Sporting Infrastructure Renewals - Allocated amount 2020-21 \$240,000	Sports & Recreation	Recreation, Property and Buildings	Deliver project to approved project plan
2.3.2.3		Manage the Mayor's Sporting Fund	Cultural Development	Economic and Cultural Development	Distribute funds as required and assist with fundraising events

Community Strategic Plan Strategy					
2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres					
Delivery Program 2017-2021 Objective					
2.3.2 Provide a range of inclusive sporting and recreational opportunities and facilities to encourage a healthy and active lifestyle					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
2.3.2.4		Undertake regional master planning for recreational facilities	Sports & Recreation	Recreation, Property and Buildings	1. Complete Master Planning for Bain Park, Wauchope 2. Commence review of Bonny Hills Reserves Master Plan
Delivery Program 2017-2021 Objective					
2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities					
2.3.3.1		Undertake the maintenance program for parks, reserves, sporting fields and beaches including parks signage	Sports & Recreation	Recreation, Property and Buildings	Deliver program, including beach cleaning and playground inspections according to approved maintenance schedules
	2.3.3.2 CW	Undertake scheduled and reactive maintenance programs of all Council-owned buildings including office furniture replacement Allocated Amount 2020-21 - \$47,000	Building Maintenance	Recreation, Property and Buildings	Deliver projects according to facilities works program
	2.3.3.3 CW	Undertake building rectification works in line with Council Asset Management - (multi-year project) Allocated Amount 2020-21 - \$317,800	Building Maintenance	Recreation, Property and Buildings	Deliver project according to approved project plan

Community Strategic Plan Strategy					
2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres					
Delivery Program 2017-2021 Objective					
2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
2.3.3.4		Provide, maintain and manage public aquatic facilities	Sports & Recreation	Recreation, Property and Buildings	1. Undertake annual off-season facility maintenance in accordance with approved program 2. Oversee the management of Council's public aquatic facilities in accordance with lease obligation checklist
	2.3.3.5 CW	Deliver park furniture renewals across the local government area, including donated seats program Allocated amount 2020-21 \$98,085	Sports & Recreation	Recreation, Property and Buildings	Deliver replacement program according to approved schedule
	2.3.3.6 CW	Carry out playground equipment replacement program Allocated amount 2020-21 \$84,103 Bonny Hills Community Hall Reserve Allocated amount 2020-21 \$84,900 John Dick Reserve, Port Macquarie Allocated amount 2020-21 \$88,750 Narran Park, King Creek	Sports & Recreation	Recreation, Property and Buildings	Deliver project to approved project plan
	2.3.3.8 CW	Deliver recreational walkway replacement program across the local government area Allocated Amount 2020-21 \$98,000 Pathway Renewals (various) Allocated Amount 2020-21 \$653,310 Town Beach to Town Beach North	Sports & Recreation	Recreation, Property and Buildings	Deliver project to approved project plan
2.3.3.9		Implement maintenance programs for boat ramps, wharves and jetties	Sports & Recreation	Recreation, Property and Buildings, (Infrastructure Operations)	Deliver programs according to approved maintenance and schedule (for boat ramps, wharves and jetties)

Community Strategic Plan Strategy						
2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres						
Delivery Program 2017-2021 Objective						
2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities						
Operational Plan 2020-2021 – Action/Activity/Project						
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures	
2.3.3.10		Undertake the maintenance program for beaches	Sports & Recreation	Recreation, Property and Buildings	1. Undertake beach and beach access maintenance as per program 2. Undertake inspections of beach access signs	
	2.3.3.12 CW	Thrumster Sports Fields - Detailed design and approvals Allocated Amount 2020-21 \$600,000	Sports & Recreation	Recreation, Property and Buildings, (Infrastructure Delivery)	Deliver project according to approved project plan	
	2.3.3.14 CW	Undertake the Public Amenities program Allocated amount 2020-21 \$90,000 Blair Reserve, Port Macquarie - Construct new amenities	Building Maintenance	Recreation, Property and Buildings	Deliver project according to approved project plan	
2.3.3.16		Manage burial and memorialisation services at Wauchope, Laurieton and other outlying cemeteries	Cemeteries	Customer Experience & Communication, and Recreation, Property and Buildings	Carry out services in accordance with legislative and customer requirements	
	2.3.3.17 CW	Carry out improvement and expansion works at Wauchope, Laurieton and other outlying cemeteries Allocated Amount - 2020-21 \$20,000	Cemeteries	Customer Experience & Communication, Recreation, Property and Buildings	Deliver projects according to approved project plan	

Community Strategic Plan Strategy					
2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres					
Delivery Program 2017-2021 Objective					
2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
2.3.3.18		Administration of public roads, public spaces, events and customer engagement: - Section 138 Road Applications - Road Encroachments - Customer Enquiries and Responses - Other Statutory Road Functions - Road Policies	Roads, Bridges and Transport	Infrastructure Planning	Deliver works in accordance with Council's Policies and Procedures
2.3.3.20		Develop Plans of Management for Council Crown Reserve Sites - Undertake plans of management as required under the Crown Lands Management Act	Sports & Recreation	Recreation, Property and Buildings	Plans of Management for Council Crown Reserve Sites undertaken as required
Delivery Program 2017-2021 Objective					
2.3.4 Plan, investigate, design and construct open spaces, recreational and community facilities					
	2.3.4.8 CW	Hastings Regional Sporting Complex - Construction (multi-year project) Allocated Amount 2020-21 - \$500,000	Sports & Recreation	Recreation, Property and Buildings, (Project Delivery)	Deliver project according to approved project plan
	2.3.4.12 CW	Port Macquarie Town Centre Master Plan (TCMP) improvements Adopted and continuing from previous years	Sports & Recreation	Recreation, Property and Buildings	Deliver project according to approved project plan
	2.3.4.14 CW	Port Macquarie Pool - Design Finalisation Allocated Amount 2020-21 \$430,000	Sports & Recreation/Aquatic	Recreation, Property and Buildings (Project Delivery)	Deliver project according to approved project plan

Community Strategic Plan Strategy	
2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres	
Delivery Program 2017-2021 Objective	
2.3.4 Plan, investigate, design and construct open spaces, recreational and community facilities	

Operational Plan 2020-2021 – Action/Activity/Project

Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
	2.3.4.16 CW	Continue installation of Town Village Entry Signage	Community Engagement	Community Engagement	Deliver the next stage of the project according to approved project plan
	2.3.4.17 CW	Lake Cathie Foreshore Reserve - Master plan implementation - Construction of Skate Facility Allocated Amount 2020-21 \$290,000	Sports & Recreation	Recreation, Property and Buildings	Deliver project to approved project plan
	2.3.4.18 CW	Rainbow Beach Sports Fields Finalise designs and commence construction of district facilities Allocated Amount 2020-21 - \$500,000	Sports & Recreation	Recreation, Property and Buildings (Project Delivery)	Deliver project according to approved project plan
	2.3.4.22 CW	Parks and Gardens Future Designs - Preparation of engineering designs in advance of construction programmes for Parks and Gardens Allocated Amount 2020-21 \$32,200	Sports & Recreation	Recreation, Property and Buildings	Parks and Gardens Future Designs preparation undertaken as required
2.3.4.23 CW		Rainbow Beach Reserve - Reserve Upgrade Allocated Amount 2020-21 \$30,620	Sports & Recreation	Recreation, Property and Buildings	Deliver project according to approved project plan
2.3.4.24 CW		Camden Haven Surf Club Building - Contribution to design and approvals for new facility Allocated Amount 2020-21 - \$100,000	Building Maintenance	Recreation, Property and Buildings	Pre-construction for replacement
2.3.4.25 CW		Port Macquarie Town Green West Reserve Upgrade Allocated Amount 2020-21 \$2,000,000	Sports & Recreation	Recreation, Property and Buildings	Deliver project according to approved project plan

Community Strategic Plan Strategy					
2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres					
Delivery Program 2017-2021 Objective					
2.3.5 Plan and deliver innovative Library Services which cater for new technology and growing population					
Operational Plan 2020-2021 – Action/ Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
	2.3.5.1 CW	Provide a range of library programs and lending services across the local government area (including Library Furnishings, Fittings and Equipment; Library Local Priority Grant) - (multiyear project)	Library	Community Engagement	1. Annual library program delivered 2. Increase Library membership by 5% annually
		Allocated Amount 2020-21 - \$40,000			
	2.3.5.2 CW	Purchase of Library Books - (multi-year project)	Library	Community Engagement	Complete book purchases
		Allocated Amount 2020-2021 - \$272,900 To provide book stock at NSW State average per capita as a minimum level			
2.3.5.4		Implement the Library Strategic Plan	Library	Community Engagement	1. Implement actions as per the Library Strategic Plan - Undertake precinct planning for future libraries - Review Library operating hours and resource levels Note: Precinct planning may start as an operational target but is ultimately a capital project
	2.3.5.7 CW	Deliver Special Library Projects to enhance library delivery program	Library	Community Engagement	Deliver Special Library Projects to enhance library delivery program
		Allocated Amount 2020-21 \$20,000			
Delivery Program 2017-2021 Objective					
2.3.6 Support a range of inclusive community activities and programs					
2.3.6.4		Implement the Community Inclusion Plan	Community Engagement	Community Engagement	1. Implement the Community Inclusion Plan actions 2. Review Inclusion plan annually to meet the needs of our growing community.

Community Strategic Plan Strategy					
2.4 Empower the community through encouraging active involvement in projects, volunteering and events					
Delivery Program 2017-2021 Objective					
2.4.1 Work with the community to identify and address community needs, to inform Council processes, services and projects					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
2.4.1.1		Through the Community Inclusion Plan implement, support and promote the Graffiti Blaster Program	Community Inclusion	Community Engagement	Plan and coordinate the graffiti blasters program and capture impact of graffiti removal
2.4.1.2		Prioritise and commence implementation of agreed actions from the Customer Experience project	Customer Interactions	Customer Experience and Communications	Implement the agreed Customer Experience priorities for 2020-2021
2.4.1.3		Through the Community Inclusion Plan involve youth for a better Council	Community Inclusion	Community Engagement	1. Implement a new refreshed and restructured Youth leadership model that will assist in providing a youth voice to Council decisions 2. Support programs and youth activities including Youth Week
2.4.1.4		Through the Community Inclusion Plan support developing a connected community	Community Inclusion	Community Engagement	1. Implement a Community Directory 2. Review and implement Council's volunteer policy, toolkit, guidelines, recruitment and recognition and management processes 3. Develop and deliver training for volunteers and volunteer managers to increase capacity for volunteering within Council projects
2.4.1.5		Through the Community Inclusion Plan support developing a diverse community	Community Inclusion	Community Engagement	1. Celebrate Seniors Week 2. Support Seniors Programs 3. Celebrate dates of significance for Aboriginal and Torres Strait Islander people 4. Develop a Council community inclusion Committee 5. Review and re-affirm Council's statement of Reconciliation and Commitment to the Birpal Community

Community Strategic Plan Strategy					
2.4 Empower the community through encouraging active involvement in projects, volunteering and events					
Delivery Program 2017-2021 Objective					
2.4.1 Work with the community to identify and address community needs, to inform Council processes, services and projects					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
2.4.1.6		Through the Community Inclusion Plan support developing a resilient community	Community Inclusion	Community Engagement	1. Support other through participating in community events and significant dates 2. Work collaboratively with relevant organisation to develop improved service for marginalised communities 3. Work with community and industry service providers to advocate for affordable houses and space spaces, improved services and facilities for our homeless.
2.4.1.7		Through the Community Inclusion Plan support developing a liveable community	Community Inclusion	Community Engagement	1. Design and deliver intergenerational and inclusive play spaces 2. Audit built environment to improve recreation and connecting opportunities 3. Support community led actions to create more liveable communities as identified in the Community Plans
2.4.1.8		Implement strategic education priorities in accordance with Council's Working Together Framework	Community Education	Community Engagement	1. Develop an Holistic approach for Education for priority Council services - Education Plan 2. Design an Annual Education program that influences community behaviours 3. Implement Education programs including Water, Waste and Road Safety

Community Strategic Plan Strategy 2.5 Promote a creative and culturally rich community					
Delivery Program 2017-2021 Objective 2.5.1 Support cultural activities within the community					
2.5.1.1		Implement the Cultural Plan	Cultural Development	Economic and Cultural Development	Implement agreed Cultural Plan actions
	2.5.1.1.2 CW	Undertake Glasshouse back of house maintenance Allocated Amount 2020-21 - \$10,000 Plant & Equipment Purchases Allocated Amount 2020-21 - \$56,000 Technical Equipment Purchases	Glasshouse	Commercial Business Units	Undertake maintenance as required
2.5.1.3		Manage the delivery of a range of high quality performing and visual arts events at the Glasshouse in consideration of Council's Glasshouse Plan and Cultural Plan	Glasshouse	Commercial Business Units	1. Deliver the performing arts program as per the annual season launch - 15 events 2. Deliver the exhibition program as per the annual gallery program - 20 exhibitions
2.5.1.4		Commence development of new Cultural Plan	Cultural Development	Economic and Cultural Development	Commence review and development of new Cultural Development Plan working with the Cultural Steering Group and key stakeholders
2.5.1.5		Heritage Local Assistance Fund	Cultural Development	Economic and Cultural Development	Distribute Heritage Assistance Fund Grants in accordance with established criteria

BUDGET STATEMENT

YOUR COMMUNITY LIFE – 1 JULY 2020 TO 30 JUNE 2021

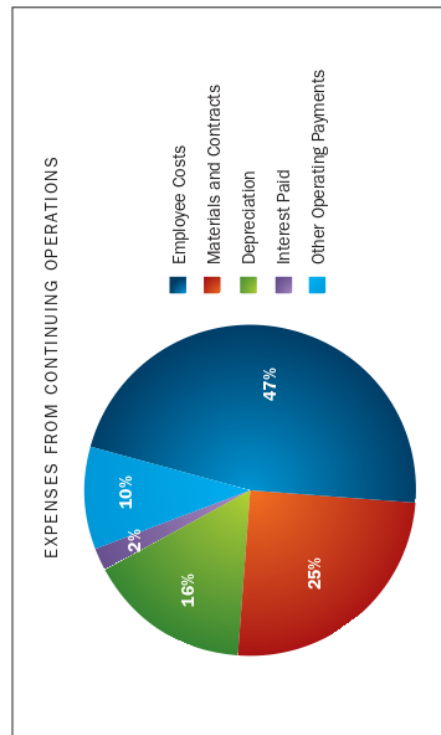
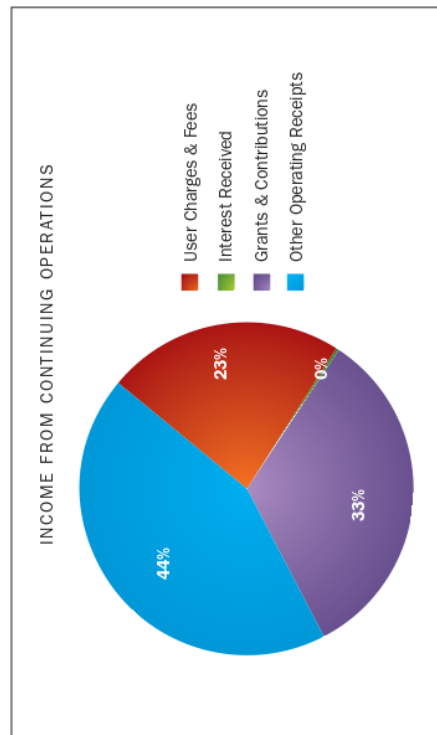
2020-21 Original Budget

Operating Activities Movements	
Income from continuing operations	
Rates & Annual Charges	1,001,594
User Charges & Fees	1,717,142
Interest Received	2,250
Grants & Contributions	2,434,771
Other Operating Receipts	3,243,231
Expenses from continuing operations	
Employee Costs	(12,725,859)
Materials & Contracts	(6,874,649)
Depreciation	(4,471,378)
Interest Paid	(552,836)
Other Operating Payments	(2,685,942)
Overheads	(3,611,406)
Loss on Disposal of Assets	
Operating result from continuing operations	(22,523,082)
Restricted Asset Movements	
Restricted asset movements receipts	
Transfer from Restricted Assets	4,554,057
Restricted asset movements payments	
Transfer to Restricted Assets	(716,000)
Net Revenues (Used in)/Provided by in Restricted Assets	3,119,577
Property, plant and equipment movements	
Property, plant & equipment movements receipts	
Sale of Fixed Assets	-
Sale of Real Estate Development Assets	-
Property, plant & equipment movements payments	
Purchase of Assets	(7,880,218)
Developer Provided Assets	
Net Revenues (Used in)/Provided by in Investing Activity	(7,880,218)
Financing activities movements	
Financing activities receipts	
Proceeds from Borrowings & Advances	
Financing activities payments	
Repayments of Borrowings & Advances	(2,312,221)
Net Revenues (Used in)/Provided by in Financing Activity	411,413
Net Result (Including Depreciation)	(28,877,464)
Add Back: Non Cash Items	4,471,378
Budget Surplus/(Shortfall)	(24,406,086)

► (INTEGRATED REF: DP - BUDGET STATEMENT 4 YEARS /RS-LTP/ FINANCIAL STATEMENTS)

P O R T M A C Q U A R I E - H A S T I N G S C O U N C I L

INCOME AND EXPENSES





COMMUNITY THEME 3

Your Business and Industry



COMMUNITY STRATEGIC PLAN

What we are trying to achieve

The Port Macquarie-Hastings region is a successful place that has vibrant, diversified and resilient regional economy for people to live, learn, work, play and invest.

How we will get there

3.1 Embrace business and a stronger economy

3.2 Create vibrant and desirable places

3.3 Embrace opportunity and attract investment to support the wealth and growth of the community

3.4 Partner for success with key stakeholders in business, industry, government, education and the community

Who will assist us

- > Economic Development Steering Group
- > Local Business and Industry
- > State Government
- > Federal Government
- > Landowners
- > Business and industry groups
- > Community groups

ONE YEAR OPERATIONAL PLAN 2020-2021

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Community Strategic Plan Strategy 3.1 Embrace business and a stronger economy					
Delivery Program 2017-2021 Objective 3.1.1 Assist the growth of local business and industry, ensuring this is a central consideration of Council activities					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
3.1.1.1		Implement actions from the 2017-2021 Economic Development Strategy to lead, create and proactively support an environment that stimulates sustainable industry, business and investment growth.	Economic Development	Economic and Cultural Development	1. Implement actions from the Economic Development Strategy 2. Undertake and report on an annual business confidence survey
3.1.1.2		Commence development of new Economic Development Strategy	Economic Development	Economic and Cultural Development	Commence review and development of new Economic Development Strategy in consultation with the Economic Development Steering Group and key stakeholders.
Delivery Program 2017-2021 Objective 3.1.2 Optimise the use of appropriately zoned land for business uses					
3.1.2.1		Finalise Local Environmental Plan (LEP) and Development Control Plan (DCP) amendments in relation to a business park near Port Macquarie Airport (UGMS Action 15)	Strategic Land Use Planning	Strategic Land Use Planning	Final report to Council re Local Environmental Plan (LEP) and Development Control Plan (DCP) amendments by 30 December 2019
3.1.2.2		Review and prepare planning proposals for specific sites within the Port Macquarie-Hastings Local Government Area based on priorities as determined by Council	Strategic Land Use Planning	Development Assessment	Report to Council bi-annual on progress of the progress and status of site specific amendments
3.1.2.3		Greenmeadows Drive - Development Planning and Feasibilities Allocated Amount 2020-21 - \$80,000	Property Investment Portfolio	Strategy	Consider Greenmeadows Drive appropriateness for strategy on community use assets by 30 June 2021.
Delivery Program 2017-2021 Objective 3.1.3 Implement Major Events Strategy.					
3.1.3.2		Implement the Port Macquarie-Hastings Events Plan	Economic Development	Economic and Cultural Development	1. Successful distribution of Events Grants and Sponsorships 2. Implementation of Events Plan actions relating to 'Major and Community Events'

Community Strategic Plan Strategy						
3.1 Embrace business and a stronger economy						
Delivery Program 2017-2021 Objective						
3.1.4 Implement the Destination Management Plan						
Operational Plan 2020-2021 – Action/Activity/Project						
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures	
3.1.4.1		Work with stakeholders to implement actions from the Destination Management Plan in accordance with the identified strategic outcomes	Economic Development	Economic and Cultural Development	1. Implement actions within the Destination Management Plan 2. Increase new monthly visits to the website by more than 15% in 12 months	
3.1.4.2		Greater Port Macquarie Brand Review	Economic Development	Economic and Cultural Development	Brand Review project developed and delivered in accordance with project plan.	
3.1.4.3		Public Art, Audit & Maintenance	Economic Development	Economic and Cultural Development	Complete public art audit and commence maintenance plan	
Community Strategic Plan Strategy						
3.2 Create vibrant and desirable places						
Delivery Program 2017-2021 Objective						
3.2.1 Support vibrant commercial, tourism, recreational and or community hubs across the region						
This section is blank as the action/project was completed prior to 2020-21						
Community Strategic Plan Strategy						
3.3 Embrace opportunity and attract investment to support the wealth and growth of the community						
Delivery Program 2017-2021 Objective						
3.3.1 Develop, manage and maintain Port Macquarie Airport as a key component of the regional transport network and continue to grow the airport's contribution to the regional economy.						
	3.3.1.1 CW	Continue to monitor, plan and implement the Port Macquarie Airport Master Plan to meet demand and regulatory requirements - (multi-year project) Commence design of future infrastructure improvements, including public car park expansion Allocated Amount 2020-21 - \$50,000	Airport	Commercial Business Units,	Deliver identified actions from the Airport Master Plan according to approved project plan	

Community Strategic Plan Strategy 3.3 Embrace opportunity and attract investment to support the wealth and growth of the community					
Delivery Program 2017-2021 Objective 3.3.1 Develop, manage and maintain Port Macquarie Airport as a key component of the regional transport network and continue to grow the airport's contribution to the regional economy.					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
3.3.1.2		Support, facilitate and advocate for regular public transport (RPT) airline services at Port Macquarie Airport	Airport	Commercial Business Units	Increase in passenger numbers compared to previous year
	3.3.1.4 CW	Port Macquarie Airport Parallel Taxiway Stage 1 and General Aviation (GA) pavement renewal - finalise detailed design - (multi-year project) Allocated Amount 2020-21 - \$150,000	Airport	Commercial Business Units, (Infrastructure Delivery)	Finalise detailed design of Airport Parallel Taxiway Stage 1 and General Aviation pavement renewal
3.3.1.5		Continue to monitor, plan and implement the Port Macquarie Airport Biodiversity Certification Strategy and related environmental approvals	Airport	Commercial Business Units, Environment and Regulatory Services	Deliver identified actions from the Biodiversity Certification Strategy and related environmental approvals according to approved project plan
	3.3.1.6 CW	Operate and maintain Port Macquarie Airport in accordance with regulatory, safety and security requirements Maintenance and refurbishment of Council-owned Hangars Allocated Amount 2020-21 - \$30,000 Upgrade passenger security screening equipment Allocated Amount 2020-21 - \$405,000	Airport	Commercial Business Units	1. Carry out daily aerodrome inspections according to regulatory requirements 2. Ensure airport operational manuals are reviewed by 30 June 3. Carry out maintenance / refurbishment of Council-owned hangars according to approved project plan 4. Upgrade passenger security screening equipment by 31 December 2020
	3.3.1.7 CW	Finalise development planning for the Port Macquarie Airport Business and Technology Park - (multi-year project) Allocated Amount 2020-21 - \$100,000	Strategy	Strategy, (Commercial Business Units)	Finalise development planning by 30 June 2021 according to approved project plan
	3.3.1.8 CW	Install solar energy system at Port Macquarie Airport Terminal building Allocated Amount 2020-21 - \$150,000	Airport	Commercial Business Units, (Recreation, Property and Buildings)	Deliver project according to approved project plan

Community Strategic Plan Strategy					
3.3 Embrace opportunity and attract investment to support the wealth and growth of the community					
Delivery Program 2017-2021 Objective					
3.3.2 Promote investment, education and lifestyle opportunities.					
Operational Plan 2020-2021 – Action/ Activity/ Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
This section is blank as the action/project was completed prior to 2020-21					
Community Strategic Plan Strategy					
3.4 Partner for success with key stakeholders in business, industry, government, education and the community					
Delivery Program 2017-2021 Objective					
3.4.1 Foster partnerships with higher education institutions through research and development, innovation and local skills development.					
This section is blank as the action/project was completed prior to 2020-21					
Delivery Program 2017-2021 Objective					
3.4.2 Support local business networks.					
This section is blank as the action/project was completed prior to 2020-21					
Delivery Program 2017-2021 Objective					
3.4.3 Encourage innovation that will support our growth as a regional city including smart community technology.					
3.4.3.3		Implement actions from Council's Smart Community Roadmap	Economic Development	Economic and Cultural Development	Smart Communities Initiatives developed and implemented in accordance with priorities identified in Roadmap

BUDGET STATEMENT

YOUR BUSINESS AND INDUSTRY – 1 JULY 2020 TO 30 JUNE 2021

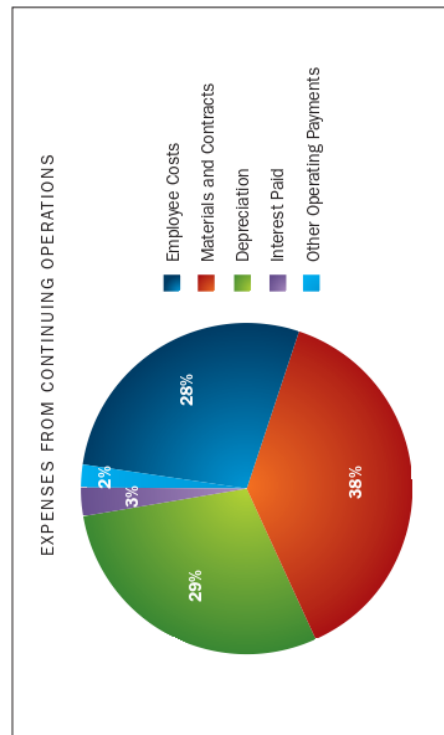
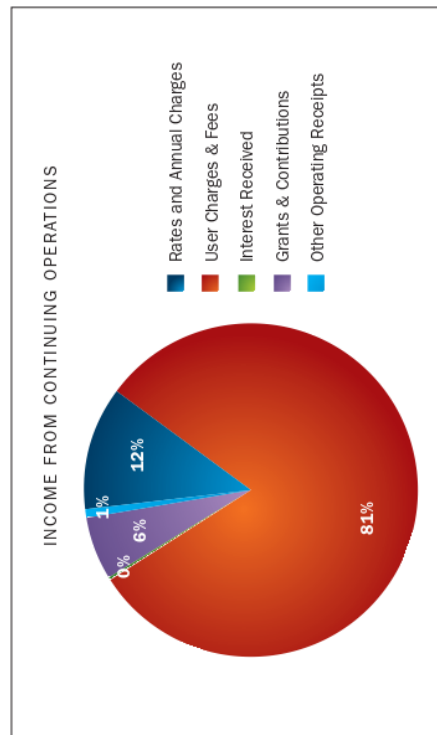
2020-21 Original Budget

Operating Activities Movements	
Income from continuing operations	
Rates & Annual Charges	849,512
User Charges & Fees	5,615,210
Interest Received	-
Grants & Contributions	411,000
Other Operating Receipts	62,360
Expenses from continuing operations	
Employee Costs	(2,343,827)
Materials & Contracts	(3,192,581)
Depreciation	(2,392,556)
Interest Paid	(219,909)
Other Operating Payments	(210,370)
Overheads	(86,602)
Loss on Disposal of Assets	-
Operating result from continuing operations	(1,507,763)
Restricted Asset Movements	
Restricted asset movements receipts	
Transfer from Restricted Assets	550,000
Restricted asset movements payments	
Transfer to Restricted Assets	(1,353,552)
Net Revenues (Used in)/Provided by in Restricted Assets	(803,552)
Property, plant and equipment movements	
Property, plant & equipment movements receipts	
Sale of Fixed Assets	-
Sale of Real Estate Development Assets	-
Property, plant & equipment movements payments	
Purchase of Assets	(965,000)
Developer Provided Assets	(965,000)
Net Revenues (Used in)/Provided by in Investing Activity	(965,000)
Financing activities movements	
Financing activities receipts	
Proceeds from Borrowings & Advances	-
Financing activities payments	
Repayments of Borrowings & Advances	(1,566,775)
Net Revenues (Used in)/Provided by in Financing Activity	(1,566,775)
Net Result (Including Depreciation)	(4,743,090)
Add Back: Non Cash Items	2,392,556
Budget Surplus/(Shortfall)	(2,350,534)

► (INTEGRATED REF: DP - BUDGET STATEMENT 4 YEARS /RS - LTFP/FINANCIAL STATEMENTS)

P O R T M A C Q U A R I E - H A S T I N G S C O U N C I L

INCOME AND EXPENSES





COMMUNITY THEME 4

Your Natural and Built Environment**What we are trying to achieve**

A connected, sustainable, accessible community and environment that is protected now and into the future.

How we will get there

- 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management
- 4.2 Aim to minimise impact of natural events and climate change, for example, floods, bushfires and coastal erosion
- 4.3 Facilitate development that is compatible with the natural and built environment
- 4.4 Plan for integrated transport systems that helps people get around and links our communities
- 4.5 Plan for integrated and connected communities across the Port Macquarie-Hastings area
- 4.6 Restore and protect natural areas
- 4.7 Provide leadership in the development of renewable energy opportunities
- 4.8 Increase awareness of issues affecting our environment, including the preservation of flora and fauna

Who will assist us

- > State Government
- > Koala Preservation Society
- > Landowners
- > NSW Government
- > Community interest groups
- > General public
- > State Government
- > Federal Government
- > Business and Industry groups
- > Community groups
- > External contractors

Community Strategic Plan Strategy						
4.1 Provide (appropriate) Infrastructure and services including water cycle management, waste management, and sewer management						
Delivery Program 2017-2021 Objective						
4.1.1 Plan, investigate, design and construct water supply assets ensuring health, safety, environmental protection and security of supply for the future growth of the region.						
Operational Plan 2020-2021 – Action/Activity/Project						
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures	
	4.1.1.1 CW	Construction planning for the Sancroix Reservoir to Area 13 (Thrumster) trunk main (DN750) Allocated Amount 2020-21 - \$25,000	Water Supply	Infrastructure Planning (Project Delivery)	Deliver project according to approved project plan	
	4.1.1.4 CW	Installation of new water supply services to residential and business premises - to cater for new development Allocated Amount 2020-21 - \$400,000 Expansion of existing water supply network	Water Supply	Infrastructure Planning (Infrastructure Operations)	Deliver project according to approved project plan	
	4.1.1.16 CW	Thrumster Recycled Water Interim Supply - Rising Main to Thrumster Reservoir - undertake construction Allocated Amount 2020-21 - \$5,500,000	Water Supply	Infrastructure Planning (Project Delivery)	Deliver project according to approved project plan	
	4.1.1.18 CW	Construction of a water main - between Sancroix Reservoir and Wauchope Allocated Amount 2020-21 - \$4,000,000	Water Supply	Infrastructure Planning (Project Delivery)	Deliver project according to approved project plan	
	4.1.1.26 CW	Continue construction of the Southern Arm Water Trunk Main (D750) - Pacific Hwy Bonny Hills Allocated Amount 2020-21 - \$20,000	Water Supply	Infrastructure Planning (Project Delivery)	Deliver project according to approved project plan	
	4.1.1.27 CW	Commencement of design for the Water treatment/ Filtration Plant at Cowarra dam Allocated Amount 2020-21 - \$50,000	Water Supply	Infrastructure Planning	Deliver project according to approved project plan	

Community Strategic Plan Strategy						
4.1 Provide (appropriate) Infrastructure and services including water cycle management, waste management, and sewer management						
Delivery Program 2017-2021 Objective						
4.1.1 Plan, investigate, design and construct water supply assets ensuring health, safety, environmental protection and security of supply for the future growth of the region.						
Operational Plan 2020-2021 – Action/Activity/Project						
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures	
	4.1.1.128 CW	Pre-Construction Works - Trunk Main from Bonny Hills to Kew (Area 15) Reservoir - Stage 1 Allocated Amount 2020-21 - \$150,000	Water Supply	Infrastructure Planning (Project Delivery)	Deliver project according to approved project plan	
	4.1.1.129 CW	Marbuk Motorised Water Main Valve - Relocation Allocated Amount 2020-21 - \$350,000	Water Supply	Infrastructure Planning (Infrastructure Operations)	Deliver project according to approved project plan	
	4.1.1.131 CW	Water SCADA System - Replacement Allocated Amount 2020-21 - \$50,000	Water Supply	Infrastructure Planning (Infrastructure Operations)	Deliver project according to approved project plan	
	4.1.1.132 CW	Replacement of Telegraph Point Water Treatment Plant membranes Allocated Amount 2020-21 - \$90,000	Water Supply	Infrastructure Planning (Infrastructure Operations)	Deliver project according to approved project plan	
	4.1.1.134 CW	Pre-construction works for the Granite Street Reservoir rehabilitation/renewal Allocated Amount 2020-21 - \$50,000	Water Supply	Infrastructure Planning (Infrastructure Operations)	Deliver project according to approved project plan	
	4.1.1.135 CW	Pre Construction of Widderson St Reservoir Roof Replacement Allocated Amount 2020-21 - \$50,000	Water Supply	Infrastructure Planning (Infrastructure Operations)	Deliver project according to approved project plan	
	4.1.1.136 CW	Water and Sewer critical Infrastructure - Site Security Upgrades Allocated Amount 2020-21 - \$500,000	Water Supply	Infrastructure Planning (Infrastructure Operations)	Deliver project according to approved project plan	
	4.1.1.139 CW	Telemetry Microwave link replacement Bonny Hills to Camden Haven Allocated Amount 2020-21 - \$60,000	Water Supply	Infrastructure Planning (Infrastructure Operations)	Deliver project according to approved project plan	

Community Strategic Plan Strategy					
4.1 Provide (appropriate) Infrastructure and services including water cycle management, waste management, and sewer management					
Delivery Program 2017-2021 Objective					
4.1.2 Develop and implement annual maintenance and preventative works program for water supply assets					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
	4.1.2.1 CW	Conduct water asset replacement and renewal programs for live water mains, water meters, renewals and minor works, pumps and switchboards Allocated Amount 2020-21 - \$700,000 Water Mains Relocations Allocated Amount 2020-21 - \$700,000 Renewals - Live Watermains Allocated Amount 2020-21 - \$360,000 Renewals - Water Meters Allocated Amount 2020-21 - \$900,000 Renewals And Minor Works Allocated Amount 2020-21 - \$150,000 Annual Switchboard Replacement Program	Water Supply	Infrastructure Planning (Infrastructure Operations)	Deliver project according to approved project plan
	4.1.2.2. CW	Annual Chemical Dosing Systems Upgrades Allocated Amount 2020-21 - \$200,000 Replacement of the sodium hypochlorite dosing systems at Water Treatment Plants with Chlorine Gas Dosing Systems	Water Supply	Infrastructure Planning (Infrastructure Operations)	Deliver project according to approved project plan

Community Strategic Plan Strategy						
4.1 Provide (appropriate) Infrastructure and services including water cycle management, waste management, and sewer management						
Delivery Program 2017-2021 Objective						
4.1.3 Plan, investigate, design and construct sewerage assets ensuring health, safety, environmental protection and the future growth of the region						
Operational Plan 2020-2021 – Action/ Activity/ Project						
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures	
	4.1.3.1 CW	Commence construction of the Port Macquarie Sewer rising main (Sewer Pump Station), Port Macquarie Allocated Amount 2020-21 - \$ 1,700,000	Sewerage	Infrastructure Planning (Project Delivery)	Deliver project according to approved project plan	
	4.1.3.3 CW	Finalisation of the Small town Sewerage Small Towns Sewerage Scheme Construction - Long Flat, Comboyne, Telegraph Point (multi-year project) Allocated Amount 2020-21 - \$4,200,000 Finalisation of the Small Village Sewerage Scheme at Long Flat, Comboyne, and Telegraph Point	Sewerage	Infrastructure Planning (Project Delivery)	1. Deliver project for Long Flat Sewerage Scheme according to approved project plan 2. Deliver project for Comboyne Sewerage Scheme according to approved project plan 3. Deliver project for Telegraph Point Sewerage Scheme according to approved project plan	
	4.1.3.18 CW	Continuation of Preconstruction of Thurmsier Sewerage treatment Plant (Area 13) - Phase 1 Allocated Amount 2020-21 - \$50,000	Sewerage	Infrastructure Planning (Project Delivery)	Deliver project to approved project plan	
	4.1.3.22 CW	Continue Investigation, Design and Construction of Kew Sewer Treatment Plant (STP) Upgrade (Multi-Year project) Allocated Amount 2020-21 - \$400,000	Sewerage	Infrastructure Planning (Project Delivery)	Deliver project to approved project plan	
	4.1.3.23 CW	Annual Energy Efficiency Initiatives Allocation - Variable Speed Drive Pumps Allocated Amount 2020-21 - \$150,000	Sewerage	Infrastructure Planning (Infrastructure Operations)	Deliver project to approved project plan	
	4.1.3.24 CW	Inlet Works Replacement for Port Macquarie Sewerage Treatment Plant Allocated Amount 2020-21 - \$700,000	Sewerage	Infrastructure Planning (Infrastructure Operations)	Deliver project to approved project plan	

Community Strategic Plan Strategy					
4.1 Provide (appropriate) Infrastructure and services including water cycle management, waste management, and sewer management					
Delivery Program 2017-2021 Objective					
4.1.3 Plan, investigate, design and construct sewerage assets ensuring health, safety, environmental protection and the future growth of the region					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
	4.1.3.25 CW	Integrated Water Cycle Management Strategy Delivery (Multi-Year Project)	Sewerage	Infrastructure Planning	Deliver project to approved project plan
	4.1.3.26 CW	Allocated Amount 2020-21 - \$250,000 Preconstruction works for upgrade of Lake Innes Sewerage Pump Station #71 (PMSPS71)	Sewerage	Infrastructure Planning (Project Delivery)	Deliver project to approved project plan
	4.1.3.27 CW	Allocated Amount 2020-21 - \$100,000 Port Macquarie Waste Water Treatment Plant Odour control mitigation works	Sewerage	Infrastructure Planning (Project Delivery)	Deliver project to approved project plan
	4.1.3.28 CW	Allocated Amount 2020-21 - \$200,000 Camden Haven Waste Water Treatment Membrane Replacements	Sewerage	Infrastructure Planning (Project Delivery)	Deliver project to approved project plan
	4.1.3.29 CW	Allocated Amount 2020-21 - \$420,000 Pre construction of Wauchope Waste Water Treatment Plant Inlet Rationalisation	Sewerage	Infrastructure Planning (Project Delivery)	Deliver project to approved project plan
	4.1.3.30 CW	Allocated Amount 2020-21 - \$50,000 Bonny Hillis Waste Water Treatment Plant Aerator Replacements	Sewerage	Infrastructure Planning (Project Delivery)	Deliver project to approved project plan
	4.1.3.31 CW	Allocated Amount 2020-21 - \$210,000 Replace Sewer Telemetry Radios Wauchope & Kew	Sewerage	Infrastructure Planning (Project Delivery)	Deliver project to approved project plan
		Allocated Amount 2020-21 - \$125,000			

Community Strategic Plan Strategy						
4.1 Provide (appropriate) Infrastructure and services including water cycle management, waste management, and sewer management						
Delivery Program 2017-2021 Objective						
4.1.3 Plan, investigate, design and construct sewerage assets ensuring health, safety, environmental protection and the future growth of the region						
Operational Plan 2020-2021 – Action/Activity/Project						
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures	
	4.1.3.32 CW	Sewer DNP3 (Distributed Network Protocol) Telemetry Processor roll out Port Macquarie Allocated Amount 2020-21 - \$105,000	Sewerage	Infrastructure Planning (Project Delivery)	Deliver project to approved project plan	
	4.1.3.33 CW	Sewer DNP3 (Distributed Network Protocol) Telemetry Processor roll out Wauchope & Kew Allocated Amount 2020-21 - \$105,000	Sewerage	Infrastructure Planning (Project Delivery)	Deliver project to approved project plan	
	4.1.3.34 CW	Port Macquarie Sewer Pump Station 13 Catchment Reline Allocated Amount 2020-21 - \$210,000	Sewerage	Infrastructure Planning (Project Delivery)	Deliver project to approved project plan	
	4.1.3.35 CW	Port Macquarie Sewer Pump Station 21 Refurbishment Allocated Amount 2020-21 - \$105,000	Sewerage	Infrastructure Planning (Project Delivery)	Deliver project to approved project plan	
	4.1.3.36 CW	Camden Haven Sewer Pump Station 2 Refurbishment Allocated Amount 2020-21 - \$265,000	Sewerage	Infrastructure Planning (Project Delivery)	Deliver project to approved project plan	
	4.1.3.37 CW	Kew / Kendall Sewer Pump Station 7, 8 and 9 SCADA Upgrade Allocated Amount 2020-21 - \$80,000	Sewerage	Infrastructure Planning (Project Delivery)	Deliver project to approved project plan	

Community Strategic Plan Strategy					
4.1 Provide (appropriate) Infrastructure and services including water cycle management, waste management, and sewer management					
Delivery Program 2017-2021 Objective					
4.1.4 Develop and implement annual maintenance and preventative works program for sewerage assets					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
	4.1.4.1 CW	Programmed replacement of Sewer Pumps and Electrical switchboards at Sewage Pump Stations Allocated Amount 2020-21 - \$150,000 Sewer Pump Replacement Program Allocated Amount 2020-21 - \$150,000 Annual Switchboard Replacement Allocated Amount 2020-21 - \$100,000 Lid Replacement Program	Sewerage	Infrastructure Planning (Infrastructure Operations)	Deliver project according to approved project plan
	4.1.4.4 CW	Carry out programmed replacement of Sewer Treatment Plant (STP) electrical and mechanical assets Allocated Amount 2020-21 - \$100,000 Annual Electrical STP Asset Replacement Allocated Amount 2020-21 - \$100,000 Annual Mechanical STP Asset Replacement	Sewerage	Infrastructure Planning (Infrastructure Operations)	Deliver project according to approved project plan
	4.1.4.5 CW	Conduct sewer assets replacement and maintenance programs for Sewer Rehabilitation and Relining Works Allocated Amount 2020-21 - \$550,000 Annual Sewer Rehabilitation Allocated Amount 2020-21 - \$100,000 Annual Sewer Relining Works	Sewerage	Infrastructure Planning (Infrastructure Operations)	Deliver project according to approved project plan

Community Strategic Plan Strategy						
4.1 Provide (appropriate) Infrastructure and services including water cycle management, waste management, and sewer management						
Delivery Program 2017-2021 Objective						
4.1.5 Work towards planning, investigation, design, construction of stormwater assets						
Operational Plan 2020-2021 – Action/Activity/Project						
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures	
	4.1.5.06 CW	Continue design and construction for Black Swan Terrace - Stormwater detention facility (multi-year project)	Stormwater and Drainage	Infrastructure Planning	Deliver project according to approved project plan	
	4.1.5.08 CW	Allocated Amount 2020-21 \$ 200,000 Stormwater Remediation – Detailed Design Panorama Drive Bonny Hills	Stormwater and Drainage	Infrastructure Planning	Deliver project according to approved project plan	
	4.1.5.12 CW	Allocated Amount 2020-21 \$94,501 Stormwater Remediation – Investigation and design - 35 Hart Street Port Macquarie	Stormwater and Drainage	Infrastructure Planning	Deliver project according to approved project plan	
		Allocated Amount 2020-21 \$90,000				
Delivery Program 2017-2021 Objective						
4.1.6 Develop and implement annual maintenance and renewal programs for stormwater assets						
4.1.6.2		Undertake annual canal maintenance for Settlement Shores and Broadwater canals as required	Stormwater and Drainage	Infrastructure Planning, (Infrastructure Operations)	Undertake canal maintenance works in accordance with the rolling priority program and risk management processes	
	4.1.6.7 CW	Carry out the Stormwater Renewal Program Allocated Amount 2020-21 - \$650,000	Stormwater and Drainage	Infrastructure Planning, (Infrastructure Operations)	Deliver program according to approved schedule	
4.1.6.18		Carry-out stormwater maintenance program including inspections, monitoring and repair works.	Stormwater and Drainage	Infrastructure Planning, (Infrastructure Operations)	In accordance with adopted programs and reactive maintenance requirements based on risk	

Community Strategic Plan Strategy					
4.1 Provide (appropriate) Infrastructure and services including water cycle management, waste management, and sewer management					
Delivery Program 2017-2021 Objective					
4.1.6 Develop and implement annual maintenance and renewal programs for stormwater assets					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
4.1.6.19		Carry-out stormwater engineering investigations in response to identified issues from both reactive and proactive inspections	Stormwater and Drainage	Infrastructure Planning.	Engineering Investigations completed for all complex issues raised.
4.1.6.20		Stormwater Asset Management Condition Rating of stormwater assets via CCTV inspections, including of newly constructed works	Stormwater and Drainage	Infrastructure Planning. (Infrastructure Operations)	In accordance with adopted programs and proactive maintenance requirements based on risk
4.1.6.21		Develop Urban Stormwater Catchment Management Plans for each of the 62 sub-catchments	Stormwater and Drainage	Infrastructure Planning.	Deliver project according to approved project plan
	4.1.6.22 CW	North Haven Flood mitigation Works - investigation and concept design of remedial works Allocated Amount \$ 50,000	Stormwater and Drainage	Infrastructure Planning (Project Delivery)	Deliver project according to approved project plan
Delivery Program 2017-2021 Objective					
4.1.7 Develop and implement effective waste management strategies					
4.1.7.6		Ensure effective recycling & recovery of domestic waste through Material Recovery Facility (MRF)	Waste Management	Commercial Business Units	Recovery of domestic waste through Material Recovery Facility complete by 30 June 2021
4.1.7.7		Ensure effective recycling & recovery of organic waste through Organic Resource Recovery Facility (ORF)	Waste Management	Commercial Business Units	1. Recovery of domestic waste through Organic Resource Recovery Facility (ORRF) complete by 30 June 2021 2. Capture carbon credit data associated with waste diversion to ORRF for reporting purposes
4.1.7.9		Deliver efficient waste and recycling services at all Waste Transfer Stations	Waste Management	Commercial Business Units	Operation of all Waste Transfer Stations undertaken in accordance with regulatory requirements
4.1.7.13		Address illegal dumping and provide clean-up programs	Waste Management	Commercial Business Units, Environment and Regulatory Services	Illegal dumping and clean-up programs delivered by 30 June 2021

Community Strategic Plan Strategy						
4.1 Provide (appropriate) Infrastructure and services including water cycle management, waste management, and sewer management						
Delivery Program 2017-2021 Objective						
4.1.7 Develop and implement effective waste management strategies						
Operational Plan 2020-2021 – Action/Activity/Project						
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures	
	4.1.7.23 CW	Calmcross Recycling Industrial Zone Improvements - Concrete Processing Facility Establishment Stage 1 - EIS, Design, Planning & Approvals Allocated Amount 2020-21 - \$100,000	Waste Management	Commercial Business Units	Deliver project according to approved project plan	
	4.1.7.26 CW	Calmcross Waste Management Facility (WMF) Expansion / Improvements - (multi-year project) Undertake preliminary site establishment for new landfill cell Allocated Amount 2020-21 \$100,000 Establish new landfill cell in accordance with Development Consent Allocated Amount 2020-21 \$3,650,000 Stage 1 - Lunchroom Facilities & Amenities Allocated Amount 2020-21 \$70,000	Waste Management	Commercial Business Units	Deliver projects according to approved project plans	
4.1.7.27		Continue to monitor, plan and implement the Waste Strategy 2017 - 2024 in accordance with regulatory requirements and industry best practice - (multi-year project)	Waste Management	Commercial Business Units	Deliver identified actions from the Waste Strategy 2017 - 2024 according to approved project plan	
4.1.7.28		Deliver efficient waste collection services, including domestic, commercial and public place	Waste Management	Commercial Business Units	Waste collection services delivered as required	

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Community Strategic Plan Strategy					
4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management					
Delivery Program 2017-2021 Objective					
4.1.7 Develop and implement effective waste management strategies.					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
4.1.7.29		Ensure effective operation of all Waste Transfer Stations	Waste Management	Environmental Services	1. Operation of Cairncross waste management facility undertaken in accordance with regulatory requirements 2. Capture the tonnage of waste to landfill for environmental reporting
4.1.7.30		Undertake Waste Education and Marketing campaigns	Waste Management	Commercial Business Units	Waste Education and Marketing campaigns delivered according to approved programs
4.1.7.31		Operate and maintain waste facilities in accordance with regulatory requirements and industry best practice	Waste Management	Commercial Business Units	Deliver projects including landfill gas monitoring according to approved project plans
Community Strategic Plan Strategy					
4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires and coastal erosion					
Delivery Program 2017-2021 Objective					
4.2.1 Develop and implement coastal, estuary, floodplain, and bushfire management plans.					
4.2.1.01		Deliver the annual bushfire risk mitigation program for PMHC	Natural Resource Management	Environment and Regulatory Services	1. 90% of program delivered 2. RFFF estimates are submitted to the RFS for the following financial year grant application
4.2.1.02		Implement actions from the Flying Fox Camp Management Plan for Kooloobung Creek	Natural Resource Management	Environment and Regulatory Services	1. Attend community meetings x two (six monthly) 2. National flying-fox census count x 4 (quarterly) 3. Operation of sprinkler system and monitoring ongoing 4. Develop protocols to manage incidents 5. Investigate alternative habitat 6. Develop educational materials
4.2.1.03		Investigation of appropriate floodplain mitigation measures and strategies to reduce flood risk in the Hibbard Precinct Catchment	Natural Resource Management	Environment and Regulatory Services	1. Grant application submitted and obtained 2. Community consultation undertaken 3. Begin investigation into options for mitigation measures
4.2.1.04		Implementation of flood mapping updates associated with Hastings River Flood Study	Natural Resource Management	Environment and Regulatory Services	GIS flood mapping completed & available to community

Community Strategic Plan Strategy					
4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires and coastal erosion					
Delivery Program 2017-2021 Objective					
4.2.1 Develop and implement Coastal, Estuary, Floodplain, and bushfire management plans.					
Operational Plan 2020-2021 – Action/ Activity/ Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
4.2.1.05		Continue to ensure development compliance to achieve sound environmental outcomes - Vegetation Management Plans (VPMs), Koala Plans of Management (KPoM) developed, registered, implemented and monitored	Natural Resource Management	Environment and Regulatory Services	1. Register, respond and undertake initial action on customer requests associated with VMP's within 14 days. 2. Create workflow management processes for VMPs and KPoMs using Authority 3. Undertake mapping of vegetation management plans and koala plans of management with dedication years
4.2.1.06		Development of environmental program of works (registration, implementation, monitoring) to ensure compliance to Airport bio certification	Natural Resource Management	Environment and Regulatory Services	1. Undertake scoping, briefing preparation, and requisition of appropriate services. 2. Ongoing monitoring, generate reports, manage budgets for payment of contracts and write final report pertinent to on-ground environmental management actions.
4.2.1.07		Provide subject matter expert advice on DA and landuse application referrals	Natural Resource Management	Environment and Regulatory Services	Referrals to DA applications is undertaken within 14 days
4.2.1.08		Investigation of appropriate floodplain mitigation measures and strategies to reduce flood risk in the Wrights and Yarrabee Creeks	Natural Resource Management	Environment and Regulatory Services	1. Grant application submitted and obtained 2. Community consultation begun
	4.2.1.11 CW	Undertake preparatory work for new stormwater system at Illaroo road Allocated Amount 2020-21 - \$150,000	Natural Resource Management	Environment and Regulatory Services	1. Completion of Aboriginal Archaeological Investigation
4.2.1.13		Consult with community regarding funding model options for Illaroo revetment wall.	Natural Resource Management	Environment and Regulatory Services	Consultation with community undertaken

Community Strategic Plan Strategy					
4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires and coastal erosion					
Delivery Program 2017-2021 Objective					
4.2.1 Develop and implement Coastal, Estuary, Floodplain, and bushfire management plans.					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
4.2.1.14		Coast and estuary management committee	Natural Resource Management	Environment and Regulatory Services	Four committee meetings held per year
4.2.1.15		Compliance with Seagrass Assessment and Intertidal Wetland Rehabilitation Plan for the Stingray Creek Bridge Replacement Work.	Natural Resource Management	Environment and Regulatory Services	1. Four year post construction sea grass monitoring completed 2. Fence erected on offset site 3. Offset site mapped to determine vegetation integrity
4.2.1.16		Development of a Coastal Management Program for Lake Cathie	Natural Resource Management	Environment and Regulatory Services	Undertake the initial development of a scoping study for Coastal Management Program specific to Lake Cathie
4.2.1.17		Develop the annual bushfire risk mitigation program for Council lands prepared in accordance with the Bush Fire Risk Management Plan.	Natural Resource Management	Environment and Regulatory Services	Undertake the initial development of a scoping study for Coastal Management Program specific to Lake Cathie
4.2.1.18		Flood Mapping - Updated Flood Maps including LEP maps, External Customer Mapping Portal & Automated Flood Certificates	Natural Resource Management	Environment and Regulatory Services	1. All Council adopted flood studies mapped and accessible to internal and external customers via LEP 2. Flood mapping portal scoping study completed 3. Project plan and possible consultant engagement completed 4. Online portal developed and tested
Delivery Program 2017-2021 Objective					
4.2.2 Promote strategies to mitigate Climate Change.					
This section is blank as the action/project was completed prior to 2019-20					

Community Strategic Plan Strategy 4.3 Facilitate development that is compatible with the natural and built environment					
Delivery Program 2017-2021 Objective 4.3.1 Undertake transparent and efficient development assessment in accordance with relevant legislation					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
4.3.1.1		Ensure development assessment, building certification and subdivision certification activities are completed efficiently and in accordance with legislation	Development Assessment	Development Assessment	Capture the number of applications and processing times, together with a commentary on development trends and report to Council quarterly
4.3.1.2		Ensure the Development Assessment Panel operates in accordance with their charter and all applications are accurately determined	Development Assessment	Development Assessment	Have no successful legal appeals relating to process errors
Community Strategic Plan Strategy 4.4 Plan for integrated transport systems that helps people get around and link our communities					
Delivery Program 2017-2021 Objective 4.4.1 Plan, investigate, design and construct transport assets which address pedestrians, cyclist and vehicular needs to cater for the future growth of the region					
4.4.1.02		Develop a Regional Integrated Transport Strategy (multi-year project)	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved action plan
	4.4.1.03 CW	Footpath, Cycleway and Pedestrian works Allocated Amount 2020-21 - \$500,000	Roads, Bridges and Transport	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan and in line with program
	4.4.1.22 CW	Kinross Bridge – structural repairs and bridge replacement Optioneering to ensure bridge remains serviceable (multi-year project)	Roads, Bridges and Transport	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan
4.4.1.32		Allocated Amount 2020-21 - \$861,176 Continue corridor planning - Kendall Road – Ocean Drive – Hastings River Drive regional road corridor (MP538 / MR600) - (multi-year project)	Roads, Bridges and Transport	Infrastructure Planning	Corridor planning – Kendall Road – Ocean Drive- Hastings River Drive regional road corridor commenced
	4.4.1.34 CW	Kew Main Street Upgrade Construction Allocated Amount - \$1,440,000	Roads, Bridges and Transport	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan

Community Strategic Plan Strategy						
4.4 Plan for integrated transport systems that helps people get around and link our communities						
Delivery Program 2017-2021 Objective						
4.4.1 Plan, investigate, design and construct transport assets which address pedestrians, cyclist and vehicular needs to cater for the future growth of the region.						
Operational Plan 2020-2021 – Action/Activity/Project						
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures	
	4.4.1.37 CW	Local Roads Proactive Renewal Program Allocated Amount 2020-21 - \$1,000,000	Roads, Bridges and Transport	Infrastructure Planning (Infrastructure Operations)	In accordance with adopted programs and preventative maintenance requirements	
	4.4.1.42 CW	John Oxley Drive Upgrade – Finalise detailed design – The Ruins Way to Wrights Road (Oxley Highway)	Roads, Bridges and Transport	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan	
	4.4.1.45 CW	Allocated Amount 2020-21 - \$100,000 Finalise detailed business case for Ocean Drive Ocean Drive duplication - Matthew Flinders Drive to Greenmeadows (multiyear project)	Roads, Bridges and Transport	Transport and Stormwater Network	Corridor planning – Kendall Road – Ocean Drive – Hastings River Drive regional road corridor commenced	
4.4.1.48		Allocated Amount 2020-21 - \$100,000 Development Contribution Plan (Roads) Review and Update	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved project plan	
	4.4.1.49 CW	Transport, Traffic and Stormwater various design works - Additional Transport and Stormwater Designs	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved project plan	
	4.4.1.51 CW	Allocated Amount 2020-21 - \$50,000 Installation of new bus shelters as per the Community Passenger Transport Infrastructure Grant Scheme (OPTIGS) Program	Roads, Bridges and Transport	Infrastructure Planning (Infrastructure Operations)	Bus shelter installations completed as per the program	
4.4.1.52		Allocated Amount 2020-21 - \$90,000 AUSPEC Review - Undertake a comprehensive review of Councils full suite of design and construction specifications (multiyear project)	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved project plan	

Community Strategic Plan Strategy					
4.4 Plan for integrated transport systems that helps people get around and link our communities					
Delivery Program 2017-2021 Objective					
4.4.1 Plan, investigate, design and construct transport assets which address pedestrian, cyclist and vehicular needs to cater for the future growth of the region.					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
	4.4.1.55 CW	Beach to Beach - shared path project at Camden Haven – Detailed design, environmental approvals and commencement of construction	Roads, Bridges and Transport	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan
	4.4.1.61 CW	Allocated Amount 2020-21 \$600,000 Continuation of Bago Road Rehabilitation (Milligans Rd to Bluewater Cres)	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved project plan
	4.4.1.62 CW	Allocated Amount 2020-21 - \$1,400,000 Reconstruction of The Ruins Way (Major Innes Road to Sitella St)	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved project plan
	4.4.1.63 CW	Adopted and continuing from previous year Pembroke Road - Stoney Creek Bridge Upgrade - Detailed Design	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved project plan
	4.4.1.64 CW	Allocated Amount 2020-21 - \$300,000 Koala Street Upgrade - Concept Designs	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved project plan
	4.4.1.65 CW	Adopted and continuing from previous year Scrubby Creek Bridge - Replacement Upgrade	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved project plan
	4.4.1.66 CW	Allocated Amount 2020-21 - \$450,000 Kinross Bridge Upgrade - Detailed Design	Roads, Bridges and Transport	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan
4.4.1.67		Allocated Amount 2020-21 - \$50,000 Orbital Strategic Business Case	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved project plan

Community Strategic Plan Strategy						
4.4 Plan for integrated transport systems that helps people get around and link our communities						
Delivery Program 2017-2021 Objective						
4.4.1 Plan, investigate, design and construct transport assets which address pedestrians, cyclist and vehicular needs to cater for the future growth of the region.						
Operational Plan 2020-2021 – Action/Activity/Project						
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures	
4.4.1.71	4.4.1.70 CW	Pedestrian Refuge - Horton Street - Clarence Street and William Street - Detailed Design Allocated Amount 2020-21 - \$60,000	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved project plan	
		Work with National Parks and Wildlife Services to adjust road boundaries	Roads, Bridges and Transport	Infrastructure Planning	Boundary adjustments commenced	
	4.4.1.77 CW	Shared pathway Ocean Drive (Brotherglen Drive - Pacific Hwy) - Undertake final land acquisitions Adopted and continuing from previous years	Roads, Bridges and Transport	Infrastructure Planning	Land acquisitions finalised	
	4.4.1.80 CW	Boundary Street Upgrade - Commence detailed design and Environmental Approvals Allocated Amount 2020-21 \$1,000,000	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved project plan	
	4.4.1.81 CW	Brill Road Sealing - Investigations and concept design Allocated Amount 2020-21 \$450,000	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved project plan	
	4.4.1.82 CW	School to School share path project - detailed design and planning approvals for highest priority sections Allocated Amount 2020-21 \$300,000	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved project plan	
	4.4.1.83 CW	Gordon Street Upgrade - Road Resurfacing, Stormwater flood mitigation and water main renewal works (multi-year project) Allocated Amount 2020-21 \$3,000,000	Roads, Bridges and Transport	Infrastructure Planning (Project Delivery)	Deliver project according to approved project plan	

Community Strategic Plan Strategy						
4.4 Plan for integrated transport systems that helps people get around and link our communities						
Delivery Program 2017-2021 Objective						
4.4.1 Plan, investigate, design and construct transport assets which address pedestrian, cyclist and vehicular needs to cater for the future growth of the region.						
Operational Plan 2020-2021 – Action/ Activity/ Project						
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures	
	4.4.1.84CW	Bago Road Rehabilitation of Stage 3 - Bluewater Crescent to Cameron Street Allocated Amount 2020-21 - \$2,700,000	Roads, Bridges and Transport	Infrastructure Planning (Project Delivery)	Deliver project according to approved project plan	
4.4.1.85		Lake Cathie Bridge (Ocean Drive) - Level 3 Investigation and Durability Assessment	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved project plan	
4.4.1.86		Limeburner's Bridge (Shoreline Drive) - Level 3 Investigation and Durability Assessment	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved project plan	
	4.4.1.87CW	Thompsons Bridge Replacement Allocated Amount 2020-21 \$800,000	Roads, Bridges and Transport	Infrastructure Planning (Project Delivery)	Deliver project according to approved project plan	
	4.4.1.88CW	Lorne Road Sealing - Investigations and concept design	Roads, Bridges and Transport	Transport and Stormwater Network	Deliver project according to approved project plan	
4.4.1.89		Undertake a detailed traffic analysis of the Sancroix/Thurminster/Fernbank growth area to identify high priority works	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved project plan	
4.4.1.90		Slipping of Hibbard Ferry	Ferry services	Infrastructure Planning	Undertake slipping of Hibbard Point Ferry	

Community Strategic Plan Strategy 4.4 Plan for integrated transport systems that helps people get around and link our communities					
Delivery Program 2017-2021 Objective 4.4.2 Develop and implement annual maintenance and renewal programs for transport assets					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
	4.4.2.1 CW	Undertake road resurfacing and rehabilitation works throughout the local government area in accordance with the rolling priority program and Pavement Management System Continuation of High Traffic Road Resurfacing Allocated Amount 2020-21 - \$957,692 Continuation of Pavement Rejuvenation Treatments Allocated Amount 2020-21 - \$239,423 Road Resealing Works Allocated Amount 2020-21 - \$2,080,077	Roads, Bridges and Transport	Infrastructure Planning (Infrastructure Operations)	In accordance with adopted programs and preventative maintenance requirements
4.4.2.2		Carry out annual unsealed road maintenance program including gravel resheeting, grading, and rural roadside vegetation clearing	Roads, Bridges and Transport	Infrastructure Planning (Infrastructure Operations)	In accordance with adopted programs and reactive maintenance requirements based on risk
4.4.2.3		Carry out annual sealed road maintenance program including resurfacing, jetpatching, heavy patching and installation of roadside furnishings.	Roads, Bridges and Transport	Infrastructure Planning (Infrastructure Operations)	In accordance with adopted programs and reactive maintenance requirements based on risk
4.4.2.4		Undertake bridges, stormwater and culvert maintenance program including inspections, monitoring and repair works.	Roads, Bridges and Transport	Infrastructure Planning (Infrastructure Operations)	In accordance with adopted programs and reactive maintenance requirements based on risk
4.4.2.5		Carry out reactive maintenance to Koala Food Trees and Koala Fencing on Link Rd (Ocean Dr)	Roads, Bridges and Transport	Infrastructure Planning (Environmental Services)	In accordance with adopted programs and reactive maintenance requirements based on risk
4.4.2.6		Bridgeworks and Road Rehabilitation Program - Undertake regular bridge and geotechnical road pavement tests to inform and develop program	Roads, Bridges and Transport	Infrastructure Planning	Deliver project according to approved project plan

Community Strategic Plan Strategy					
4.4 Plan for integrated transport systems that helps people get around and link our communities					
Delivery Program 2017-2021 Objective					
4.4.3 Develop and implement traffic and road safety programs.					
Operational Plan 2020-2021 – Action/ Activity/ Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
4.4.3.1		Develop a Road Safety Action Plan and undertake associated safety education and awareness programs identified in the plan	Roads, Bridges and Transport	Infrastructure Planning	Undertake road safety educational programs
4.4.3.2		Install and maintain street lights in accordance with identified priorities	Roads, Bridges and Transport	Infrastructure Planning	Deliver street lighting program according to approved schedule and prioritisation
Community Strategic Plan Strategy					
4.5 Plan for integrated transport systems that helps people get around and link our communities					
Delivery Program 2017-2021 Objective					
4.5.1 Carry out strategic planning to manage population growth and provide for co-ordinated urban development.					
4.5.1.7		Review Local Environmental Plan (LEP) and Development Control Plan (DCP) provisions to promote development of the Yippin Creek Urban Release Area (UGMS Action 4)	Strategic Land Use Planning	Strategy	Report to Council regarding draft planning outcomes to Council by 30 June 2021
4.5.1.8		Progress Council led precinct planning for the proposed Health and Education Precinct (UGMS Action 1.3)	Strategic Land Use Planning	Strategy	Continue support studies for a planning proposal in consultation with stakeholders by 30 June 2021
4.5.1.10		Review LEP and DCP provisions to promote appropriate housing choice options (UGMS Action 1)	Strategic Land Use Planning	Development Assessment	Complete Housing Strategy by June 2021
4.5.1.11		Investigate the capacity of land at the intersection of Ocean Drive with Houston Mitchell Drive for light industrial use and at the intersection of Ocean Drive with Bonny View Drive for light industrial development or for use as a school (UGMS Action 1.7)	Strategic Land Use Planning	Development Assessment	Final report to Council re Local Environmental Plan (LEP) and Development Control Plan (DCP) amendments by 30 December 2020
4.5.1.14		Review the Port Macquarie-Hastings Heritage Inventory (UGMS Action 31)	Strategic Land Use Planning	Strategy	Complete Stage 2 of the Heritage Inventory review and report to Council by 30 June 2021
4.5.1.15		Port Macquarie Civic Precinct - Commence investigations for strategic landuse planning of Council owned property	Strategic Land Use Planning	Strategy	Investigations commenced for Port Macquarie Civic Precinct Strategic Landuse Planning of Council owned property

Community Strategic Plan Strategy					
4.5 Plan for integrated transport systems that helps people get around and link our communities					
Delivery Program 2017-2021 Objective					
4.5.2 Plan for infrastructure that supports population growth					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
4.5.2.2		Continue the review of the Major Roads Contributions Plan for completion in 2020 -2021 (UGMS Action 23)	Strategic Land Use Planning	Strategy	Complete review of draft works program for review of the Major Roads Contributions Plan by 30 June 2021
Community Strategic Plan Strategy					
4.6 Restore and protect natural areas					
Delivery Program 2017-2021 Objective					
4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area					
4.6.1.1		Undertake strategic biosecurity (weed management) program to restore and conserve the natural environment of the Mild North Coast	Natural Resource Management	Environment and Regulatory Services	1. 153 high risk site inspections undertaken 2. 1500km of high risk/priority pathways inspected 3. 240 rural/semi-rural property inspections undertaken 4. 120 urban property inspections undertaken 5. Deliver 2 training workshops provided to community & relevant stakeholders 6. 10 media engagements on biosecurity matters 7. 10 regional weed meetings/workshops attended 8. 60 days managing priority weeds in Council's drainage reserves 9. 680ha inspected and treated for priority weeds 10. 2300km of roads inspected and treated as high risk pathways
4.6.1.2		Tenure blind aquatic weed control targeting mainly Salvinia in static water bodies	Natural Resource Management	Environment and Regulatory Services	46 sites inspected and treated for aquatic weeds.

Community Strategic Plan Strategy 4.6 Restore and protect natural areas					
Delivery Program 2017-2021 Objective 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
4.6.1.5		Implement the Bushland Regeneration Management Program and collaborate with various community groups (e.g. Landcare)	Natural Resource Management	Environment and Regulatory Services	1. All Council reserves are mapped to determine the ecological value based on benefits and constraints 2. Undertake management of Council reserves that are deemed of significant ecological value following guidance and direction from the Ecological Restoration report
4.6.1.8		Commence implementation of identified actions from the adopted Koala Population Recovery Strategy	Natural Resource Management	Environment and Regulatory Services	Detailed map which identifies Koala Road strike hot spots in Port Macquarie Urban area
4.6.1.12		Undertake bush regeneration on sites related to development and infrastructure projects	Natural Resource Management	Environment and Regulatory Services	Consultation with community undertaken
4.6.1.13		Undertaken priority weed control for high priority weed species	Natural Resource Management	Environment and Regulatory Services	1. New contracts are scoped, briefs are prepared and services are secured for work for 20/21 operational year 2. Management on sites is monitored and reported on upon completion of works
4.6.1.14		Undertake targeted control of priority weed trees on a tenure-blind basis.	Natural Resource Management	Environment and Regulatory Services	1. New contracts are scoped, briefs are prepared and services are secured for work for 20/21 operational year 2. Contract sites are monitored and reported on upon completion of works
4.6.1.15		Environmental Compliance Auditing	Natural Resource Management	Environment and Regulatory Services	1. Toolbox talks have been held with relevant teams to relay information regarding environmental management procedures 2. Creation of template site inspection checklist 3. Undertake 10 site inspections throughout the year to audit environmental compliance

Community Strategic Plan Strategy 4.6 Restore and protect natural areas					
Delivery Program 2017-2021 Objective 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
4.6.1.16		Commence the Natural Resources asset and maintenance register	Natural Resource Management	Environment and Regulatory Services	<ol style="list-style-type: none"> 1. Create the Natural Resources Management asset register APP which records location and condition of assets 2. Map all Natural Resources Management assets 3. Write the management plan which outlines maintenance and replacement actions 4. Carry out priority maintenance actions within the budget allocated
4.6.1.17		Review of Environmental Factors (REF) Training and process/capability improvement	Natural Resource Management	Environment and Regulatory Services	<ol style="list-style-type: none"> 1. Conduct a pre and post-training survey of REF authors 2. Provide internal staff with four environmental training opportunities during the year 3. Establish a baseline data set - tracking duration of REF process 4. Create new training and process documents where relevant (Environmental induction, environmental awareness training, Environmental Work Method Statement (EWMS), procedures, environmental inspection checklist) 5. Write a report which details out the demonstrated actions against recommendations, prior to deadlines, which are stated in Houston Mitchell Drive audit report
4.6.1.18		Partridge Creek Acid Sulfate Soils Wetland Management	Natural Resource Management	Environment and Regulatory Services	12 site inspections of wetland conducted each year
4.6.1.19		Actions from the Ecological Restoration report implemented	Natural Resource Management	Environment and Regulatory Services	<ol style="list-style-type: none"> 1. Bushland management undertaken on identified sites 2. Investigation of feasibility of bushland reserves becoming stewardship sites 3. Creation of policy for native vegetation offset to better reflect current management practices 4. Investigation for new lands for Development Control Plan (DCP) offsets

Community Strategic Plan Strategy 4.6 Restore and protect natural areas					
Delivery Program 2017-2021 Objective 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
4.6.1.20		Wild deer management in PMHC	Natural Resource Management	Environment and Regulatory Services	Implement PMHC specific management actions generated from the Hastings Wild Deer Program.
4.6.1.21		Tip Gravel Road Environmental Protect Biodiversity Conservation (EPBC) Act Koala Management Plan	Natural Resource Management	Environment and Regulatory Services	1. Undertake camera monitoring 3 times per year 2. Inspect fences annually 3. Submit compliance report outlining actions undertaken
4.6.1.22		Undertake audit of Coastal Vegetation State Environmental Planning (SEPP) mapping	Natural Resource Management	Environment and Regulatory Services	1. Map of Coastal Vegetation SEPP mapping audited for accuracy in PMHC LGA 2. Report outlining mapping inaccuracies in PMHC LGA
4.6.1.23		Provide support for the implementation of the Coastal Koala Plan of Management (CKPoM)	Natural Resource Management	Environment and Regulatory Services	Develop a program of actions that are relevant to the NRM team which are generated from the CKPoM
Community Strategic Plan Strategy 4.7 Provide leadership in the development of renewable energy opportunities					
Delivery Program 2017-2021 Objective 4.7.1 Promote renewable energy outcomes within Council.					
This section is blank as the action/project was completed prior to 2020-21					

Community Strategic Plan Strategy					
4.8 Increase awareness of issues affecting our environment, including the preservation of flora and fauna					
Delivery Program 2017-2021 Objective					
4.8.1 Ensure all Council operations comply with environmental standards and regulations.					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
4.8.1.1		Operate and maintain water treatment plants in accordance with adopted maintenance programs and scheme requirements	Water Supply	Infrastructure Planning (Infrastructure Operations)	Monitor plants continuously with plant breakdowns attended to within 24 hours
4.8.1.2		Operate the water supply network to ensure public health and safety	Water Supply	Infrastructure Planning (Infrastructure Operations)	Ensure any public health and safety issues in relation to water supply are responded to in line with service standards
4.8.1.3		Maintain and operate storage dams in accordance with Australian National Committee On Large Dams (ANCOLD) guidelines	Water Supply	Infrastructure Planning (Infrastructure Operations)	Ensure any issues in relation to the operation and maintenance of storage dams are handled in line with ANCOLD guidelines
4.8.1.4		Operate and maintain sewerage treatment plants in accordance with environmental licences, adopted maintenance programs and scheme requirements	Sewerage	Infrastructure Planning (Infrastructure Operations)	Monitor plants continuously with plant breakdowns attended to within 24 hours
4.8.1.5		Operate the sewerage network to ensure service delivery meets public health and safety requirements	Sewerage	Infrastructure Planning (Infrastructure Operations)	Ensure any public health and safety issues in relation to sewerage network are responded to in line with service standards
Delivery Program 2017-2021 Objective					
4.8.2 Increase community awareness and enable access to the natural environment.					
4.8.2.1		Deliver bushfire preparedness and planning programs to the community	Natural Resource Management	Environment and Regulatory Services	1. Attendance at BFMC and bushfire risk meetings - 90% participation 2. Attendance at relevant industry training and workshops - 90% participation 3. CRM completion 100% within the relevant service standards - variable

Community Strategic Plan Strategy					
4.8 Increase awareness of issues affecting our environment, including the preservation of flora and fauna					
Delivery Program 2017-2021 Objective					
4.8.3 Promote Biodiversity Programs.					
Operational Plan 2020-2021 – Action/Activity/Project					
Operational Action	Capital Works Project	Description	Council Service	Lead Responsibility	Performance Measures
4.8.3.1		Continue implementation of identified actions from the adopted Biodiversity Strategy	Natural Resource Management	Environment and Regulatory Services	Implementation of actions from the following plans (as outlined in specific OP plan goals); - Koala Recovery Strategy - Flying-fox Camp Management plan - Ecological restoration report - Mid-North Coast Feral Deer Strategy
4.8.3.2		PMHC in partnership with JO, KPS, and DPIE support the ongoing work of the Koala Recovery Partnership Program	Natural Resource Management	Environment and Regulatory Services	Operational objectives of the Koala Recovery Partnership Program are met
4.8.3.3		Dunbogan Flood Access - salt marsh offset	Natural Resource Management	Environment and Regulatory Services	Salt Marsh offset contract is completed

BUDGET STATEMENT

YOUR NATURAL & BUILT ENVIRONMENT – 1 JULY 2020 TO 30 JUNE 2021

2020-21 Original Budget

Operating Activities Movements	
Income from continuing operations	
Rates & Annual Charges	52,189,944
User Charges & Fees	33,081,996
Interest Received	4,366,850
Grants & Contributions	31,042,383
Other Operating Receipts	2,078,583
Expenses from continuing operations	
Employee Costs	(26,733,833)
Materials & Contracts	(33,421,752)
Depreciation	(39,219,704)
Interest Paid	(1,790,708)
Other Operating Payments	(10,303,752)
Loss on Disposal of Assets	(3,000,000)
Overheads	(10,445,456)
Operating result from continuing operations	(2,155,449)
Restricted Asset Movements	
Restricted asset movements receipts	
Transfer from Restricted Assets	39,973,122
Restricted asset movements payments	
Transfer to Restricted Assets	(48,254,345)
Net Revenues (Used in)/Provided by in Restricted Assets	(8,281,223)
Property, plant and equipment movements	
Property, plant & equipment movements receipts	
Sale of Fixed Assets	-
Sale of Real Estate Development Assets	-
Property, plant & equipment movements payments	
Purchase of Assets	(48,862,869)
Developer Provided Assets	(6,500,000)
Net Revenues (Used in)/Provided by in Investing Activity	(55,362,869)
Financing activities movements	
Financing activities receipts	
Proceeds from Borrowings & Advances	-
Financing activities payments	
Repayments of Borrowings & Advances	(6,718,583)
Net Revenues (Used in)/Provided by in Financing Activity	(6,718,583)
Net Result (Including Depreciation)	(72,518,124)
Add Back: Non Cash Items	42,219,704
Budget Surplus/(Shortfall)	(30,298,420)

► (INTEGRATED REF: DP - BUDGET STATEMENT 4 YEARS /RS - LTFP/FINANCIAL STATEMENTS)

P O R T M A C Q U A R I E - H A S T I N G S C O U N C I L

GLOSSARY

ABS	Australian Bureau of Statistics	IPART	Independent Pricing and Regulatory Tribunal
ADWG	Australian Drinking Water Guidelines	LED	Light-emitting diode
AMP	Asset Management Plan	LEP	Local Environmental Plan
AMS	Asset Management Strategy	LGA	Local Government Area
AUSLAN	Australian Sign Language	LTFP	Long Term Financial Plan
BAS	Business Activity Statement	MIDGOC	Mid North Coast Group of Councils
Build and Dev	Building and Development	MOU	Memorandum of Understanding
CC	Construction Certificate	MP	Member of Parliament
CDC	Complying Development Certificate	NATA	National Association of Testing Authorities
CSP	Community Strategic Plan	OP	Operational Plan
D and E	Development and Environment	OIC	Officer in charge
DA	Development Application	PID	Public Information Disclosures
DCP	Development Control Plan	PMHC	Port Macquarie-Hastings Council
DECC	Department of Environment and Climate Change	RFS	Rural Fire Service
DP	Delivery Program	RMS	Roads and Maritime Services
Dept	Department	RS	Resourcing Strategy
DISPLAN	Disaster Plan	RTO	Registered Training Organisation
DLG	Department of Local Government	SES	State Emergency Service
EPA	Environment Planning Assessment	SLF	Senior Leadership Forum
EPL	Environmental Protection Licences	TCMP	Port Macquarie Town Centre Master Plan
FBT	Fringe Benefits Tax	TAFE	Training and Further Education
GIPA	Government Information (Public Access)	TPO	Tree Preservation Order
GIS	Geographic Information Systems	TVET	TAFE delivered Vocational Education and Training
Govt	Government	UGMS	Urban Growth Management Strategy
GPM	Greater Port Macquarie	WSUD	Water Sensitive Urban Design
IDPWD	International Day for People with a Disability	YAC	Youth Advisory Committee
IP and R	Integrated Planning and Reporting		



Baginoo Road Grading

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PORT MACQUARIE-HASTINGS
COUNCIL

Attachment 1

**SCHEDULE OF FEES AND CHARGES
2020-2021**



DRAFT

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DRAFT Schedule of Fees and Charges 2020 – 2021

Pricing Policy

In determining the appropriate fees to be charged for Council services and facilities in 2020-2021, the basic principle applied was that charges should be considered fair and equitable to the general community. Individual members of the community should not be precluded from essential services because of economic circumstances.

The range of services provided by Council to the community is diverse and require different considerations when determining the associated fee or charge. The level of the fee or charge was determined having regard to the following categories.

Code	Description
A	Economic Cost Total cost of providing services for private good.
B	Community Service Services considered to have a level of benefit to the community. Generally benefits are not solely confined to users. Partially funded by rates.
C	Regulated Charges Federal or State Government set charges.
D	User Pays Principal Services under this category are such that individual costs can be determined and met by the user of the service.
E	Market Forces Services that Council operates in a competitive market and needs to fix charges similar to other providers.
F	Cost Plus Services provided on a commercial basis with an amount of risk profit included.
G	Section 7.11 (Developer Contributions) Items are priced at the level determined by the adoption of Council's Contributions Plans. The Contribution Plans provides for quarterly increases in these fees based on Consumer Price Index (CPI) increases.

DRAFT Schedule of Fees and Charges 2020 – 2021

Goods and Services Tax

Introduction

The Goods and Services Tax (GST) passed through legislation on 30 June 1999 and received Royal Assent on the 8 July 1999. The introduction of the Goods and Services Tax meant that certain fees and charges levied by Port Macquarie - Hastings Council attract GST.

Transparency

Council has gone to great lengths to ensure it has been totally transparent in reporting the applicability of the GST to its fees and charges. This document has been set out in such a way so that you, as the user, will know exactly where the GST applies to fees and charges. Three columns in particular within this document relate to GST:

- **Fee (excl. GST):** This is the actual fee or charge without GST applied to it.
- **GST:** If GST is applicable, this column will show the value of the GST to be applied (**for one unit**) and is rounded to the nearest cent. If we are unable to determine the cost of a good or service at the time of printing (eg the cost may vary during the year), "calculate" will appear in the fee line and GST will be calculated once the fee is known. If the column is blank yet the Fee Amount field contains a fee, it indicates GST is not applicable.
- **Fee (incl. GST):** This column should only be used for indicative purposes only (refer to "GST Calculations" below). The column displays the Total Charge **for one unit** with GST included.

GST Calculations

In most cases Council has been able to calculate the GST charge and report it as a dollar figure. This amount is based on one unit. For example, the charge for a copy of a Deposited Plan is \$20.00, with GST of \$2.00, bringing the Charge incl GST to \$22.00.

If Council was unable to calculate the unit charge at the time of printing, the word "calculate" will be shown in the fee line. In this case, GST will be calculated once the Fee Amount is known.

GST Amendments

While the fee amount in this document will not alter without a resolution of Council, followed by a subsequent period on public exhibition, the applicability of the GST to the fees and charges may, depending on the interpretations and rulings as the GST legislation evolves.

Name	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Unit
------	--------------------	-------------------	--------------------	------

Port Macquarie-Hastings Council

Leadership & Governance

Financial Management

Certificates

Section 603 Certificate	\$87.00	\$0.00	\$87.00	Each
This is a statutory charge determined yearly by the Office of Local Government				
Urgency fee Section 603 Certificate	\$87.00	\$0.00	\$87.00	Each
Fee to issue Section 603 Certificate on the spot - in addition to the normal Section 603 certificate fee				

Rate Information

Rate Information – Per hour	\$63.25	\$0.00	\$63.25	Per 1 Hour
Minimum Charge 1 hour				
Copies of Rates & Water Notices – current notice and previous financial year			No Charge	
Copies of Rates & Water Notices – all notices earlier than current notice or previous financial year	\$10.20	\$0.00	\$10.20	Each

Interest Rate on Overdue Rates & Charges

As per the rate determined by the NSW Office of Local Government

Broadwater Special Rate	7.50%
General Rates	7.50%
Sanctuary Springs Special Rate	7.50%

Ordinary Rates

Base amount by Category

Business – Defined Urban Centres	\$614.30	\$0.00	\$614.30	Per Annum
Business – Other	\$514.30	\$0.00	\$514.30	Per Annum
Business – Port Macquarie CBD	\$614.30	\$0.00	\$614.30	Per Annum
Farmland	\$634.60	\$0.00	\$634.60	Per Annum
Residential – Defined Urban Centres	\$614.30	\$0.00	\$614.30	Per Annum
Residential – Other	\$514.30	\$0.00	\$514.30	Per Annum

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Rate in \$ by Category

Business – Defined Urban Centres			0.53477c	Per \$ Valuation
Business – Other			0.46687c	Per \$ Valuation
Business – Port Macquarie CBD			2.36132c	Per \$ Valuation
Farmland			0.27527c	Per \$ Valuation
Residential – Defined Urban Centres			0.24678c	Per \$ Valuation
Residential – Other			0.27600c	Per \$ Valuation
Sanctuary Springs Special Rate			0.13120c	Per \$ Valuation
Broadwater Special Rate			0.06154c	Per \$ Valuation

Lease Fees – Council Land**Lease Application**

Administration Fee – Not elsewhere indicated – No Report to Council	\$200.00	\$20.00	\$220.00	Each
Non-refundable				
Can be used for investigations / requests to lease new locations involves research / site visits / meetings. Could be deducted from lease application fee if lease proceeds.				
Administration Fee – Not elsewhere indicated – Report to Council	\$290.91	\$29.09	\$320.00	Each
Non-Refundable				
Can be used for investigations/requests to lease new locations involves research/site visits/meetings. Could be deducted from Lease application fee if lease proceeds				
Commercial Leases up to 5 Years	\$763.64	\$76.36	\$840.00	Each
Application and Administration Fee				
Commercial Leases over 5 Years	\$1,054.55	\$105.45	\$1,160.00	Each
Application and Administration Fee				
Commercial – Renewal or Assignment of Lease Not Requiring Amendment	\$327.27	\$32.73	\$360.00	Each
Application and Administration Fee				
Community – Application and Administration Fee	\$681.82	\$68.18	\$750.00	Each
Application and Administration Fee				
Community – Renewal or Assignment of Lease Not Requiring Amendment	\$281.82	\$28.18	\$310.00	Each
Application and Administration Fee				
Survey Fee			At Cost	Each
Valuation Fees			At Cost	Each
Legal Fees			At Cost	Each

continued on next page ...

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Name	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Unit
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Lease Application [continued]

Advertising			At Cost	Each
Bond – Commercial Lease/Licence	\$500.00	\$0.00	\$500.00	Each
Bond – Commercial Lease – Monthly Rental up to \$5,000	\$2,000.00	\$0.00	\$2,000.00	Each
Bond – Commercial Lease – Monthly Rental \$5,001 and Over	\$5,000.00	\$0.00	\$5,000.00	Each

Lease Rental

Commercial		Set by market valuation		Each
Community	\$545.45	\$54.55	\$600.00	Per Annum
Agistment		Set by market valuation		Each

Outdoor Dining and Outdoor Trading on Council Roads and Footpaths

Application and Administration Fee	\$400.00	\$0.00	\$400.00	Each
Non-refundable				
Supply, Installation, Removal or Relocation of Markers to Identify the Footway Dining Area.			At Cost	Each
Rental for Outdoor Dining – Port Macquarie CBD	\$150.00	\$0.00	\$150.00	Per m2/Annum
Rental for Outdoor Dining – Non Port Macquarie CBD	\$65.00	\$0.00	\$65.00	Per m2/Annum
Wauchope, Lake Cathie, Lighthouse Beach, Laurieton, Bonny Hills, etc				
Rental for Outdoor Dining – Villages	\$42.00	\$0.00	\$42.00	Per m2/Annum
Telegraph Point, Beechwood, etc				
Footpath Bond		\$500 Bond or one (1) month's rental whichever is the greater		Each

Statutory Property Fees**Property Management**

Administration Fee – Sales of land with a value of between \$0 and \$20,000	\$500.00	\$50.00	\$550.00	Each
Administration Fee – Sales of land with a value of between \$20,001 and \$100,000	\$963.64	\$96.36	\$1,060.00	Each
Non-refundable				
Administration Fee – Sale of land with a value of over \$100,000	\$1,436.36	\$143.64	\$1,580.00	Each
Non-refundable				
Based on administration time to co-ordinate, report etc				
Administration Fee – Not elsewhere indicated	\$200.00	\$20.00	\$220.00	Each
No report to Council, Non-refundable				

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Name	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Unit
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Property Management [continued]

Administration Fee – Not elsewhere indicated	\$290.91	\$29.09	\$320.00	Each
Report to Council, Non-refundable				
Investigation Fee, Search Fee	\$336.36	\$33.64	\$370.00	Each
Sale of Council Owned Land			At Cost	Each
Should the sale be undertaken following a reclassification of the land which was funded by the applicant, no additional investigation and administration fees will be charged. Should Council instigate the sale of the lot, no investigation, administration, valuation, survey or legal fees will be charged. Should the purchaser engage any external parties this will be at the purchaser's cost.				
Survey, Valuation, Legal			At Cost	Each

Statutory Property Transactions

Hourly Rate for Statutory Property Transactions and Advice	\$109.09	\$10.91	\$120.00	Per Hour
Non-refundable				
For transactions including road closures, easements, land transfers, boundary adjustments etc where not covered by an existing fee				

Naming & Renaming of Roads and Reserves

Naming / Renaming Council Public Road / Reserve	\$740.00	\$0.00	\$740.00	Each
Application Fee - Non-refundable				
Naming / Renaming of a Crown Reserve	\$900.00	\$0.00	\$900.00	Each
Application Fee - non-refundable				

Road Closing Application Fees

Council Road Closure – Investigation Fee	\$650.00	\$0.00	\$650.00	Each
Non-refundable				
This fee will be deducted from the Administration Fee if road closure proceeds.				
Crown Road Closure Application	\$2,000.00	\$0.00	\$2,000.00	Each
Non-refundable				
Council Road Closure Stage 1 – Administration Fee	\$1,200.00	\$0.00	\$1,200.00	Each
Non-refundable				
Council Road Closure Stage 2 – Administration Fee	\$1,700.00	\$0.00	\$1,700.00	Each
Non-refundable				
Survey, Valuation, Legal			At Cost	Each
Fees to Other Authorities, Government Departments			At Cost	Each
Non-refundable				

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Covenants and Easements

Extinguishment / Variation to Restrictive Covenant			At Cost	Each
Non-refundable				
Requests for New / Variation to Easements			At Cost	Each
Non-refundable				
Survey, Valuation, Legal			At Cost	Each
Fees to Other Authorities, Government Departments			At Cost	Each
Non-refundable				

Land Register

Land Register Extract – Multiple Properties	\$110.00	\$0.00	\$110.00	Each
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Administrative Fees

Credit Card Surcharge			0.5%	Per Transaction
Cheque Dishonour Administration Fee	\$35.00	\$0.00	\$35.00	Each
Direct Debit Dishonour Administration Fee	\$25.00	\$0.00	\$25.00	Each
New Owners Administration Fee	\$50.00	\$0.00	\$50.00	Each
Rates/Water Overpayment Refund Fee	\$25.00	\$0.00	\$25.00	Each

Document Sales**Other Documents**

Refer Appendix 1

Council's Drainage Code	\$47.00	\$0.00	\$47.00	Each
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Reports & Studies

Refer Appendix 1

Various Reports & Studies	Calculated according to printing and / or photocopying costs			Each
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Government Information (Public Access) Act 2009 (GIPA)**Subpoena to produce documents****Access to Records****Personal Records**

Application Fee	\$30.00	\$0.00	\$30.00	Each
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Name	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Unit
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Personal Records [continued]

Processing Charge – hourly rate after first 20 hours	\$30.00	\$0.00	\$30.00	Per Hour
Internal Review Fee	\$40.00	\$0.00	\$40.00	Each

Formal Applications – Non Personal Records

Application Fee	\$30.00	\$0.00	\$30.00	Each
Processing Charge – hourly rate First hour free	\$30.00	\$0.00	\$30.00	Per Hour
A 50% reduction in fees may apply to the processing charge for customers suffering financial hardship or of special benefit to the public generally				
Internal Review Fee	\$40.00	\$0.00	\$40.00	Each

Informal and all other Applications

Application Fee			No Charge	
Processing Charge – hourly rate	\$30.00	\$0.00	\$30.00	Per Hour

Adjoining Owners

Application for Adjoining Owners Details	\$16.50	\$0.00	\$16.50	Each
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Subpoenas – Conduct Money

Where Council is not a party to the proceedings

Subpoena to produce documents

Conduct Money	\$67.95	\$0.00	\$67.95	Each
Conduct Money for subpoenas served under seven (7) days	\$136.00	\$0.00	\$136.00	Each
Searching and compiling documents – per 15 mins	\$22.00	\$0.00	\$22.00	1/4 hour
Per 1/4 hour of part thereof. Plus copying, printing, postage or courier charges				

Subpoena to attend court

Conduct money where production required at a Court of tribunal	\$69.00	\$0.00	\$69.00	Each
Staff attendance and travel time – Hourly rate			At Cost	Per Hour
Travel, accommodation and meal expenses			At Cost	

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Digital Technology

Certified Copy

Refer Appendix 1

Certified Copy (for evidence)

Certified Copy of Document, Map or Plan	\$53.00	\$0.00	\$53.00	Each
EP&A Act S.10.8 (2) & EP&A Reg 2000 cl.262				

Printing & Laminating

Refer Appendix 1

Printing

Prints 1-50	\$1.00	\$0.10	\$1.10	Per Print
Prints 51+	\$0.29	\$0.03	\$0.32	Each
This refers to each print in excess of 50. First 50 prints are at \$1.00 any additional prints over 50 are at 0.30c				

Collating

A4	\$0.15	\$0.02	\$0.17	Per Sheet
A3	\$0.22	\$0.02	\$0.24	Per Sheet
Stapling	\$0.22	\$0.02	\$0.24	Per Sheet

Comb Binding

1 – 50 pages	\$3.80	\$0.38	\$4.18	Each
51 – 100 pages	\$4.41	\$0.44	\$4.85	Each
101 – 150 pages	\$5.14	\$0.51	\$5.65	Each

Laminating

A4 sheet	\$2.82	\$0.28	\$3.10	Per Sheet
A3 sheet	\$5.55	\$0.55	\$6.10	Per Sheet

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Your Business and Industry

Economic Development

The Hub Pop-Up Business and Co-Working Space

Co-Working – Full Day (up to 8 hours)	\$30.00	\$3.00	\$33.00	Per Day
Co-Working – Full Time (up to 40 hours)	\$90.00	\$9.00	\$99.00	Per Week
Co-Working Monthly Subscription – Part Time (up to 2 days per week)	\$90.00	\$9.00	\$99.00	per month
Co-Working Monthly Subscription – Full Time (Up to 5 days per week)	\$180.91	\$18.09	\$199.00	per month
Meeting Room Hire	\$17.27	\$1.73	\$19.00	Per Hour
Venue Hire – After Hours Week Days	\$30.00	\$3.00	\$33.00	Per Hour
Venue Hire – After Hours Weekends	\$50.00	\$5.00	\$55.00	Per Hour

Tourism Marketing

Co-operative Marketing	Price on application	POA
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Advertising

Other Organisations

Electronic Direct Mail Advertising	\$72.73	\$7.27	\$80.00	
Visitor Guide Advertisement	\$481.82	\$48.18	\$530.00	
Destination Website Promotion Panel	\$727.27	\$72.73	\$800.00	Per Month

Not for Profit

Electronic Direct Mail Advertising	\$36.36	\$3.64	\$40.00	
Visitor Guide Advertisement	\$237.27	\$23.73	\$261.00	
Destination Website Promotion Panel	\$363.64	\$36.36	\$400.00	Per Month

Image Library

Photographic Digital Images	\$33.64	\$3.36	\$37.00	Each
Cost per digital photographic image (for commercial purposes)				
No Charge if not for profit				
Video	\$110.91	\$11.09	\$122.00	Per Module
Module				

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Airport**Port Macquarie Airport**

Refer Appendix 2

Regular Public Transport (RPT) Services

Passenger Landing Fee	\$20.50	\$2.05	\$22.55	Per Passenger
Applies to RPT and Charter aircraft (including helicopters) using RPT apron				
Passenger Departure Fee	\$20.50	\$2.05	\$22.55	Per Passenger
Applies to RPT and Charter aircraft (including helicopters) using RPT apron				
Security Screening Fee	POA - per departing passenger			POA – per departing passenger
Applies to RPT and Charter aircraft (including helicopters) using RPT apron during the operational period				
Operational period defined as per Govt Reg's for Aviation Security				

General Aviation (GA) Services

Airport Usage Charge – Practice Approaches	No Charge			Per practice approach
Applies to all aircraft per practice approach				
Exempt from landing charges				
Airport Usage Charge (Annual) – For Commercial Purposes	\$1,214.73	\$121.47	\$1,336.20	Per Annum per Aircraft
Applies to airport based commercial operators with less than five (5) aircraft				
Excludes RPT and freight aircraft operators				
Airport Usage Charge (Annual) – For Commercial Purposes	\$1,214.73	\$121.47	\$1,336.20	Per Annum per Aircraft
Applies to Helicopter / Microlight / Ultralight aircraft operators with less than five (5) aircraft				
Hangar lessee will be charged the annual fee for a commercial ultralight, microlight or similar, per aircraft				
Airport Usage Charge (Annual) – For Private Purposes	\$607.36	\$60.74	\$668.10	Per Annum per Aircraft
Applies to airport based private operators.				
Airport Usage Charge (Annual) – For Private Purposes	\$607.36	\$60.74	\$668.10	Per Annum per Aircraft
Applies to Helicopter / Microlight / Ultralight aircraft				
Hangar lessee will be charged the annual fee for a private ultralight, microlight or similar, per aircraft				

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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General Aviation (GA) Services [continued]

Airport Usage Charge – Weight Based Movement Charge	\$11.45	\$1.15	\$12.60	Per Tonne pro rata
Applies to all aircraft per landing. Not covered by the annual usage charges listed above.				
Minimum charge \$12.00 per landing. RPT aircraft exempt.				
Airport Usage Charge – Training Circuits	\$11.45	\$1.15	\$12.60	Per 20 minute interval (i.e. 3 charged per hour)
Applies to all aircraft per landing. Not covered by the annual usage charges listed above.				
Minimum charge \$12.00 per landing. RPT aircraft exempt.				
Airport Usage Charge – Training Circuits (out of hours operations – refer Appendix 2)	\$17.18	\$1.72	\$18.90	
Applies to all aircraft per landing. Not covered by the annual usage charges listed above.				
RPT aircraft exempt.				
Aircraft Parking – RPT Apron	\$61.36	\$6.14	\$67.50	Per hour
Applies to aircraft parked on RPT apron				
RPT aircraft exempt				
Aircraft Parking – GA Apron	\$9.32	\$0.93	\$10.25	Per hour after first 2 hours, per aircraft
Applies to aircraft parked on GA sealed surfaces in defined areas in accordance with conditions set out on adjacent signage and excludes the width of hangar door openings				
Non-Operational and Abandoned Aircraft	\$12.73	\$1.27	\$14.00	Per Day
Applies to aircraft without a current Certificate of Airworthiness or current Maintenance Release parked on any part of the airport - fee applies after first 30 days				
Exemption: aircraft that are accommodated within a leased boundary / premises				
Charitable not for profit organisations providing aeromedical services only		Based on application		Per Aircraft
Applies to charitable not for profit aeromedical services only on a case-by-case basis				
Exempt from landing charges based on application				

Airport Meeting Rooms

Meeting Room 1 OR 2 Hire (1/2 Day)	\$90.91	\$9.09	\$100.00	1/2 Day
Includes electricity, A/C, cleaning, tables and chairs Monday to Friday, max 4 hours				
Max 4 hours				

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Name	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Unit
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Airport Meeting Rooms [continued]

Meeting Room 1 OR 2 Hire (Full Day)	\$136.36	\$13.64	\$150.00	Full Day
Includes electricity, A/C, cleaning, tables and chairs Monday to Friday, max 8 hours				
8 hours				

Other Miscellaneous Fees

Hire Car Operators (Desk & Car Parking)	Market value			POA – Per Annum
Adjusted in June each year in line with CPI				
Hangar and Ground Lease Rental	Market value			POA – Per M2 per Annum
Determined by valuation.				
Airside Activities Charges	\$59.55	\$5.95	\$65.50	Per Hour, Each
For Airport Safety / Security Officer supervision				
Cost recovery for airside activities				
Lost Gate Key	\$272.73	\$27.27	\$300.00	Each

Airport Parking Fees

Car Parking Charges: 0-30 minutes			FREE	per stay
Car Parking Charges: 30-60 minutes	\$2.73	\$0.27	\$3.00	Per Hour
Terminal Public Car Park				
First 30 mins free				
Car Parking Charges: 1-2 hours	\$5.45	\$0.55	\$6.00	per hour
Car Parking Charges: 2-3 hours	\$8.18	\$0.82	\$9.00	per hour
Car Parking Charges: 3-4 hours	\$10.91	\$1.09	\$12.00	per hour
Car Parking Charges: 4-5 hours	\$13.64	\$1.36	\$15.00	per hour
Car Parking Charges: Full Day (5 to 24 hours from time of entry)	\$13.64	\$1.36	\$15.00	Per Day
Terminal Public Car Park				
Discounted fees apply for longer term parking				
Car Parking Charges: 2 days	\$27.27	\$2.73	\$30.00	per stay
Car Parking Charges: 3 days	\$40.91	\$4.09	\$45.00	per stay
Car Parking Charges: 4 days	\$50.00	\$5.00	\$55.00	per stay
Car Parking Charges: 5 days	\$59.09	\$5.91	\$65.00	per stay
Car Parking Charges: 6 days	\$68.18	\$6.82	\$75.00	per stay
Car Parking Charges: 7 days	\$77.27	\$7.73	\$85.00	per stay
Car Parking Charges: Greater than 7 days	\$85.00 plus \$5.00 per day thereafter			per stay
Lost Parking Ticket	\$77.27	\$7.73	\$85.00	per ticket

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Airport Parking Fees [continued]

Car Parking Charges – Credit Card Service Fee	2.5% Charge applies to payments made by credit card			Each
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Environmental Testing**Water Analysis**

Minimum Invoice/report fee will be \$50 (incl GST). Price may vary in accordance with various programs undertaken.

Activated Sludge Analysis	\$116.55	\$11.65	\$128.20	each
UV Absorbance/UV Transmission	\$13.45	\$1.35	\$14.80	each
Administration Fee	\$37.27	\$3.73	\$41.00	per sample batch
Extensive Report Fee	\$73.64	\$7.36	\$81.00	per sample batch
Re-issue of Reports	\$37.27	\$3.73	\$41.00	per sample batch
Sample Preparation Fee For Complex Matrix	\$27.82	\$2.78	\$30.60	each
Urgent Analysis (if possible) Incurs a Surcharge		Price on Application		POA
Weekend Analysis Incurs a Surcharge		Price on Application		POA
Alkalinity	\$23.00	\$2.30	\$25.30	each
Ammonia (includes filtration charge)	\$23.00	\$2.30	\$25.30	each
Total BOD5	\$65.00	\$6.50	\$71.50	each
Biovolume (literature and or historical values only)	\$27.82	\$2.78	\$30.60	each
Biovolume (literature and or historical + measurement)	\$55.45	\$5.55	\$61.00	each
Chlorophyll – a	\$59.27	\$5.93	\$65.20	each
Colour (apparent)	\$14.36	\$1.44	\$15.80	each
Colour (true)	\$16.27	\$1.63	\$17.90	each
Dissolved Oxygen	\$13.45	\$1.35	\$14.80	each
Electrical Conductivity	\$13.45	\$1.35	\$14.80	each
Enterococci (confirmed)	\$45.82	\$4.58	\$50.40	each
Thermotolerant Coliforms (presumptive)	\$45.82	\$4.58	\$50.40	each
Thermotolerant Coliforms (confirmed)	\$59.27	\$5.93	\$65.20	each
Fluoride	\$27.82	\$2.78	\$30.60	each
Microscopic Identification	\$52.55	\$5.25	\$57.80	each
Nitrite – N (includes filtration charge)	\$23.00	\$2.30	\$25.30	each
Nitrate – N (calculated from NOx and Nitrite)	\$34.45	\$3.45	\$37.90	each
NOx – N (includes filtration charge)	\$34.45	\$3.45	\$37.90	each
Nitrate (if NOx and Nitrite also reported)	\$5.82	\$0.58	\$6.40	each
Total Suspended Solids	\$23.00	\$2.30	\$25.30	each
Filterable Reactive Phosphorus (includes filtration charge)	\$23.00	\$2.30	\$25.30	each
Other Services		By quotation		each
pH	\$13.45	\$1.35	\$14.80	each
Redox	\$17.27	\$1.73	\$19.00	each

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Name	Year 20/21 Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Unit
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Water Analysis [continued]

Salinity	\$13.45	\$1.35	\$14.80	each
Sample Collection (water)	\$137.55	\$13.75	\$151.30	per hour
1 person on run				
Sample Collection (gas)	\$110.82	\$11.08	\$121.90	per hour
1 person on run				
Sample Containers	Included in testing fees			
Total Chlorine	\$20.09	\$2.01	\$22.10	each
Free Chlorine	\$20.09	\$2.01	\$22.10	each
Total Dissolved Solids (Calculation)	\$13.45	\$1.35	\$14.80	each
Total Kjeldahl Nitrogen – N	\$74.55	\$7.45	\$82.00	each
Total Kjeldahl Nitrogen – N (Calculated if TN and NOx also reported)	\$5.82	\$0.58	\$6.40	each
Total Organic Nitrogen – N (Calculated TKN – NH3)	\$27.82	\$2.78	\$30.60	each
Total Phosphorous (persulphate digestion)	\$34.45	\$3.45	\$37.90	each
Total Nitrogen (persulphate digestion)	\$40.18	\$4.02	\$44.20	each
Turbidity	\$13.45	\$1.35	\$14.80	each
Cyanobacteria Identification & Enumeration	\$116.55	\$11.65	\$128.20	each
Potentially Toxic Cyanobacteria Identification & Enumeration	\$78.36	\$7.84	\$86.20	each
Total Phytoplankton Identification & Enumeration	\$169.09	\$16.91	\$186.00	each
Total Coliforms & E. coli (MPN)	\$65.00	\$6.50	\$71.50	each
Chemical Oxygen Demand	\$44.91	\$4.49	\$49.40	each
Heterotrophic Plate Count (HPC)	\$35.45	\$3.55	\$39.00	each

The Glasshouse**Glasshouse Port Macquarie**

Refer also to Conditions of Hire (available on website www.glasshouse.org.au)

Refer to Appendix 10

Performance Spaces

Full Theatre Hire (hire per performance or event)	\$354.55	\$35.45	\$390.00	per hour
As per standard rates as costed or 10% of Gross Box Office taking (whichever is the greater). Includes A/C, cleaning, access to standard in-house lighting, 1 x Venue Supervisor / 1 x Theatre Technician				
4 hour minimum hire				
Theatre Hire Stalls Only	\$309.09	\$30.91	\$340.00	per hour
Includes A/C, cleaning, access to standard in-house lighting, 1 x Venue Supervisor / 1 x Theatre Technician				
4 hour minimum hire				

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Performance Spaces [continued]

Theatre Hire Rehearsal Rate (per hour)	\$272.73	\$27.27	\$300.00	per hour
Includes 1 x Venue Supervisor and 1 x Technician. Excludes access to auditorium seating and theatre is under work lights only.				
4 hour minimum hire				
Studio Hire – Performance/Seminar	\$81.82	\$8.18	\$90.00	per hour
Includes A/C, cleaning, access to standard in-house lighting and sound rig, 1 x Venue Supervisor				
4 hour minimum hire				
Studio 3 Day Hire – Performance Hire on 3 consecutive days for up to 7 hours* per day. Includes A/C, cleaning, access to standard in-house lighting and sound rig, and Venue Supervisor.	\$1,363.64	\$136.36	\$1,500.00	Per Hire
Additional hours required on any day charged at \$90/hour				
Studio 5 Day Hire – Performance Hire on 5 consecutive days for up to 7 hours* per day. Includes A/C, cleaning, access to standard in-house lighting and sound rig, and Venue Supervisor.	\$2,045.45	\$204.55	\$2,250.00	Per Hire
Additional hours required on any day charged at \$90/hour				
Studio Hire Bare Walls Hire combined with Theatre Hire. Flat rate of \$180, then \$30/hr thereafter	\$163.64	\$16.36	\$180.00	\$180 Flat Rate + \$30 Per Hour
Includes electricity, A/C, cleaning and event support staff. Room set to client specifications.				
4 hour minimum hire				
Studio Hire Bare Walls. Flat fee of \$200 per day. Available Monday to Thursday 9.00am – 5.00pm. Not available after hours.	\$181.82	\$18.18	\$200.00	\$200.00 Flat Rate Per Day
Includes electricity, AC, cleaning, work lights.				
No event staff included (space subject to availability)				
Studio Hire (1/2 Day) – Meeting Only During Business Hours, Monday to Friday 9am – 5.30pm	\$227.27	\$22.73	\$250.00	1/2 Day
Includes electricity, A/C, cleaning, table, chairs. AV Operator pre rig, set OR operation at additional cost.				
1/2 Day (max 4 hours)				
Studio Hire (Full Day) – Meeting Only During Business Hours, Monday to Friday 9am – 5.30pm	\$318.18	\$31.82	\$350.00	Full Day
Includes electricity, A/C, cleaning, table, chairs. AV Operator pre rig, set OR operation at additional cost.				
Full Day (8 hours)				
Glasshouse Podium Hire Package (Charge is Per Hour)	\$54.55	\$5.45	\$60.00	Per Hour
Includes 1 x Venue Supervisor for the duration of the booking. Hire and set up of equipment (up to 20 chairs, music stands, power cables) and access to 240v power (space is subject to availability).				
Minimum 3 hour hire				
Glasshouse Podium Hire Only (Charge is Per Hire)	\$54.55	\$5.45	\$60.00	\$60.00 Flat Rate Per Hire
No event staff, equipment or power included (space is subject to availability).				

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Name	Year 20/21 Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Unit
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Performance Spaces [continued]

Mezzanine Theatre Presentation Package	\$186.36	\$18.64	\$205.00	Per Hour
Only available in conjunction with hire of the mezzanine foyer. Includes data projector and screen and access to seating for a maximum 100 pax in the theatre dress circle. Please Note: additional staff charges may apply depending on scope of the event.				
3 hour minimum hire				

Conference Spaces

Meeting Room 1 OR 2 Hire (1/2 Day)	\$136.36	\$13.64	\$150.00	1/2 Day
Includes electricity, A/C, cleaning, tables, chairs				
Max 4 hours				
Meeting Room 1 OR 2 Hire (Full Day)	\$181.82	\$18.18	\$200.00	Full Day
Includes electricity, A/C, cleaning, tables, chairs				
8 hours				
Meeting Room 1 OR 2 Hire – After Hours (0 – 70 people, after business hours access inclusive of 1 staff). After Hours = 5.30pm – 11pm weekdays or 9am – 11pm Saturdays. Staff surcharges apply on Sundays, Public Holidays and after 11pm	\$72.73	\$7.27	\$80.00	Per Hour
Includes electricity, A/C, cleaning, tables, chairs				
minimum 3 hours / price per hour				
Meeting Room 1 and 2 Combined Hire (1/2 Day)	\$227.27	\$22.73	\$250.00	1/2 Day
Includes electricity, A/C, cleaning, tables, chairs				
Max 4 hours				
Meeting Room 1 and 2 Combined Hire (Full Day)	\$318.18	\$31.82	\$350.00	Full Day
Includes electricity, A/C, cleaning, tables, chairs				
8 hours				
Meeting Room 1 and 2 Combined Hire – After Hours (71 – 140 people, after business hours access inclusive of 1 staff). After Hours = 5.30pm – 11pm weekdays or 9am – 11pm Saturdays. Staff surcharges apply on Sundays, Public Holidays and after 11pm	\$90.91	\$9.09	\$100.00	Per Hour
Includes electricity, A/C, cleaning, tables, chairs				
minimum 3 hours / price per hour				
Art Lab Room Hire 1/2 Day (Not available after hours)	\$113.64	\$11.36	\$125.00	1/2 Day
Includes electricity, A/C, cleaning, tables, chairs				
Max 4 hours				
Art Lab Room Hire Full Day (Not available after hours)	\$159.09	\$15.91	\$175.00	Full Day
Includes electricity, A/C, cleaning, tables, chairs				
8 hours				

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Name	Year 20/21 Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Unit
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Conference Spaces [continued]

Boardroom 1 Hire (Level 2) – 1/2 Day 16 people maximum. Includes electricity, A/C, cleaning, tables, chairs Max 4 hours	\$100.00	\$10.00	\$110.00	1/2 Day
Boardroom 1 Hire (Level 2) – Full Day 16 people maximum. Includes electricity, A/C, cleaning, tables, chairs 8 hours	\$145.45	\$14.55	\$160.00	Full Day
Boardroom 2 (Level 2) – 1/2 Day 10 people maximum. Includes electricity, A/C, cleaning, tables, chairs Max 4 hours	\$90.91	\$9.09	\$100.00	1/2 Day
Boardroom 2 (Level 2) – Full Day 10 people maximum. Includes electricity, A/C, cleaning, tables, chairs 8 hours	\$136.36	\$13.64	\$150.00	Full Day
Boardroom 3 (Level 2) – Full Day 6 people maximum, Includes electricity, A/C, cleaning, tables, chairs, WI-FI 8 hours	\$54.55	\$5.45	\$60.00	Full Day
Boardroom 3 (Level 2) – Weekly Hire 6 people maximum, Includes electricity, A/C, cleaning, tables, chairs, WI-FI Monday to Friday, max 8 hours per day	\$200.00	\$20.00	\$220.00	Per Week
Regional Gallery Hire (Top Floor OR Ground Floor) Access to floor space subject to availability and exhibition restrictions - any set up required will be charged at applicable staff and equipment rates 3 hour minimum hire	\$90.91	\$9.09	\$100.00	Per Hour
Foyer Hire (for event) Access to floor space - any set up required will be charged at applicable staff and equipment rates 3 hour minimum hire	\$90.91	\$9.09	\$100.00	Per Hour
Foyer Hire (for set up by Hirer) Access to floor space by Hirer - any equipment set up required will be charged at applicable staff and equipment rates 1 hour minimum hire	\$45.45	\$4.55	\$50.00	Per Hour
AV Package (Mezzanine Foyer) Includes hire of a data projector, lectern and microphone OR radio mic, laptop, staging, PA system, LED lights, tabs and screen. (Operator is extra and charged at the published hourly rate IF required)	\$309.09	\$30.91	\$340.00	Per Day
Whole of Venue: Includes access to Theatre, Studio, Meeting Room 1 & 2, Small Function Room, Mezzanine Foyer, 3 x staff Subject to availability	By quotation			Per Day
Additional dressing room activation	\$181.82	\$18.18	\$200.00	Per Hire/Event

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Conference Spaces [continued]

Only available when combined with theatre hire

Includes electricity, A/C, cleaning

Staff Rates

Staff working conditions include the following - Minimum 3 hr call, plus staff must be allowed a meal break no later than 5 hours after commencement, all missed meal breaks will incur A/H charges until meal break is taken.

Rates are per hour.

Venue Supervisor / Technician / Duty Manager / Gallery Technician (Monday – Friday)	\$50.00	\$5.00	\$55.00	Per Hour
Venue Supervisor / Technician / Duty Manager / Gallery Technician (Saturday)	\$52.73	\$5.27	\$58.00	Per Hour
Usher / Tour Guide / Merchandise Seller (Monday – Friday)	\$45.45	\$4.55	\$50.00	Per Hour
Usher / Tour Guide / Merchandise Seller (Saturday)	\$48.18	\$4.82	\$53.00	Per Hour
Venue Supervisor / Technician / Duty Manager / Gallery Technician (Sunday)	\$61.82	\$6.18	\$68.00	Per Hour
Usher / Tour Guide / Merchandise Seller (Sunday)	\$57.27	\$5.73	\$63.00	Per Hour
Venue Supervisor / Technician / Duty Manager / Gallery Technician (Public Holiday)	\$90.91	\$9.09	\$100.00	Per Hour
Usher / Tour Guide / Merchandise Seller (Public Holiday)	\$90.91	\$9.09	\$100.00	Per Hour

Miscellaneous Fees

Function Package	By quotation			
Customised Package				
Marketing Packages	By quotation			
Photography Packages (access to non-public venues)	By quotation			
Wedding Ceremony Packages	By quotation			
Merchandising	10% of total sales. Fixed Percentage			
Commission on any goods sold within the premises				
Technical Specifications Late Fee	\$45.45	\$4.55	\$50.00	Per Day
Venue Hire Cancellation Fees	Prices as per Glasshouse Venue Hire Agreement			

Business Sense Packages

Only available during business hours: 8.30 am to 5.30 pm, catering as per set menu, minimum numbers apply, contact Glasshouse for further information.

1/2 Day

Includes Meeting Room 1 & 2 combined, technical assistance on arrival, morning OR afternoon tea, Glasshouse working lunch, free wi-fi, whiteboard, data projector, lectern & microphone, water & mints, room set to clients requirements.

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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1/2 Day [continued]

Business Sense Package (minimum 20 delegates)	\$40.00	\$4.00	\$44.00	Per Person
Includes: conference room hire set to clients requirements, technical assistance on arrival, data projector, laptop, Wi-Fi, lectern and microphone, whiteboard, water and mints on tables. Catering included: arrival tea and coffee, morning tea, working lunch with fruit platter, afternoon tea				

Full Day

Includes Meeting Room 1 & 2 combined, technical assistance on arrival, morning tea, afternoon tea, Glasshouse working lunch, free wi-fi, whiteboard, data projector, lectern & microphone, water & mints, room set to clients requirements.

Business Sense Package (minimum 20 delegates)	\$43.64	\$4.36	\$48.00	Per Person
Includes: conference room hire set to clients requirements, technical assistance on arrival, data projector, laptop, Wi-Fi, lectern and microphone, whiteboard, water and mints on tables. Catering included: arrival tea and coffee, morning tea OR afternoon tea, working lunch with fruit platter				

Audio Visual Conference Packages

Specialised Web Streaming & Recording Technology for Online/Live Video Conferencing. Supported by GoTo Meetings.

Package A	\$500.00	\$50.00	\$550.00	Per Day
Includes equipment, set-up, testing, data allowance and operator for duration				
Package B	\$1,045.45	\$104.55	\$1,150.00	Per Day
Includes Package A plus live screen shots from other venues, plus additional staff, cameras and leads				
Package C	\$340.91	\$34.09	\$375.00	Per Event
Includes recording of live event and web feeds, 3 hours of editing, media and equipment. (Staff/operator not included)				

Venue Set Up Items

Theatre PA	\$109.09	\$10.91	\$120.00	Per Hire
Dance Floor (Tarkett) Theatre	\$181.82	\$18.18	\$200.00	Per Hire
Dance Floor (Tarkett) Studio	\$70.00	\$7.00	\$77.00	Per Hire
Theatre Forestage / Pit	\$350.00	\$35.00	\$385.00	Per Hire
Radio Microphone – Hand held OR lapel	\$50.00	\$5.00	\$55.00	Per Day
Radio Microphone – Headset (Radio Mic + DPA Microphone)	\$90.91	\$9.09	\$100.00	Per Day
Data Projector – Meeting Rooms & Studio	\$136.36	\$13.64	\$150.00	Per Day
Data Projector + Screen – Theatre	\$281.82	\$28.18	\$310.00	Per Day
Small PA	\$72.73	\$7.27	\$80.00	Per Day
Corded Microphone & Speaker				
Medium PA	\$118.18	\$11.82	\$130.00	Per Day
Includes corded microphone (and lectern where required), CD player, mixing desk, left & right speakers and small stage				

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Venue Set Up Items [continued]

Large PA	\$181.82	\$18.18	\$200.00	Per Day
Includes 1 x radio microphone, 1 x corded microphone (and lectern where required), 2 CD players, mixing desk, left & right speakers, 2 foldback sends. Requires operator at relevant hourly staff charges				
Colour Filters for Lighting	\$20.00	\$2.00	\$22.00	Per 1/2 Sheet
Non standard lighting rig				
Lectern with Microphone (Wired)	\$50.00	\$5.00	\$55.00	Per Day
Screen (8ft x 12ft)	\$90.91	\$9.09	\$100.00	Per Day
Other Miscellaneous Technical or Event Items	By negotiation			
Subject to equipment & availability				
Arcus Picture Hanging System	\$181.82	\$18.18	\$200.00	Per Hire
Preview Monitor	\$18.18	\$1.82	\$20.00	Per Day
White Board			No charge	
Laser Pointer	\$10.00	\$1.00	\$11.00	Per Hire
Presentation Mouse	\$15.00	\$1.50	\$16.50	Per Hire
Orchestral Chairs			No charge	
40 available				
Music Stands			No charge	
50 available (short & tall)				
Grand Piano – Yamaha C7	\$254.55	\$25.45	\$280.00	Per Hire
Does not include Tuning				
Digital Piano – Clarinova Baby Grand	\$136.36	\$13.64	\$150.00	Per Hire
Piano Tuning	\$209.09	\$20.91	\$230.00	Per Request
Rostrum / Risers	\$9.09	\$0.91	\$10.00	Per Unit Per Hire
10 units available for hire				
Mirror Ball	\$50.00	\$5.00	\$55.00	Per Hire
Smoke / Haze Machine	\$68.18	\$6.82	\$75.00	Per Hire
Round Table Cloths	\$6.36	\$0.64	\$7.00	Each
Rectangle Table Cloths	\$6.36	\$0.64	\$7.00	Each
Laptop	\$90.91	\$9.09	\$100.00	Per Unit Per Day
2 units available for hire (running Windows 7)				
Apple MAC	\$90.91	\$9.09	\$100.00	Per Unit Per Day
2 units available for hire				
Modem	\$45.45	\$4.55	\$50.00	Per Modem Per Day
240v Power (Podium)	\$36.36	\$3.64	\$40.00	Per Day
Requires Technician to provide access. All leads must be tested and tagged.				

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Venue Set Up Items [continued]

3-Phase Power (Loading Dock)	\$72.73	\$7.27	\$80.00	Per Day
Requires Technician to provide access. All leads must be tested and tagged.				

Video Recording Packages

Event/Show Recording for Archival Purposes	\$227.27	\$22.73	\$250.00	Per Event/Show
1 x camera and audio feed, no editing				
Event/Show Recording for Full Show Quality	\$272.73	\$27.27	\$300.00	Per Event/Show
2 x cameras, audio feed, no editing. This service requires an operator for the show call which will be an additional charge at the published hourly rate.				
Staff charges would be per day for the duration of the event if recording required on multiple days.				
Recording for a Conference or Symposium	\$318.18	\$31.82	\$350.00	Per Day/Session
3 x cameras, including Go Pro on lectern, audio feed, no editing. This service requires an operator for the event duration which will be an additional charge at the published hourly rate.				
Staff charges would be per day for the duration of the event if recording required on multiple days.				
Editing Services (for Recordings Produced by Glasshouse)	\$50.00	\$5.00	\$55.00	Per Hour
DVD Production (for recordings produced by the Glasshouse)			Price on Application	Per DVD

Transaction Fees

Glasshouse Membership Program Fee – Adult	\$44.55	\$4.45	\$49.00	Each
Glasshouse Membership Program Fee – Adult Couple	\$71.82	\$7.18	\$79.00	Per Couple
Glasshouse Membership Program Fee – Concession/Under 21/Student	\$40.00	\$4.00	\$44.00	Each
Proof of age/concession required				
Glasshouse Membership Program Fee – Concession/Under 21/Student – Couple	\$67.27	\$6.73	\$74.00	Each
Proof of age/concession required				
Internet Transaction Fee	\$3.18	\$0.32	\$3.50	Per Transaction
Inclusive of postage fee when tickets are purchased more than 14 days prior to the event.				
Counter Transaction Fee	\$2.73	\$0.27	\$3.00	Per Transaction
Telephone Transaction Fee	\$5.00	\$0.50	\$5.50	Per Transaction
Inclusive of postage fees when tickets are purchased more than 14 days prior to the event.				

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Transaction Fees [continued]

Member Transaction Fee	No Charge - Available to current Glasshouse members (excludes online fees)			Per Transaction
Ticket Re-issue Fee (non-members)	\$0.91	\$0.09	\$1.00	Per Ticket
Ticket Re-issue Fee (members)	No Charge			Per Ticket
Exchange Fee (non-members)	\$0.91	\$0.09	\$1.00	Per Ticket
Exchange Fee (members)	No Charge			Per Ticket
Administration Fee	\$4.55	\$0.45	\$5.00	Per Transaction
Membership Processing Fee	No charge			Per Transaction
Applicable for counter and telephone membership sales. Online membership sales incur standard internet transaction fees				
Donations Processing Fee	No charge			Per Transaction

Booking Fees

Ticket Price \$0.01 – \$25.00	\$2.27	\$0.23	\$2.50	Per Ticket Printed
Ticket Price \$25.01 – \$50.00	\$3.18	\$0.32	\$3.50	Per Ticket Printed
Ticket Price \$50.01 – \$75.00	\$4.09	\$0.41	\$4.50	Per Ticket Printed
Ticket Price \$75.01 – \$100.00	\$5.00	\$0.50	\$5.50	Per Ticket Printed
Ticket Price \$100.01 +	Price on application - From \$6.00			POA
Cancellation Fee Ticket Price \$0.01 – \$25.00	\$2.27	\$0.23	\$2.50	Per Ticket
Cancellation Fee Ticket Price \$25.01 – \$50.00	\$3.18	\$0.32	\$3.50	Per Ticket
Cancellation Fee Ticket Price \$50.01 – \$75.00	\$4.09	\$0.41	\$4.50	Per Ticket
Cancellation Fee Ticket Price \$75.01 – \$100.00	\$5.00	\$0.50	\$5.50	Per Ticket
Cancellation Fee Ticket Price \$100.01 +	Price on application - From \$6.00			POA
Complimentary Tickets	\$0.91	\$0.09	\$1.00	Per Ticket
Bulk Ticket Print	\$1.36	\$0.14	\$1.50	Per Ticket
Returned Bulk Tickets	\$0.45	\$0.05	\$0.50	Per Returned Ticket
External Ticketing Event Set-up Fee	\$54.55	\$5.45	\$60.00	Per Booking
This will be redeemable to the promoter after the sale of 25 tickets.				
Ticketing Event Amendment Fee	\$54.55	\$5.45	\$60.00	Per Hour
Relates to changes in event ticketing requirements post on sale date				
Transport Tickets	\$9.09	\$0.91	\$10.00	Per Booking
Maximum of 6 tickets				

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Name	Year 20/21 Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Unit
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Booking Fees [continued]

Miscellaneous Ticket / Merchandise Packages			Price on Application	Per Ticket
Event and Conference Registration			Price on Application	Per Delegate

Visitor Information Centre**Miscellaneous**

Glasshouse Brochure Display Program	\$227.27	\$22.73	\$250.00	Each
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Accommodation

Booking Commission			10% of booking	Per Booking
Cancellation – Within 7 days prior to arrival			Non refundable	Per Booking

Tour Bookings

Booking Commission			10% of booking	Each
Cancellation – Within 7 days prior to departure – unless tour is cancelled by the operator			Non refundable	Per Booking

Strategic Landuse**Development Control Plans**

Where Council has to prepare or assess

Preparation and / or review of a DCP	Fee determined by quotation based on full recovery	Estimate
Full cost recovery of external consultant fees and / or Council co-ordination / review costs		

Local Environment Plans

Where Council has to prepare or assess. Note: LEP amendments will be prioritised in accordance with Council policy and adopted strategy. There is no guarantee of the outcomes from the LEP process and fees are non-refundable.

Administrative LEP Amendments

E.g. Mapping anomalies and corrections

No Fee	No Charge
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Minor LEP Amendments and Reclassifications

No significant support studies for Council review

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Minor LEP Amendments and Reclassifications [continued]

Minor LEP amendments and reclassifications	\$12,730.00	\$0.00	\$12,730.00	Each
50% refundable if proposal is not supported by Council or the Gateway Review Panel				

Other LEP Amendments

E.g. where a significant support study is required

Stage 1: Lodgement and review	\$15,920.00	\$0.00	\$15,920.00	Each
1) To be paid at the time of lodgement, 2) Charged for each party or group of parties represented separately in the planning proposal, 3) \$1,000 discount on fee if pre-lodgement has been held in relation to the proposal				
Stage 2: Exhibition and finalisation	\$10,610.00	\$0.00	\$10,610.00	Each
\$10,400 up to 5Ha estimated developable area + \$1,040/Ha up to 10Ha developable area + \$520/Ha up to 20Ha developable area + \$208/Ha over 20Ha developable area				

Council co-ordination of specialist study preparation or peer review

External consultant fees and Council co-ordination costs	Fee determined by quotation based on full recovery	Estimate
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Public Hearing

Where required or requested

Full cost recovery	Fee determined by quotation based on full recovery	Each
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Deferred Developer Contributions

Development contributions are levied under various Contribution Plans in accordance with s7.11 of the *Environmental Planning & Assessment Act 1979*. Details of current development servicing plans and charges are available from Council's website or by contacting Council's Development Contributions Section on 6581 8686.

Development Contributions are indexed quarterly in line with movements in the CPI.

Preparation of Contributions Deferral Deed	\$500.00	\$50.00	\$550.00	per Deed
Variation of a Contributions Deferral Deed or associated dealings including a review of Caveator's Consent or a request to vary the deferral deed template.	Fee determined by quotation based on full Recovery. Minimum charge \$250<			per Deed
Withdrawal of caveat associated with Contributions Deferral Deeds per lot created in the subdivision (Excluding lots to be dedicated to Council). Paid at the time of preparation of the Contributions Deferral Deed.	\$90.91	\$9.09	\$100.00	per lot

Development Servicing Plans

Water Supply & Sewerage Headworks charges are levied under Development Servicing Plans prepared under the provisions of the *Water Management Act (NSW) 2000* pursuant to s64 of the *Local Government Act (NSW) 1993*.

Details of current development servicing plans and charges are available from Council's website or by contacting Council's Development Contributions Section on 6581 8686.	Charges are indexed quarterly in line with movements in the CPI.
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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Your Community Life**Community Participation****Halls/Community Centres****Alderman CC "Mac" Adams Music Centre****Miscellaneous**

Hastings Municipal Band	\$842.73	\$84.27	\$927.00	Per Annum
General Bond	\$214.00	\$0.00	\$214.00	Each
State & Federal Elections	\$312.73	\$31.27	\$344.00	Per Election
Council Activities & Elections			No Charge	

Main Hall

Commercial & Other	\$20.91	\$2.09	\$23.00	Per Hour
Private Functions			Not Available	
Not for Profit	\$14.55	\$1.45	\$16.00	Per Hour

Practice Rooms

Commercial & Other	\$13.64	\$1.36	\$15.00	Per Hour
Private Functions			Not Available	
Not for Profit	\$8.18	\$0.82	\$9.00	Per Hour

Beechwood School of Arts

Commercial & Other	\$20.91	\$2.09	\$23.00	Per Hour
Private Functions	\$16.36	\$1.64	\$18.00	Per Hour
Not for Profit	\$9.09	\$0.91	\$10.00	Per Hour
General Bond	\$214.00	\$0.00	\$214.00	Each
State & Federal Elections	\$312.73	\$31.27	\$344.00	Per Election
Council Activities & Elections			No Charge	

Bonny Hills Community Hall

Commercial & Other	\$20.91	\$2.09	\$23.00	Per Hour
Private Functions	\$16.36	\$1.64	\$18.00	Per Hour
Not for Profit	\$10.00	\$1.00	\$11.00	Per Hour
General Bond	\$214.00	\$0.00	\$214.00	Each
State & Federal Elections	\$312.73	\$31.27	\$344.00	Per Election

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Bonny Hills Community Hall [continued]

Council Activities & Elections			No Charge	
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Dunbogan Jubilee Hall

Commercial & Other	\$20.91	\$2.09	\$23.00	Per Hour
Private Functions	\$16.36	\$1.64	\$18.00	Per Hour
Not for Profit	\$10.00	\$1.00	\$11.00	Per Hour
General Bond	\$214.00	\$0.00	\$214.00	Each
State & Federal Elections	\$312.73	\$31.27	\$344.00	Per Election
Council Activities & Elections			No Charge	

Emerald Downs Community Centre**Hall**

Commercial & Other	\$20.91	\$2.09	\$23.00	Per Hour
Private Functions	\$16.36	\$1.64	\$18.00	Per Hour
Not for Profit	\$10.91	\$1.09	\$12.00	Per Hour

Meeting Room**Alcohol Not Permitted**

Commercial & Other	\$14.55	\$1.45	\$16.00	Per Hour
Private Functions	\$10.91	\$1.09	\$12.00	Per Hour
Not for Profit	\$8.18	\$0.82	\$9.00	Per Hour
General Bond	\$214.00	\$0.00	\$214.00	Each
State & Federal Elections	\$312.73	\$31.27	\$344.00	Per Election

Lake Cathie Community Hall**Hall**

Commercial & Other	\$21.82	\$2.18	\$24.00	Per Hour
Private Functions	\$16.36	\$1.64	\$18.00	Per Hour
Not for Profit	\$10.00	\$1.00	\$11.00	Per Hour

Meeting Room

Commercial & Other	\$17.27	\$1.73	\$19.00	Per Hour
Private Functions	\$12.73	\$1.27	\$14.00	Per Hour
Not for Profit	\$8.18	\$0.82	\$9.00	Per Hour

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Other Fees

General Bond	\$214.00	\$0.00	\$214.00	Each
State & Federal Elections	\$312.73	\$31.27	\$344.00	Per Election
Council Activities & Elections			No Charge	

Laurieton School of Arts Hall*Hall*

Commercial & Other	\$20.91	\$2.09	\$23.00	Per Hour
Private Functions	\$16.36	\$1.64	\$18.00	Per Hour
Not for Profit	\$10.00	\$1.00	\$11.00	Per Hour

Other Fees

General Bond	\$214.00	\$0.00	\$214.00	Each
State & Federal Elections	\$312.73	\$31.27	\$344.00	Per Election
Council Activities & Elections			No Charge	

Lorne Recreation Centre*Hall*

Commercial & Other	\$20.91	\$2.09	\$23.00	Per Hour
Private Functions	\$16.36	\$1.64	\$18.00	Per Hour
Not for Profit	\$9.09	\$0.91	\$10.00	Per Hour

Other Fees

General Bond	\$214.00	\$0.00	\$214.00	Each
State & Federal Elections	\$312.73	\$31.27	\$344.00	Per Election
Council Activities & Elections			No Charge	

North Haven Community Hall*Hall*

Commercial & Other	\$20.91	\$2.09	\$23.00	Per Hour
Private Functions	\$16.36	\$1.64	\$18.00	Per Hour
Not for Profit	\$10.00	\$1.00	\$11.00	Per Hour

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Other Fees

General Bond	\$214.00	\$0.00	\$214.00	Each
State & Federal Elections	\$312.73	\$31.27	\$344.00	Per Election
Council Activities & Elections			No Charge	

Pappinbarra Recreation Reserve*Tennis Court & Facilities*

Commercial & Other	\$10.91	\$1.09	\$12.00	Per Hour
Private Functions	\$6.36	\$0.64	\$7.00	Per Hour
Not for Profit	\$6.36	\$0.64	\$7.00	Per Hour
General Bond	\$214.00	\$0.00	\$214.00	Each

Pembroke Hall*Hall*

Commercial & Other	\$20.91	\$2.09	\$23.00	Per Hour
Private Functions	\$16.36	\$1.64	\$18.00	Per Hour
Not for Profit	\$9.09	\$0.91	\$10.00	Per Hour

Other Fees

General Bond	\$214.00	\$0.00	\$214.00	Each
State & Federal Elections	\$312.73	\$31.27	\$344.00	Per Election
Council Activities & Elections			No Charge	

Port Macquarie Seniors' Facility*Les Crisp Auditorium*

Commercial & Other	\$31.82	\$3.18	\$35.00	Per Hour
Private Functions	\$23.64	\$2.36	\$26.00	Per Hour
Not for Profit	\$17.27	\$1.73	\$19.00	Per Hour

The Pioneer Room

Commercial & Other	\$20.91	\$2.09	\$23.00	Per Hour
Private Functions	\$16.36	\$1.64	\$18.00	Per Hour
Not for Profit	\$10.91	\$1.09	\$12.00	Per Hour

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Marjorie "Nikki" Adams Lounge

Commercial & Other	\$16.36	\$1.64	\$18.00	Per Hour
Private Functions			Not Available	Per Hour
Not for Profit	\$9.09	\$0.91	\$10.00	Per Hour

Other Fees

Use of Tea Making Facilities	\$8.18	\$0.82	\$9.00	Per Function
Kitchen (use of facilities)	\$16.36	\$1.64	\$18.00	Per Function
Stove, fridge, bain-marie				
PMQ Senior's Club	\$1,063.64	\$106.36	\$1,170.00	Per Month
General Bond	\$214.00	\$0.00	\$214.00	Each
State & Federal Elections	\$312.73	\$31.27	\$344.00	Per Election
Council Activities & Elections			No Charge	

*Wauchope Community Arts Hall**Hall*

Commercial & Other	\$20.91	\$2.09	\$23.00	Per Hour
Private Functions	\$16.36	\$1.64	\$18.00	Per Hour
Not for Profit	\$10.00	\$1.00	\$11.00	Per Hour

Other Fees

General Bond	\$214.00	\$0.00	\$214.00	Each
State & Federal Elections	\$312.73	\$31.27	\$344.00	Per Election
Council Activities & Elections			No Charge	

*Wauchope Rotary Youth Centre**Hall*

Commercial & Other	\$20.91	\$2.09	\$23.00	Per Hour
Private Functions	\$16.36	\$1.64	\$18.00	Per Hour
Not for Profit	\$9.09	\$0.91	\$10.00	Per Hour

Other Fees

General Bond	\$214.00	\$0.00	\$214.00	Each
State & Federal Elections	\$312.73	\$31.27	\$344.00	Per Election

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Other Fees [continued]

Council Activities & Elections			No Charge	
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Historic Court House**Courtroom**

Other	\$30.91	\$3.09	\$34.00	Per Hour
Commercial not permitted				
Private Functions	\$23.64	\$2.36	\$26.00	Per Hour
Not for Profit	\$10.91	\$1.09	\$12.00	Per Hour
General Admission – Adult	\$3.64	\$0.36	\$4.00	Each
General Admission – Pensioner	\$2.73	\$0.27	\$3.00	Each
General Admission – Children 0-11 years Accompanied by a paying Adult			No Charge	Each
General Admission – Children over 12 years	\$1.82	\$0.18	\$2.00	Each
General Admission – Per Child (School Excursion)	\$2.73	\$0.27	\$3.00	Each

Hire of Grounds

Other	\$300.00	\$30.00	\$330.00	Per Day
Commercial not permitted				
Private Functions	\$199.09	\$19.91	\$219.00	Per Day
Not for Profit	\$110.00	\$11.00	\$121.00	Per Day
General Bond	\$214.00	\$0.00	\$214.00	Each
State & Federal Elections	\$312.73	\$31.27	\$344.00	Per Election
Council Activities & Elections			No Charge	

Library**Hire of Rooms****Access Fee – Outside Library Hours**

Applies to Both Rooms	Cost recovery - set by security company	Each
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Meeting Room

Commercial Organisations	\$18.18	\$1.82	\$20.00	Per Hour
Hastings Schools & Community Organisations	\$9.09	\$0.91	\$10.00	Per Hour
Library / Council			No Charge	Each

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Technology Training Room

Commercial Organisations	\$36.36	\$3.64	\$40.00	Per Hour
Hastings Schools & Community Organisations	\$13.64	\$1.36	\$15.00	Per Hour
Library / Council			No Charge	

Hire of Both Rooms

Commercial Organisations	\$54.55	\$5.45	\$60.00	Per Hour
Hastings Schools & Community Organisations	\$18.18	\$1.82	\$20.00	Per Hour
Library / Council			No Charge	

Other Library Charges**Computer Bookings**

Library Members			No Charge	Per Hour
Visitors	\$1.82	\$0.18	\$2.00	Per 2 Hours

Photocopying**Coin Slot Operation**

Colour Copies	\$0.91	\$0.09	\$1.00	Per Page
A4 & B4 page	\$0.18	\$0.02	\$0.20	Per Page
A3 page	\$0.45	\$0.05	\$0.50	Per Page

Other

3D Printer – Prints	\$0.91	\$0.09	\$1.00	per hour
Canvas Library Bags	\$1.82	\$0.18	\$2.00	each
Inter-Library Loans – Application	\$13.64	\$1.36	\$15.00	Each
Payable on application				
Inter-Library Loans – Urgent			Cost Recovery + \$12.00	Each
Sent within 24 hours				
Fine at Account Stage	\$0.00	\$0.00	\$0.00	Per Item
After 2nd notice				
Reservations	\$0.50	\$0.00	\$0.50	Per Item
Visitors Charges – Joining Fee – Adults/Children	\$3.00	\$0.00	\$3.00	Each
Visitors Charges – Temporary Membership (20 items)	\$10.00	\$0.00	\$10.00	Each
Lost or Damaged Books Beyond Repair			Cost of the Item	Each
Replacement of Lost Cards	\$2.60	\$0.00	\$2.60	Each
Sale of Flash Drives	\$9.09	\$0.91	\$10.00	Each
Headphones	\$3.64	\$0.36	\$4.00	Each

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Other [continued]

Commercial Reference Service	\$72.73	\$7.27	\$80.00	Per Hour or Part Thereof
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Sports & Recreation**Beach & Boating**

Beach Driving Permit – 4WD Vehicles – Visitor	\$33.00	\$0.00	\$33.00	Each
Beach Driving Permit Yearly – 4WD Vehicles	\$66.00	\$0.00	\$66.00	Per Annum
Beach Driving Permit – 4WD Vehicles – Pensioner	\$33.00	\$0.00	\$33.00	Per Annum
Use of Wharves by Commercial Operators	\$16.36	\$1.64	\$18.00	Per Day
Private Works on Canals – Maintenance Permit	\$156.00	\$0.00	\$156.00	Each
Boating Structure Licence Fee	\$135.00	\$0.00	\$135.00	Per Annum

Commercial Activities on Council Managed Land**Parks, Reserves, Sports Fields and Beaches**

New Application Fee	\$155.00	\$0.00	\$155.00	Per Annum
Application Renewal Fee	\$80.00	\$0.00	\$80.00	Per Annum
Temporary Licence (up to 2 nominated locations)	\$490.00	\$0.00	\$490.00	Per Annum
Temporary Licence (per additional location)	\$110.00	\$0.00	\$110.00	Per Additional Location
Applies if the applicant does not pay a business rate directly related to the Temporary Licence activity				
Temporary Licence (per additional location)	\$55.00	\$0.00	\$55.00	Per Additional Location
Applies if the applicant pays a business rate directly related to the Temporary Licence activity				

Sporting Complexes**Camden Haven District Sport & Recreation Management Committee****Ground Levy**

Little Athletics	\$109.09	\$10.91	\$120.00	Each
Bonny Hills Cricket Club	\$209.09	\$20.91	\$230.00	Each
Camden Haven Cricket	\$209.09	\$20.91	\$230.00	Each
Camden Haven Bombers Junior AFL Club	\$209.09	\$20.91	\$230.00	Each
Netball	\$140.91	\$14.09	\$155.00	Each

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Ground Levy [continued]

Junior Rugby League	\$209.09	\$20.91	\$230.00	Each
Soccer	\$209.09	\$20.91	\$230.00	Each
Tennis	\$140.91	\$14.09	\$155.00	Each
Touch Football	\$209.09	\$20.91	\$230.00	Each

Lights

Soccer Field (each pole)	\$5.36	\$0.54	\$5.90	Per Hour
Support Field (each pole)	\$5.36	\$0.54	\$5.90	Per Hour
Oval	\$22.73	\$2.27	\$25.00	Per Hour

Canteen Fee

Outside groups	\$24.55	\$2.45	\$27.00	Per Day
Plus Bond				
Outside groups – Bond	\$60.00	\$0.00	\$60.00	Each
Refundable if left clean and undamaged				
Casual users – Per Day	\$6.36	\$0.64	\$7.00	Per Day
Casual users – Per Season	\$54.55	\$5.45	\$60.00	Per Season

Lank Bain Sporting Complex

Group 2 Competition Matches	\$1,072.73	\$107.27	\$1,180.00	Per Year
Hastings League Club Use – Field 1	\$645.45	\$64.55	\$710.00	Per Year
Hastings League Club Use – Field 2	\$372.73	\$37.27	\$410.00	Per Year
High School Use	\$272.73	\$27.27	\$300.00	Per Year
Primary School Use	\$272.73	\$27.27	\$300.00	Per Year
Cricket Club Use	\$272.73	\$27.27	\$300.00	Per Year
Hastings League Controlled Fixtures	\$107.27	\$10.73	\$118.00	Per Day
Junior Cricket	\$272.73	\$27.27	\$300.00	Per Year
Lighting	\$6.00	\$0.60	\$6.60	Per Pole Per Hour

Other Sporting Fields

Lighting	\$6.09	\$0.61	\$6.70	Per Pole Per Hour
Amenity Use – 1 canteen + 2 changerooms	\$41.82	\$4.18	\$46.00	Per Day
Amenity Use – 1 canteen + 2 changerooms – 4 hours	\$20.91	\$2.09	\$23.00	Half Day
Lighting reprogramming fee	\$60.00	\$6.00	\$66.00	Each
Ground Fee – Commercial	\$409.09	\$40.91	\$450.00	Per Day
Ground Fee – Commercial	\$81.82	\$8.18	\$90.00	Per Hour
Unlock/Lock facilities fee	\$60.00	\$6.00	\$66.00	Each

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Wauchope Sporting Fields

Blackbutt Reserve – Lighting – 8 lights on pole	\$8.45	\$0.85	\$9.30	Per Pole Per Hour
Blackbutt Reserve – Lighting – 4 lights on pole	\$5.91	\$0.59	\$6.50	Per Pole Per Hour
Landrigan Park – Lighting	\$6.09	\$0.61	\$6.70	Per Pole Per Hour
Fairmont Gardens – Lighting	\$6.09	\$0.61	\$6.70	Per Pole Per Hour

Parks & Reserves**Circuses, Carnivals & Major Events****Ground Fee – Non Holidays**

Performance Days	\$409.09	\$40.91	\$450.00	Per Day
Bump in/Bump out	\$359.09	\$35.91	\$395.00	Per Day

Ground Hire Fees – School & Public Holidays

Performance Days	\$563.64	\$56.36	\$620.00	Per Day
Bump in/Bump out	\$454.55	\$45.45	\$500.00	Per Day

Bonds

Performance Bond	\$6,000.00	\$0.00	\$6,000.00	Each
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Power**Power Use**

At Cost			At Cost	Per Day
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Power – Access Fee

Single Phase	\$38.18	\$3.82	\$42.00	Per Day/Per Outlet
Three Phase	\$76.36	\$7.64	\$84.00	Per Day/Per Outlet

General Use

Application for Private Ceremony	\$114.55	\$11.45	\$126.00	Per Application
2 hours maximum				

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Name	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Unit
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General Use [continued]

Ground Fee – General Use	\$163.64	\$16.36	\$180.00	Per Day
Ground Fee – Commercial Use	\$409.09	\$40.91	\$450.00	Per Day
Ground Fee – Charitable	No Charge			Per Day
Performance Bond	\$2,000 - \$6,000 Determined according to event			Per Event
Application to Stage an Event – All Applicants	\$126.00	\$0.00	\$126.00	Per Application
Application for Filming on Public Lands	\$60.00	\$0.00	\$60.00	Per Application
Access of Reserve for Private Works – Performance Bond	\$2,000.00	\$0.00	\$2,000.00	Per Application
Electrical Call Out Fee			At Cost	Per Hour

Stadiums**Port Macquarie Indoor Stadium****Stadium Hire Costs****Monthly Ticket**

Badminton N/A	\$24.09	\$2.41	\$26.50	Each
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Casual Play

Basketball, Volleyball, Futsal, Netball, Other	\$3.18	\$0.32	\$3.50	Each / Per Hour
Badminton	\$7.73	\$0.77	\$8.50	Each / Per Hour
Badminton – Seniors	\$7.73	\$0.77	\$8.50	Each / Per Hour

Equipment Hire

Balls & Racquets	\$2.73	\$0.27	\$3.00	Each
Shuttles	\$1.82	\$0.18	\$2.00	Each

Court Hire**Local Clubs and Associations Peak Time**

Badminton	\$20.00	\$2.00	\$22.00	Per Hour
Basketball, Volleyball, Soccer (Indoor), Netball	\$43.64	\$4.36	\$48.00	Per Hour

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Local Clubs and Associations Off Peak Times

Badminton	\$19.55	\$1.95	\$21.50	Per Hour
Basketball, Volleyball, Soccer (Indoor), Netball	\$33.64	\$3.36	\$37.00	Per Hour

Other Groups

Badminton	\$24.09	\$2.41	\$26.50	Per Hour
Basketball, Volleyball, Soccer (Indoor), Netball	\$48.18	\$4.82	\$53.00	Per Hour

*Hire of Stadium**Cleaning*

Extra Cleaning	\$29.09	\$2.91	\$32.00	Per Hour
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Inclusive

6 Courts	\$3,118.18	\$311.82	\$3,430.00	Per Day
3 Courts	\$1,736.36	\$173.64	\$1,910.00	Per Day

Restricted

6 Courts	\$290.91	\$29.09	\$320.00	Per Hour
3 Courts	\$154.55	\$15.45	\$170.00	Per Hour

Schools

Supervision Required	\$5.00	\$0.50	\$5.50	Each
Supervision NOT Required	\$4.09	\$0.41	\$4.50	Each

School Holiday Program

8.30am to 12.30pm	\$19.09	\$1.91	\$21.00	Per Half Day
8.30am to 5pm – Including morning tea	\$29.09	\$2.91	\$32.00	Per Session

After School Care

Per 12 children

On Site	\$57.73	\$5.77	\$63.50	Per Hour
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Multi Sport Competition

Nomination	\$145.45	\$14.55	\$160.00	Per Team
18 Weeks				

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Multi Sport Competition [continued]

Plus Weekly Game Fee	\$52.73	\$5.27	\$58.00	Per Team
18 Weeks				

Volleyball Competition

Nomination	\$96.36	\$9.64	\$106.00	Per Team
Plus Weekly Game Fee	\$43.18	\$4.32	\$47.50	Per Team

Ultimate Disc Competition

Nomination	\$96.36	\$9.64	\$106.00	Per Team
plus Weekly Game Fee	\$43.18	\$4.32	\$47.50	Per Team

Mixed Netball/Fast 5 Competition

Nomination	\$38.64	\$3.86	\$42.50	Per Team
18 Weeks				
plus Weekly Game Fee	\$38.64	\$3.86	\$42.50	Per Team
18 Weeks				

Birthday Parties

Supervised 2 hour booking	\$145.45	\$14.55	\$160.00	Per 2 hour booking
Up to 20 children				
Unsupervised (private) 2 hours	\$96.36	\$9.64	\$106.00	Per 2 hour booking
Up to 20 children				

Meeting Rooms

Room 1	\$24.09	\$2.41	\$26.50	Per Hour
Room 2	\$14.55	\$1.45	\$16.00	Per Hour

Port Macquarie Regional Sports Stadium

Special Event / Social	10% gate takings			
Charity (on application)	\$81.82	\$8.18	\$90.00	Per Day
Junior Sporting Groups	\$118.18	\$11.82	\$130.00	Per Use
Hastings League	\$118.18	\$11.82	\$130.00	Per Use
Group 2 / 3 Rugby League	\$227.27	\$22.73	\$250.00	Per Use
Casual Users	\$427.27	\$42.73	\$470.00	Per Day
Lighting	\$37.27	\$3.73	\$41.00	Per Hour

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Refundable Bonds and Deposits

Cleaning			\$500-\$5,000	Each
Ground damage			\$2,000 - \$6,000 Determined according to event	Each
Property Loss			\$500-\$5,000	Each
Removal of rubbish			\$500-\$5,000	Each
Structural damage			\$500-\$5,000	Each
Regular users – Annual Bond	\$700.00	\$0.00	\$700.00	Each
Regular users – Key Deposits	\$67.00	\$0.00	\$67.00	Each
Regular users – Schools/Charity	\$28.00	\$0.00	\$28.00	Each
Refund Subject to Application				
Council reserves the right to deduct all cleaning costs				

Wauchope Indoor Stadium**Main Stadium (all courts)**

Commercial, private or other	\$44.55	\$4.45	\$49.00	Per Hour
Not for profit, sporting groups, community groups	\$22.73	\$2.27	\$25.00	Per Hour

Downstairs Studio

Commercial, private or other	\$15.00	\$1.50	\$16.50	Per Hour
Not for profit, sporting groups, community groups	\$7.55	\$0.75	\$8.30	Per Hour

Upstairs Studio

Commercial, private or other	\$0.00	\$0.00	\$0.00	Per Hour
Not for profit, sporting groups, community groups	\$0.00	\$0.00	\$0.00	Per Hour

Whole Stadium**Non sporting**

Per Hour	\$104.55	\$10.45	\$115.00	Per Hour
Per Day	\$809.09	\$80.91	\$890.00	Per Day

Refundable Bonds and Deposits

Performance Bond			\$2,000 minimum determined according to event	Per Event
Cleaning			\$500-\$5,000	Each
Regular users – Key Deposits	\$69.00	\$0.00	\$69.00	Each

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Swimming Pools**Kendall, Laurieton and Wauchope**

Spectator Admission	\$1.55	\$0.15	\$1.70	Each
General Admission	\$4.09	\$0.41	\$4.50	Each
Concession Admission	\$3.64	\$0.36	\$4.00	Each
Book of 20 Tickets	\$70.00	\$7.00	\$77.00	Each
Book of 50 Tickets	\$151.36	\$15.14	\$166.50	Each
School Groups	\$3.73	\$0.37	\$4.10	Per Person
Teachers and carers free. No lane hire				
School Carnivals	\$4.09	\$0.41	\$4.50	Per Person
Teachers and carers free. No lane hire				
Daycare and Disability Groups	\$4.09	\$0.41	\$4.50	Per Person
Carers free. No lane hire				
Swim Club	\$4.09	\$0.41	\$4.50	Per Person
No Lane Hire Fees				
Lane Hire	\$29.09	\$2.91	\$32.00	Per Hour/per 50 metres of lane space
Per 50 Metres of Lane Space - Per Hour				

Port Macquarie

Spectator Admission	\$1.55	\$0.15	\$1.70	Each
General Admission	\$4.55	\$0.45	\$5.00	Each
Concession Admission	\$4.09	\$0.41	\$4.50	Each
Book of 20 Tickets	\$76.36	\$7.64	\$84.00	Each
Book of 50 Tickets	\$177.27	\$17.73	\$195.00	Each
School Groups	\$4.18	\$0.42	\$4.60	Per Person
Teachers and carer free. No lane hire				
School Carnivals	\$4.55	\$0.45	\$5.00	Per Person
Teachers and carers free. No lane hire				
Daycare and Disability Groups	\$4.55	\$0.45	\$5.00	Per Person
Carers Free. No lane hire				

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Name	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Unit
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Port Macquarie [continued]

Swim Club	\$4.55	\$0.45	\$5.00	Per Person
No lane hire fees				
Masters Swim Club	\$5.73	\$0.57	\$6.30	Per Person
Out of hours. No lane hire fees.				
Lane Hire – 1x lane of 50m pool	\$29.09	\$2.91	\$32.00	Per Hour/per 50 metres of lane space
Per hour, per 50 metres of lane space				

Cemeteries**Port Macquarie Hastings Cemeteries**

Refer to Appendix 11

Inurnment of Ashes

Wall Niche Inurnment	\$1,278.18	\$127.82	\$1,406.00	Each
Wall Niche Reservation	\$743.64	\$74.36	\$818.00	Each
Plaques for above	\$533.64	\$53.36	\$587.00	Each

Extras

Family Ash Placement by Appointment		Price on Application		Each
Surcharge for Grave Digging		Price on Application		Each
Applies to requests outside of normal working hours for religious reasons				
Administration Fee – Transferring Rights of Burial	\$134.00	\$0.00	\$134.00	Each
Ash Removal and Packaging	\$187.27	\$18.73	\$206.00	Each
Late Fee	\$150.00	\$15.00	\$165.00	Each
Applies to services which cannot be completed within normal business hours (9am to 3pm Monday to Friday)				
Application for Exhumation	\$2,965.45	\$296.55	\$3,262.00	Each
Saturday Surcharge	\$446.36	\$44.64	\$491.00	Each

Burial**All General Cemeteries**

Port Macquarie General Digging Fee	\$1,812.73	\$181.27	\$1,994.00	Each
Grave Digging Fee	\$1,375.45	\$137.55	\$1,513.00	Each
Grave Digging Fee – Child up to 12 years	\$907.27	\$90.73	\$998.00	Each

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Name	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Unit
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All General Cemeteries [continued]

Open General Cemeteries – Site only or Reservation Fee	\$2,219.09	\$221.91	\$2,441.00	Each
Open General Cemeteries – Site only (Child up to 12 years)	\$791.82	\$79.18	\$871.00	Each
Single Headstone Application	\$122.00	\$0.00	\$122.00	Each
Double Headstone Application	\$178.50	\$0.00	\$178.50	per application

Ash Replacement*All General Cemeteries*

Placement fee per lot of ash in an occupied gravesite (up to 4) – Open cemeteries	\$591.82	\$59.18	\$651.00	Each
Placement of ash in a gravesite (up to 4)				
Placement fee per lot of ash in an occupied gravesite (up to 4) – Closed cemeteries	\$591.82	\$59.18	\$651.00	Each
New Site – Right of Burial Site Fee	\$2,219.09	\$221.91	\$2,441.00	Each

Communications**CBD Flags**

CBD Flags – Installation (42 Flags)	\$1,090.91	\$109.09	\$1,200.00	Per Installation
CBD Flags – Installation (21 Flags)	\$545.45	\$54.55	\$600.00	Per Installation

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Your Natural & Built Environment

Development Assessment

Approvals under Environmental Planning and Assessment Act (EP&A Act)

Subdivision Works Certificate

Subdivision and Infrastructure Works

Works Certificate (Infrastructure) Application – Dual Occupancy (Torrens or Strata)	\$276.36	\$27.64	\$304.00	Each
Base Administration Fee - applicable to ALL applications with construction of public infrastructure works and/or subdivision works (includes AUSPEC admin & maintenance)				
Includes Roads Act (s138) application when works application works are on existing public roads				
Works Certificate (Infrastructure) Application, Building Related or Subdivision Works With No New Public Roads	\$276.36	\$27.64	\$304.00	Each
Base Administration Fee - applicable to ALL applications with construction of public infrastructure works and/or subdivision works without the creation of new public roads (includes AUSPEC admin & maintenance)				
Works Certificate (Infrastructure) Application, Subdivision Works with New Public Roads	\$276.36	\$27.64	\$304.00	Each
Base Administration Fee - applicable to ALL applications with construction of public infrastructure works and / or subdivision works with the creation of new public roads (includes AUSPEC admin & maintenance)				
Includes Roads Act (s138) application when works in application are on existing public roads				
Works Certificate (Infrastructure) Application Amendments	\$116.36	\$11.64	\$128.00	Each
Base administration fee for additional amendment				
First amendment included in initial application				
Engineering Review Fees – Dual Occupancy (Torrens)	\$738.18	\$73.82	\$812.00	Each
Engineering review fees for dual occupancy Works Certificate (Infrastructure) applications				
Engineering Review Fees – Dual Occupancy (Strata)	\$492.73	\$49.27	\$542.00	Each
Engineering review fees for dual occupancy Works Certificate (Infrastructure) applications				
Engineering Review Fees – Minor Works	\$247.27	\$24.73	\$272.00	Review Area
Engineering review fees for Works Certificate (Infrastructure) applications with minor works and no new public roads				
Minimum fee \$405				
Engineering Review Fees – Major Works	\$352.73	\$35.27	\$388.00	Review Area
Engineering review fees for Works Certificate (Infrastructure) applications with major works and no new public roads				
Minimum fee \$623				
Engineering Review Fees – Subdivision Development (with new public roads)	\$261.82	\$26.18	\$288.00	Per Lot
Engineering review fees for Works Certificate (Infrastructure) applications, Subdivision Works with New Public Roads				
Minimum Fee \$668				

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Name	Year 20/21 Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Unit
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Subdivision Works Certificate [continued]

Engineering Review Fees – Amendments	\$53.64	\$5.36	\$59.00	Review Area
Engineering review fees for additional amendments, excludes first amendment				
Minimum fee \$94				
Development Inspection Fees – Dual Occupancy (Torrens)	\$358.18	\$35.82	\$394.00	Each
Development inspection fees for dual occupancy Works Certificate (Infrastructure) applications				
Development Inspection Fees – Dual Occupancy (Strata)	\$240.00	\$24.00	\$264.00	Each
Development inspection fees for dual occupancy certificate Works Certificate (Infrastructure) applications				
Development Inspection Fees – Minor Works	\$120.91	\$12.09	\$133.00	Review Area
Development inspection fees for Works Certificate (Infrastructure) applications with minor public infrastructure and subdivision works associated with building or subdivision development				
Minimum fee \$176				
Development Inspection Fees – Major Works	\$230.00	\$23.00	\$253.00	Review Area
Development inspection fees for Works Certificate (Infrastructure) applications with major public infrastructure and subdivision works associated with building or subdivision development				
Minimum fee \$353				
Subdivision Inspection Fee – Residential Roads	\$22.00	\$0.00	\$22.00	Per Metre
New roads (residential)				
Minimum fee \$399				
Subdivision Inspection Fee – Rural Roads	\$10.91	\$1.09	\$12.00	Per Metre
New roads (rural)				
Minimum fee \$399				
Subdivision Inspection Fee – Industrial Roads	\$24.55	\$2.45	\$27.00	Per Metre
New roads (industrial)				
Minimum fee \$399				
Subdivision Inspection Fee – Rural Residential Roads	\$18.18	\$1.82	\$20.00	Per Metre
New roads (rural residential)				
Minimum fee \$399				
Additional Inspection Fee	\$120.91	\$12.09	\$133.00	Per Hour
For infrastructure works associated with building developments (non refundable)				
Minimum 1 hour				
Works Certificate (Infrastructure) Modification – Minor Works	\$120.91	\$12.09	\$133.00	Review Area
Applicable to modify existing Works Certificate (Infrastructure) after approval. Base application fees also apply.				
Fees for engineering reviews associated with proposed changes				

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Name	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Unit
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Subdivision Works Certificate [continued]

Works Certificate (Infrastructure) Modification – Major Works	\$190.18	\$19.02	\$209.20	Review Area
Applicable to modify existing Works Certificate (Infrastructure) after approval. Base application fees also apply.				
Fees for engineering reviews associated with proposed changes				
Outstanding Works Bond Fees & Charges	See "Security Bond" section (below)			

Approvals under Roads Act 1993**Section 138 Application****Works, activities, events in, on and above a public road**

Single Residential Dwelling Driveway and Utility Connection Application (All Works on Public Road Reserve)	\$363.00	\$0.00	\$363.00	Each
Note: Upon Roads Act approval - vehicle crossings must be constructed by owners under their own arrangements. A licensed contractor listed with Council must be used with public liability insurance of \$20 million. Application must be submitted to/approved by Council (s138)				
Includes base administration fee and inspection				
Dual Occupancy without Subdivision (All works on Public Road Reserve)	\$304.00	\$0.00	\$304.00	Each
Note: Upon Roads Act approval - vehicle crossings must be constructed by owners under their own arrangements. A licensed contractor listed with Council must be used with public liability insurance of \$20 million. Application must be submitted to/approved by Council (s138)				
Does not include inspection and review fees				
Industrial Driveway Application (All works on Public Road Reserve)	\$304.00	\$0.00	\$304.00	Each
Note: Upon Roads Act approval - vehicle crossings must be constructed by owners under their own arrangements. A licensed contractor listed with Council must be used with public liability insurance of \$20 million. Application must be submitted to/approved by Council (s138)				
Does not include inspection and review fees				
Roads Act Application for Construction Works on Road Reserve (Section 138 Application)	\$304.00	\$0.00	\$304.00	Each
Base administration fee (applies to all Section 138 applications other than residential driveway applications)				
Roads Act Application Amendments	\$127.00	\$0.00	\$127.00	Each
Base administration fee for additional amendments after the first amendment				
First amendment included in initial application				
Engineering Review Fees – Dual Occupancy without Subdivision (All works on Public Road Reserve)	\$541.00	\$0.00	\$541.00	Each
Engineering review fees for Dual Occupancy without Subdivision applications				
Engineering Review Fees – Industrial Driveway (All works on Public Road Reserve)	\$542.00	\$0.00	\$542.00	Each
Engineering review fees for Industrial Driveway applications				

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Section 138 Application [continued]

Engineering Review Fees – Minor Works	\$272.00	\$0.00	\$272.00	Review Area
Engineering review fees for Roads Act applications with minor infrastructure works on public roads				
Minimum fee \$405				
Engineering Review Fees – Major Works	\$388.00	\$0.00	\$388.00	Review Area
Engineering review fees for Roads Act applications with major infrastructure works on public roads				
Minimum fee \$623				
Engineering Review Fees – Amendments	\$59.00	\$0.00	\$59.00	Review Area
Engineering review fees for additional amendments, excludes first amendment				
Minimum fee \$94				
Development Inspection Fees – Dual Occupancy without Subdivision (All works on Public Road Reserve)	\$265.00	\$0.00	\$265.00	Each
Development Inspection fees for Dual Occupancy without Subdivision applications				
Development Inspection Fees – Industrial Driveway (All works on Public Road Reserve)	\$265.00	\$0.00	\$265.00	Each
Development Inspection fees for Industrial Driveway				
Development Inspection Fees – Minor Works	\$133.00	\$0.00	\$133.00	Review Area
Development inspection fees for Roads Act applications with minor infrastructure and road works on public roads				
Minimum fee \$176				
Development Inspection Fees – Major Works	\$253.00	\$0.00	\$253.00	Review Area
Development inspection fees for Roads Act applications with major infrastructure and road works on public roads				
Minimum fee \$353				
Additional Inspection Fee	\$133.00	\$0.00	\$133.00	Per Hour
For infrastructure works associated with building developments (non refundable)				
Minimum 1 hour				
Roads Act Approval Modification – Minor Works	\$134.00	\$0.00	\$134.00	Review Area
Applicable to modify existing Roads Act after approval. Base administration fees also apply.				
Fees for engineering reviews associated with proposed changes				
Roads Act Approval Modification – Major Works	\$191.00	\$0.00	\$191.00	Review Area
Applicable to modify existing Roads Act after approval. Base administration fees also apply.				
Fees for engineering reviews associated with proposed changes				
Outstanding Works Bond Fees & Charges	See "Security Bond" section (below)			

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Security Bonds

Application for Temporary Occupation of Footways and Road Reserve for Hoardings and/or Work Zones – CBD or Shopping Precinct	\$100,000.00	\$0.00	\$100,000.00	
Security bond for infrastructure damage associated with building developments. Refundable upon leased area being left to Council satisfaction upon completion of development.				
This bond not required if applicant has submitted security for damage to infrastructure. Maximum \$100,000 bond for minor developments to be determined on merit by Council.				
Application for Temporary Occupation of Footways and Road Reserve for Hoardings and/or Work Zones – Other (Not CBD or Shopping Precinct)	\$50,000.00	\$0.00	\$50,000.00	
Security bond for infrastructure damage associated with building developments. Refundable upon leased area being left to Council satisfaction upon completion of development.				
This bond not required if applicant has submitted security for damage to infrastructure. Maximum \$50,000 bond for minor developments to be determined on merit by Council.				

Development Application Fees**Application Fees**

Application Fees (All)	As per statutory scale of fees	Estimate
EP&A Regulation 2000 refer cl 246B		

Advertising

Where advertising under ss.79 or 79A is compulsory

Designated Development	\$2,220.00	\$0.00	\$2,220.00	Each
EP&A Regulation 2000 CI 252 (maximum charge)				
This fee is in addition to the application fee mentioned above and unexpended fees will be refunded after determination of application				
Where Notification is Required by Council Policy	\$165.00	\$0.00	\$165.00	Each
Letters to adjoining & adjacent owners. EP&A Regulation cl 252 maximum fee \$1,105				
Where Notification and Advertising is Required by Council Policy – Advertising in Local Paper	\$471.00	\$0.00	\$471.00	Each
EP&A Regulation cl 252 maximum fee \$1,105				

Lodgement Fees

Electronic Lodgement	\$15.00	\$0.00	\$15.00	Each
Form and supporting documents provided in PDF as un-protected files				
Paper Lodgement	\$165.00	\$0.00	\$165.00	Each
Scanning and archive costs for applications lodged in paper only				

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Archive Fee

Electronic Application	\$42.00	\$0.00	\$42.00	Each
All documents submitted in PDF as un-protected files				
Paper Application	\$190.00	\$0.00	\$190.00	Each
Scanning and archive costs for paper based applications				

Review of Determination of DA

Review of Determination of DA	As per statutory scale of fees	Estimate
EP&A Regulation 2000 cl 257		

Modification of DA or Consent

Correction to Minor Error, Misdescription or Miscalculation	As per statutory scale of fees in EP&A Regulation			Each
Modification Involving Minimal Environmental Impact	As per statutory scale of fees in EP&A Regulation			Estimate
Other Modifications	As per statutory scale of fees in EP&A Regulation			Estimate

Integrated Development

Processing Fee for Council	As per statutory scale of fees in EP&A Regulation			Each
For Each Relevant Authority (Separate Cheque Forwarded by Council)	As per statutory scale of fees in EP&A Regulation			Each Authority

When Concurrence is Required

Processing Fee for Council	As per statutory scale of fees in EP&A Regulation			Each
For Each Relevant Authority (Separate Cheque Forwarded by Council)	As per statutory scale of fees in EP&A Regulation			Each Authority

Approvals under Environmental Planning Assessment Act (EP&A Act)**Subdivision Works Certificate – Earthworks & Clearing ONLY – Application Fee**

Base administration fee (applicable to ALL applications)	\$426.36	\$42.64	\$469.00	Each
Add engineering plan checking fees for Value of Work (VOW)				

Subdivision Works Certificate – Earthworks & Clearing ONLY – Engineering Plan Checking

VOW up to \$10,000	\$334.55	\$33.45	\$368.00	Each
VOW \$10,001 – \$20,000	\$471.82	\$47.18	\$519.00	Each

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Subdivision Works Certificate – Earthworks & Clearing ONLY – Engineering Plan Checking
[continued]

VOW \$20,001 – \$50,000	\$645.45	\$64.55	\$710.00	Each
VOW \$50,001 – \$100,000	\$1,283.64	\$128.36	\$1,412.00	Each
VOW \$100,001 – \$150,000	\$1,540.00	\$154.00	\$1,694.00	Each
VOW \$150,001 – \$300,000	\$2,070.91	\$207.09	\$2,278.00	Each
VOW \$300,001 – \$800,000 PLUS per \$1,000 above \$800,000 fee (as below)	\$2,871.82	\$287.18	\$3,159.00	Each
Per \$1,000 above \$800,000 fee	\$5.45	\$0.55	\$6.00	Each

Compliance Certificates for Subdivision Works

Compliance Certificate Application – Subdivision Development	\$304.00	\$0.00	\$304.00	Each
Application to provide concurrence from relevant authorities or Council sections for construction of new assets.				
This application does not permit construction of infrastructure. A separate Construction Certificate for subdivision works or Construction Certificate (Infrastructure) required to permit construction. Note: all subdivision inspection fees still apply.				
General Review – Subdivision Development	\$59.00	\$0.00	\$59.00	Per Lot
Compliance Certificate review fees for one Council review area (i.e landscaping)				
Minimum Fee \$134				
Water Authority Review – Subdivision Development	\$116.00	\$0.00	\$116.00	Per Lot
Water Authority Compliance Certificate Review Fees				
Minimum Fee \$269				

Refunds

Development Applications & Construction Certificates

Cancelled / Withdrawn After 7 days With No Assessment by Council Officer (Minimum)	\$58.18	\$5.82	\$64.00	Each
Administration fee and PCA component deducted				
All Other Cases Where No Work Has Commenced	No Charge			Each
DA's				
Cancelled / Withdrawn within 48 Hours – CC's (Infrastructure), S138, Subdivision Certificate Fees and Bonds	Administration fee deducted			Each

Security Bonds

Bond Administration

Bond Administration Fee	\$279.00	\$0.00	\$279.00	Each
Base Administration Fee (applicable to ALL bonds)				
Non Refundable				

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Outstanding Works Bonds

Bond is security for completion of engineering works on public roads or infrastructure to be paid prior to approval

Outstanding Works Bond (Single Dwelling) – Complex Applications	\$2,000.00	\$0.00	\$2,000.00	Each
Applies to complex residential dwelling applications based upon Council discretion. Bond refundable.				
Outstanding Works Bond (Dual Occupancy)	\$5,000.00	\$0.00	\$5,000.00	Each
Applies to 2 dwellings or units ONLY. Bond refundable.				
Outstanding Works Bond (Industrial Driveway)	\$8,000.00	\$0.00	\$8,000.00	Each
Bond is security for completion of engineering works on public roads or infrastructure to be paid prior to approval				
Applies to industrial driveway applications.				
Outstanding Works Bond (General)	Calculation can be used for any case based upon 130% contract cost inclusive of GST. Bond refundable.			Contract Cost

Defects Liability Bonds

Bond is security for new Council assets prior acceptance into a defects liability period

Defects Liability Bond (Dual Occupancy)	\$2,000.00	\$0.00	\$2,000.00	Each
Bond applies to dual-occupancy Torrens Title subdivisions				
Defects Liability Bond (General)	Calculation can be used for any case based upon 10% assets to be dedicated to Council. Bond refundable.			Asset Value

Protection of Public Infrastructure Bonds

Security deposit for damage to public infrastructure. Minimum \$10,000 (minor building works) minimum \$100,000 (major building works and CBD development). Refundable upon completion of development to Council satisfaction.

Security Bond for Infrastructure Works and Infrastructure Damage Associated with Building Developments	Calculate	Each
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Tree Preservation Bonds

Council can require lodgement at subdivision (or construction) certificate stage of a deposit to secure retention of trees on public land subject to application

Refundable where Council satisfied of no loss

Tree Preservation Bond – Specific Species (Any Development)	\$11,956.00	\$0.00	\$11,956.00	Per Tree
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Council Accreditation Charges

Authorised Contractors Annual Registration Fee	\$166.00	\$0.00	\$166.00	Each
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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Subdivisions**Subdivision Certificates (Torrens)**

Application for Subdivision Certificate (Torrens)	\$232.00	\$0.00	\$232.00	Per Lot
Base Administration Fee				
Minimum fee \$444 (includes consolidation)				
Resubmitted Linen Plan	25% of original fee or \$255 whichever is lesser			Estimate
Application Fee for Council to Release, Vary or Modify Real Property Documents	\$207.00	\$0.00	\$207.00	Each
Under General Manager delegation (s377 Local Govt Act)				
Modification of real property instruments				
Application Fee for Council to Release, Vary or Modify Real Property Documents	\$412.00	\$0.00	\$412.00	Each
Under Council seal following report to Council				
Modification of real property instruments				
Re-signing of Subdivision Plans/Post Cadastral Correction	\$207.00	\$0.00	\$207.00	Each
Endorsement of Plans (For Example: S88B Instruments, Transfers, etc) – Council's Legal Costs are in Addition to This Fee	\$207.00	\$0.00	\$207.00	Each
Lighting – Non Standard – "Prestige"		Levy - see Policy R5		Each

Subdivision Certificates (Torrens) and Occupation Certificates (Strata)

Work as Executed – Strata and Torrens Title	\$646.00	\$0.00	\$646.00	Each
Submission of wax detail NOT in CAD format - minor subdivision works only - up to 3 lots and any building development works				

Search Fee – Miscellaneous

Minimum 1 hour	\$62.00	\$0.00	\$62.00	Per Hour
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Aus-spec #1

Refer Appendix 1

Construction Specification

Design specifications one off hard copy	\$286.00	\$0.00	\$286.00	Per Set
Construction specifications one off hard copy	\$353.00	\$0.00	\$353.00	Per Set
Hard copy individual specifications	\$31.00	\$0.00	\$31.00	Each

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Certificates***Environmental Planning & Assessment Act 1979***

Section 10.7(2) Planning Certificate	\$53.00	\$0.00	\$53.00	Each
Fixed by EPA Reg 2000 cl 259				
Section 10.7(5) Planning Certificate	\$80.00	\$0.00	\$80.00	Each
Maximum under EPA Reg 2000 cl 259				
Expedition Charge (24 Hr Response)	\$110.00	\$0.00	\$110.00	Each
Section 6.26 Building Certificate	As per statutory scale of fees			Each
Refer EPA Reg 2000 cl 260-261				

Strata Certificate

Strata Certificate	\$153.64	\$15.36	\$169.00	Per Lot
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Bushfire Attack Level

Bushfire Attack Level (BAL) Certificate	\$346.36	\$34.64	\$381.00	Each
Bushfire Attack Level (BAL) Certificate Associated With Complying Development Certificate Lodged With PMHC	\$198.18	\$19.82	\$218.00	Each

Conveyancing Act 1919 No. 6

Section 88G Certificate	As per statutory scale of fees			Per Lot
Inspection of Land Required	As per statutory scale of fees			Per Lot

Plan Copy Charges

Refer Appendix 1

A3 & A4 Plans	\$4.10	\$0.00	\$4.10	Per Sheet
A2 Sheet	\$13.00	\$0.00	\$13.00	Per Sheet
A1 Sheet	\$15.00	\$0.00	\$15.00	Per Sheet
A0 Sheet	\$19.00	\$0.00	\$19.00	Per Sheet
Over Size (Sewer Plans)	\$21.00	\$0.00	\$21.00	Per Sheet
Or per Lineal Metre	\$17.00	\$0.00	\$17.00	Per L/Mtr

Development Records

Copy of Building Certificate	As per statutory scale of fees			Each
EPA Regulation 261				
Written Report on Dwelling Entitlement or Zoning Matter	\$173.00	\$0.00	\$173.00	Each
Plus \$80.00 inspection fee if required				

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Development Records [continued]

Urgent (Response in 5 Days) – Written Report on Dwelling Entitlement or Zoning Matter	\$288.00	\$0.00	\$288.00	Each
Copy of Application Documents (i.e. Consent, Plan, Submission or Supporting Report)	\$43.00	\$0.00	\$43.00	Each
Before making a request check www.pmhc.nsw.gov.au/applicationtracker - what you need may already be available free. Any documents requested will be emailed. Searches for some historic records are more involved and additional fees may apply; we will discuss this with you.				

Waste Management

Under section 88 of the *Protection of the Environment Operations Act 1997* (POEO Act), Council is required to pay the Waste & Environment Levy. This levy is considered when setting the fees and charges for waste management services.

Interest Rate**Interest Rate on overdue rates & charges**

As per the rate determined by the NSW Office of Local Government

Domestic Waste Management Services	7.50%
Other Waste Management Services	7.50%

Domestic Waste Management Services**Annual Charge**

Minimiser service – 140 Litre fortnightly general waste	\$402.00	\$0.00	\$402.00	Per Annum
Standard service – 240 Litre fortnightly general waste	\$459.00	\$0.00	\$459.00	Per Annum
Excess service – 240 Litre weekly general waste	\$678.00	\$0.00	\$678.00	Per Annum
Half minimiser service – 140 Litre fortnightly general waste	\$225.00	\$0.00	\$225.00	Per Annum
Multi-unit dwellings only				
Half standard service – 240 Litre fortnightly general waste (Shared)	\$252.00	\$0.00	\$252.00	Per Annum
Multi-unit dwellings only				
Half excess service – 240 Litre weekly general waste (Shared)	\$363.00	\$0.00	\$363.00	Per Annum
Multi-unit dwellings only				
On application only special weekly service – 140 Litre weekly general waste	\$567.00	\$0.00	\$567.00	Per Annum
Half special weekly service (shared)	\$308.00	\$0.00	\$308.00	Per Annum
Multi-unit dwellings only				

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Annual Charge [continued]

Additional weekly garbage service – 240 Litre general waste	\$356.00	\$0.00	\$356.00	Per Annum
Additional weekly garbage service – 140 Litre general waste	\$271.00	\$0.00	\$271.00	Per Annum
Multi-unit dwellings only				
Additional organics service – 240 Litre weekly	\$98.00	\$0.00	\$98.00	Per Annum
Additional recycling service – 240 Litre fortnightly	\$67.00	\$0.00	\$67.00	Per Annum
Minimum Waste Charge – Single Dwelling	\$402.00	\$0.00	\$402.00	Per Annum
Availability charge on vacant land	\$79.00	\$0.00	\$79.00	Per Annum
Availability charge on land not receiving full charge	\$143.00	\$0.00	\$143.00	Per Annum
Multi-unit dwellings only				

Other Waste Management Services**Annual Charge**

Waste Management Access Charge	\$31.00	\$0.00	\$31.00	Per Annum
Commercial weekly service – 140 Litre general waste	\$567.00	\$0.00	\$567.00	Per Annum
Commercial excess service – 240 Litre weekly general waste	\$678.00	\$0.00	\$678.00	Per Annum
Commercial half weekly service – 140 Litre general waste (Shared)	\$308.00	\$0.00	\$308.00	Per Annum
Commercial half excess service – 240 Litre weekly general waste (Shared)	\$363.00	\$0.00	\$363.00	Per Annum
Commercial additional weekly garbage service – 240 Litre general waste	\$356.00	\$0.00	\$356.00	Per Annum
Commercial additional weekly garbage service – 140 Litre general waste	\$271.00	\$0.00	\$271.00	Per Annum
Commercial additional organics service – 240 Litre weekly	\$98.00	\$0.00	\$98.00	Per Annum
Commercial additional recycling service – 240 Litre fortnightly	\$67.00	\$0.00	\$67.00	Per Annum
Commercial availability charge on land not receiving full charge	\$79.00	\$0.00	\$79.00	Per Annum
Business Properties				
Availability charge on vacant land	\$79.00	\$0.00	\$79.00	Per Annum
Business Properties				

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Other Services

On Request Kerbside Collection	\$38.00	\$0.00	\$38.00	Per Service
Replacement Bin	\$58.00	\$0.00	\$58.00	Per Unit
Supply of Bins – New Service	\$146.00	\$0.00	\$146.00	Per Service
Stolen Bin – First Replacement Only			No Charge	Per Unit
Stolen Bin – Subsequent Replacements	\$58.00	\$0.00	\$58.00	Per Unit
Bin Size Adjustment Fee	\$58.00	\$0.00	\$58.00	Per Unit
Red or yellow bin				
Bin Reinstatement Fee	\$58.00	\$0.00	\$58.00	Per Unit
Charge for replacement of organic/recycle bin, due to suspended service				
Collection of Missed Service	\$15.00	\$0.00	\$15.00	Per Unit
Weighbridge Ticket	\$50.91	\$5.09	\$56.00	Each
Waste Administration Fee (Unpaid Waste Fees)	\$20.00	\$2.00	\$22.00	Each

Waste Depot Charges**Cairncross Waste Depot****General Waste****Calculated by Nett Weight**

Transfer Station Waste	\$218.18	\$21.82	\$240.00	Per Tonne
Minimum Charge - \$10				
All Mattresses or Mattress Bases	\$25.45	\$2.55	\$28.00	Each
Building Waste (Land Fill)	\$218.18	\$21.82	\$240.00	Per Tonne
Includes contaminated soil classified as general solid waste				
Asbestos	\$338.18	\$33.82	\$372.00	Per Tonne
Mixed Solid Waste	\$218.18	\$21.82	\$240.00	Per Tonne
Clean fill / VENM	\$100.00	\$10.00	\$110.00	Per Tonne
Bricks / Concrete	\$27.27	\$2.73	\$30.00	Per Tonne
Green / Wood Waste	\$59.09	\$5.91	\$65.00	Per Tonne
Includes lawn clippings, garden waste, branches & leaves, trees & tree loppings & untreated timber				
Special Wastes		By Negotiation		
Subject to the nature of the material & ability to receive				
Recyclable materials		No Charge		
Clean glass, paper cardboard, oil in drop-off area				
Metal & White goods		No Charge		
Clean and Separated				

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Tyres

Motorcycle	\$2.73	\$0.27	\$3.00	Each
Car	\$3.64	\$0.36	\$4.00	Each
Car on rim	\$9.09	\$0.91	\$10.00	Each
4x4	\$7.27	\$0.73	\$8.00	Each
Light Truck	\$7.27	\$0.73	\$8.00	Each
Light Truck/4x4 on rim	\$18.18	\$1.82	\$20.00	Each
Heavy Truck	\$16.36	\$1.64	\$18.00	Each
Heavy Truck on rim	\$31.82	\$3.18	\$35.00	Each
Super Singles	\$35.45	\$3.55	\$39.00	Each
Super Singles on rim	\$72.73	\$7.27	\$80.00	Each
Tractor – Small/Medium	\$40.00	\$4.00	\$44.00	Each
Tractor – Large	\$59.09	\$5.91	\$65.00	Each
Other (Tractor Earthmoving)		By Assessment		Each

Animals

Small Domestic	\$9.09	\$0.91	\$10.00	Each
Small Livestock (sheep, goat, calf, etc)	\$37.27	\$3.73	\$41.00	Each
Large Livestock (cattle, horses, etc)	\$60.00	\$6.00	\$66.00	Each

Port Macquarie Waste Depot**General Waste**

Transfer Station Waste	\$218.18	\$21.82	\$240.00	Per Tonne
Minimum Charge - \$10				
All Mattresses or Mattress Bases	\$25.45	\$2.55	\$28.00	Each
Green / Wood Waste	\$59.09	\$5.91	\$65.00	Per Tonne
Includes lawn clippings, garden waste, branches & leaves, trees & tree loppings & untreated timber				
Recyclable Materials		No Charge		
Clean glass, paper cardboard, oil in drop-off area				
Metal & White Goods		No Charge		
Clean and Separated				
Special Wastes		By Negotiation		
Subject to nature of the material & ability to receive				

Tyres

Motorcycle	\$2.73	\$0.27	\$3.00	Each
Car	\$3.64	\$0.36	\$4.00	Each
Car on rim	\$9.09	\$0.91	\$10.00	Each

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Name	Year 20/21		Fee (incl. GST)	Unit
	Fee (excl. GST)	GST		

Tyres [continued]

4x4	\$7.27	\$0.73	\$8.00	Each
Light Truck	\$7.27	\$0.73	\$8.00	Each
Light Truck/4x4 on rim	\$18.18	\$1.82	\$20.00	Each
Heavy Truck	\$16.36	\$1.64	\$18.00	Each
Heavy Truck on rim	\$31.82	\$3.18	\$35.00	Each
Super Singles	\$35.45	\$3.55	\$39.00	Each
Super Singles on rim	\$72.73	\$7.27	\$80.00	Each
Tractor – Small/Medium	\$40.00	\$4.00	\$44.00	Each
Tractor – Large	\$59.09	\$5.91	\$65.00	Each
Other (Tractor Earthmoving)	By Assessment			

Wauchope, Kew & Comboyne Waste Depots

Household Loads Only - Council's Waste Depot Attendants calculate charges per size of load at entry.

General Waste**Domestic**

Cars/Station Wagons	\$9.09	\$0.91	\$10.00	Per Load
Passenger Vans, Utilities, Small Trailers up to 8' x 5' size with no side extensions	\$16.36	\$1.64	\$18.00	Per Load
Large trailers and all trailers with side extensions, Vans & 1 Ton Utilities	\$27.27	\$2.73	\$30.00	Per Load

Commercial

Cars/Station Wagons	\$71.82	\$7.18	\$79.00	Each
Passenger Vans, Utilities, Small Trailers up to 8' x 5' size with no side extensions	\$71.82	\$7.18	\$79.00	Per Load

Greenwaste**Domestic**

Cars/Station Wagons	\$9.09	\$0.91	\$10.00	Per Load
Passenger Vans, Utilities, Small Trailers up to 8' x 5' size with no side extensions	\$14.55	\$1.45	\$16.00	Per Load
Large trailers and all trailers with side extensions, Vans & 1 Ton Utilities	\$25.45	\$2.55	\$28.00	Per Load

Commercial

Cars/Station Wagons	\$22.73	\$2.27	\$25.00	Each
Passenger Vans, Utilities, Small Trailers up to 8' x 5' with no side extensions	\$22.73	\$2.27	\$25.00	Per Load

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Tyres

Motorcycle	\$2.73	\$0.27	\$3.00	Each
Car	\$3.64	\$0.36	\$4.00	Each
Car on rim	\$9.09	\$0.91	\$10.00	Each
4x4	\$7.27	\$0.73	\$8.00	Each
Light Truck	\$7.27	\$0.73	\$8.00	Each
Light Truck/4x4 on rim	\$18.18	\$1.82	\$20.00	Each
Heavy Truck	\$16.36	\$1.64	\$18.00	Each
Heavy Truck on rim	\$31.82	\$3.18	\$35.00	Each
Super Singles	\$35.45	\$3.55	\$39.00	Each
Super Singles on rim	\$72.73	\$7.27	\$80.00	Each
Tractor – Small/Medium	\$40.00	\$4.00	\$44.00	Each
Tractor – Large	\$59.09	\$5.91	\$65.00	Each
Other (Tractor Earthmoving)		By Assessment		Each

Other Waste

All Mattresses	\$25.45	\$2.55	\$28.00	Each
Recyclable Materials			No Charge	Each
Clean glass, paper cardboard, oil in drop-off area				
Metals & White Goods			No Charge	Each
Clean and Separated				

All Waste Facilities**Other Waste****Domestic (> 20 lt or kg) and Commercial (any amount)**

Vehicle Batteries			No Charge	
Single Use Batteries			No Charge	
Rechargeable Batteries			No Charge	
Fluorescent Tubes and Lighting Fittings	\$0.45	\$0.05	\$0.50	
By Negotiation				
Smoke Detectors	\$0.91	\$0.09	\$1.00	
By Negotiation				
Paint	\$1.82	\$0.18	\$2.00	
By Negotiation				
Hazardous By-Catch Materials	\$5.45	\$0.55	\$6.00	
By Negotiation				
By-catch material includes Flammable liquid other than paint, Toxic, Oxidising agents, Corrosives - acids, Corrosives - alkalis; does not include radioactive substances				

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Waste Collection Service

Available 7 days per week Port Macquarie area; 6 days per week Wauchope/Camden Haven area

Commercial Premises – 240 Litre Mobile Bin – per bin	\$9.09	\$0.91	\$10.00	Each Service
Commercial Premises – 660 Litre Mobile Bin – per bin	\$30.00	\$3.00	\$33.00	Each Service

Asset Management**Geographical Information Systems**

Refer Appendix 1

Sale of Maps

Cost estimates provided based on 15 minute intervals

A0			Price on Application	Each
A1			Price on Application	Each
A2			Price on Application	Each
A3			Price on Application	Each
A4			Price on Application	Each
Map Customizing (Charged in 15 Minute Modules)	\$100.00	\$0.00	\$100.00	Per Hour
Applies to all map sizes Charged in 15 minute modules Minimum charge of \$25 applied to all maps				
Priority Charge	\$200.00	\$0.00	\$200.00	Per Hour
By quotation and based on an hourly rate - Request required within 2 working days of acceptance of quote by both parties				

ALS 2005 Height Data

ALS 2005 Height Data Extraction Costs	\$100.00	\$0.00	\$100.00	Per Hour
Minimum 1/2 hour				
ALS 2005 Data / Contours	\$130.00	\$0.00	\$130.00	Per 10 Ha
Minimum Area 10Ha up to 100Ha \$110/10Ha				
ALS 2005 Data / Contours		By quotation	Each	
Areas > 100Ha or 1km2				

All other Digital GIS Data

Digital Data	\$100.00	\$0.00	\$100.00	Per Hour
Extraction costs				

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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All other Digital GIS Data [continued]

Digital Data	Price on Application	Per Layer
Cost estimates provided based on 15 minute intervals		
Some data has restrictions on access		
Postage and Handling	Price on Application	Each
Media Sundries - Including postage materials and media eg. USB, CD, HD, etc		

Aerial Photography

Imagery extraction process	\$100.00	\$0.00	\$100.00	Per Hour
Minimum 1/2 hour				

Consultancy

Provision of specialised GIS services	\$270.00	\$0.00	\$270.00	Per Hour
Minimum 1 hour				

Compliance**Companion Animals Act****Registration Fees**

Under Companion Animals Regulation 2008 Cl.17

Desexed animal	As per statutory scale of fees from the Companion Animals Act	Each
Desexed animal – Eligible pensioner	As per statutory scale of fees from the Companion Animals Act	Each
Non – Desexed animal	As per statutory scale of fees from the Companion Animals Act	Each
Non – Desexed animal – Recognised Breeder	As per statutory scale of fees from the Companion Animals Act	Each
Release of dog/cat from Pound	\$62.00 \$0.00 \$62.00	Each
Plus maintenance		
Contact of dog/cat owner from registration service of notice	\$46.00 \$0.00 \$46.00	Each
Disposal of dog/cat surrendered to the pound by owner	\$87.00 \$0.00 \$87.00	Each
Hire of feral animal trap	\$14.55 \$1.45 \$16.00	Per Week
Hire of vermin traps	\$12.73 \$1.27 \$14.00	Per Week
Maintenance fee for dogs/cats	\$48.00 \$0.00 \$48.00	Per Day
Sale of doggy leash bags	\$4.55 \$0.45 \$5.00	
Sale of refill bags for doggy leash bags	\$0.91 \$0.09 \$1.00	

Name	Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Unit
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Impounding**Animals**

Sustenance Fee	\$48.00	\$0.00	\$48.00	Refer Comments
Per head, per day or part thereof				
Conveyance Fee	\$48.00	\$0.00	\$48.00	Each
Administration Fee (Plus Actual Cost)				
Conveyance Fee			At Cost	Estimate
Lost or Damaged Fee	\$48.00	\$0.00	\$48.00	Each
Administration Fee (Plus Actual Cost)				
Lost or Damaged Fee			At Cost	Estimate
Notice of Impounding – Administration Fee	\$43.00	\$0.00	\$43.00	Each
Impounding Fee	\$63.00	\$0.00	\$63.00	Each
Administration Fee (Plus Actual Cost)				
Impounding Fee			At Cost	Estimate
Actual Cost of Impounding Item				

Other Articles

Storage Fee	\$48.00	\$0.00	\$48.00	Refer Comments
Per article, per week or part thereof				
Conveyance Fee	\$48.00	\$0.00	\$48.00	Each
Administration Fee (Plus Actual Cost)				
Conveyance Fee			At Cost	Estimate
Lost or Damaged Fee	\$48.00	\$0.00	\$48.00	Each
Administration Fee (Plus Actual Cost)				
Lost or Damaged Fee			At Cost	Estimate
Notice of Impounding – Administration Fee	\$43.00	\$0.00	\$43.00	Each
Impounding Fee	\$63.00	\$0.00	\$63.00	Each
Administration Fee (Plus Actual Cost)				
Impounding and Recovery Fee			At Cost	Estimate
Actual Cost of Impounding and Recovering Item				

Approvals Under Section 68 Local Government Act

Refer also to Local Government (Approvals) Regulation 1999.

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Section 68

Approval for septic to sewer conversions for small town sewerage schemes	\$252.00	\$0.00	\$252.00	Each
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Part A – Structures or places of public entertainment

Notice of completion of a manufactured home, removable dwelling or associated structure on land – inspection fee.	\$183.60	\$0.00	\$183.60	Each
Notice of completion of a manufactured home, removable dwelling or associated structure on land – re-inspection fee.	\$110.00	\$0.00	\$110.00	Each
Application to install a manufactured home, removable dwelling on land or associated structure	\$102.00	\$0.00	\$102.00	Each

Part B – 2. Section 68 Application

Approval to undertake water supply, storm water and/or sewerage works associated with building construction works (Includes Completion Certificate) (i) Application not accompanied by verification certification.

Estimated cost of project

Up to \$15,000	\$236.00	\$0.00	\$236.00	Each
\$15,001 – \$50,000	\$471.00	\$0.00	\$471.00	Each
\$50,001 – \$200,000	\$619.00	\$0.00	\$619.00	Each
\$200,001 – \$500,000	\$1,109.00	\$0.00	\$1,109.00	Each
\$500,001 – \$1,000,000	\$1,636.00	\$0.00	\$1,636.00	Each
\$1,000,001 – \$5,000,000	\$4,232.00	\$0.00	\$4,232.00	Each
\$5,000,001 – \$10,000,000	\$6,746.00	\$0.00	\$6,746.00	Each
> \$10,000,001	\$8,803.00	\$0.00	\$8,803.00	Each

Other

Maximum water and stormwater fee for dwellings not on reticulated sewerage – on on-site sewage management fee still applicable where relevant	\$471.00	\$0.00	\$471.00	Each
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Part B – 2. Section 68 Application

Approval to undertake private storm water works only

Estimated cost of building work

Up to \$50,000	\$178.00	\$0.00	\$178.00	Each
\$50,000 – \$200,000	\$236.00	\$0.00	\$236.00	Each
> \$200,000	\$350.00	\$0.00	\$350.00	Each

Part B – 3. Section 68 Application

Approval to undertake water supply, storm water and/or sewerage works associated with subdivision

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Part B – 3. Section 68 Application [continued]

developments (Includes Completion Certificate) (i) Application not accompanied by verification certification.

Estimated cost of project

Up to \$50,000	\$689.00	\$0.00	\$689.00	Each
\$50,001 – \$100,000	\$881.00	\$0.00	\$881.00	Each
\$100,001 – \$150,000	\$1,146.00	\$0.00	\$1,146.00	Each
\$150,001 – \$200,000	\$1,409.00	\$0.00	\$1,409.00	Each
\$200,001 – \$500,000	\$2,461.00	\$0.00	\$2,461.00	Each
\$500,001 – \$1,000,000	\$3,317.00	\$0.00	\$3,317.00	Each
\$1,000,001 – \$5,000,000	\$4,232.00	\$0.00	\$4,232.00	Each
\$5,000,001 – \$10,000,000	\$6,746.00	\$0.00	\$6,746.00	Each
> \$10,000,000	\$8,803.00	\$0.00	\$8,803.00	Each

Part B – 8. Section 68 Application

Approval of the installation of a water meter

Meter size

Multiple services – sizes larger than 20mm		Actual cost plus \$150.00	Each	
New single 20mm service	\$498.00	\$0.00	\$498.00	Each

Part B – 10. Other Services Fees and Charges

Pre-Purchase Inspection – Onsite Sewage Management Facility: Domestic – Standard Service	\$280.00	\$0.00	\$280.00	Each
Includes approval to operate if sale proceeds				
Pre-Purchase Inspection – Onsite Sewage Management Facility: Domestic – Urgent Service	\$420.00	\$0.00	\$420.00	Each
Includes approval to operate if sale proceeds				
Pre-Purchase Inspection – Onsite Sewage Management Facility: Commercial / Industrial – Standard Service	\$428.00	\$0.00	\$428.00	Each
Includes approval to operate if sale proceeds				
Pre-Purchase Inspection – Onsite Sewage Management Facility: Commercial / Industrial – Urgent Service	\$628.00	\$0.00	\$628.00	Each
Includes approval to operate if sale proceeds				
Follow-Up Inspection – Onsite Sewage Management Facility: Domestic	\$150.00	\$0.00	\$150.00	Each
Follow-Up Inspection – Onsite Sewage Management Facility: Commercial / Industrial	\$175.00	\$0.00	\$175.00	Each
Written Report – Septic System Registration	\$50.00	\$0.00	\$50.00	Each
Septic to Sewer Conversion	\$276.00	\$0.00	\$276.00	Each
Consultancy / Advisory Services	\$119.00	\$0.00	\$119.00	Per Hour

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Part B – Section 68 Application – Manhole Adjustment

Engineering Review & Inspection Fees (Manhole Adjustment)	\$272.00	\$0.00	\$272.00	Each
Fee to be included with Section 68 (Local Government Act) applications if single residential dwelling requires manhole surface level adjustment				
Fees in addition to application fee and includes inspections				

Part C – Section 68 Approval**Approval to Install, Construct, Alter Sewage Management Facility**

Install, construct and operate a new sewage management facility (Domestic premises)	\$556.00	\$0.00	\$556.00	Each
Includes assessment, 3 x inspections, 1st approval to operate				
Alter an existing sewage management facility (Domestic premises)	\$270.00	\$0.00	\$270.00	Each
Amend or upgrade an existing approval for sewage management facility				
Includes reassessment and 1 extra inspection				
Operate sewage management facility (Domestic premises)	\$166.00	\$0.00	\$166.00	Each
Approval to operate a sewage management system including change of ownership and system upgrade or modification				
Includes assessment and 1 inspection				
Install, construct and operate a new sewage management facility (Commercial / Industrial premises)	\$779.00	\$0.00	\$779.00	Each
Includes assessment, 3 x inspections, 1st approval to operate				
Alter an existing sewage management facility (Commercial / Industrial premises)	\$390.00	\$0.00	\$390.00	Each
Amend or upgrade an existing approval for sewage management facility				
Includes reassessment and 1 extra inspection				
Operate sewage management facility (Commercial / industrial premises)	\$206.00	\$0.00	\$206.00	Each
Approval to operate a sewage management system including change of ownership and system upgrade or modification				
Includes assessment and 1 inspection				

Part D – Community Land

Application for an activity on public / community land	\$122.00	\$0.00	\$122.00	Each
Application for A-Frame Sign – 1 Year Licence	\$117.00	\$0.00	\$117.00	Each
Application for A-Frame Sign – 3 Year Licence	\$231.00	\$0.00	\$231.00	Each

Part E – Public Roads

Applications for approval	Refer to the following section of this document - Roads, Bridges and Transport - Section 138 Certificate (Works on Public Road)			
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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Part F – Other Activities

Register a caravan park or manufactured home estate – Minimum Fee PLUS per site	\$114.00	\$0.00	\$114.00	Each
Register a caravan park or manufactured home estate – Per site	\$7.00	\$0.00	\$7.00	Each
Amended application to register a Caravan Park or manufactured home estate – Minimum fee plus per amended/alterd site fee	\$124.00	\$0.00	\$124.00	Each
Amended application to register a Caravan Park or manufactured home estate– Per amended/alterd site – PLUS:	\$5.00	\$0.00	\$5.00	Each
Caravan Park – Annual Inspection	\$177.00	\$0.00	\$177.00	Each
Inspection of amusement devices	\$51.00	\$0.00	\$51.00	Each
Charitable/Non-Profit Organisations excluded				
Application to burn under POEO	\$150.00	\$0.00	\$150.00	Each
Application – other miscellaneous Section 68 activities	\$124.00	\$0.00	\$124.00	Each

Certification

PCA (where CC/CDC issued by private certifier) – All values	Quotation as per fee calculator			Each
PCA (where CC/CDC issued by private certifier) – Re-inspection fee / minimum inspection fee	Quotation as per fee calculator			Each
PCA Site Signage	Quotation as per fee calculator			Each
Certificate of Compliance – associated structure	\$158.18	\$15.82	\$174.00	Each
Certificate of Compliance – sewer connection per site	\$175.00	\$0.00	\$175.00	Each

Complying Development Certificate

Occupation Certificate	Quotation as per fee calculator			Each
All values	Quotation as per fee calculator - discounts available for online lodgement			Each
Amended applications	Quotation as per fee calculator			Each

Construction Certificate (Building)**Class 1 and 10**

All Values	Quotation as per fee calculator			Each
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Class 2 – 9

All Values	Quotation as per fee calculator			Each
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Applying to all Part 4A or complying development certificate

Lodgement Fee		Each
This is a statutory fee under S7.44 of the EP&A Regulation 2000 s263		

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Amended Construction Certificate

Minor Change	Quotation as per fee calculator	Each
Major Change – Original application fee < \$1,000	25% of applied fee	Each
Major Change – Original application fee > \$1,000	50% of applied fee	Each
Alternative solutions	See comments	Each
Fees as per Class 2 - 9 building plus cost for assessment of alternative solution		

Information Services

Advice to building professionals	\$156.36	\$15.64	\$172.00	Each
Advice regarding compliance with development conditions or construction requirements.				
BCA Advisory service / reports	As per fee schedule			Each

Refunds**Development Applications & Construction Certificates**

All other cases where no work has commenced	CC's (Building work) Compliance PCA & occupation certificate fees & any non engineering bonds			Each
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Building Certificates

Cancelled / withdrawn with no inspection	\$41.00	\$0.00	\$41.00	Each
Minimum administration fee deducted				
Cancelled / withdrawn prior to determination after inspection	No refund			Each

All other Environment Applications (Including S68)

Cancelled / withdrawn within 48 hours	\$68.00	\$0.00	\$68.00	Each
Administration fee deducted				
50% or \$62 - whichever is greater				
Cancelled / withdrawn prior to inspection	See comments			Each
Inspection fees to be refunded				
All other cases	No refund			Each
Information Services (Minimum)	\$14.00	\$0.00	\$14.00	Each

Food Businesses

Low Risk Premises	\$135.00	\$0.00	\$135.00	Each
Proprietor will be notified of risk assessment and methodology (determined by Council's adopted risk assessment methodology)				

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Food Businesses [continued]

Medium Risk Premises	\$201.00	\$0.00	\$201.00	Each
Proprietor will be notified of risk assessment and methodology (determined by Council's adopted risk assessment methodology)				
High Risk Premises	\$268.00	\$0.00	\$268.00	Each
Proprietor will be notified of risk assessment and methodology (determined by Council's adopted risk assessment methodology)				
Large Commercial Premises	\$390.00	\$0.00	\$390.00	Each
Reinspection	Charge is 50% of original inspection fee based upon the property risk rating (low, medium or high)			Each
Pre-Registration Fee	\$214.00	\$0.00	\$214.00	Each
Professional advice and progress inspections of new businesses				
Includes assessment and site inspections				
Pre-Purchase Inspection Report for Food Handling Business	\$324.00	\$0.00	\$324.00	Each
Written application and current owner consent				
Temporary Event Involving Food (1-3 days p.a maximum)	\$66.00	\$0.00	\$66.00	Per Event
Charities and non-profit organisations exempt unless certificate is required				
Temporary Event Food Premises (4-50 events p.a)	\$160.00	\$0.00	\$160.00	Per Calendar Year
Mobile Food Vending Vehicle – Annual Approval	\$231.00	\$0.00	\$231.00	Per Calendar Year
Registration of Food Handling Premises	\$66.00	\$0.00	\$66.00	Each
Notification cost per single food premise				
Refer Food Act 2003				
Food Improvement Notice Fee – Regulated	\$330.00	\$0.00	\$330.00	Each

Public Health

Businesses that have a public health impact e.g. skin penetration services, public and semi-public pools, regulated heating and cooling systems, brothels, barbers, beauty salons, etc.

Legionella Annual Administration Fee	\$100.00	\$0.00	\$100.00	each
Notification of Cooling Tower/Warm Water System	\$115.00	\$0.00	\$115.00	per notification
Pre-Purchase Public Health Inspection	\$338.00	\$0.00	\$338.00	Each
Written application and current owners consent				
Notification / Registration of Public Health Business	\$100.00	\$0.00	\$100.00	Each
A one-off fee for notification/registration of a business that has a public health impact				
Public Health Inspection: Reinspection			Calculate	Each
Charge is 50% of the original inspection fee plus the cost of relevant laboratory testing				
Improvement Notice: Regulated System	\$560.00	\$0.00	\$560.00	Each
Improvement Notice: Other	\$270.00	\$0.00	\$270.00	Each
Prohibition Order: Regulated System	\$560.00	\$0.00	\$560.00	Each

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Public Health [continued]

Prohibition Order: Other	\$270.00	\$0.00	\$270.00	Each
Prohibition Order: Reinspection	Statutory fee. Minimum charge is 1/2 hour. Maximum charge is 2 hours at \$250 per hour			Per Hour

Public Health Inspection

Proprietor will be notified of risk assessment and methodology.

Low Risk Premises	\$188.00	\$0.00	\$188.00	Each
Plus relevant laboratory testing costs				
Medium Risk Premises	\$250.00	\$0.00	\$250.00	Each
Plus relevant laboratory testing costs				
High Risk Premises	\$302.00	\$0.00	\$302.00	Each
Plus relevant laboratory testing costs				

Swimming Pools

Initial Inspection of Swimming Pool Barrier	\$227.27	\$22.73	\$250.00	per inspection
\$100 refunded if pool passes first inspection				
Subsequent Inspection of Swimming Pool Barrier	\$90.91	\$9.09	\$100.00	per inspection
Fee to Register a Swimming Pool	\$9.09	\$0.91	\$10.00	Each
Application for Exemption	\$250.00	\$0.00	\$250.00	Each

Fire Safety

Fire Safety Inspection – request by owner	\$225.45	\$22.55	\$248.00	Each
Minimum				
Annual Fire Safety Inspection	\$140.91	\$14.09	\$155.00	Per Hour
Preparation of fire safety report			Calculate	Each
Assessment of fire safety report – Minimum	\$90.91	\$9.09	\$100.00	Each
Assessment of fire safety report	\$90.91	\$9.09	\$100.00	Per Hour
Fire Safety Statement	\$72.73	\$7.27	\$80.00	Each
Refer EPA Reg 2000 - REG 177				

Environment

Environmental Inspection Fee	\$250.00	\$0.00	\$250.00	per inspection
Local Government Act Order (OSM) Administration Fee	\$200.00	\$0.00	\$200.00	per order
Overgrown Land – according to LGA (Clause 124)	\$135.00	\$0.00	\$135.00	Each
Administration fee PLUS Clearing of land by contractor (where applicable)				

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Environment [continued]

Overgrown Land			Actual cost	Each
Clearing of land by contractor (where applicable)				
Issue of environmental protection notices	\$550.00	\$0.00	\$550.00	Each
Protection of the Environment Operations (General) Regulation 2009				
As per statutory scale of fees				

Certificates

Outstanding notices	\$142.00	\$0.00	\$142.00	Each
Section 735A Certificate (Local Govt Act) and Section 121ZP Certificate (EPA Act)				
Application for Building Certificate (including 1st inspection)	\$260.00	\$0.00	\$260.00	Each
In accordance with Clause 260 of the Environmental Planning & Assessment Regulation (2000)				
Re-inspection Fee – Building Certificate Application	\$94.00	\$0.00	\$94.00	Each
In accordance with Clause 260 of the Environmental Planning & Assessment Regulation (2000)				
Copy of Building Certificate	\$15.00	\$0.00	\$15.00	Each
Refer EPA Reg 2000 cl 261				

Development Records

House Drainage Plan	\$37.00	\$0.00	\$37.00	Each
A diagram of the pipes within the house and yard to the service connection point. If you want a sewer junction plan showing the location of the connection point to the Council sewer main, please refer to the Water Section.				

Natural Resource Management**Tree Management (Private Land)**

Application for permit to remove or prune trees	\$89.00	\$0.00	\$89.00	Per Application
1 - 5 trees				
Application for permit to remove or prune trees – accompanied by qualified Arborist's report	\$36.00	\$0.00	\$36.00	Per Application
Application for permit to remove or prune trees in conjunction with erection of a building	\$108.00	\$0.00	\$108.00	Per Application
Combination Tree Pruning / Removal				
Compensatory Tree Offset Planting – Residential Zones	\$28.50	\$0.00	\$28.50	Per Tree
Tree replacement on public lands				
Compensatory Tree Offset Planting – Other Zones	Based on cost evaluation for trees identified for removal			Per Tree
Tree replacement on public lands				

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Certificates

Biosecurity Certificate Under S64 of the Noxious Plant Act	\$204.00	\$0.00	\$204.00	Each
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Roads, Bridges & Transport**Approvals under Roads Act 1993****Events within the Glasshouse Forecourt and Town Green**

Application Under Section 138 must be made

Glasshouse Forecourt Bollard Key Deposit	\$50.00	\$0.00	\$50.00	Per Application
Deposit for the use of the Bollard Key held by Transport & Stormwater Networks. The deposit will be refunded on return of the key.				
Special Event Glasshouse Hay Street Reserve Usage Fee	\$3.64	\$0.36	\$4.00	Per Square Metre Per Day
Hire cost per square metre of space used for events in the Glasshouse Forecourt (Hay Street Road Reserve).				

REF for Works within Council Public Road

Section 138 REF in Relation to Works within Council Public Road(s)	\$430.00	\$0.00	\$430.00	Per REF
Where works are to be undertaken by a party other than Council that require an Environmental Assessment prior to commencement - for example vegetation clearing of road reserve along boundaries on rural roads for installing or repairing stock fences.				

Section 138 – Cattle Grid/Gates within a Public Road

Application Fee, Pre-Approval Inspection Fee and Post-Approval Inspection Fee	\$493.00	\$0.00	\$493.00	Per Application
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Traffic Management

Refer Appendix 9

Application Fees

Base application fee (plus calculated additional occupancy fees)	\$189.00	\$0.00	\$189.00	Each
All Occupancies				
Minimum				
Road occupancy / opening < 1 week	\$189.00	\$0.00	\$189.00	Each
Road occupancy / opening > 1 week	\$422.00	\$0.00	\$422.00	Each
Standing plant < 1 week	\$189.00	\$0.00	\$189.00	Each
Standing plant > 1 week	\$422.00	\$0.00	\$422.00	Each

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Application Fees [continued]

Work zone	\$422.00	\$0.00	\$422.00	Each
Occupancy of Car Park	\$189.00	\$0.00	\$189.00	Each

Occupancy Fees

Minimum 1 Day

Footpath / Nature Strip (Other Than for Vehicle Crossing)	\$2.50	\$0.00	\$2.50	Per Metre Per Day
Non residential zone (more than 3 days) Minimum 6 metres				
Parking Lane – Residential Zone (Other Than Vehicle Crossing)	\$2.50	\$0.00	\$2.50	Per Metre Per Day
With no parking restriction (more than 1 week) Minimum 6 metres				
Parking Lane – Residential Zone (Other Than Vehicle Crossing)	\$2.50	\$0.00	\$2.50	Per Metre Per Day
With parking restrictions Minimum 6 metres				
Parking Lane – Industrial and CBD Areas	\$2.55	\$0.00	\$2.55	Per Metre Per Day
No parking restrictions (less than 3 days) Minimum 6 metres				
Parking Lane – Industrial and CBD Areas	\$4.80	\$0.00	\$4.80	Per Metre Per Day
No parking restrictions (more than 3 days) Minimum 6 metres				
Parking Lane – Industrial and CBD Areas	\$4.80	\$0.00	\$4.80	Per Metre Per Day
With parking restriction Minimum 6 metres				
Trafficable Lane Occupancy	\$10.20	\$0.00	\$10.20	Per Metre Per Day
Minimum 6 metres				
Standing Plant (Skips, Concrete Pumps, Cranes, etc)	\$2.55	\$0.00	\$2.55	Per Metre Length of Plant Per Day
Minimum 5 metres				
Work Zone (CBD and Shopping Precincts)	\$26.80	\$0.00	\$26.80	Per Metre Per Day
Standing plant fees additional				
Work Zone (Others Area)	\$13.80	\$0.00	\$13.80	Per Metre Per Day
Standing plant fees additional				

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Security Bonds

Traffic Management Bond Administration Fee	\$274.00	\$0.00	\$274.00	Per Bond
Applicable to all bonds				
Security Bond – For Damage to Public Infrastructure	For occupation <1 week, minimum \$2,000. For occupation >1 week, calculate			Each
Plant and Equipment Occupation (Standing Plant) within Road Reserve (including CBD) Bond	\$2,000.00	\$0.00	\$2,000.00	Per Application
Note this is different from physical works on the road reserve.				
Works on Road Reserve – Located within CBD – General Bond	\$10,000.00	\$0.00	\$10,000.00	Per Application
This bond is applied where works require the use of heavy plant, equipment and or scaffolding within the road reserve within the CBD				
Works within Road Reserve – Location other than CBD – General Bond	\$2,000.00	\$0.00	\$2,000.00	Per Application
This bond may be applied where works require the use of heavy plant, equipment and or scaffolding within the road reserve outside of the CBD				
Large events, and large events within Glasshouse Forecourt and Town Green Parking Areas – General Bond Area	\$2,000.00	\$0.00	\$2,000.00	Per Application
This bond may be applied where a bump in and out requires the use of large vehicles/fork lifts etc. and/or where there is a possibility of Council assets being damaged				

Street Banner Poles

Street Banner Poles – Banner Change Over Fee	\$68.00	\$0.00	\$68.00	per banner
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Directions Signage**Community, Service & Tourism Signage****Application and Sign Fee for New Community, Service and Tourism Signage**

One sign	\$206.36	\$20.64	\$227.00	Per Application
Includes application fee and supply & installation of one sign				
Two or three signs	\$349.09	\$34.91	\$384.00	Per Application
Includes application fee and supply & installation of two or three signs				

Private Works – Restoration of Road Openings in Public Roads Maintained by Council

Refer to Appendix 5

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Restoration of Road Openings up to 10m2

Application Administration Fee – Restoration of Damaged Assets	\$493.00	\$0.00	\$493.00	Per Application
Fees relating to internal costs incurred by Council including inspection of works and organisation of Council staff to repair damage to Council's Traffic & Stormwater Network Assets.				

Type of Road Pavement

Asphaltic concrete with cement concrete base	\$418.70	\$0.00	\$418.70	Per m2
Tar and bitumous surfaces on all classes of base other than cement concrete	\$155.10	\$0.00	\$155.10	Per m2
Earth and gravel, waterbound macadam and all other classes of unsealed pavement or shoulders	\$65.00	\$0.00	\$65.00	Per m2

Kerbing, Guttering Construction**Contribution from land owners for Kerb & Guttering**

Frontage	\$82.00	\$0.00	\$82.00	Per Lineal Metre
Side and/or Rear	\$50.00	\$0.00	\$50.00	Per Lineal Metre

Street Stalls

Street Stalls	No Charge	Per Day
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Management and Investigation of Street Lighting Glare Issue

Application Fee	\$171.82	\$17.18	\$189.00	Each
Approved Essential Energy Glare Shield Installation	\$509.09	\$50.91	\$560.00	Each
Essential Energy tariff (\$506.56) + 10%				
Detailed Street Lighting Design Fee	\$1,818.18	\$181.82	\$2,000.00	Each
Required for V category lighting on high traffic volume (collector/sub arterial/arterial) roads or high risk (due to reduced light levels) areas needing assessment. Accredited electrical/lighting design consultant to prepare a design, construction plan, including Essential Energy authorisation costs.				
New Illuminaire (Light) as per Design	Essential Energy + 10%			Each
Note this is where no approved glare shield is applicable.				

Ferries**Ferry Services**

Refer Appendix 3

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Standard Full Fee

Cars/Utilities Annual Ticket	\$909.09	\$90.91	\$1,000.00	Annually
Unlimited use				
Fee will be quarterly pro-rated - pass issued for financial year				
Cars/Utilities Monthly Ticket	\$90.91	\$9.09	\$100.00	Monthly
Unlimited use				
Ticket is issued for the calendar month				
Cars/Utilities Weekly Ticket	\$36.36	\$3.64	\$40.00	Weekly
Unlimited use				
Ticket is issued for the week, Monday to Sunday				
Car/Utilities	\$4.55	\$0.45	\$5.00	Per Trip
Single Trip				
Caravans/Trailers	\$4.55	\$0.45	\$5.00	Per Trip
Extra Charge per Trip				
Trucks > 4t GVM Approx. 2t Payload	\$9.09	\$0.91	\$10.00	Per Trip
Single Trip				
Semi-Trailers	\$13.64	\$1.36	\$15.00	Per Trip
Single Trip				
Motorcycles	\$1.82	\$0.18	\$2.00	Per Trip
Single Trip				

Resident/Ratepayer Concession Holders

Annual Concession Stickers	\$50.00	\$5.00	\$55.00	Each
Based on a financial year				
Fee will be quarterly pro-rated				
Concession Annual Pass – Motorcycle	\$159.09	\$15.91	\$175.00	Annually
Unlimited use				
Includes cost for annual concession sticker				
Concession Annual Pass – Cars/Utilities	\$318.18	\$31.82	\$350.00	Annually
Unlimited use				
Includes cost for annual concession sticker				
Concession Annual Pass – Trucks > 4t GVM Approx. 2t Payload	\$954.55	\$95.45	\$1,050.00	Annually
Unlimited use				
Includes cost for annual concession sticker				

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Resident/Ratepayer Concession Holders [continued]

Concession Annual Pass – Semi-Trailer, Dog-Trailer, Articulated Vehicle	\$1,272.73	\$127.27	\$1,400.00	Annually
Unlimited use				
Includes cost for annual concession sticker				
Concession Monthly Ticket – Cars/Utilities	\$27.27	\$2.73	\$30.00	Monthly
Unlimited use				
Ticket is issued for the calendar month				
Concession Monthly Ticket – Trucks > 4t GVM Approx. 2t Payload	\$81.82	\$8.18	\$90.00	Monthly
Unlimited use				
Ticket is issued for the calendar month				
Concession Monthly Ticket – Semi-Trailer, Dog-Trailer, Articulated Vehicle	\$109.09	\$10.91	\$120.00	Monthly
Unlimited use				
Ticket is issued for the calendar month				
Concession Monthly Ticket – Motorcycles	\$13.64	\$1.36	\$15.00	Monthly
Unlimited use				
Ticket is issued for the calendar month				
Concession Weekly Ticket – Cars/Utilities	\$9.09	\$0.91	\$10.00	Weekly
Unlimited use				
Ticket is issued for the week, Monday to Sunday				
Concession Weekly Ticket – Trucks > 4t GVM Approx. 2t Payload	\$27.27	\$2.73	\$30.00	Weekly
Unlimited use				
Ticket is issued for the week, Monday to Sunday				
Concession Weekly Ticket – Semi-Trailer, Dog-Trailer, Articulated Vehicle	\$36.36	\$3.64	\$40.00	Weekly
Unlimited use				
Ticket is issued for the week, Monday to Sunday				
Concession Weekly Ticket – Motorcycles	\$4.55	\$0.45	\$5.00	Weekly
Unlimited use				
Ticket is issued for the week, Monday to Sunday				
Concession Pre-Paid Booklets – 25 Tickets per booklet	\$18.18	\$1.82	\$20.00	Per Booklet
Per Booklet				
Pre-paid tickets must be used for single concession trips				
Concession Car/utilities	\$0.73	\$0.07	\$0.80	1 pre-paid ticket, per trip

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Resident/Ratepayer Concession Holders [continued]

Single Trip 1 pre-paid ticket, handed to ferry operator				
Concession Caravans/trailers	\$0.73	\$0.07	\$0.80	1 pre-paid ticket, per trip
Extra Charge per Trip 1 pre-paid ticket, handed to ferry operator				
Concession Trucks > 4t GVM approx. 2t payload	\$2.18	\$0.22	\$2.40	3 pre-paid tickets, per trip
Single Trip 3 pre-paid tickets, handed to ferry operator				
Concession Semi-Trailer, Dog-Trailer, Articulated Vehicle	\$2.91	\$0.29	\$3.20	4 pre-paid tickets, per trip
Single Trip 4 pre-paid tickets, handed to ferry operator				
Concession Motorcycles	\$0.36	\$0.04	\$0.40	1/2 pre-paid ticket, per trip
Single Trip 1/2 pre-paid ticket, handed to ferry operator				

Private Works

Refer to Appendix 4

General Fund**Emergency Works**

Emergency Works	Actual Costs + 25%
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Private Works (pre-paid)

Up to \$20,000	Quotation + 18%
\$20,000 – \$50,000	Quotation + 12%
\$50,000 & above	Quotation + 6%

Government Department & Other Local Government Instrumentalities

Up to \$20,000	Quotation + 18%
\$20,000 – \$50,000	Quotation + 12%

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Government Department & Other Local Government Instrumentalities [continued]

\$50,000 & above	Quotation + 6%	
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Sewerage Services**Interest Rate****Interest Rate on overdue rates & charges**

Sewer Annual Charges	7.50%	
As per the rate determined by the Division of Local Government		

Wastewater Annual Charges & Usage Fees

Section 501, 502 & 608 Local Government Act, 1993

Annual Charges

Connected or available other than churches and halls	\$905.60	\$0.00	\$905.60	Per Annum
Non Rateable – Section 555 churches & halls	\$581.20	\$0.00	\$581.20	Per Annum
Non Rateable – Section 555 Other than churches and halls	\$721.00	\$0.00	\$721.00	Per Annum
Non Rateable – Section 556	\$905.60	\$0.00	\$905.60	Per Annum
Unconnected – Section 548A	\$581.20	\$0.00	\$581.20	Per Annum
Pressure Sewer	\$875.60	\$0.00	\$875.60	Per Annum

Usage Fees

Caravan Parks, Retirement Homes, Motels, Clubs, Hotels, Schools & Backpackers Hostels, Flats, Granny Flats, Secondary Dwellings, Multi Dwelling Housing, Dual Occupancy (where not on separate sewer connections), Major Regional Shopping Centres	\$1.35	\$0.00	\$1.35	C per kl
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On-site Sewerage Management System**Annual Charges****Operate on-site sewage management system****Residential**

Low Risk System	\$39.00	\$0.00	\$39.00	Each
Medium Risk System	\$77.00	\$0.00	\$77.00	Each

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Name	Year 20/21 Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Unit
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Residential [continued]

High Risk System	\$110.00	\$0.00	\$110.00	Each
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Commercial

Small	\$220.00	\$0.00	\$220.00	Each
Large	\$274.00	\$0.00	\$274.00	Each

Recycled Water

Port Macquarie Urban Area Business/Commercial/Council Facilities Only (Usage Charge - Refer to Appendix 8 for Usage Allowance)

Annual Availability Charge

Charge Per Meter

50% of Potable Water Charge

Usage Fees

50% of Potable Water Charge

Residential Properties to be Serviced by Recycled Water (i.e. Dual Scheme with Two Meters per Property)

Section 501, 502 & 556 of the Local Government Act, 1993

Usage Charges

Total of Both Meters

Approvals Under Section 68 Local Government Act, 1993

Refer also to Local Government (Approvals) Regulation 1999.

Part B – 7. Approval to Discharge Waste to a Council Sewer**Treatment Facility Type/Development Type**

Application requiring State Government concurrence	\$578.00	\$0.00	\$578.00	Each
Application not requiring State Government concurrence	\$316.00	\$0.00	\$316.00	Each

Septic Sewage Fees

Pans & Effluent	\$2.50	\$0.00	\$2.50	Per kl
Sludge (septic)	\$26.00	\$0.00	\$26.00	Per kl

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Trade Waste Charges

Refer also Policy T2

Annual Inspection Charge Category 1 & 2	\$204.00	\$0.00	\$204.00	Each
Annual Inspection Charge Category 3	\$628.00	\$0.00	\$628.00	Each
Biochemical Oxygen Demand (BOD)	\$0.82	\$0.00	\$0.82	Per kg
Total Dissolved Solids (TDS)	\$1.10	\$0.00	\$1.10	Per kg
Total Suspended Solids (TSS)	\$0.95	\$0.00	\$0.95	Per kg
Oil & Grease	\$1.38	\$0.00	\$1.38	Per kg
Re-inspection Fee	\$109.00	\$0.00	\$109.00	Each
Non-compliance operating Trade Waste Charge – Volume with Pre-Treatment	\$1.81	\$0.00	\$1.81	Per kl
Non-compliance operating Trade Waste Charge – Volume with No treatment	\$16.55	\$0.00	\$16.55	Per kl
pH Coefficient	\$0.46	\$0.00	\$0.46	Constant
refer to PMHC Trade Waste Policy				

Private Works – Sewer Fund

Emergency Works

Emergency Works	Actual Costs + 25%	
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Private Works (pre-paid)

Up to \$20,000	Quotation + 18%	
\$20,000 – \$50,000	Quotation + 12%	
\$50,000 & above	Quotation + 6%	

Government Department & Other Local Government Instrumentalities

Up to \$20,000	Quotation + 18%	
\$20,000 – \$50,000	Quotation + 12%	
\$50,000 & above	Quotation + 6%	

Miscellaneous Sewerage Fees and Charges

Sewerage Pumping Station Commissioning	\$366.00	\$0.00	\$366.00	Per pump station
Effluent Reuse	\$0.15	\$0.00	\$0.15	Per kl
Not recycled quality				
Camera investigation – of sewer drainage	\$189.00	\$0.00	\$189.00	Per Hour
Minimum 2 Hours				
Sewer Main Pressure Testing	\$143.00	\$0.00	\$143.00	Per Hour
Hourly rate for all time spent setting up and pressure testing main.				

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Miscellaneous Sewerage Fees and Charges [continued]

Sewer Junction Location – Mailed	\$37.00	\$0.00	\$37.00	Each
Sewer Junction Location – Letter to Customer Advising not Available	\$37.00	\$0.00	\$37.00	Each
Sewer Junction Location – Expedition Charge – Response Required for 24 Hour Pick Up	\$50.00	\$0.00	\$50.00	Each

Stormwater & Drainage**Interest Rate****Interest Rate on overdue rates & charges**

Stormwater Management Annual Charge	7.50%
As per the rate determined by the Division of Local Government	

Annual Stormwater Charge

Section 496A of Local Government Act, 1993

Business

Between 0 & 350m2	\$25.00	\$0.00	\$25.00	Per Annum
Between 351m2 & 700m2	\$50.00	\$0.00	\$50.00	Per Annum
Between 701m2 & 1,000m2	\$75.00	\$0.00	\$75.00	Per Annum
Between 1,001m2 & 1,400m2	\$100.00	\$0.00	\$100.00	Per Annum
Between 1,401m2 & 1,750m2	\$125.00	\$0.00	\$125.00	Per Annum
Between 1,751m2 & 2,100m2	\$150.00	\$0.00	\$150.00	Per Annum
Between 2,101m2 & 2,450m2	\$175.00	\$0.00	\$175.00	Per Annum
Between 2,451m2 & 2,800m2	\$200.00	\$0.00	\$200.00	Per Annum
Between 2,801m2 & 3,200m2	\$225.00	\$0.00	\$225.00	Per Annum
Between 3,201m2 & 3,500m2	\$250.00	\$0.00	\$250.00	Per Annum
Between 3,501m2 & 3,850m2	\$275.00	\$0.00	\$275.00	Per Annum
Between 3,851m2 & 4,200m2	\$300.00	\$0.00	\$300.00	Per Annum
Between 4,201m2 & 4,600m2	\$325.00	\$0.00	\$325.00	Per Annum
Between 4,601m2 & 4,900m2	\$350.00	\$0.00	\$350.00	Per Annum

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Business [continued]

Between 4,901m2 & 5,200m2	\$375.00	\$0.00	\$375.00	Per Annum
Between 5,201m2 & 5,600m2	\$400.00	\$0.00	\$400.00	Per Annum
Between 5,601m2 & 5,950m2	\$425.00	\$0.00	\$425.00	Per Annum
Between 5,951m2 & 6,300m2	\$450.00	\$0.00	\$450.00	Per Annum
Between 6,301m2 & 6,600m2	\$475.00	\$0.00	\$475.00	Per Annum
Greater than 6,600m2	\$500.00	\$0.00	\$500.00	Per Annum

Business Strata

Business Strata	\$12.50	\$0.00	\$12.50	Per Annum
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Residential

Residential	\$25.00	\$0.00	\$25.00	Per Annum
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Residential Strata

Residential Strata	\$12.50	\$0.00	\$12.50	Per Annum
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Stormwater Asset Investigations

Camera Investigation of Stormwater Drainage Assets	\$15.91	\$1.59	\$17.50	Per Lineal Metre
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Water Supply**Interest Rate****Interest Rate on overdue rates & charges**

Water Annual Charges	7.50%
As per the rate determined by the Division of Local Government	

Name	Year 20/21 Fee (excl. GST)	Year 20/21 GST	Fee (incl. GST)	Unit
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Water Charges & Fees**Annual Availability Charge**

Section 501, 502 & 556 of Local Government Act, 1993

Community Service Organisations	No Charge			Per Annum
Section 555				
Equivalent Tenements	\$178.00	\$0.00	\$178.00	Per Annum
Strata Units	\$178.00	\$0.00	\$178.00	Per Annum
Not individually metered				
Vacant Land	\$178.00	\$0.00	\$178.00	Per Annum
Other than land that complies with Section 548A				
20 mm Meter	\$178.00	\$0.00	\$178.00	Per Annum
25 mm Meter	\$283.00	\$0.00	\$283.00	Per Annum
32 mm Meter	\$473.00	\$0.00	\$473.00	Per Annum
40 mm Meter	\$745.00	\$0.00	\$745.00	Per Annum
50 mm Meter	\$1,173.00	\$0.00	\$1,173.00	Per Annum
80 mm Meter	\$3,013.00	\$0.00	\$3,013.00	Per Annum
100 mm Meter	\$4,711.00	\$0.00	\$4,711.00	Per Annum
150 mm Meter	\$10,623.00	\$0.00	\$10,623.00	Per Annum
200 mm Meter	\$18,888.00	\$0.00	\$18,888.00	Per Annum

Usage Fees

Refer Appendix 6 for Usage Allowance

Consumption below usage allowance

Water Consumption – Tier 1	\$3.31	\$0.00	\$3.31	Per kl
Water Consumption – Tier 2	\$6.62	\$0.00	\$6.62	Per kl

Fire Service Levy**Annual Charges**

Charge per Meter Size

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Annual Charges [continued]

50% of the potable water charge

32 mm Meter	\$236.50	\$0.00	\$236.50	Per Annum
40 mm Meter	\$372.50	\$0.00	\$372.50	Per Annum
50 mm Meter	\$586.50	\$0.00	\$586.50	Per Annum
80 mm Meter	\$1,506.50	\$0.00	\$1,506.50	Per Annum
100 mm Meter	\$2,355.50	\$0.00	\$2,355.50	Per Annum
150 mm Meter	\$5,311.50	\$0.00	\$5,311.50	Per Annum
200mm Meter	\$9,444.00	\$0.00	\$9,444.00	Per Annum

Recycled Water Charges

Port Macquarie Urban Area Business/Commercial/Council Facilities Only

Annual Availability Charge

20 mm Meter	\$89.00	\$0.00	\$89.00	Per Annum
25 mm Meter	\$141.50	\$0.00	\$141.50	Per Annum
32 mm Meter	\$236.50	\$0.00	\$236.50	Per Annum
40 mm Meter	\$372.50	\$0.00	\$372.50	Per Annum
50 mm Meter	\$586.50	\$0.00	\$586.50	Per Annum
80 mm Meter	\$1,506.50	\$0.00	\$1,506.50	Per Annum
100 mm Meter	\$2,355.50	\$0.00	\$2,355.50	Per Annum
150 mm Meter	\$5,311.50	\$0.00	\$5,311.50	Per Annum
200 mm Meter	\$9,444.00	\$0.00	\$9,444.00	Per Annum

Usage Fees

Refer to Appendix 7

Recycled Water Consumption – Tier 1	\$1.66	\$0.00	\$1.66	Per kl
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Residential Properties to be Serviced by Recycled Water

i.e. Dual Scheme with Two Meters per Property

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Residential Properties to be Serviced by Recycled Water [continued]

Included in Annual Water Charge	No Additional Charge	
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Private Works – Water Fund**Emergency Works**

Emergency Works	Actual Costs + 25%	
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Private Works (pre-paid)

Up to \$20,000	Quotation + 18%	
\$20,000 – \$50,000	Quotation + 12%	
\$50,000 & above	Quotation + 6%	

Government Department & Other Local Government Instrumentalities

Up to \$20,000	Quotation + 18%	
\$20,000 – \$50,000	Quotation + 12%	
\$50,000 & above	Quotation + 6%	

Miscellaneous Water Fees and Charges

Service Fee to be charged upon the issue of a Final Notice of Intention to Disconnect Water	\$63.00	\$0.00	\$63.00	Each
Disconnection/Reconnection of Water Supply	\$125.00	\$0.00	\$125.00	Each
Supervision of Interconnection to existing main or Supervision of Pressure Testing	\$125.00	\$0.00	\$125.00	Per Hour
For each connection, includes notification and supervision of interconnection or pressure testing by contractor. NOTE: This fee is to be reapplied if site is not available within 1/2 hour of agreed time				
Recovering actual cost				
Water Main Pressure Testing	\$143.00	\$0.00	\$143.00	Per Hour
Hourly rate for all time spent setting up and pressure testing main.				
Sale of in-house water meters	\$99.09	\$9.91	\$109.00	Each
Remote water meter transmitter hire	\$118.00	\$0.00	\$118.00	Each
Available areas only				
Consultancy – Investigation and Design	\$175.45	\$17.55	\$193.00	Per Hour
Vacuum Excavation Truck	\$221.82	\$22.18	\$244.00	Per Hour
Includes Plant & Operator cost				
Tanker Truck	\$102.73	\$10.27	\$113.00	Per Hour
Includes Plant and Operator cost				
Water Usage Printout – Standard Delivery	\$39.00	\$0.00	\$39.00	Each
Water Usage Printout – Urgent Delivery	\$39.00	\$0.00	\$39.00	Each

Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Disinfection of Water Mains

Minimum Fee	\$918.00	\$0.00	\$918.00	Each
Lineal Metre rate	\$7.00	\$0.00	\$7.00	Lineal Metre
Re-establishment fee	\$461.00	\$0.00	\$461.00	Each
Fee to be applied if site not available within 1/2 hour of agreed time				
Tanker Hire for Disinfection of Water Mains	\$113.00	\$0.00	\$113.00	Per Hour

Leakages

Water Leakage Investigations	\$124.55	\$12.45	\$137.00	Per Hour
Hire of equipment plus operator				
Minimum 1 hour				

Swimming Pools

Water directly from main to fill Residential Swimming Pool	\$646.00	\$0.00	\$646.00	
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Testing of Water Meters

20 mm	\$390.00	\$0.00	\$390.00	Each
Deposit, if the meter is found to be faulty and over-registering, this deposit will be refunded				
Greater than 25 mm			Actual Cost	Each
Registration of Backflow Prevention Devices	\$70.00	\$0.00	\$70.00	Each
Testing of Backflow Prevention Devices	\$131.00	\$0.00	\$131.00	Each

Water Meter Readings

Additional Water Meter Reading Requests – Standard Delivery	\$70.00	\$0.00	\$70.00	Each
Additional Water Meter Reading Requests – Urgent Delivery	\$140.00	\$0.00	\$140.00	Each
Private water meter readings	\$2.50	\$0.00	\$2.50	Per Meter

Water from Mains

Water Carter's Licence Fee – Potable	\$1,005.00	\$0.00	\$1,005.00	Per Annum
Private Water Carters Licence Fee	\$642.00	\$0.00	\$642.00	Per Annum

Water Meter Installation

Lowering existing 20mm Water Meter into a Non-Trafficable Pit	\$509.00	\$0.00	\$509.00	per service
Replacement of a Stolen 20mm Water Meter	\$141.00	\$0.00	\$141.00	per meter
New single 20 mm Potable Water Meter	\$527.70	\$0.00	\$527.70	Each

continued on next page ...

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Water Meter Installation [continued]

New single 20mm Recycled Water Meter	\$527.70	\$0.00	\$527.70	Each
20mm Short Service Additional – Potable/Recycled	\$662.59	\$0.00	\$662.59	Each
All services terminate prior to 90 bend to raise out of ground.				
20mm Long Service Additional – Potable/Recycled	\$2,298.57	\$0.00	\$2,298.57	Each
All services terminate prior to 90 bend to raise out of ground.				
20mm RPZ Backflow Prevention Device	\$324.34	\$0.00	\$324.34	Each
Does not include labour.				
20mm DCV Backflow Prevention Device	\$278.91	\$0.00	\$278.91	Each
Does not include labour.				
25mm Short Service – Potable/Recycled (Hydraulic Plans to Support)	\$747.90	\$0.00	\$747.90	Each
All services terminate prior to 90 bend to raise out of ground.				
25mm Long Service – Potable/Recycled (Hydraulic Plans to Support)	\$2,622.22	\$0.00	\$2,622.22	Each
All services terminate prior to 90 bend to raise out of ground.				
25mm Water Meter – Potable/Recycled (Hydraulic Plans to Support)	\$638.60	\$0.00	\$638.60	Each
All meters include cost of meter frame beginning at the 90 bend.				
25mm RPZ Backflow Prevention Device	\$360.94	\$0.00	\$360.94	Each
Does not include labour.				
25mm DCV Backflow Prevention Device	\$296.57	\$0.00	\$296.57	Each
Does not include labour.				
32mm Short Service – Potable/Recycled (Hydraulic Plans to Support)	\$863.75	\$0.00	\$863.75	Each
All services terminate prior to 90 bend to raise out of ground.				
32mm Long Service – Potable/Recycled (Hydraulic Plans to Support)	\$2,759.59	\$0.00	\$2,759.59	Each
All services terminate prior to 90 bend to raise out of ground.				
32mm Water Meter – Potable/Recycled (Hydraulic Plans to Support)	\$1,270.78	\$0.00	\$1,270.78	Each
All meters include cost of meter frame beginning at the 90 bend.				
32mm RPZ Backflow Prevention Device	\$536.36	\$0.00	\$536.36	Each
Does not include labour.				
32mm DCV Backflow Prevention Device	\$465.69	\$0.00	\$465.69	Each
Does not include labour.				
40mm Short Service – Potable/Recycled (Hydraulic Plans to Support)	\$918.87	\$0.00	\$918.87	Each
All services terminate prior to 90 bend to raise out of ground.				
40mm Long Service – Potable/Recycled (Hydraulic Plans to Support)	\$2,869.22	\$0.00	\$2,869.22	Each
All services terminate prior to 90 bend to raise out of ground.				
40mm Water Meter – Potable/Recycled (Hydraulic Plans to Support)	\$1,374.80	\$0.00	\$1,374.80	Each

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Water Meter Installation [continued]

All meters include cost of meter frame beginning at the 90 bend.				
40mm RPZ Backflow Prevention Device	\$590.53	\$0.00	\$590.53	Each
Does not include labour.				
40mm DCV Backflow Prevention Device	\$516.17	\$0.00	\$516.17	Each
Does not include labour.				
50mm Short Service – Potable/Recycled (Hydraulic Plans to Support)	\$1,300.75	\$0.00	\$1,300.75	Each
All services terminate prior to 90 bend to raise out of ground.				
50mm Long Service – Potable/Recycled (Hydraulic Plans to Support)	\$3,431.08	\$0.00	\$3,431.08	Each
All services terminate prior to 90 bend to raise out of ground.				
50mm Water Meter – Potable/Recycled (Hydraulic Plans to Support)	\$3,229.52	\$0.00	\$3,229.52	Each
All meters include cost of meter frame beginning at the 90 bend.				
50mm RPZ Backflow Prevention Device	\$676.45	\$0.00	\$676.45	Each
Does not include labour.				
50mm DCV Backflow Prevention Device	\$576.75	\$0.00	\$576.75	Each
Does not include labour.				
80mm Short Service – Potable/Recycled (Hydraulic Plans to Support)	\$2,028.12	\$0.00	\$2,028.12	Each
All services terminate prior to 90 bend to raise out of ground.				
80mm Long Service – Potable/Recycled (Hydraulic Plans to Support)	Fee not available			
Fee not available - to be removed from 20/21 Draft (as per Ben Freeman).				
80mm Water Meter – Potable/Recycled (Hydraulic Plans to Support)	\$4,094.05	\$0.00	\$4,094.05	Each
All meters include cost of meter frame beginning at the 90 bend.				
80mm RPZ Backflow Prevention Device	\$3,909.57	\$0.00	\$3,909.57	Each
Does not include labour.				
80mm DCV Backflow Prevention Device	\$2,640.14	\$0.00	\$2,640.14	Each
Does not include labour.				
100mm Short Service – Potable/Recycled (Hydraulic Plans to Support)	\$2,622.44	\$0.00	\$2,622.44	Each
All services terminate prior to 90 bend to raise out of ground.				
100mm Long Service – Potable/Recycled (Hydraulic Plans to Support)	\$4,698.00	\$0.00	\$4,698.00	Each
All services terminate prior to 90 bend to raise out of ground.				
100mm Water Meter (Hydraulic Plans to Support)	\$4,824.01	\$0.00	\$4,824.01	Each
All meters include cost of meter frame beginning at the 90 bend.				
100mm SDC with Bypass Meter + 2 x Rising Spindle Valves	\$4,051.90	\$0.00	\$4,051.90	Each
Includes cost to raise service up from end of service.				

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Name	Year 20/21 Fee (excl. GST)	GST	Fee (incl. GST)	Unit
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Water Meter Installation [continued]

100mm RPZ Backflow Prevention Device	\$4,244.46	\$0.00	\$4,244.46	Each
Does not include labour.				
100mm DCV Backflow Prevention Device	\$3,263.17	\$0.00	\$3,263.17	Each
Does not include labour.				
150mm Short Service – Potable/Recycled (Hydraulic Plans to Support)	\$3,451.58	\$0.00	\$3,451.58	Each
All services terminate prior to 90 bend to raise out of ground.				
150mm Long Service – Potable/Recycled (Hydraulic Plans to Support)	\$5,670.91	\$0.00	\$5,670.91	Each
All services terminate prior to 90 bend to raise out of ground.				
150mm Water Meter (Hydraulic Plans to Support)	\$10,028.64	\$0.00	\$10,028.64	Each
All meters include cost of meter frame beginning at the 90 bend.				
150mm SDC with Bypass Meter + 2 x Rising Spindle Valves	\$7,426.12	\$0.00	\$7,426.12	Each
Includes cost to raise service up from end of services.				
150mm RPZ Backflow Prevention Device	\$6,744.41	\$0.00	\$6,744.41	Each
Does not include labour.				
150mm DCV Backflow Prevention Device	\$5,202.38	\$0.00	\$5,202.38	Each
Does not include labour.				
Hydrant Relocation up to 150mm Water Main	\$2,677.32	\$0.00	\$2,677.32	Each
Valve Relocation up to 150mm Water Main	\$2,826.00	\$0.00	\$2,826.00	Each
Single Panel Footpath Removal and Restoration to Access Water Main	\$907.67	\$0.00	\$907.67	Each

Water Pressure Certificates

Hose reel installation	\$97.00	\$0.00	\$97.00	Each
Fire hydrant installation	\$193.00	\$0.00	\$193.00	Each
Fire sprinkler and / or wall drencher installation	\$280.00	\$0.00	\$280.00	Each

DRAFT Schedule of Fees and Charges 2020 – 2021

Appendices

Appendix 1 – Documents & Publications

Single Copies

The public should be encouraged to use coin-operated machines in the Library except where it is a Council document that is to be copied (e.g. Minutes). In this case, the office copiers are to be used for single jobs.

50 Copies or Greater per Original

This service will be provided on the basis that it is not an "on demand" service. If the copy cannot be done immediately a time will be mutually allocated.

A concession of 50% off the normal charge will apply to the following type of organisations:

- (a) Government and/or Council sponsored non-profit organisations concerned primarily with the welfare and or safety of the community and whole complement of workers consist mainly of volunteers, e.g. SES, Neighbourhood Centre, and Volunteer Fire Brigade.
- (b) Organisations directly sponsored by Council, consisting wholly of volunteers concerned with special projects, the promotion of which being subject to the declared support of Council, i.e. Friends of Kooloonbung, and that in all other cases the adopted scale of charges apply.

GST Exemption

Income from the sale of the following documents is GST Exempt: the production of, copying of, certifying of, including documents or data produced as a result of the searching or extracting of information from a data file. Examples include Policy documents, DCP's, LEP's, Council Minutes, mapping information, valuations, statistical data etc. The exemption does not extend to documents produced for commercial sale, such as tourist guides.

Publicly Available Information

Many items are available, at least in one form, free of charge as required by section 6 of the *Government Information (Public Access) Act 2009*. Access provided in alternative ways may be charged for.

DRAFT Schedule of Fees and Charges 2020 – 2021

Appendices *(continued)*

Appendix 2 – Port Macquarie Airport

- RPT – Regular Public Transport
- GA – General Aviation
- Definition of private aircraft – used solely for private purposes where no income is generated from the aircraft use by the operator.
- Definition of commercial aircraft – used primarily for pilot training, charter or other operations where income is received by the operator, excluding regular passenger / commercial services
- Council may choose to waive or reduce a fee for an aircraft operator pursuant to s610E(1) of the Local Government Act 1993 by written agreement entered into between the General Manager, under delegated authority granted by the Council, and the aircraft operator by reference to the categories of hardship or other categories appearing below:
 - Regular Public Transport (RPT) Services
 - General Aviation (GA) Services.
- Defined pilot circuit training hours:
 - Monday - Friday 7am to 10pm October - March (7am to 9pm April to September)
 - Saturday - Sunday 8am to 8pmA surcharge applies for any circuit training movements conducted outside of these hours.

Operators wishing to pay the annual fee are required to apply in writing outlining their aircraft registration number, confirming that it is parked and operated out of Port Macquarie Airport and describing the purposes for which the aircraft is used (i.e. commercial or private use).

An additional fee applies where any flying machine not registered on the "VH" register is provided with storage/hangar in a leased area. The hangar lessee will be charged the annual fee for a commercial ultra-light, micro-light or similar, for each such aircraft, or the 'private fee' where the lessee declares such machine as a private aircraft (describing any external markings for identification).

Charges to increase by the annual CPI figure as at December plus provision for maintenance project costs and items identified in the Business Plan. In the event of negative CPI, the fees remain constant from the previous year. Charges are to be rounded up to the nearest five (5) cents.

A movement charge will be levied based on broadcasts over the CTAF(R) (radio) Frequency as mandated by Civil Aviation Safety Regulations and the Aeronautical Information Publication if:

- (a) An on ground aircraft broadcasts the intention to taxi and enter runway 03/21
- (b) An airborne aircraft broadcasts the intention to join the circuit or broadcasts the intention to undertake a straight approach to runway 03/21

DRAFT Schedule of Fees and Charges 2020 – 2021

Appendices *(continued)*

Appendix 2 – Port Macquarie Airport (continued)

The Port Macquarie Airport Car Park is a pay parking area. Conditions of Parking and the parking fees applicable are displayed at the entry to the car park. A 'lost ticket' fee shall apply for any lost ticket. The 'lost ticket' fee shall be determined by the General Manager or delegate as appropriate to suit operational circumstances.

Port Macquarie is a Security Controlled Airport.

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DRAFT Schedule of Fees and Charges 2020 – 2021

Appendices *(continued)*

Appendix 3 – Ferry Services

All residents and rate payers of the Port Macquarie-Hastings Council Local Government Area are entitled to purchase a concession sticker. The concession annual pass prices are inclusive of the concession sticker fee and the annual pass only will be issued.

When concession stickers or annual passes are purchased, they are to be affixed to the driver's side of the windscreen of the vehicle to be valid for traveling or making a concession ticket purchase. Concession stickers and annual passes are not transferrable. A concession sticker or annual pass is required to purchase all concession booklets, concession weekly tickets and concession monthly tickets.

Weekly Tickets are issued for the week from Monday to Sunday, monthly tickets are issued for the calendar month and pre-paid concession booklets have no expiry date (they will only become invalid should the ticketing system be altered).

A concession sticker must be affixed to the vehicle using a pre-paid single trip concession ticket. A concession sticker is not required on a vehicle when using a weekly or monthly ticket. Weekly and monthly tickets are transferrable. Concession single trips can only be made using pre-paid tickets from the booklet - single trip tickets will only be available for purchase at the standard full fare rate.

Annual passes and concession stickers will only be available for purchase from Council.

All other tickets including pre-paid concession ticket booklets are to be purchased from the ferry operator. Weekly and monthly tickets do not cover the cost of a caravan or trailer (including dog-trailer). An additional cost is payable for the caravan or trailer - for concession holders this will be the use of 1 pre-paid ticket.

Concession travelers will hand the ferry operator the required number of pre-paid tickets when boarding the ferry for each single trip. The number of tickets required for each class of vehicle for a single trip is as follows:

- Car single trip = 1 ticket
- Motorcycle single trip = ½ ticket
- Trucks > 4t GVM (approx. 2 ton payload) = 3 tickets
- Semi-trailers, Dog-trailers, articulated vehicles and the like = 4 tickets
- Caravan / Trailer is an additional cost = 1 ticket

Charitable not for profit organisations who undertake charitable work on the North Shore are eligible to apply for 1 annual pass to be affixed to a nominated vehicle. Application is to be made in writing to the Group Manager Infrastructure Operations for consideration - specific information relating to the charity, its registration as a not for profit organisation and the type of work undertaken will be required.

DRAFT Schedule of Fees and Charges 2020 – 2021

Appendices *(continued)*

Appendix 4 – Private Works

The *Local Government Act 1993* enables Council to carry out the following works for residents and organisations on private property.

- Paving and road marking (GST applies)
- Kerbing and guttering (GST exempt)
- Demolition and excavation (GST applies)
- Water, sewerage and drainage connections (GST applies)
- Land clearing and tree felling (GST applies)
- Tree planting and tree maintenance (GST applies)
- Fencing and ditching (GST applies)

Appendix 5 – Restoration of Road Openings in Public Roads Maintained by Council

- (a) The rate per m² is to be interpreted as meaning a minimum charge / deposit on final cost.
- (b) The rate per m² is a minimum charge for restoration of road openings up to 10m².
- (c) Where actual restoration costs exceed, by more than \$200, the charge calculated by applying the appropriate rate per m², actual may be charged and any amount received in accordance with the above scale rates would be regarded as a deposit on final cost.
- (d) Actual costs are to be charged for restoration of road openings over 10m².
- (e) Several openings made at the one time less than 50m apart may be grouped as one, unless otherwise determined by the Council's Director of Infrastructure.
- (f) Where earth and gravel shoulders exist adjacent to pavements and restoration by the Council is necessary to the shoulders, the charge shown for "earth and gravel, waterbound macadam and all other classes of unsealed pavement or shoulders" is to be made additional to the charge for pavement. Applicants will be required to complete an "Applicants Information Check Sheet" in all road-closing matters prior to initiation of road closing action.

DRAFT Schedule of Fees and Charges 2020 – 2021

Appendices *(continued)*

Appendix 6 – Annual Water Charge – Usage Allowance

Usage allowance – the per annum consumption level where consumption (usage) charges increase from Tier 1 to Tier 2

- 20mm Meter 270kL/pa
- 25mm Meter 422kL/pa
- 32mm Meter 691kL/pa
- 40mm Meter 1080kL/pa
- 50mm Meter 1688kL/pa
- 80mm Meter 4320kL/pa
- 100mm Meter 6750kL/pa
- 150mm Meter 15188kL/pa
- 200mm Meter 27000kL/pa

Refer to body of document for relevant water consumption charges.

Appendix 7 – Recycled Water Charge – Usage Allowance

Usage allowance – the per annum consumption level where consumption (usage) charges increase from Tier 1 to Tier 2.
Port Macquarie Recycled Water Scheme users currently exempt from Tier 2 charges.

- 20mm Meter 270kL/pa
- 25mm Meter 422kL/pa
- 32mm Meter 691kL/pa
- 40mm Meter 1080kL/pa
- 50mm Meter 1688kL/pa
- 80mm Meter 4320kL/pa
- 100mm Meter 6750kL/pa

Refer to body of document for relevant water consumption charges.

Appendix 8 – Traffic Management

The Traffic Management Section replaces the "Temporary Occupation of Footways & Road Reserve" fees from previous years. The fees have now been divided into separate application & occupation sections. Users should find that they are more equitable and short term occupancies are not penalised. This fee is only applicable to development building sites during construction / reconstruction / renovating.

This fee **does not** include the leasing costs imposed by Council for renting public roadway area.

DRAFT Schedule of Fees and Charges 2020 – 2021

Appendices *(continued)*

Appendix 9 – Council Facilities / Halls

Explanation of Fee Categories:

- **Commercial & Other** – includes activities staged by individuals, groups, organisations that *are not* incorporated under the *Associated Incorporations Act NSW (2009)* where revenue generated by use of the building goes back to these individuals, groups, organisations. This rate enables Council to take a full cost recovery approach to this use. Example – Local dance school.
- **Private Functions** – includes activities that have admission restricted to an identifiable group. Example – Birthday Party, Wedding Reception. This rate recognises that no financial gain will be gained from activity and that significant discount is applied.
- **Not for Profit Rate** – includes activities provided by community groups, clubs and organisations for the physical, social, cultural, intellectual development or welfare of the local community. Organisations eligible for this rate should be incorporated under the *Associated Incorporations Act NSW (2009)*. This rate recognises the benefit these activities provide to the community and therefore a major discount applies, while allowing users to make a contribution to the cost facility. E.g. Local Quilting Group.
- **General Bonds – Refundable** – Please note that refunds will only be granted if the hall, room, key or equipment is returned in good and clean condition. Council or the Management Committee / Booking Officer has the rights to deduct appropriate recovery costs.
- **Alcohol Bond – Refundable** – Please note that refunds will only be granted if the hall, room, key or equipment is returned in good and clean condition. Council or the Management Committee / Booking Officer has the rights to deduct appropriate recovery costs. It is the responsibility of the hirer to obtain the necessary approvals from Police to undertake an event involving alcohol. Refer to hire conditions for each of the facilities.

DRAFT Schedule of Fees and Charges 2020 – 2021

Appendices *(continued)*

Appendix 10 – Glasshouse

- After Hours = 5.30pm - 11pm weekdays or 9am - 11pm Saturdays.
- Staff surcharges apply on Sundays, Public Holidays and after 11pm.
- Full Theatre = Stalls seating + Balcony seating.
- Studio Bare Walls = This mode only available when combined with Theatre Hire. No seating, fluoro LX, no audio, no staff. Includes access, cleaning & electricity.
- Whole of Venue = Price on Application. Includes access to the Theatre, Studio, Meeting Rooms 1 & 2, Small Function Room, Mezzanine Foyer and minimum 3 staff, does not include Art Lab or Regional Gallery spaces. Staff charges to set-up and pack down at additional charge and based on event requirements in consultation with Glasshouse staff. Does not include Sunday, Public Holidays, after 11pm or Audio Visual services & equipment.

Glasshouse Discounted Rates

- 50% discount is available to incorporated not-for-profit groups, incorporated community groups, registered charities and schools. Eligibility is limited to organisations that are based in the Port Macquarie-Hastings local government area and that are not already receiving support via Port Macquarie - Hastings Council's Community Grants or similar funding programs. Proof of Incorporation, ABN and registrations must be provided. Please note the 50% discount only applies to venue hire between Monday and Thursday inclusive (i.e. not including Friday, Saturday or Sunday) unless otherwise noted below.
- In addition, not-for-profit groups and community groups must have a form of organisational permanence, be non-government; and not be operating for the profit or gain of its individual members. The Venue Manager, Glasshouse will have responsibility for determining the eligibility status of groups.
- Discounted rates only to apply to the following fees and charges categories (with all other fees and charges to be charged as per commercial rates such as Staff Rates):-
 - Theatre Hire
 - Studio Hire – discount available 7 days per week, subject to availability
 - Meeting Room Hire
 - Art Lab Hire
 - Small Function Room Hire
 - Podium – discount available 7 days per week, subject to availability
 - Other Venue Hire
 - Venue Set Up and audio visual Items (equipment only)
- 30% discount is available for Studio Hire only to local performing arts organisations and local performance artists. Eligibility is limited to organisations and artists that are based in the Port Macquarie - Hastings local government area and that are not already receiving support via Port Macquarie - Hastings Council's Community Grants or similar funding programs. "Local" is defined as organisation having a principal place of business and artists having a principal place of residence (not being a PO Box) that is located in the Port Macquarie - Hastings local government area, and that the organisation/artist has operated/resided within the Port Macquarie - Hastings local government area for a minimum period of three (3) months. The onus is on the performing arts organisation and performance artist to provide the necessary supporting evidence.

DRAFT Schedule of Fees and Charges 2020 – 2021

Appendices *(continued)*

Appendix 10 – Glasshouse (continued)

- Please contact the Glasshouse Event Services Team for a comprehensive quote tailor made to suit your function requirements.

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DRAFT Schedule of Fees and Charges 2020 – 2021

Appendices *(continued)*

Appendix 11 – Cemeteries

- Services which cannot be completed within normal business hours (9am to 3pm Monday to Friday) will incur a Late Fee.
- Burial services booked outside of normal business hours for religious reasons will be subject to an additional surcharge.
- Reservations without payment for burial sites and ash inurnment will be held for one (1) calendar month only after which full payment will be required.
- Council cannot accept part payments / deposits for burial services.
- Requests for refunds on unused reserved sites will be issued at the rate of the original amount paid less the current Administration Fee. Exclusive rights must be relinquished. No refunds on used sites.
- Family Ash Placements by appointment can be made at Council's Customer Services offices and subject to fees depending on location of the cemetery.
- Ash removal on request by the original applicant or Executor may be approved and subject to the relevant fee. A Statutory Declaration signed by all next of kin is required for ash removal requests in situations where the original Applicant or Executor are not contactable.

Index of all fees

Other

\$1,000,001 – \$5,000,000	[Estimated cost of project]	70
\$1,000,001 – \$5,000,000	[Estimated cost of project]	71
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\$15,001 – \$50,000	[Estimated cost of project]	70
\$150,001 – \$200,000	[Estimated cost of project]	71
\$20,000 – \$50,000	[Private Works (pre-paid)]	84
\$20,000 – \$50,000	[Government Department & Other Local Government Instrumentalities]	84
\$20,000 – \$50,000	[Private Works (pre-paid)]	87
\$20,000 – \$50,000	[Government Department & Other Local Government Instrumentalities]	87
\$20,000 – \$50,000	[Private Works (pre-paid)]	92
\$20,000 – \$50,000	[Government Department & Other Local Government Instrumentalities]	92
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\$200,001 – \$500,000	[Estimated cost of project]	71
\$5,000,001 – \$10,000,000	[Estimated cost of project]	70
\$5,000,001 – \$10,000,000	[Estimated cost of project]	71
\$50,000 – \$200,000	[Estimated cost of building work]	70
\$50,000 & above	[Private Works (pre-paid)]	84
\$50,000 & above	[Government Department & Other Local Government Instrumentalities]	85
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\$50,000 & above	[Government Department & Other Local Government Instrumentalities]	87
\$50,000 & above	[Private Works (pre-paid)]	92
\$50,000 & above	[Government Department & Other Local Government Instrumentalities]	92
\$50,001 – \$100,000	[Estimated cost of project]	71
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\$500,001 – \$1,000,000	[Estimated cost of project]	71
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1 – 50 pages	[Comb Binding]	17
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100 mm Meter	[Annual Charges]	91
100 mm Meter	[Annual Availability Charge]	91
100mm DCV Backflow Prevention Device	[Water Meter Installation]	96
100mm Long Service – Potable/Recycled (Hydraulic Plans to Support)	[Water Meter Installation]	95
100mm RPZ Backflow Prevention Device	[Water Meter Installation]	96
100mm SDC with Bypass Meter + 2 x Rising Spindle Valves	[Water Meter Installation]	95
100mm Short Service – Potable/Recycled (Hydraulic Plans to Support)	[Water Meter Installation]	95
100mm Water Meter (Hydraulic Plans to Support)	[Water Meter Installation]	95
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150 mm Meter	[Annual Charges]	91
150 mm Meter	[Annual Availability Charge]	91
150mm DCV Backflow Prevention Device	[Water Meter Installation]	96
150mm Long Service – Potable/Recycled (Hydraulic Plans to Support)	[Water Meter Installation]	96
150mm RPZ Backflow Prevention Device	[Water Meter Installation]	96
150mm SDC with Bypass Meter + 2 x Rising Spindle Valves	[Water Meter Installation]	96
150mm Short Service – Potable/Recycled (Hydraulic Plans to Support)	[Water Meter Installation]	96
150mm Water Meter (Hydraulic Plans to Support)	[Water Meter Installation]	96

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20 mm	[Testing of Water Meters]	93
20 mm Meter	[Annual Availability Charge]	90
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200 mm Meter	[Annual Availability Charge]	90
200 mm Meter	[Annual Availability Charge]	91
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20mm DCV Backflow Prevention Device	[Water Meter Installation]	94
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PORT MACQUARIE-HASTINGS
COUNCIL

Attachment 2

REVENUE POLICY
2020-2021



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Statutory Requirements

In accordance with the *Local Government Act 1993* the following statutory requirements are included in this document:

- Statement containing a detailed estimate of the council's income and expenditure;
- Statement of ordinary and special rates;
- Rating structure;
- Statement of charges to apply to rateable and non-rateable properties;
- Statement of fees to be charged and pricing policy of goods and services;
- Statement of borrowings;
- Statement of private works; and
- Statement of business and commercial activities.

Estimate of Council's Income and Expenditure

	2020-21 Draft Budget
Continuing Operations Movements	
Income	
Rates and annual charges	105,087,839
User charges and fees	40,771,598
Interest received	8,382,783
Grants and contributions	40,407,354
Other operating receipts	5,708,644
Expenses	
Employee costs	(55,234,975)
Materials and contracts	(43,972,268)
Depreciation	(49,176,871)
Interest paid	(2,563,453)
Other operating payments	(14,940,391)
Loss on disposal of assets	(3,000,000)
Operating Result from Continuing Operations	31,470,260
Restricted Asset Movements	
Receipts	
Transfer from restricted assets	52,157,179
Payments	
Transfer to restricted assets	(54,952,600)
Net Revenue (Used in)/Provided by Restricted Assets	(2,795,421)
Property, Plant and Equipment Movements	
Receipts	
Sale of fixed assets/real estate development	-
Payments	
Purchase of assets	(64,718,087)
Developer provided assets	(6,500,000)
Net Revenues (Used in)/Provided by Property, Plant & Equipment	(71,218,087)
Financing Movements	
Receipts	
Proceeds from borrowings	-
Repayment of borrowings and advances	(10,597,579)

Payments	
Net Revenues (Used in)/Provided by Financing Activity	(10,597,579)
Net Result (including depreciation)	(53,140,827)
Add back: Non-cash items	52,176,871
Budget Surplus/(Shortfall)	(963,956)

Statement of Ordinary and Special Rates

Strategy – ordinary rates

Council will continue to levy ordinary rates using a structure comprising a base amount to which an ad valorem (rate in the dollar) component is added. The Base Amount will vary, depending on rating category/sub-category combination, up to the maximum allowed (50%) for defined urban areas. All rateable properties within each category / sub-category, regardless of their land value, are levied the base amount. The balance of income for ordinary rates is derived by multiplying the land value of a property by a rate in dollar for the relevant category / sub-category, which is determined by Council. The amount payable by ratepayers under this component is dependent on the land value of the property. In addition, the total amount collected for ordinary rates each year will take account of any approved increase advised by the Minister.

The following is the structure of Council's rates:

Type	Category	Sub-Category	Comments
Ordinary	Residential	Defined Urban Centres	All properties categorised as residential within the localities of Bonny Hills, Camden Head, Dunbogan, Kendall, Kew, Lake Cathie, Lakewood, Laurieton, North Haven, Port Macquarie, Wauchope and West Haven as defined by the "Designated Urban Centre" maps following.
Ordinary	Residential	Other Hastings	All other properties classified as residential within the Council area and are not located within the areas defined as "Designated Urban Centres" above.
Ordinary	Farming		Eligibility determined in accordance with <i>Local Government Act 1993</i> .
Ordinary	Mining		Eligibility determined in accordance with <i>Local Government Act 1993</i> .
Ordinary	Business	Port Macquarie CBD	All business properties within the Port Macquarie CBD which are identified on the map following, and as adopted by Council for the purpose of identifying the Port Macquarie CBD for Business Sub-Category rating.
Ordinary	Business	Defined Urban Centres	All business properties within the "Designated Urban Centres" are identified on the maps following, and as adopted by Council for the purpose of identifying the "Designated Urban Centre" for Business Sub-Category rating. The locality of Port Macquarie does not include the area defined as "Port Macquarie CBD".
Ordinary	Business	Other Hastings	All business properties within the Council area other than those in the CBD of Port Macquarie area and "Designated Urban Centres" as identified on the maps following and as adopted by Council.

Rating Structure

Ordinary rates under section 494 of the *Local Government Act 1993* and special rates under section 495 of the *Local Government Act 1993*. The Minister's allowable increase for the 2020-21 financial year has been set at 2.6% and has been applied in full. Council is using land valuations as at 1 July 2019 for the rating calculations.

The table below includes the 2.6% rate pegging limit for 2020-21.

Category	Sub-Category	General Base Amount	Environmental Base	Base Amount % of Total Levy	Plus	Ad Valorem Rate: Cents in \$	Estimated Gross Yield	% of Total	Average Rates
Residential	Defined Urban Centre	\$589.70	\$24.60	49.53%		0.24678	\$36,830,582	68.35	\$1,240
Residential	Other Hastings	\$489.70	\$24.60	39.52%		0.27600	\$5,846,360	10.85	\$1,301
Farmland		\$610.00	\$24.60	30.64%		0.27527	\$2,433,458	4.52	\$2,071
Business	Port Macquarie CBD	\$589.70	\$24.60	5.20%		2.36132	\$3,261,691	6.05	\$11,818
Business	Defined Urban Centre	\$589.70	\$24.60	20.07%		0.53477	\$4,992,022	9.26	\$3,061
Business	Hastings Other	\$489.70	\$24.60	30.30%		0.46687	\$380,205	0.71	\$1,697
The Broadwater Special Rate						0.06154	\$109,414	0.20	\$327
Sanctuary Springs Special Rate						0.13120	\$29,854	0.06	\$335
Allowance for Growth							\$340,751		
Sub-Total							\$54,224,337	100.00	
Pensioner Rebates							(\$1,532,900)		
Postponed Rates							(\$50,000)		
Abandoned Other/Appeals							(\$33,500)		
Economic Development							(\$322,912)		
Tourism							(\$561,600)		
The Broadwater Special Rate							(\$109,414)		
Sanctuary Springs Special Rate							(\$29,854)		
Environmental Base							(\$897,183)		
Port Macquarie CBD Town Improvement							(\$1,216,200)		
General Net Income							\$49,470,774		

Rates and Charges Hardship Assistance Policy

Council has a current Rates and Charges Hardship Assistance Policy. This policy was adopted by Council on the 16 August 2017. If you would like to get more information on this policy, please contact Council's customer services section on 6581 8111.

Environmental and community infrastructure levy expenditure: 2020-21

Project	Amount
Flying Fox Camp Management - Implement actions from Management Plan	\$45,000
Hibbard Precinct Catchment - Investigation of appropriate floodplain mitigation measures	\$40,000
Wrights & Yarranabee Creeks - Investigation of appropriate floodplain mitigation measures	\$40,000
Development of a Coastal Management Program for Lake Cathie	\$80,000
Undertake Biosecurity (Weed Management) program to restore and conserve the natural environment of the Mid North Coast	\$122,900
Koala Road Strike - Detailed investigation of black spot areas	\$5,000
Illaroo Revetment Wall - Consult with community regarding funding model options	\$10,000
Ecological Restoration Report - Implement actions	\$25,000
Wild Deer Management in the Council area	\$25,000
Koala Recovery Partnership Program - Support	\$90,000
Dunbogan Flood Access - Saltmarsh offset management	\$6,000
Port Macquarie Regional Sports Stadium	\$150,000
Sporting Infrastructure Renewals	\$240,000
Park Furniture Renewals	\$65,000
Total	\$943,900

Statement of Fees and Charges

Water charges under Sections 501 & 502 of the Local Government Act 1993

With water becoming an increasingly scarce resource both locally and globally, it is appropriate that councils focus on influencing water demand through increasing emphasis on usage based pricing. Best practice water supply pricing requires councils to provide strong pricing signals to encourage efficient water use. With this in mind the water usage charge will be increased and the water access charge will be reduced over three years commencing 2019-20 with the goal that 75% of water income will be derived from usage charges by 2021-22, in line with best practice recommendations.

The total yield from water charges in 2020-21 has been increased in line with the IPART approved general fund rate peg of 2.6%, however a change in the pricing structure as detailed above has been included. The tier 1 water usage charge has been increased by 25c per kl from \$3.06 in 2019-20 to \$3.31 and the access charge for a 20mm meter has reduced from \$198.00 in 2019-20 to \$178.00 in 2020-21.

If you require specific information on these charges please contact Council on 6581 8111.

The following total revenue is to be derived from the 2020-21 Water Pricing Tariff.

Description	Annual Charge	Services Charged	Total Annual Income	Total Usage Charge	Total Usage Income	Total Income
20mm Water Meter (Including Vacant Land)	\$178.00	34,019	\$6,055,382.00			
25mm Water Meter	\$283.00	973	\$275,359.00			
32mm Water Meter	\$473.00	252	\$119,196.00			
40mm Water Meter	\$745.00	187	\$139,315.00			
50mm Water Meter	\$1,173.00	134	\$157,182.00			
80mm Water Meter	\$3,013.00	24	\$72,312.00			
100mm Water Meter	\$4,711.00	44	\$207,284.00			
150mm Water Meter	\$10,623.00	5	\$53,115.00			
200mm Water Meter	\$18,888.00	0	\$0.00			
Equivalent Tenants	\$178.00	2,807.11	\$499,665.58			
Fire Service: 32mm Water Meter	\$236.50	1	\$236.50			
Fire Service: 40mm Water Meter	\$372.50	2	\$745.00			
Fire Service: 50mm Water Meter	\$586.50	8	\$4,692.00			
Fire Service: 80mm Water Meter	\$1,506.50	0	\$0.00			
Fire Service: 100mm Water Meter	\$2,355.50	155	\$365,102.50			
Fire Service: 150mm Water Meter	\$5,311.50	22	\$116,853.00			

Description	Annual Charge	Services Charged	Total Annual Income	Total Usage Charge	Total Usage Income	Total Income
Fire Service: 200mm Water Meter	\$9,444.00	2	\$18,888.00			
Gross Income from Annual Charges			\$8,085,327.58			\$8,085,327.58
Charges for Consumption: Tier 1				\$3.31	\$18,078,157.00	
Tier 2				\$6.62	\$4,123,115.00	
Gross Income from Consumption Charges					\$22,201,272.00	\$22,201,272.00
Total Gross Income						\$30,286,599.58
Less: Pension Rebates						(\$670,100.00)
Less: Other Rebates						(\$378,000.00)

Net Income \$29,238,499.58

Sewer charges under Sections 501 & 502 of the Local Government Act 1993

All properties connected or capable of connection to the sewerage system will be charged an annual charge. In addition, properties such as major regional shopping centres, caravan parks, flats, retirement homes, motels, clubs, hotels, schools and backpacker hostels will be required to pay an additional charge based on the amount of water consumed. Council intends to increase the sewer annual and usage charges by 2.6% for the 2020-21 financial year which is in line with the general fund rate pegging allowance that has been determined by IPART.

The projected income for sewerage for 2020-21 is as follows:

Description	Annual Charge	Assessments Charged	Total Annual Income	Usage Charge	Expected Water Usage (kls)	Total Usage Income
Available	\$905.60	32,161	\$29,125,001.60			
Available Pump Out	\$875.60	327	\$286,321.20			
Unconnected (Section 548a)	\$581.20	0	\$0.00			
Non-rateable (other than Churches & Halls s555)	\$721.00	79	\$56,959.00			
Non-rateable (Churches & Halls s555)	\$581.20	22	\$12,786.40			
Non-rateable (Other s556)	\$905.60	152	\$137,651.20			
Additional Charge				\$1.35	1,000,000	\$1,350,000.00
Gross Income			\$29,618,719.40			\$1,350,000.00
Less: Pension Rebates			(\$635,000.00)			
Less: Other						(\$10,000.00)
Net Income from Sewerage Annual and Usage Charges			\$28,983,719.40			\$1,340,000.00

On-site sewerage management system annual charges

Properties with an on-site sewerage management system will be charged an annual charge based on the risk of the system. Council intends to increase the on-site sewerage management annual charge by 2.6% for the 2020-21 financial year which is in line with the general fund rate pegging allowance that has been determined by IPART.

The 2020-21 projected income for onsite effluent is as follows:

Description	Annual Charge	Assessments Charged	Total Annual Income
Low Risk System	\$39.00	1,580	\$61,620.00
Medium Risk System	\$77.00	2,202	\$169,554.00
High Risk System	\$110.00	515	\$56,650.00
Small Commercial	\$220.00	87	\$19,140.00
Large Commercial	\$274.00	17	\$4,658.00
Gross Income		4,401	\$311,622.00

Reclaimed water charges

Reclaimed water will continue to be charged at 50% of the water charge.

The 2020-21 projected income for reclaimed water is as follows:

Description	Annual Charge	Assessments Charged	Total Annual Income	Usage Charge	Expected Water Usage (kls)	Total Usage Income
20mm Meter	\$89.00	4	\$356.00			
25mm Meter	\$141.50	21	\$2,971.50			
32mm Meter	\$236.50	5	\$1,182.50			
40mm Meter	\$372.50	7	\$2,607.50			
50mm Meter	\$586.50	9	\$5,278.50			
80mm Meter	\$1,506.50	2	\$3,013.00			
100mm Meter	\$2,355.50	1	\$2,355.50			
150mm Meter	\$5,311.50	1	\$5,311.50			
200mm Meter	\$9,444.00	0	\$0.00			
Charges for Consumption						
Tier 1				\$1.66	105,422	\$175,000.00
Gross Income		50	\$23,076.00			\$175,000.00

**Stormwater charges - annual charge under Local Government Amendment
(Stormwater) Act 2005 and the Local Government (General) Amendment
(Stormwater) Regulation 2006**

All urban properties except vacant land that are in the residential and business categories for rating purposes, for which Council provides a stormwater management service will be charged a stormwater levy. The base stormwater levy has remained unchanged since it was introduced in 2006-07.

The projected income for stormwater in 2020-21 is as follows:

Description	Charge	Number of Assessments	Total Annual Income
Business – 0 to 350m2	\$25.00	60	\$1,500.00
Business – 351m2 to 700m2	\$50.00	187	\$9,350.00
Business – 701m2 to 1,000m2	\$75.00	191	\$14,325.00
Business – 1,001m2 to 1,400m2	\$100.00	139	\$13,900.00
Business – 1,401m2 to 1,750m2	\$125.00	73	\$9,125.00
Business – 1,751m2 to 2,100m2	\$150.00	57	\$8,550.00
Business – 2,101m2 to 2,450m2	\$175.00	48	\$8,400.00
Business – 2,451m2 to 2,800m2	\$200.00	31	\$6,200.00
Business – 2,801m2 to 3,200m2	\$225.00	22	\$4,950.00
Business – 3,201m2 to 3,500m2	\$250.00	18	\$4,500.00
Business – 3,501m2 to 3,850m2	\$275.00	21	\$5,775.00
Business – 3,851m2 to 4,200m2	\$300.00	28	\$8,400.00
Business – 4,201m2 to 4,600m2	\$325.00	14	\$4,550.00
Business – 4,601m2 to 4,900m2	\$350.00	8	\$2,800.00
Business – 4,901m2 to 5,200m2	\$375.00	11	\$4,125.00
Business – 5,201m2 to 5,600m2	\$400.00	6	\$2,400.00
Business – 5,601m2 to 5,950m2	\$425.00	9	\$3,825.00
Business – 5,951m2 to 6,300m2	\$450.00	10	\$4,500.00
Business – 6,301m2 to 6,600m2	\$475.00	6	\$2,850.00
Business – Greater than 6,600m2	\$500.00	136	\$68,000.00
Business Strata	\$12.50	629	\$7,862.50
Residential	\$25.00	21,910	\$547,750.00
Residential Strata	\$12.50	6,442	\$80,525.00
Gross Income		30,056	\$824,162.50

Stormwater levy expenditure: Council has allocated the full amount of the Stormwater Levy to maintenance and running of the current stormwater system. This allocation is over and above previous allocations for stormwater maintenance. Urban land (not vacant) that is categorised for rating purposes as residential or business with a stormwater service will be charged the levy as allowed for in the legislation.

Pursuant to Section 403(1) of the *Local Government Act 1993* the following statement relates to stormwater management services to be funded by the Stormwater Levy.

The Stormwater Levy is used to fund operational stormwater infrastructure maintenance and remedial works across all urban areas of the LGA. Stormwater Levy and General Fund resources for 2020-21 will be allocated as follows:

Purpose	Funding Source	Amount
Operational Maintenance and Remedial Works	General Fund	\$1,491,475
Operational Maintenance and Remedial Works	Stormwater Levy	\$600,000
Loan Repayments	Stormwater Levy	\$205,964
Loan Repayments	General Fund	\$197,106
Stormwater Renewal Program	General Fund	\$650,000
North Haven Flood Mitigation Works - Investigation and concept design remedial works	General Fund	\$50,000
Stormwater Remediation - 35 Hart Street	Stormwater Reserve	\$90,000
Stormwater Remediation - Panorama Drive, Bonny Hills	Stormwater Reserve	\$94,501
Develop Stormwater Catchment Management Plans for each of the 62 sub-catchments	Stormwater Reserve	\$113,000
Black Swan Terrace Stormwater Detention Facility	General Fund	\$200,000
Total		\$3,692,046

Waste Management Charges

The charges to apply to domestic waste management are determined in accordance with the Reasonable Cost guidelines issued by the NSW Office of Local Government. The charges determined using these guidelines will apply to domestic as well as non-domestic properties.

Domestic waste management services

All properties with a domestic waste management service available to their property will be charged an annual charge under Section 496 of the *Local Government Act 1993*.

The charge for multiple services is calculated by the "type of service" multiplied by the "number of services" provided.

The applicable charges for 2020-21 are outlined in the schedule below.

Description	Cost per Service	Services Provided	Estimated Income
DOMESTIC WASTE MANAGEMENT ANNUAL CHARGES			
Standard Service (240 Litre Fortnightly General Waste)	\$459.00	17,923	\$8,226,657.00
Minimiser Service (140 Litre Fortnightly General Waste)	\$402.00	10,243	\$4,117,686.00
Excess Service (240 Litre Weekly General Waste)	\$678.00	1,588	\$1,076,644.00
On Application Only Special Weekly Service (140 Litre Weekly General Waste)	\$567.00	5	\$2,835.00
Special Half Weekly Service (140 Litre Weekly General Waste) - (Shared) Multi-unit dwellings only	\$308.00	12	\$3,696.00
Half Minimiser Service (140 Litre Fortnightly General Waste) - (Shared) Multi-unit dwellings only	\$225.00	36	\$8,100.00
Half Excess Service (240 Litre Weekly General Waste) - (Shared) Multi-unit dwellings only	\$363.00	163	\$59,169.00
Half Standard Service (240 Litre Fortnightly General Waste) - (Shared) Multi-unit dwellings only	\$252.00	669	\$168,588.00
Availability Charge on Land Not Receiving Full Charge - Multi-unit dwellings only	\$143.00	2,274	\$325,182.00
Availability Charge on Vacant Land	\$79.00	1,460	\$115,340.00
Additional Recycling Service (240 Litre Fortnightly)	\$67.00	123	\$8,241.00
Additional Organics Service (240 Litre Weekly)	\$98.00	272	\$26,656.00
Additional Weekly Garbage Service (240 Litre General Waste)	\$356.00	44	\$15,664.00
Additional Weekly Garbage Service (140 Litre General Waste) - Multi-unit dwellings only	\$271.00	1	\$271.00
Minimum Waste Charge - Single dwelling	\$402.00	71	\$28,542.00
Less: Pensioner/Other Rebates			(\$510,000.00)
Net Income for Domestic Waste Management Services		34,884	\$13,673,271.00

Other waste management service

All properties with a non-domestic waste management service will be charged an annual charge under Section 501 of the *Local Government Act 1993*.

The charge for multiple services is calculated by the "type of service" multiplied by the "number of services" provided.

The applicable charges for 2020-21 are outlined in the schedule below.

Description	Cost per Service	Services Provided	Estimated Income
OTHER WASTE MANAGEMENT ANNUAL CHARGES			
Commercial Weekly Service (140 Litre Weekly General Waste)	\$567.00	434	\$246,078.00
Commercial Excess Service (240 Litre Weekly General Waste)	\$678.00	355	\$240,690.00
Commercial Half Weekly Service (140 Litre Weekly General Waste) - (Shared)	\$308.00	6	\$1,848.00
Commercial Half Excess Service (240 Litre Weekly General Waste) -(Shared)	\$363.00	10	\$3,630.00
Commercial Availability Charge on Land Not Receiving Full Charge	\$79.00	1,039	\$82,081.00
Commercial Availability Charge on Vacant Land	\$79.00	193	\$15,247.00
Commercial Additional Recycling Service (240 Litre Fortnightly)	\$67.00	139	\$9,313.00
Commercial Additional Organics Service (240 Litre Weekly)	\$98.00	25	\$2,450.00
Commercial Additional Weekly Garbage Service (240 Litre Weekly General Waste)	\$356.00	135	\$48,060.00
Commercial Additional Weekly Garbage Service (140 Litre Weekly General Waste)	\$271.00	4	\$1,084.00
Waste Management Access Charge – Rural Properties	\$31.00	1,648	\$51,088.00
Less: Pension/Other Rebates			(\$1,300.00)
Net Income for Other Waste Management Services		3,988	\$700,269.00

Interest charge under Section 566

Charged on all outstanding rates and charges – 7.5%.

Statement of Fees to be Charged and Pricing Policy of Goods and Services

Council fees for the 2020-21 financial year are listed in the Schedule of Fees and Charges.

In determining the appropriate fees to be charged for Council services and facilities in 2020-21, the basic principle applied is that charges should be considered fair and equitable to the general community. Individual members of the community should not be precluded from essential services because of economic circumstances. In accordance with Council's adopted practice Fees & Charges for the following price categories have generally increased by 2.0% as an approximation of CPI.

(d) User pays (e) Market Forces (f) Cost Plus

The range of services provided by Council to the community is diverse and requires different considerations when determining the associated fee or charge. The level of the fee or charge was determined having regard to the following categories:

Code	Description
A	Economic Cost Total cost of providing services for private good.
B	Community Service Services considered to have a level of benefit to the community. Generally benefits are not solely confined to users. Partially funded by rates.
C	Regulated Charges Federal or State Government set charges.
D	User Pays Principal Services under this category are such that individual costs can be determined and met by the user of the service.
E	Market Forces Services that Council operates in a competitive market and needs to fix charges similar to other providers.
F	Cost Plus Services provided on a commercial basis with an amount of risk profit included.
G	Section 7.11 (Developer Contributions) Items are priced at the level determined by the adopted Council's Developer Contributions Plan. The plans provide for quarterly increases in these fees based on Consumer Price Index (CPI) increases.

For information, one of the above codes has been included next to each fee or charge listed in Part C.

CONFIDENTIAL

Statement of Borrowings

To provide for the future needs of our community, Council borrows funds to provide infrastructure and community assets which are not able to be funded out of normal revenue sources. The loans are based on periods that represent the economic life of the facility or asset or a reasonable fixed term, whichever is the lesser. Loans are raised by Council from banks or other recognised financial institutions and secured by a mortgage deed over the revenue of the Council. Proposed new borrowings for the next four years are:

Purposed New Borrowings	2020-21	2021-22*	2022-23*	2023-24*
	Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil	Nil

**Currently being reviewed*

For information on Council's debt cover ratio refer to the Annual Financial Statements available on Council's website.

Statement of Private Works

The *Local Government Act 1993* enables Council to carry out the following works for residents and organisations on private land:

- Paving and road making (GST exempt);
- Kerbing and guttering (GST exempt);
- Demolition and excavation (GST applies);
- Water, sewerage and drainage connections (GST applies);
- Land clearing and tree felling (GST exempt);
- Tree planting and maintenance (GST exempt);
- Fencing and ditching (GST applies) and;
- Canal maintenance (GST exempt)

Council has adopted the following charging policy in relation to private works:

Actual cost plus adjustments to cover Council overheads.

Overhead Charges:

- To cover Workers' Compensation, leave entitlements, superannuation, etc., and
- To cover administration.

Overhead charges to cover administration, engineering, store running costs:

- Emergency works - 25%;
- Prepaid works up to \$20,000 - 18%;
- Prepaid works \$20,000 to \$50,000 - 12%; and
- Prepaid works \$50,000 & above - 6%.

Labour costs are increased to cover Workers' Compensation, leave entitlements, award provisions and superannuation.

Statement of Business and Commercial Activities

Council has conducted commercial activities for a number of years and currently undertakes the following:

- Port Macquarie Airport
- The Glasshouse Arts, Conference and Entertainment Centre

Whilst the majority of business undertakings have a primary requirement to make a profit on the funds invested, there is also a social and community component in their undertakings. Each of the commercial units contributes in some way to community wellbeing, as well as to the economic infrastructure of the Port Macquarie-Hastings area.

Council conducts regular reviews of the operations and of the commercial activities of each of these business units. The review ensures that their charges are commercially based and are not at variance with market requirements. Funds that are in excess of the operating and development requirements of the commercial activity are used as part of Council's revenue stream to enable Council to provide the Port Macquarie-Hastings community with a broad range of services and facilities.





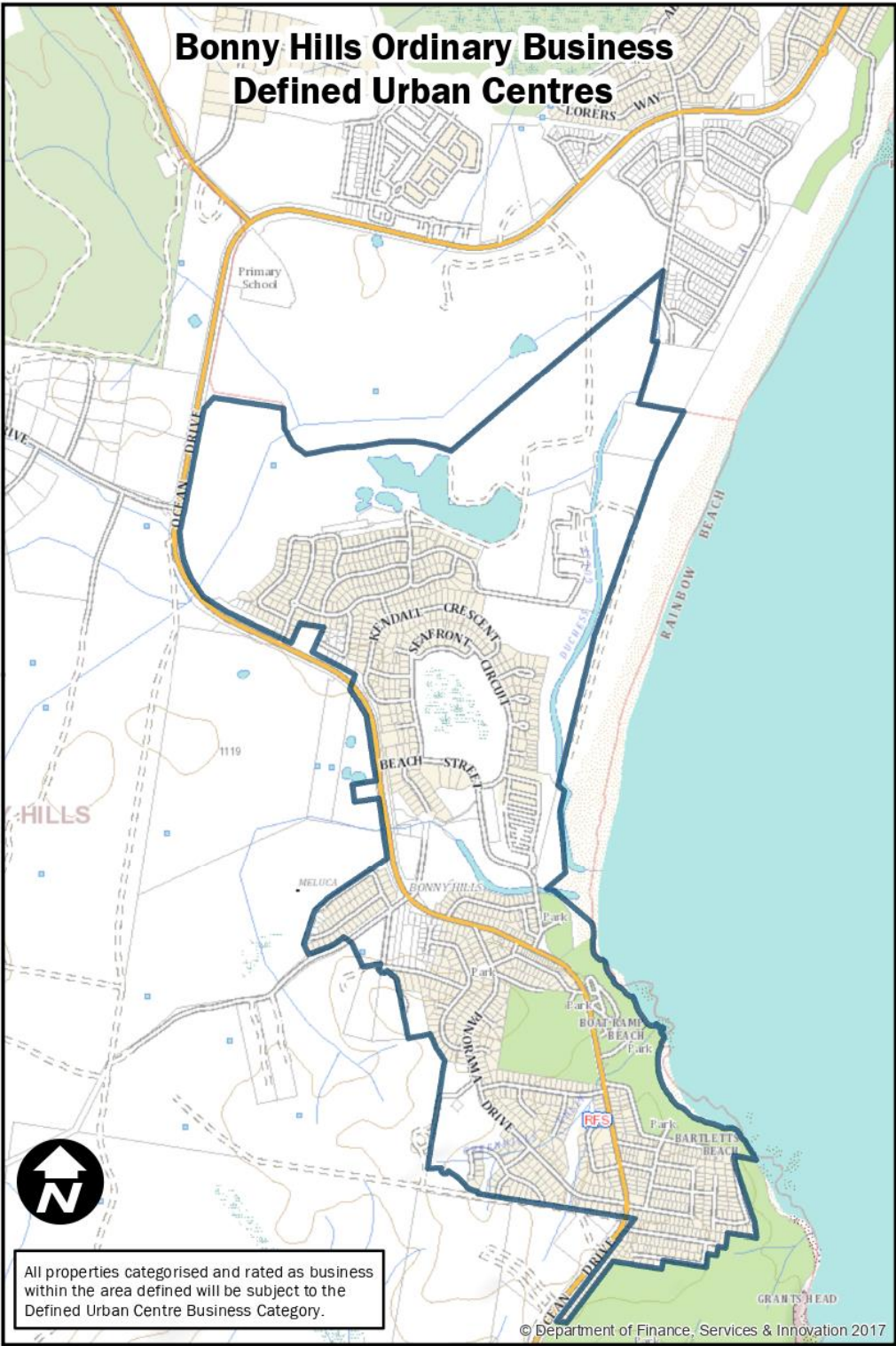
PORT MACQUARIE-HASTINGS
COUNCIL

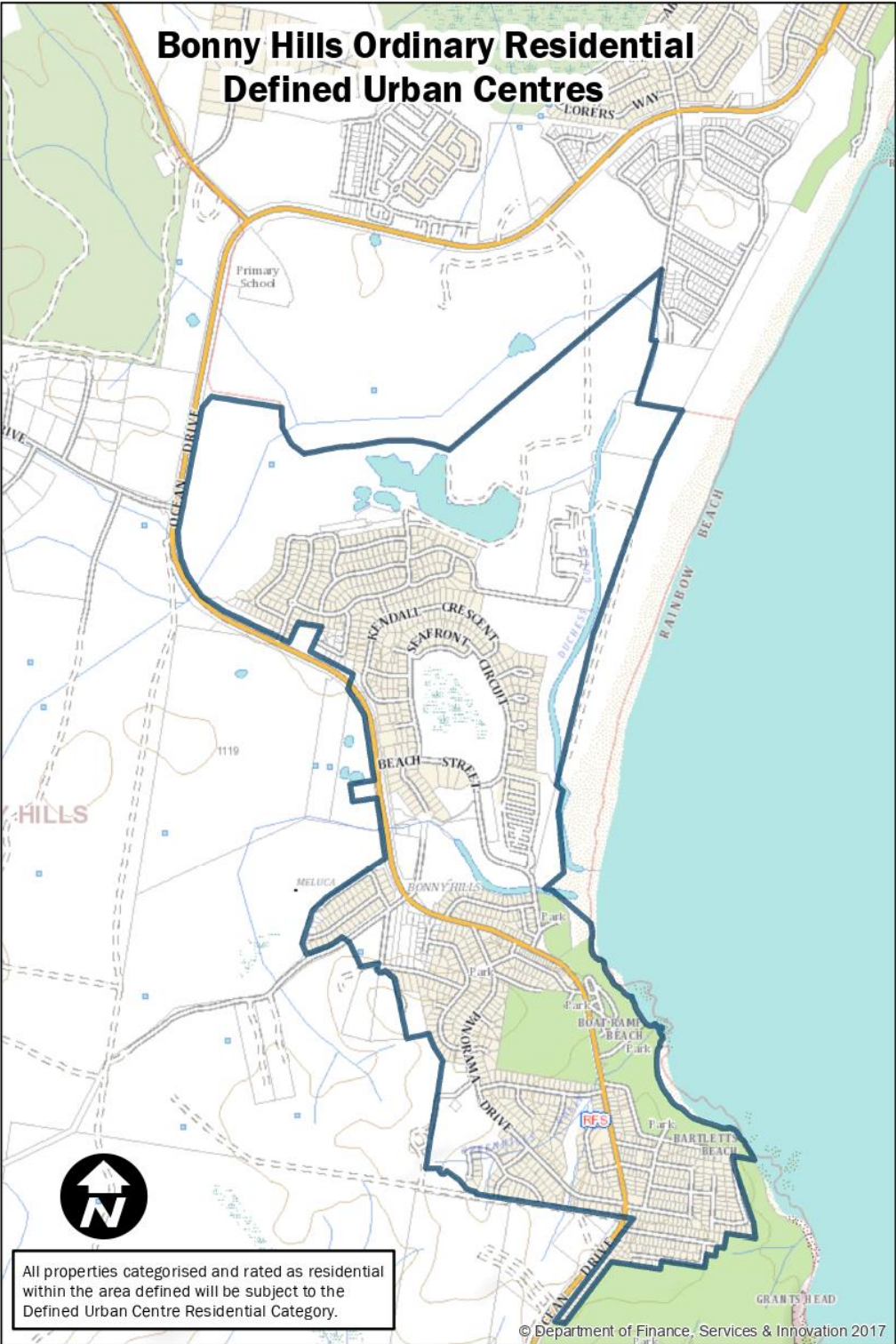
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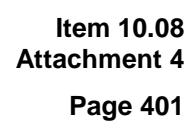
RATINGS MAPS
2020-2021

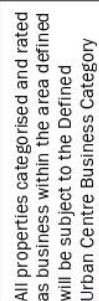


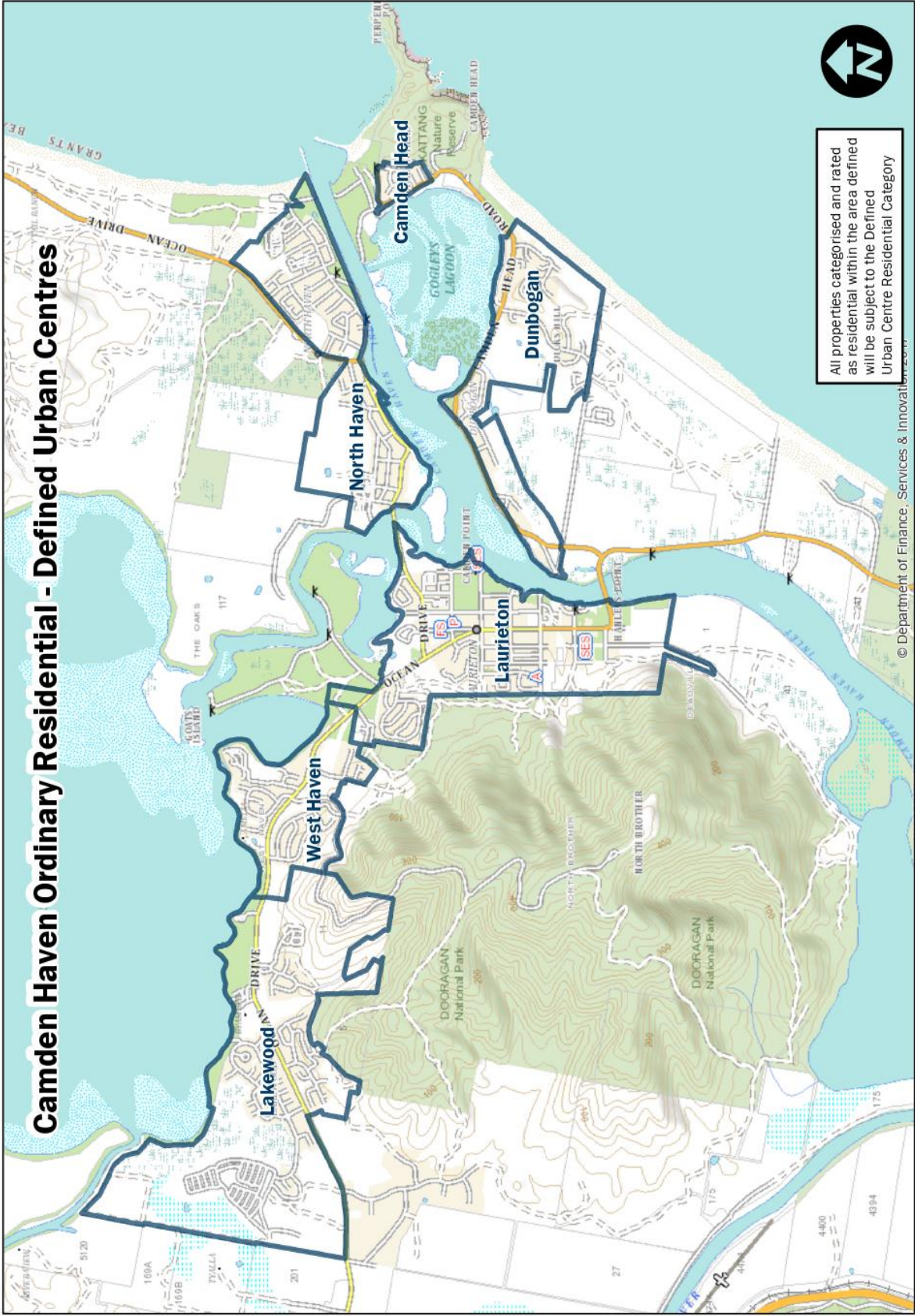


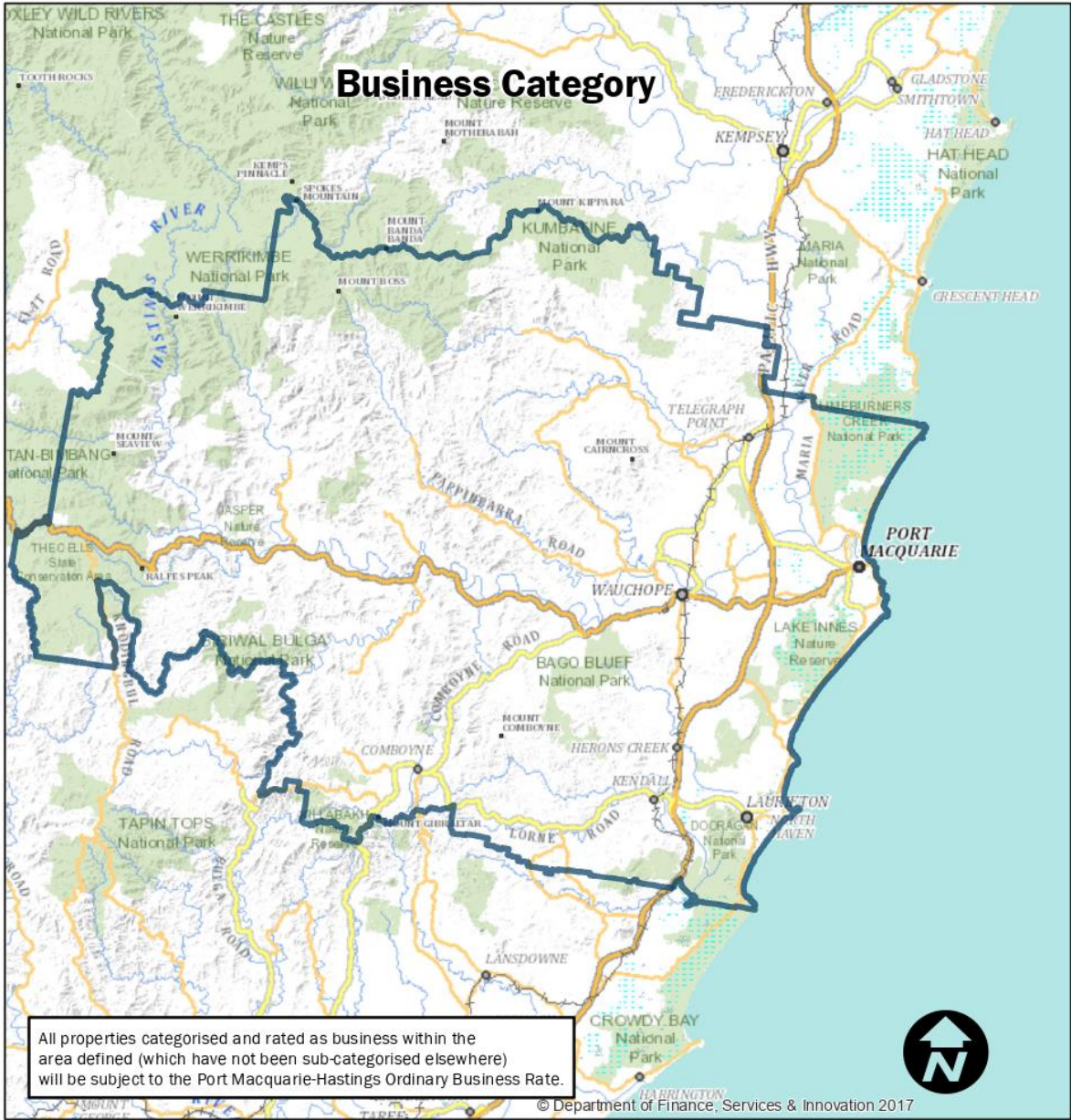


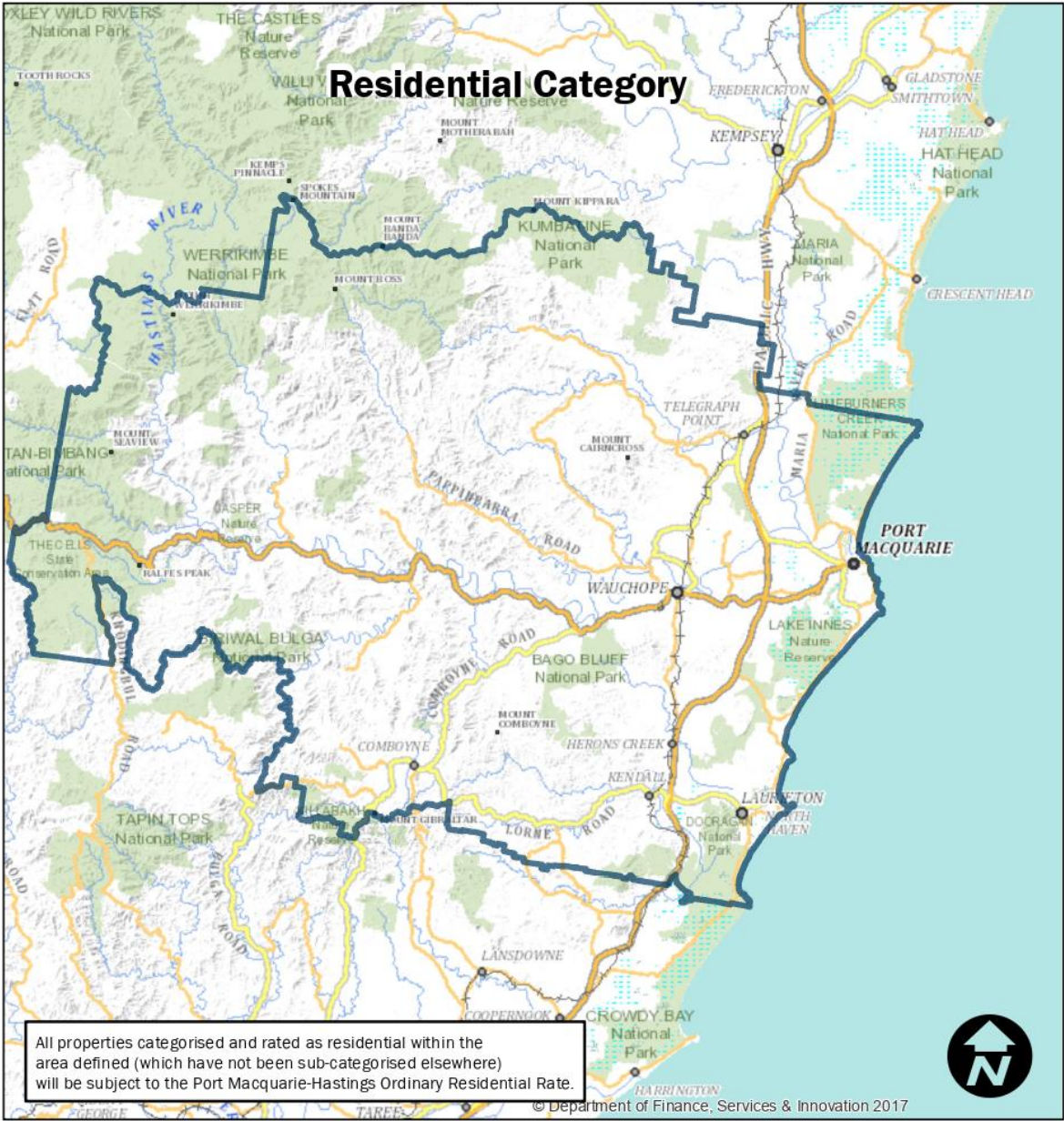




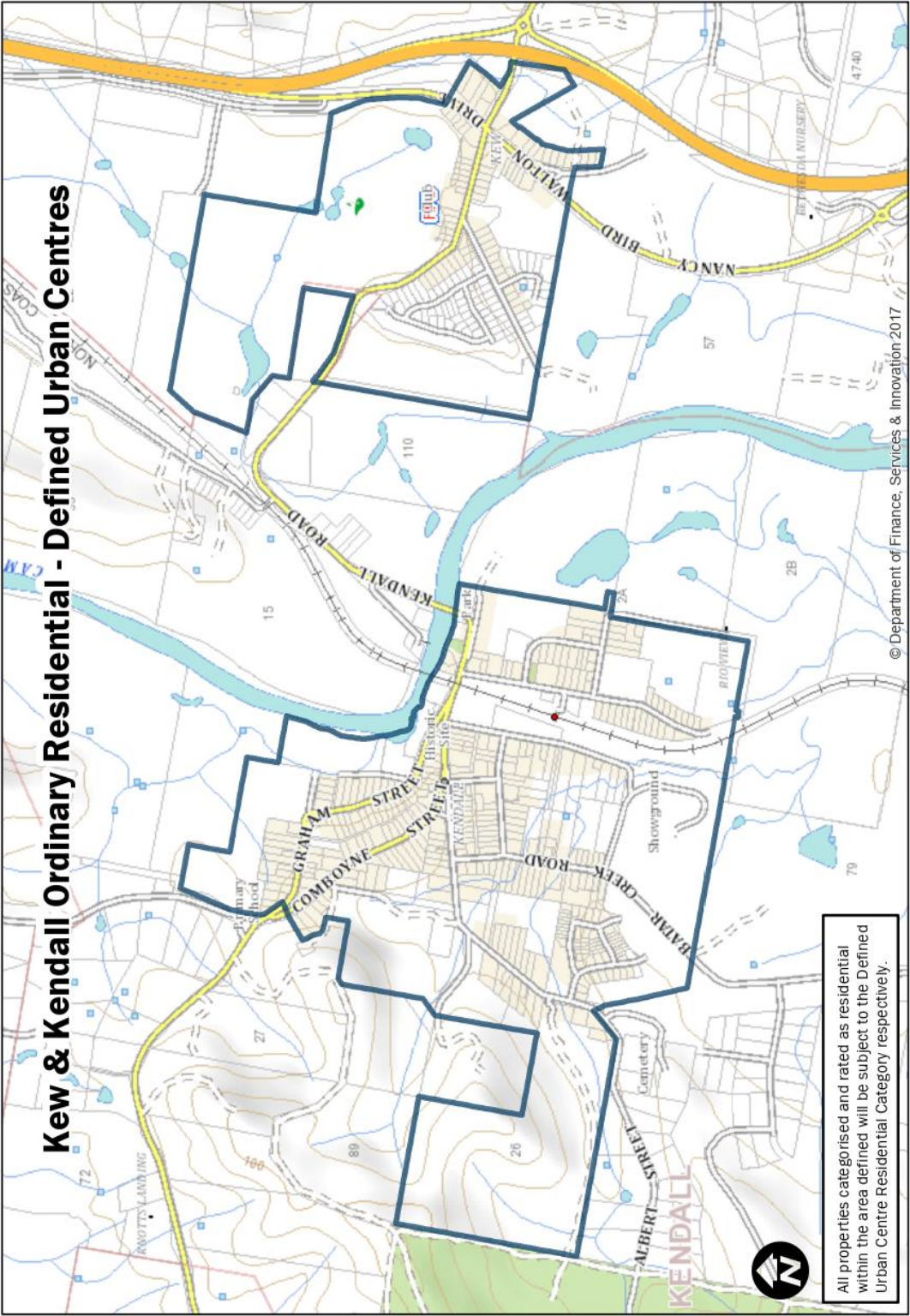


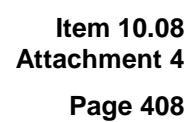


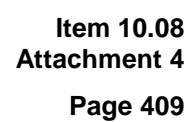


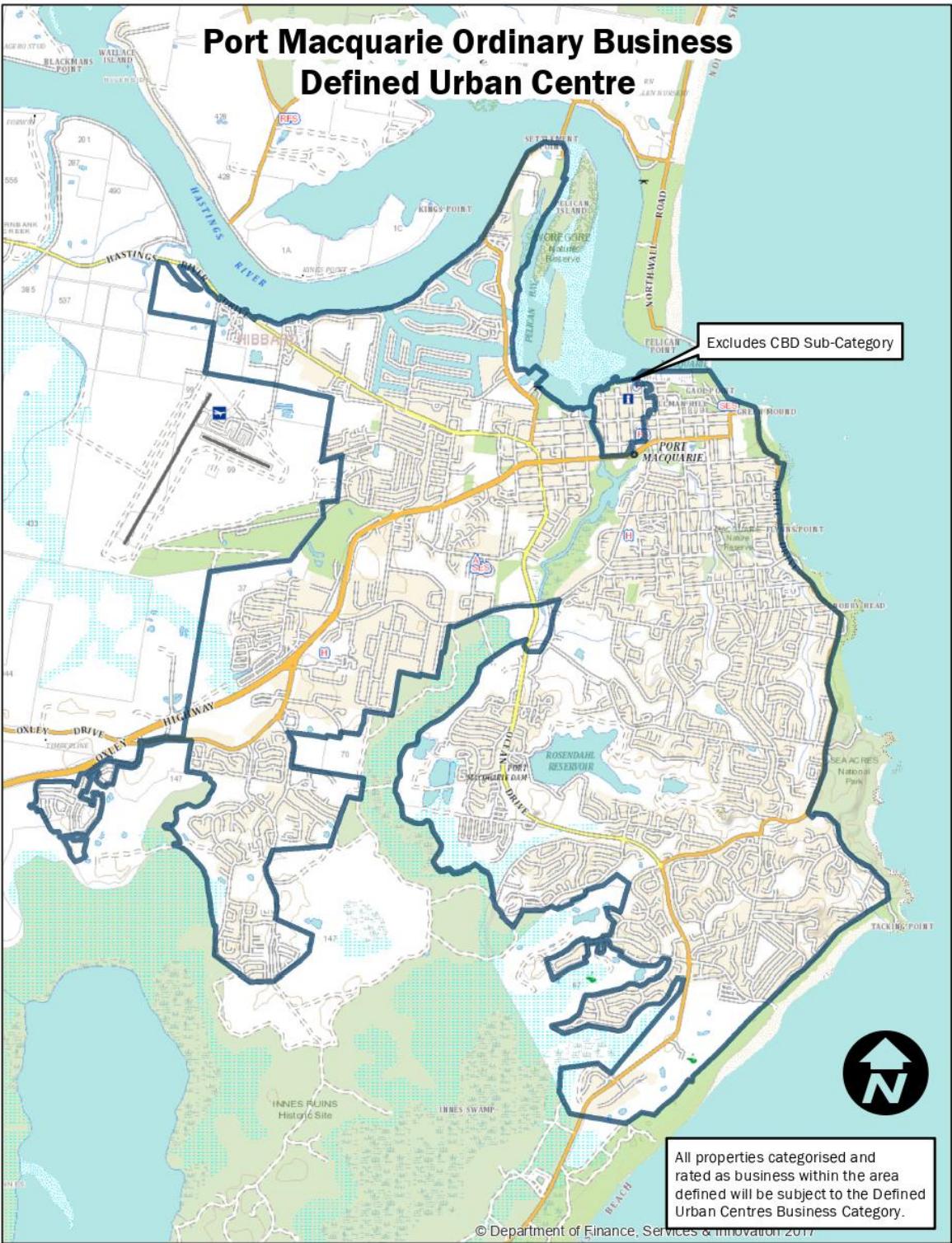


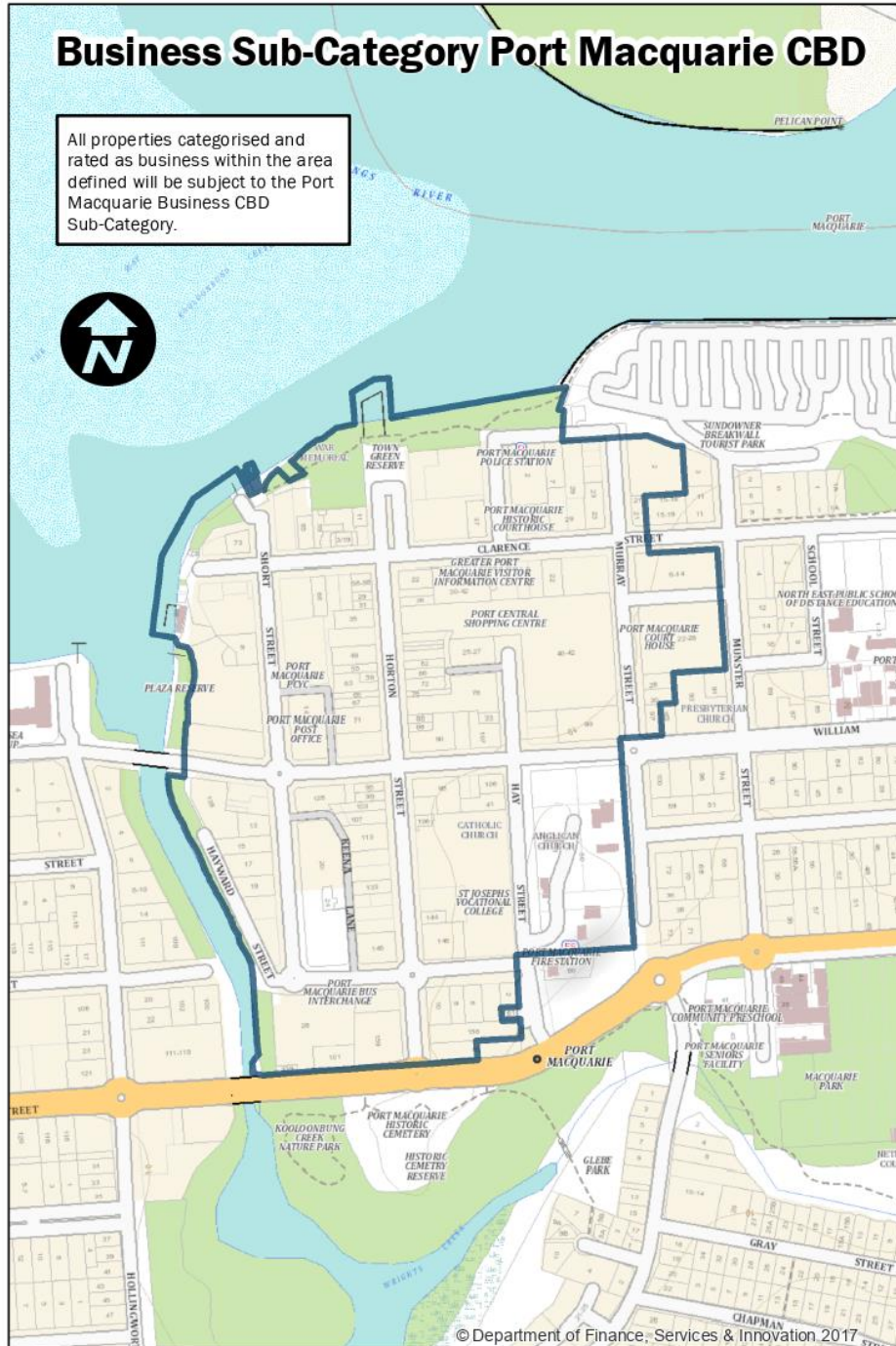




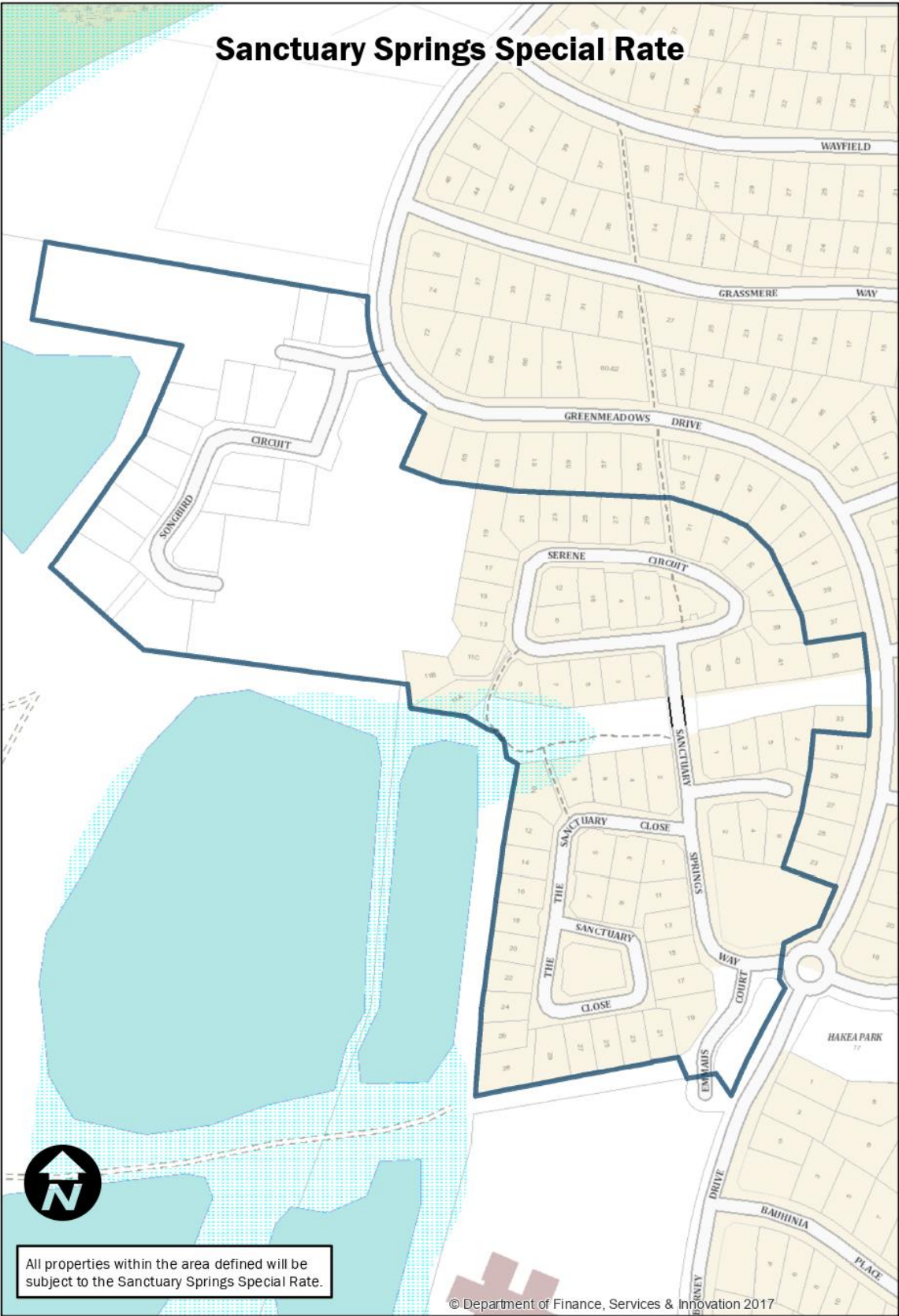


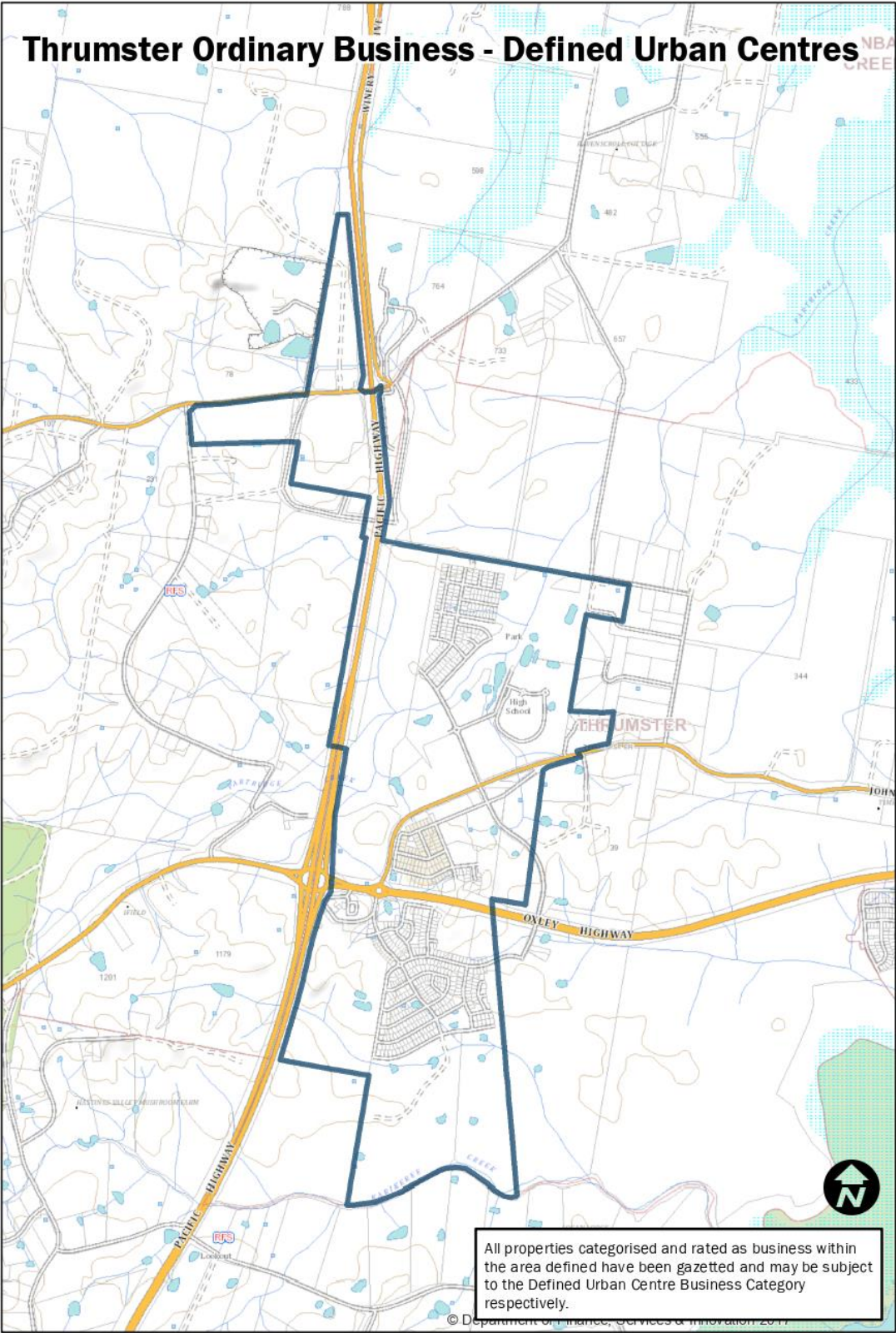


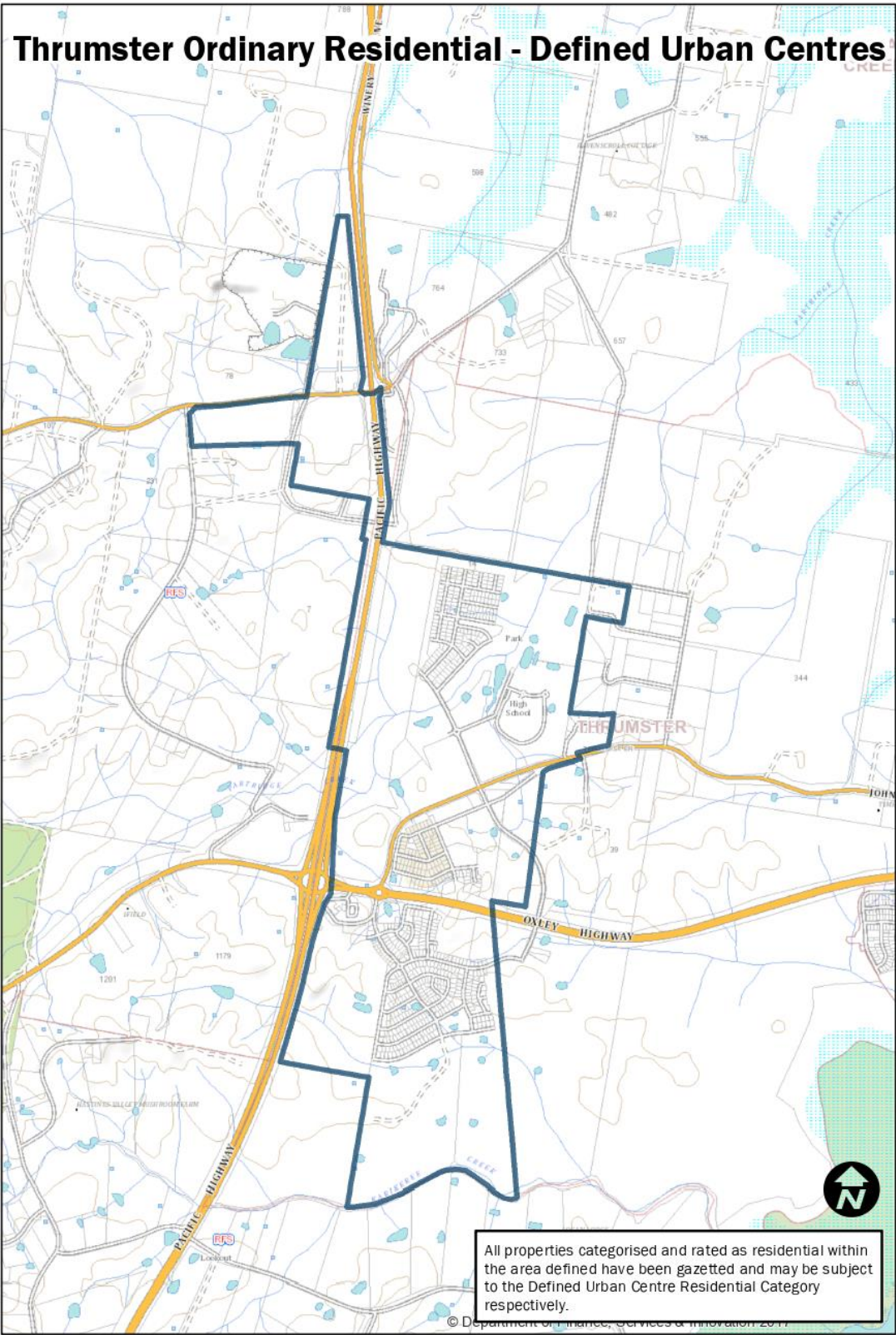


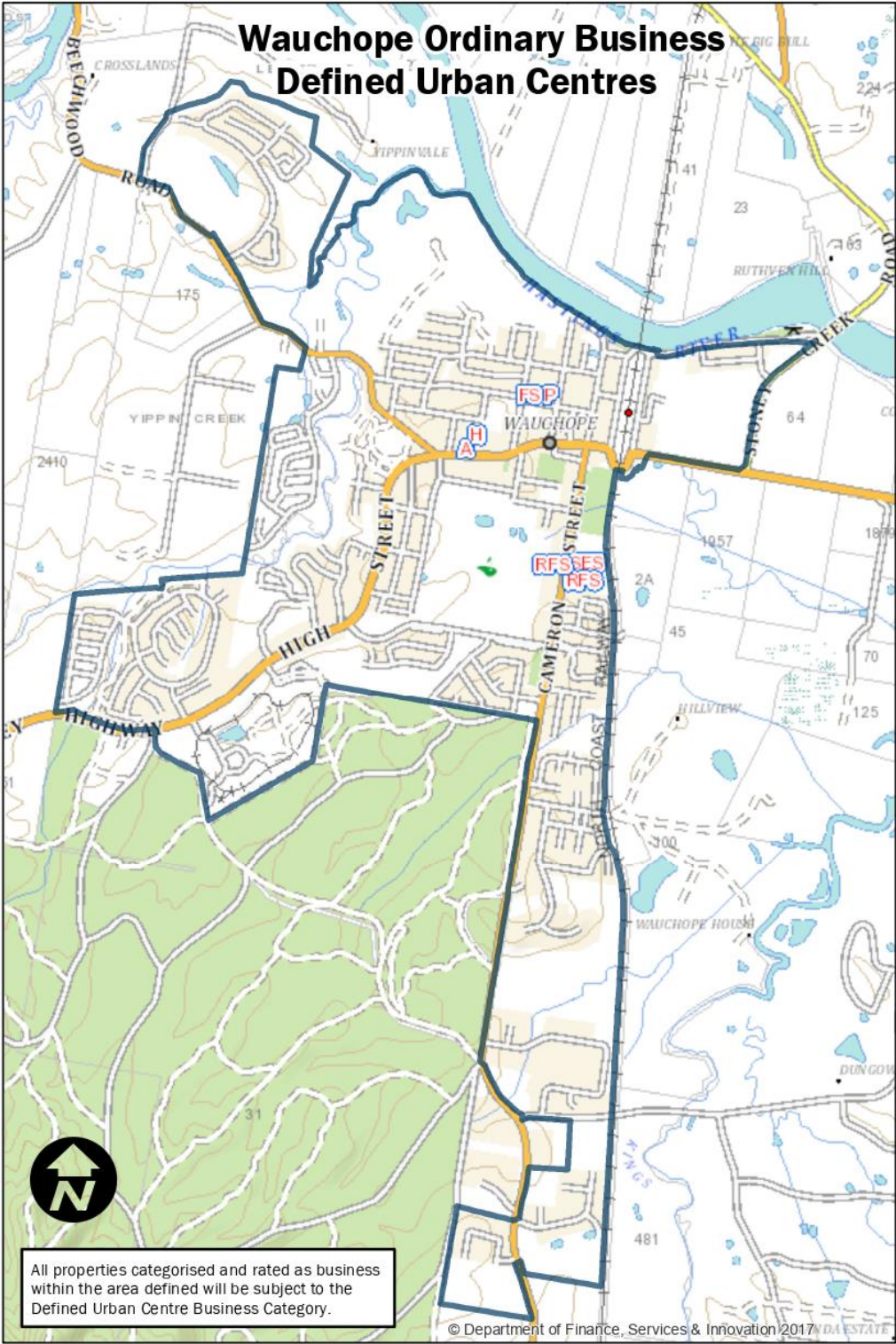


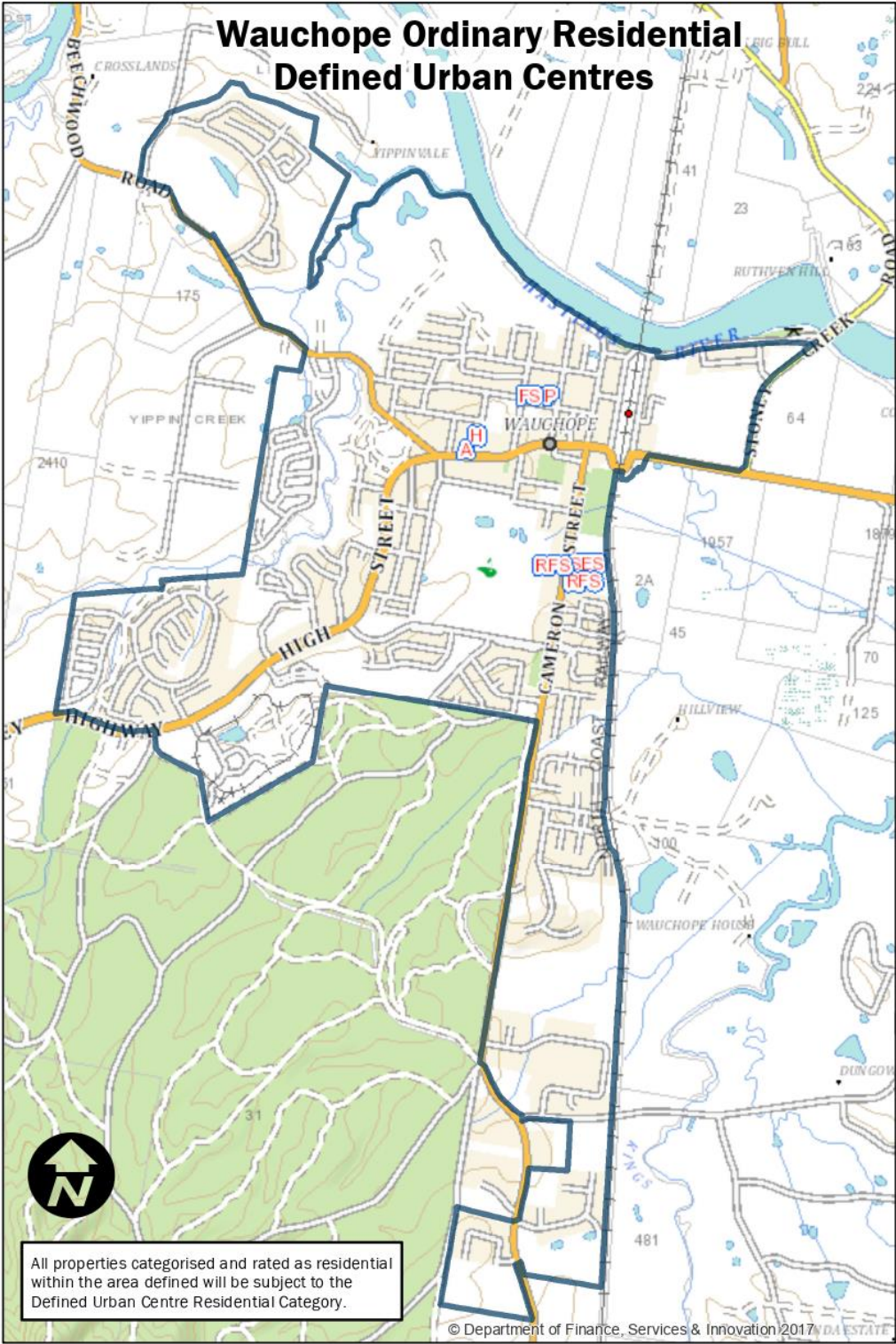
















AGENDA

ORDINARY COUNCIL
20/11/2019

Item: 10.10

Subject: FINANCIAL IMPACT OF COST SHIFTING FROM OTHER LEVELS OF
GOVERNMENT

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

1.3.3 Ensure there is appropriate management of risk to mitigate impact for Council and the community.

RECOMMENDATION

That Council note the information on the financial impact of cost shifting from other levels of Government.

Executive Summary

At the Ordinary Council meeting held on 21 October 2015, Council resolved:

RESOLVED: Hawkins/Sargeant

That Council:

1. *Request the General Manager provide a report to the November 2015 Ordinary Meeting of Council on the impact of cost shifting on Council in the 2014-2015 financial year, updating the draft figures provided to Council in May 2015.*
2. *Request the General Manager provide an updated report to the November 2016 Ordinary Meeting of Council on the impact of cost shifting for the financial year 2015-2016 and annually, including any additional categories of cost-shifting that have been identified.*
3. *Request that the General Manager give consideration to collecting additional cost shifting information as part of the service review process.*

CARRIED: 8/0

FOR: Besseling, Cusato, Hawkins, Intemann, Levido, Roberts, Sargeant and Turner

AGAINST: Nil

This report addresses the annual update as per resolution 2. It provides information with respect to the estimated financial impact of cost shifting on Port Macquarie-Hastings Council for the 2018-2019 financial year.

DiscussionDefinition

Cost shifting is defined by Local Government NSW as follows:

"Cost shifting describes a situation where the responsibility for, or merely the costs of, providing a certain service, concession, asset or regulatory function are 'shifted' from a higher level of government on to a lower level of government without providing corresponding funding or the conferral of corresponding and adequate revenue raising capacity."

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ORDINARY COUNCIL
20/11/2019Local Government NSW Survey

Local Government NSW coordinates a cost shifting survey of all NSW Councils in order to establish the impact of cost shifting by the Australian and NSW Governments to NSW Local Government. The last survey was 2015-2016. In that survey, the dollar impact of cost shifting for Port Macquarie-Hastings Council was \$9.7m which included \$1.9m of identified new items including fluoridation of water, maintaining of crown reserves, and cost of maintaining RMS transferred assets.

The most recently published LGNSW Council Survey report, *"The Impact of Cost Shifting on Local Government in NSW: A Survey of Councils"*, (released October 2018), highlighted that despite the recognition of cost shifting and its adverse impacts on NSW Local Government, cost shifting continues to increase. The key points of the report are as follows:

- Cost shifting in 2015-2016, (approximately \$820m), was estimated to have increased significantly from \$380m in 2005-2006.
- Cost shifting increased from 7% of total income before capital in 2013-2014 for all councils who responded to 7.5% in 2015-2016. Council's cost shifting as a proportion of total income before capital increased from 6.1% in 2013-2014 to 8.0% in the most recent 2018-2019 period.
- Not only does cost shifting continue to grow, it is growing at an accelerated rate. Council's 2018-2019 cost shifting impact represented a 3.3% increase on the previous year.
- Per annum cost shifting has more than doubled in the last decade. This is due largely to State Government policies, in particular the waste levy, with the Federal Government responsible for only 2% of cost shifting borne by councils. Cost-shifting impacts on Council from Federal Government represented 11.3% of total impacts in 2018-2019.
- The most significant areas of cost shifting in 2015-2016 were as follows:
 - Waste levy: this was the biggest cost shifting impact on Councils, (44% of Council's total impact in 2018-2019);
 - Emergency Services levy: councils paid \$127m in mandatory contributions to fund the State Government emergency service agencies, (7% of Council's total impact in 2018-2019, including NSW Fire Brigade and RFS);
 - State libraries: there was a \$130m shortfall in funding required to operate public libraries, (6% of Council's total impact in 2018-2019);
 - Pensioner rebates cost the industry \$61m, (11% of Council's total impact in 2018-2019).

Impacts on Port Macquarie-Hastings Council

This Council report utilises the Local Government NSW cost shifting survey methodology as the basis for compiling figures with the following exceptions:

- The cost survey records a zero for any net positive amounts. This report records these as a reduction in the impact. That is, all things being equal, this report would show a lower figure than the survey.
- Further categories have been identified that are deemed to be cost shifting beyond those collected and reported in the survey.

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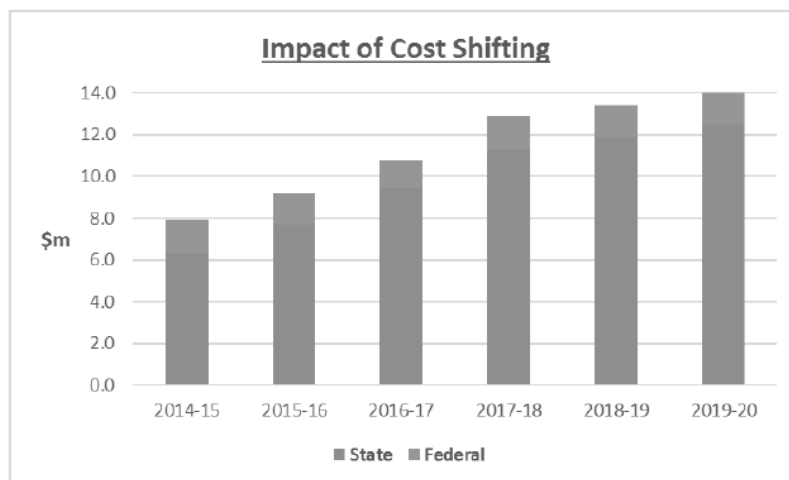
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20/11/2019

As detailed in the table below, which shows total cost shifting at both the State and Federal levels, the impact of cost shifting, (being the total of all identified net expenditure items reduced by the total of net positive amounts) is:

- \$7.9m in 2014-2015, (\$6.3m State, \$1.6m Federal)
- \$9.2m in 2015-2016, (\$7.7m State, \$1.5m Federal)
- \$10.8m in 2016-2017, (\$9.4m State, \$1.4m Federal)
- \$12.9m in 2017-2018, (\$11.3m State, \$1.6m Federal)
- \$13.4m in 2018-2019, (\$11.9m State, \$1.5m Federal)
- \$14.0m budgeted in 2019-20, (\$12.5m State, \$1.5m Federal)

The following graph illustrates the above impact:



This is a significant impost on Council.

Cost Shifting Data

The following table identifies costs shifting impacts separated between those arising from State government impacts and those arising from Federal government impacts:

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	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020
	Actuals	Actuals	Actuals	Actuals	Actuals	(Based upon budget figures)
Impacts from NSW State Government	\$	\$	\$	\$	\$	\$
Contribution to NSW Fire Brigade	314,202	326,125	332,538	345,477	342,787	378,047
Contribution to NSW State Emergency Services	111,214	130,809	142,238	127,032	108,411	128,639
Contribution to Rural Fire Service	298,705	310,298	395,697	493,201	500,703	488,872
Public Library Operations	707,105	714,641	692,620	762,712	796,663	813,650
Onsite Sewerage Facilities	(65,785)	34,376	(97,717)	(144,071)	(125,397)	(13,718)
Administration of the Companion Animals Act	198,869	114,528	258,238	169,833	190,591	190,722
Functions as Local Control Authority for Noxious Weeds	243,857	272,601	317,791	356,031	353,452	393,654
Functions under the Rural Fires Act	79,877	67,397	86,385	80,426	75,270	91,199
Administering Food Safety Regulations	13,152	11,676	30,644	20,447	24,550	29,143
Community Safety	4,092	5,397	9,090	398	8,140	8,000
Flood Mitigation Programme	22,856	28,698	48,871	36,620	104,207	76,283
Road Safety	38,771	31,405	25,071	90,372	55,335	72,680
Community & Human Services	465,059	581,977	600,290	602,730	789,961	1,110,500
Waste Levy	2,288,103	3,399,834	4,496,378	5,992,588	5,882,714	5,900,000
Sewerage Treatment System Licence Fee	94,455	85,758	69,120	76,344	64,339	103,000
Waste Management Site License Fee	9,401	9,638	9,381	11,642	12,003	6,600
Processing of DA Fees	(398,876)	(456,739)	(408,672)	(420,630)	(205,673)	(254,870)
Voluntary Conservation Agreements	5,572	6,526	7,681	8,379	10,715	10,929
Administration of Contaminated Land Management Functions under the Protection of the Environment Operations Act	4,439	4,981	5,084	12,281	20,649	21,062
Cost of Fluoridation	84,809	114,062	143,510	270,203	351,183	358,207
Cost of Maintaining Crown Reserves	126,280	103,395	162,298	166,474	109,417	111,605
Cost of RMS Transferred Assets - John Oxley Drive	1,645,958	1,742,192	1,980,156	2,213,625	2,346,636	2,393,569
Cost of RMS Transferred Assets - John Oxley Drive (Vegetation Management only)	6,843	26,016	38,844	49,580	33,741	34,416
Cost of RMS Transferred Assets - Kew (Nancy Bird Walton Drive)	4,495	2,383	3,276	24,861	8,501	8,672
Cost of RMS Transferred Assets - Bobs Creek Road	-	-	680	1,574	669	683
Contribution to Regional Arts Development Organisation (Arts Mid North Coast)	-	-	-	3,888	1,931	1,970
Subtotal	12,198	12,480	13,736	15,000	15,750	24,200
Subtotal	6,315,672	7,680,251	9,365,226	11,366,815	11,877,229	12,481,712
Impacts from Federal Government	\$	\$	\$	\$	\$	\$
Pensioner Rates Rebates	1,541,201	1,534,104	1,405,330	1,609,963	1,505,272	1,498,495
Immigration Services & Citizenship Ceremonies	4,052	2,394	2,629	1,693	1,909	2,999
Subtotal	1,545,253	1,536,498	1,407,959	1,611,656	1,507,181	1,501,494
Total of Cost Shifting Impacts	7,860,925	9,216,749	10,773,185	12,978,471	13,384,410	13,983,206
Other Current and Future Impacts	<p>Note that these areas represent cost shifting impacts which are currently being absorbed or are expected to impact in the future, but which at this stage cannot be fully quantified. For further details, refer to commentary below.</p>					
Cumulative Ongoing Impact of Indexation Freeze on Financial Assistance Grant						
Non Rateable Properties						
Infrastructure Works Associated with Development Undertaken by Other Levels of Government						
Impacts of Forestry Corporation						
Impacts of Biodiversity Conservation Act						
Impacts of Coastal Management Act 2016						
Impacts of Crown Land Management Act						
Oversight for Underground Fuel Storage Facilities						
Impacts of Changes in Bushfire Planning and Management						
Regulation of Private Water Supplies						
Impacts of China's National Sword Policy						

As noted above, the amounts quantified in the total cost shifting impacts are not exhaustive of the cost shifting impact on Council. Other impacts of cost shifting that are currently being absorbed by Council or will be absorbed by Council into the future are described as below. The estimated impact of these items on the total cost shifting amount for 2018-2019 is follows, notwithstanding that not all items are able to be quantified at this time:

	2018/2019 Actuals (\$'000)
Total of Cost Shifting Impacts from Table Above	13,384
Cumulative Ongoing Impact of Indexation Freeze on Financial Assistance Grant	870
Non Rateable Properties	2,000
Impacts of Biodiversity Conservation Act	25
TOTAL IMPACT	16,279

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ORDINARY COUNCIL
20/11/2019Financial Assistance Grant

In addition to cost shifting, another factor noted as having a financial impact to Council is the Federal Government's decision to pause indexation to the Local Government Financial Assistance Grants (FAG) Program for the three years commencing 1 July 2014. The table below illustrates the FAG allocation during this period and shows that the grant reduced by \$269k despite inflationary pressures:

Year	Total Allocation \$k
2013/14	\$8,844
2014/15	\$8,842
2015/16	\$8,764
2016/17	\$8,575

Although the freeze has now been lifted, the cumulative effect of this it will continue to impact into the future. When comparing the actual FAG allocation between 1 July 2014 and 30 June 2019 to what would have been received had a reasonable indexation been applied, it estimated that Council has incurred a cumulative loss of \$3.1m.

Non Rateable Properties

There are a number of properties within the LGA for which Council does not levy rate income due to them being exempt from rates under legislation, for example Crown land, national parks, land used by religious bodies, schools. The amount of rates forgone during 2018-19 for such properties was approximately \$2.0m. This estimation does not however take into account that valuations are not available for all these properties and therefore there are some for which an ad valorem rating component has not been included, i.e. this is a conservative estimate and the actual impact is likely to be higher.

Infrastructure works associated with development undertaken by other levels of Government

Other levels of government often construct infrastructure such as hospitals and schools. Whilst there is a significant benefit from this investment, unlike private development, these government developments are exempt from paying development contributions.

The provision of such developments can often also require that Council provide prioritised associated infrastructure such as footpaths without contributing towards the cost of that infrastructure.

Impacts of the Forestry Corporation

With such large areas of State Forest within our LGA, activities conducted by the Forestry Corporation such as timber logging has a significant impact on the wear and tear of Council assets, specifically our rural roads and timber bridges. This activity impacts significantly on maintenance programs and costs of our rural network. State Forests are exempt from Rates, hence the deterioration of Council assets and the associated increase in maintenance costs is borne by the community.

Impacts of the Biodiversity Conservation Act

Under the Biodiversity Conservation Act, in effect since February 2018, Council was handed responsibility for regulation of native vegetation management on Rural Residential and E-Zoned land. This was previously regulated by the OEH and involves increased environmental planning approvals including review of reports

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generated as per the Act. These reports include specialized ecological reports which require an accredited ecologist to undertake the review. Training for the increased planning approvals continues to result in additional expenditure with costs of approximately \$25k incurred in 2018-19 and a forecast of \$3k in 2019-20. Review of the new reports can also add up to 3 hours per applicable DA, which over a year may equate to 1 month of staff time.

Impacts of the Coastal Management Act 2016

The Coastal Management Act 2016 regulates Council to undertake Coastal Management Plans that outline all actions to occur along coastal areas. Works undertaken by Council that are not included in an approved Coastal Zone Management plan require a DA. The Coastal Management SEPP gives effect to the objectives of the Act by specifying how development proposals are to be assessed if they fall within the coastal zone and changes to this legislation were imposed in April 2018. Mapping of proximity zones and littoral and coastal wetlands have moved numerous projects from the REF pathway to a DA pathway which has increased environmental approvals for works undertaken. This change has resulted in increased time, money for environmental assessments and offset expenditure.

Impacts of the Crown Land Management Act

Changes to the Crown Land Management Act came into effect 1 July 2018 with the implementation of a new reserve management structure. Impacts include increased responsibilities for Native Title assessments and Aboriginal Land Council referrals, and the development of new plans of management for Crown reserves managed by Council. The changes in legislation have impacted Council resources across a number of areas.

Potential Additional Future Impacts

Council has identified items which may have a potential future impact. These include:

- The NSW EPA has transferred responsibility for the implementation and enforcement of the Underground Petroleum Storage System (UPSS) Regulation to local government from 1 September 2019. Council staff have completed / will implement a number of actions including the following:
 - Proactively identified at least 59 active premises within the LGA in preparation of the changes.
 - Develop a register of UPSS sites.
 - Attend EPA capacity building workshops for assistance in the transfer of the UPSS regulation.
 - Work with environmental health staff from neighbouring councils to develop a uniform approach to the regulation of UPSS systems within the Mid North Coast.
 - Develop a risk rating system to identify high-risk premises.
 - Undertake a compliance audit program from February 2020 and periodic routine inspections.
 - Liaise and provide education material to sites with UPSS to encourage compliance.
 - Respond to pollution complaints.
 - Receive annual reports on each system to review.

The full cost impact of the above is unknown at this stage, as it is dependent upon the outcomes of some of the above points. It will however result mainly

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Attachment 5

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ORDINARY COUNCIL
20/11/2019

in additional staff costs, and the impacts will be quantified once the full effects are understood.

- Legislative changes in bushfire planning and management are expected to have resourcing impacts across a number of areas. These include fire trail annual inspections on council land, ensuring compliance with requirements for bushfire protection measures, delivery of Crown land plans of management for council managed land incorporating bushfire mitigation works and increased environmental approval requirements to deliver bushfire mitigation works as a result of changes to the Coastal SEPP. Whilst these changes did not result in additional costs during 2018-19, various works are planned for 2019-20, the impacts of which will be quantified once the full effects are understood.
- The State Health Department has previously foreshadowed that they will be passing responsibility for regulating private water supplies to councils at some undetermined time in the future. There are however currently no indications of this occurring in the short term.
- China has enforced restrictions on the importation of recycled materials under its "National Sword" policy which became effective 1 January 2018. This has put considerable pressure on the processing of recycled waste and may lead to further impacts on the waste levy payable by Council.

The full quantum of the above items is yet to be determined.

Financial Impact of Cost Shifting on Council's Operational Plan and Long Term Financial Plan

Cost shifting impacts Council's available funds to deliver quality services and infrastructure, and its operating performance.

The impact of cost shifting could otherwise improve Council's operating position and/or be spent on some of the following:

- Additional services to the Community.
- Increasing current service levels to the Community.
- New infrastructure works.
- Increased maintenance expenditure.
- Increased spend on renewal of assets.

Some of these items would lead to a better overall performance against TCorp ratios and improve Council's financial sustainability.

Options

This report is for information purposes.

Community Engagement & Internal Consultation

There has been no community engagement.

Planning & Policy Implications

There are no planning and policy implications in relation to this report.

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**ORDINARY COUNCIL
20/11/2019**

Financial & Economic Implications

This report discusses the impact of cost shifting imposed on Council from both the Federal and NSW Governments.

This cost shifting has an effect on Council's financial position and ability to deliver to the community.

Attachments

Nil



Authorised by: Council
Authorised date: 20/02/2019
Effective date: 21/02/2019
Next review date: 19/02/2020
File Number: D2018/085398

Council Policy INVESTMENT POLICY

1. INTRODUCTION

The Investment Policy establishes the framework within which Council's cash and investment portfolio will be managed, monitored and reported on. This policy has been established in compliance with section 625 of the Local Government Act 1993 and provides guidance for the investment of Council's funds, with consideration given to the following primary objectives:

- Preservation of capital. Preservation of capital is the principal objective of the investment portfolio. Investments are to be placed in a manner that seeks to safeguard Council's cash and investments portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters;
- Maximise investment returns within Council's risk appetite as outlined within this policy. Investments are expected to achieve a market average rate of return in line with Council's risk tolerance;
- Manage Council's cash resources to ensure sufficient liquidity to meet Council's business objectives over the short, medium and long term.

The policy reinforces Council's ongoing commitment to maintain a conservative risk and return portfolio, an important component of its ongoing prudent financial management practices.

2. POLICY STATEMENT AND SCOPE

2.1 Funds for Investment

Investment are maintained to meet specified business needs, including:

- strategic purposes consistent with Council's long term strategic plan;
- holding short-term investments for working capital requirements;
- holding investments that are necessary to carry out Council operations consistent with annual long-term plans.

2.2 Legislative Authority for Investments

All investments are to be made in accordance with:

- Australian Accounting Standards;
- NSW Office of Local Government Investment Circulars;
- NSW Office of Local Government Investment Policy Guidelines;
- Local Government (General) Regulation 2005 - Clause 212;
- Local Government Act 1993 (particularly section 625);
- NSW Local Government Code of Accounting Practice & Financial Reporting;
- Minister's Investment Order (gazetted);
- The Trustee Amended (Discretionary Investments) Act 1997 – Sections 14A(2), 14C(1) & (2).

2.3 Investment Governance

The following internal control practices are in place to ensure adequate governance and allow transparent and clear performance measurement for the management of Council's cash and investment portfolio:

- financial planning and cash flow management;
- delegated authorities and investment approval;
- measurement of investment performance;
- performance benchmarks;
- reporting and review;
- audit oversight.

2.4 Delegation of Authority

Authority for the implementation of the Investment Policy is delegated by Council to the General Manager in accordance with the *Local Government Act 1993*.

The General Manager (GM) has delegated the day-to-day management of Council's investment portfolio, including authority to invest surplus funds as follows:

- Director Corporate Performance (DCP);
- Group Manager Financial Services (GMFS);
- Other senior financial officers who have the requisite skills to undertake investment functions (as per the Delegations Register).

Officers with delegated authority are required to acknowledge they have received a copy of this policy and understand their obligations in this role.

2.5 Prudent Person Standard

The investment portfolio will be managed with the care, diligence and skill that a prudent person would exercise. As trustees of public monies, officers are to manage Council's investment portfolio to safeguard the portfolio in accordance with the spirit of this Investment Policy, and not for speculative purposes.

2.6 Ethics and Conflicts of Interest

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. Any potential conflicts of interest should be appropriately disclosed in accordance with Council's Code of Conduct.

Independent advisors are also to declare that they have no actual or perceived conflicts of interest and receive no inducements in relation to Council's investments.

2.7 Approved Investments

Current investment regulations require Councils to invest with either the NSW Treasury Corporation (NSW TCorp) or Approved Deposit-taking Institutions (ADI) such as Australian banks or branches of foreign owned banks, credit unions and/or building societies as it acknowledges the additional assurance that arises from their regulation by the Australian Prudential Regulation Authority (APRA).

Investments are limited to those allowed by any current Ministerial Investment Order that has been issued by the NSW Minister for Local Government.

2.8 Prohibited Investments

In accordance with any current Ministerial Investment Order, this investment policy prohibits but is not limited to any investment carried out for speculative purposes, including:

- Derivative based instruments;
- Principal only investments or securities that provide potentially nil or negative cash flow; and
- Standalone securities issued that have underlying futures, options, forward contracts and swaps of any kind.

This policy also prohibits the use of leveraging (borrowing to invest) of an investment.

2.9 Investment Advisor

In managing its investments Council may engage the services of an independent investment advisor, licensed by the Australian Securities and Investment Commission for the purpose of achieving the aims of this policy. Independence includes receiving no commissions or other benefits in relation to the investments being recommended or reviewed, except as fully rebated to Council, promptly.

The independent advisor will review and assess the market value of the investment portfolio on a monthly basis.

Council's investment advisor is required to provide written confirmation that they do not have any actual or potential conflicts of interest in relation to the investments they are recommending or reviewing, including that they are not receiving any commissions or other benefits from the product providers in relation to the investments being recommended or reviewed.

2.10 Mandatory Investment Criteria

2.10.1 Scope

Investments must comply with the legislative authorities as described in the **Legislative Authority for Investments** paragraph of this policy.

2.10.2 Currency

Investments must be denominated in Australian Dollars.

2.10.3 Ownership

Investments must be held in Port Macquarie Hastings Council name.

2.10.4 Term / Maturity

The term to maturity of investments may not exceed the periods shown below:

Investment	Maximum term
Fixed Rate Term Deposits	5 years
Floating Rate Notes (FRNs)	5.5 years
Other Investments	10 years

2.10.5 Risk Management Framework

Council's risk profile in relation to investing surplus funds is to be relatively prudent, conservative and risk averse. The profile will be achieved by effectively managing within the investment portfolio:

- the diversity of the investments;
- the creditworthiness of the investments.

Diversity is achieved by placing limits on the maximum exposure Council may have to individual funds or financial institutions and individual credit rating bands.

Creditworthiness of investments is primarily determined using industry standard credit ratings.

Investments are to comply with three key risk management criteria:

- **Overall Portfolio Credit Framework:** limit overall credit exposure of the portfolio;
- **Institutional Credit Framework:** limit exposure to individual institutions based on their rating;
- **Term to Maturity Framework:** limits based on maturity of securities.

Overall Portfolio Credit Framework

To control the credit quality of the entire portfolio, the following credit framework limits the percentage of the total portfolio exposed to particular credit rating categories.

Credit rating agencies apply short-term ratings to investments with 12 months or less to maturity and long-term ratings to those with greater than 12 months to maturity.

Short-term credit rating	Long-term credit rating	Overall portfolio exposure (as a % of Total Portfolio)
A-1+	AAA	100%

A-1	AA	100%
A-2	A	60%
A-3	BBB	30%
Unrated	Unrated	10%
NSW Treasury Corp Deposits and TCorpIM Funds (allowable under the Ministerial Order)		20%

- Credit ratings apply to both products and institutions. This policy requires the rating applicable to the institution responsible for the product (e.g. guarantor) to be taken as the relevant rating given this represents the underlying risk to Council.
- Credit risk investment parameters are based on credit rating bands as published by the credit rating agencies (e.g. S&P, Moody's, Fitch). If an investment is rated by more than one ratings agency, the credit rating to be used will be based on the order of S&P, Moody's and then Fitch. In the event of disagreement between agencies as to the rating band ("split ratings") Council shall use the higher in assessing compliance with portfolio policy limits, but for conservatism shall apply the lower in assessing new purchases.
- Where the principal amount and accrued interest of any investment with a financial institution are directly guaranteed by the Australian Federal Government for full repayment, the exposure of the total portfolio to credit ratings lower than AAA may be exceeded, provided that the excess amount comprises only guaranteed investments. As a result, investments directly guaranteed by the Australian Federal Government may comprise the total investment portfolio. Management should ensure that any excess of investments over the parameters specified in the table above that is comprised of Australian Federal Government guaranteed investments can be managed back to within the specified parameter levels prior to the expiration of any such guarantee.

Institutional Credit Framework

Council's exposure to an individual institution will be restricted by their credit rating so that single entity exposure is limited.

Where Council has short-term and long-term holdings with the same institution, the limit associated to the institution's short-term rating will be used.

Short-term credit rating	Long-term credit rating	Individual institution exposure (as a % of Total Portfolio)
A-1+	AAA	40%
A-1	AA	30%
A-2	A	20%
A-3	BBB	10%
Unrated	Unrated	5%
NSW Treasury Corp Deposits and TCorpIM Funds (allowable under the Ministerial Order)		20%

- Credit ratings apply to both products and institutions. This policy requires the rating applicable to the institution responsible for the product (e.g. guarantor) to be taken as the relevant rating given this represents the underlying risk to Council.
- Credit risk investment parameters are based on credit rating bands as published by the credit rating agencies (e.g. S&P, Moody's, Fitch). If an investment is rated by more than one ratings agency, the credit rating to be used will be based on the order of S&P, Moody's and then Fitch. In the event of disagreement between agencies as to the rating band ("split ratings") Council shall use the higher in assessing compliance with portfolio policy limits, but for conservatism shall apply the lower in assessing new purchases.
- Where the principal amount and accrued interest of any investment with a financial institution are directly guaranteed by the Australian Federal Government for full repayment, the exposure to individual institutions may exceed the stated limits provided that the excess amount comprises only guaranteed investments.

Term to Maturity Framework

The term to maturity framework specifies the maximum amounts or percentages of Council's total investment portfolio that can be held within the various investment maturity bands.

Maximum thresholds are set to control the proportion of the total portfolio that can be invested into longer term investments to ensure that Council has adequate access to short and medium term liquidity to satisfy its business objectives. The maximum thresholds reduce as the maturity horizon extends further into the future.

	< 1 Year	1 to 3 Years	3 to 5.5 Years	> 5.5 Years
Maximum % of Total Portfolio	100%	60%	40%	20%

Minimum thresholds are set to ensure that there will always be an adequate amount of liquidity available for ongoing working capital purposes. Remaining funds are invested across the various investment horizons, seeking the best relative value at the time of investment.

	< 1 Year
Minimum % of Total Portfolio	40%

2.10.6 Breaches of Criteria

This policy imposes limits and thresholds in relation to the acquisition and holding of investments. However, situations may occur where inadvertent breaches of these limitations or thresholds arise, other than from the acquisition of investments. For example:

- amendments to regulatory directives or legislation;
- changes in the total value or amount of Council's investment portfolio which consequently changes any of the threshold limits so that they no longer meet the portfolio liquidity parameters.

If the credit ratings of any of Council's investments are downgraded to an extent that they no longer fall within the investment policy limits, they will be divested as soon as practicable having regard to potential losses resulting from early redemption and subject to minimising any loss of capital that may arise from compliance with this provision.

Then limitations or thresholds are breached due to amendments to regulatory directives or legislation, the investment portfolio must be managed in accordance with the respective amendments. Where the amendments enable retention and grandfathering of existing investments, Council may continue to actively manage those investments within the portfolio in accordance with all other regulations and policies applicable to such investments. This includes a strategy of holding or divesting such investments in accordance with regular investment considerations.

Where limitations or thresholds are breached due to a change in the overall size of the total investment portfolio, the following process will apply:

- an immediate freeze is imposed on the acquisition of new investments in the relevant category until the portfolio can be effectively managed back to accord with the requirements of this policy;
- the relevant category of investments must be managed back in accord with the policy limits within a period that takes into account any adversity created by market liquidity, current valuations of these investments and the risks of default.

The immediate forced sale of the investments in breach of the limits or thresholds will not be required.

2.11 Measurement of Investment Performance

Investment performance includes both interest returns and any change in the underlying capital value of the investments.

Interim fluctuations of capital value are excluded from the monthly measurement of investment performance on the basis that:

- investments are mainly acquired with the intention of holding them through to maturity, although some liquid assets may be sold prior to maturity should it be to the benefit of Council;
- cash liquidity requirements are structured and managed to ensure that Council is not in a financial position that will require a forced sale of these assets.

Notwithstanding the above, changes in capital value are important and the monthly investment report will therefore provide Council with indicative market valuations of each investment. In the event that the capital value of any investment becomes impaired, or a capital gain or loss is actually realised (through disposal), the gain or loss of value will be recognised within that month's financial accounts.

Investment performance will be measured monthly against the chosen benchmarks in relation to both current month and 12-month rolling returns.

The GMFS will approve the use of independently determined benchmarks. Where Council changes independently determined benchmarks, monthly reports for the month of change and the next five months thereafter shall contain reporting of investment returns against benchmark for both the following:

- the benchmark that is being replaced; and
- the new benchmark, backdated on a twelve month basis.

Council currently uses two performance benchmarks:

- Bloomberg AusBond Bank Bill Index (formerly known as UBSA Bank Bill Index) – the Bank Bill Index represents the performance of a notional rolling parcel of bills averaging 45 days and is the widely used benchmark for local councils and other institutional cash investments;
- 30 day Bank Bill Rate – provides a fair indicator of the risk free rate of return so that Council can understand the return that has been earned from diversifying its investment portfolio and accepting conservative levels of risk.

2.12 Reporting and Review

Council will maintain a separate record of money it has invested under section 625 of the *Local Government Act 1993*, in accordance with the criteria defined by the *Local Government Code of Accounting Practice and Financial Reporting*.

All investments are to be appropriately recorded in Council's financial records and reconciled at least on a monthly basis.

Pursuant to the *Local Government (General) Regulation 2005* (clause 212), the GMFS will provide a monthly report to Council on investments. The monthly report to Council will detail the investment portfolio in terms of performance and rate of return on the overall portfolio for the period and will detail the purchase price, face value, current (market) value, credit rating and coupon / yield for each individual investment.

For audit purposes, the GMFS will obtain certificates from the banks or fund managers confirming the amounts of investment held on Council's behalf at 30 June each year.

The Investment Policy will be reviewed at least once a year or as required in the event of legislative changes.

3. REFERENCES

Laws and standards	<ul style="list-style-type: none"> • Australian Accounting Standards • NSW Office of Local Government – Local Government Code of Accounting Practice & Financial Reporting • NSW Office of Local Government Investment Circulars • Office of Local Government Investment Policy Guidelines • Local Government (General) Regulation 2005 • Local Government Act 1993 • Minister's Investment Order (gazetted) • The Trustee Amended (Discretionary Investments) Act 1997 – Sections 14A(2), 14C(1) & (2)
Policies and procedures	<ul style="list-style-type: none"> • Code of Conduct • Disciplinary Policy & Procedures • Fraud & Corruption Internal Reporting Policy • Investment Strategy

4. DEFINITIONS

Term	Meaning
Total investments	<p>Total investments comprise:</p> <ul style="list-style-type: none"> • call accounts • term deposits • floating rate notes • bonds with an active secondary market with government (including NSW T-Corp) and Authorised Deposit-taking Institutions (ADIs). <p>Investments also include grandfathered structured investments with other institutions as defined.</p>
Active investments	<p>Active investments are a part of total investments and comprise:</p> <ul style="list-style-type: none"> • call accounts • term deposits • floating rate notes • bonds with an active secondary market
Grandfathered investments	<p>Grandfathered investments are a part of total investments and comprise:</p> <ul style="list-style-type: none"> • investments where new investment activity is prohibited by regulation • other investments over which new investment activity is temporarily prohibited due to unintentional breaches of investment thresholds and limitations that arise due to changes in the level of unrelated investments within the portfolio. (the prohibition only remains as long as the breaches remain in place).
Impairment	<p>The impairment of an investment represents the amount of the original cost of the investment that is not expected to be recovered at the investment's maturity date due to current adverse economic or investment conditions that impact on the investment's financial performance.</p>
Approved Deposit-taking Institution (ADI)	<p>An institution that is authorised under the <i>Banking Act 1959</i> to accept term deposits and conduct banking activities in accordance</p>

Term	Meaning
	with that Act and under the prudential supervision of the Australian Prudential Regulation Authority (APRA).
Active secondary market	A market where investors purchase securities or assets from other investors, rather than from issuing companies themselves on an arms length (independent) basis.
Benchmark rates	<p>Benchmark rates comprise:</p> <ul style="list-style-type: none"> Bloomberg AusBond Bank Bill Index - The Australian Bloomberg (formally UBSA) Bank Bill index is constructed as a benchmark to represent the performance of a passively managed short-term money market portfolio. It comprises thirteen Bank Bills of equal face value, each with a maturity seven days apart. The average term to maturity is approximately 45 days. A Bank Bill is a non-interest bearing security issued by a bank whereby the bank takes on an obligation to pay an investor a fixed amount (face value) at a fixed future date. It is sold to an investor at a discount to the face value. Bank Bills are short-term money market investments with maturities usually between 30 days and 180 days. 30 Day Bank Bill Index - The Bank Bill Index is designed to measure the performance of the Australian short-term money market and consists of 13 weekly maturities out to varying dates. Interest rates applied to these maturities are interpolated from cash and Bank Bill Swap (BBSW) rates. BBSW rates are administered by the Australian Stock Exchange (ASX).
Call funds	Call funds are closely linked with investments but do not constitute investments. Call funds are used to meet immediate operational cash needs and may be retained in Council cheque accounts and call accounts at an ADI. Call funds must be accessible immediately or up to a maximum of 24 hours notice within normal ADI operating hours.

5. PROCESS OWNER

Group Manager Financial Services

6. AMENDMENTS

Changes that have been made in reference since the last version (ORD 15/11/2017) include:

- Updated order and formatting
- Added following sections: 'Funds for Investment', 'Legislative Authority for Investments', 'Investment Governance', 'Breaches of Criteria'
- Expanded performance management section
- Combined 'Responsibilities and Authorities' and 'Delegation of Authority' sections. Removed investment authorisation requirements and detail of responsibilities attached to individual staff
- Consolidated 'Approved Investments' section
- Removed S&P ratings descriptions
- Added scope, currency, ownership, term / maturity sections to mandatory investment criteria
- Added short-term credit rating approval category
- Removed minimum portfolio exposure requirement
- Portfolio exposure: changed A rating to 60% (from 55%) and BBB rating to 30% (from 15%)
- Institutional exposure: changed AAA rating to 40% (from 45%), AA rating to 30% (from 40%) and A rating to 20% (from 15%)
- Maturity: changed 3 to 5 years from 30% to 40% (and to 5.5 years)
- Maturity: changed 5 years and greater from 15% to 20% (and to 5.5. years)

- Inclusion of Floating rate Notes as an investment option



Authorised by: <authority>
Authorised date: DD/MM/YYYY
Effective date: DD/MM/YYYY
Next review date: DD/MM/YYYY
File Number:

Council Policy INVESTMENT POLICY

1. INTRODUCTION

The Investment Policy establishes the framework within which Council's cash and investment portfolio will be managed, monitored and reported on. This policy has been established in compliance with section 625 of the Local Government Act 1993 and provides guidance for the investment of Council's funds, with consideration given to the following primary objectives:

- Preservation of capital. Preservation of capital is the principal objective of the investment portfolio. Investments are to be placed in a manner that seeks to safeguard Council's cash and investments portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters;
- Maximise investment returns within Council's risk appetite as outlined within this policy. Investments are expected to achieve a market average rate of return in line with Council's risk tolerance;
- Manage Council's cash resources to ensure sufficient liquidity to meet Council's business objectives over the short, medium and long term.

The policy reinforces Council's ongoing commitment to maintain a conservative risk and return portfolio, an important component of its ongoing prudent financial management practices.

2. POLICY STATEMENT AND SCOPE

2.1 Funds for Investment

Investment are maintained to meet specified business needs, including:

- strategic purposes consistent with Council's long term strategic plan;
- holding short-term investments for working capital requirements;
- holding investments that are necessary to carry out Council operations consistent with annual long-term plans.

2.2 Legislative Authority for Investments

All investments are to be made in accordance with:

- Australian Accounting Standards;
- NSW Office of Local Government Investment Circulars;
- NSW Office of Local Government Investment Policy Guidelines;
- Local Government (General) Regulation 2005 - Clause 212;
- Local Government Act 1993 (particularly section 625);
- NSW Local Government Code of Accounting Practice & Financial Reporting;
- Minister's Investment Order (gazetted);
- The Trustee Amended (Discretionary Investments) Act 1997 – Sections 14A(2), 14C(1) & (2).

2.3 Investment Governance

The following internal control practices are in place to ensure adequate governance and allow transparent

and clear performance measurement for the management of Council's cash and investment portfolio:

- financial planning and cash flow management;
- delegated authorities and investment approval;
- measurement of investment performance;
- performance benchmarks;
- reporting and review;
- audit oversight.

2.4 Delegation of Authority

Authority for the implementation of the Investment Policy is delegated by Council to the General Manager in accordance with the *Local Government Act 1993*.

The General Manager (GM) has delegated the day-to-day management of Council's investment portfolio, including authority to invest surplus funds as follows:

- Director Corporate Performance (DCP);
- Group Manager Financial Services (GMFS);
- Other senior financial officers who have the requisite skills to undertake investment functions (as per the Delegations Register).

Officers with delegated authority are required to acknowledge they have received a copy of this policy and understand their obligations in this role.

2.5 Prudent Person Standard

The investment portfolio will be managed with the care, diligence and skill that a prudent person would exercise. As trustees of public monies, officers are to manage Council's investment portfolio to safeguard the portfolio in accordance with the spirit of this Investment Policy, and not for speculative purposes.

2.6 Ethics and Conflicts of Interest

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. Any potential conflicts of interest should be appropriately disclosed in accordance with Council's Code of Conduct.

Independent advisors are also to declare that they have no actual or perceived conflicts of interest and receive no inducements in relation to Council's investments.

2.7 Approved Investments

Current investment regulations require Councils to invest with either the NSW Treasury Corporation (NSW TCorp) or Approved Deposit-taking Institutions (ADI) such as Australian banks or branches of foreign owned banks, credit unions and/or building societies as it acknowledges the additional assurance that arises from their regulation by the Australian Prudential Regulation Authority (APRA).

Investments are limited to those allowed by any current Ministerial Investment Order that has been issued by the NSW Minister for Local Government.

2.8 Prohibited Investments

In accordance with any current Ministerial Investment Order, this investment policy prohibits but is not limited to any investment carried out for speculative purposes, including:

- Derivative based instruments;
- Principal only investments or securities that provide potentially nil or negative cash flow; and
- Standalone securities issued that have underlying futures, options, forward contracts and swaps of any kind.

This policy also prohibits the use of leveraging (borrowing to invest) of an investment.

2.9 Investment Advisor

In managing its investments Council may engage the services of an independent investment advisor, licensed by the Australian Securities and Investment Commission for the purpose of achieving the aims of this policy. Independence includes receiving no commissions or other benefits in relation to the investments being recommended or reviewed, except as fully rebated to Council, promptly.

The independent advisor will review and assess the market value of the investment portfolio on a monthly basis.

Council's investment advisor is required to provide written confirmation that they do not have any actual or potential conflicts of interest in relation to the investments they are recommending or reviewing, including that they are not receiving any commissions or other benefits from the product providers in relation to the investments being recommended or reviewed.

2.10 Mandatory Investment Criteria

2.10.1 Scope

Investments must comply with the legislative authorities as described in the **Legislative Authority for Investments** paragraph of this policy.

2.10.2 Currency

Investments must be denominated in Australian Dollars.

2.10.3 Ownership

Investments must be held in Port Macquarie Hastings Council name.

2.10.4 Term / Maturity

The term to maturity of investments may not exceed the periods shown below:

Investment	Maximum term
Fixed Rate Term Deposits	5 years
Floating Rate Notes (FRNs)	5.5 years
Other Investments	10 years

2.10.5 Risk Management Framework

Council's risk profile in relation to investing surplus funds is to be relatively prudent, conservative and risk averse. The profile will be achieved by effectively managing within the investment portfolio:

- the diversity of the investments;
- the creditworthiness of the investments.

Diversity is achieved by placing limits on the maximum exposure Council may have to individual funds or financial institutions and individual credit rating bands.

Creditworthiness of investments is primarily determined using industry standard credit ratings.

Investments are to comply with three key risk management criteria:

- **Overall Portfolio Credit Framework:** limit overall credit exposure of the portfolio;
- **Institutional Credit Framework:** limit exposure to individual institutions based on their rating;
- **Term to Maturity Framework:** limits based on maturity of securities.

Overall Portfolio Credit Framework

To control the credit quality of the entire portfolio, the following credit framework limits the percentage of the total portfolio exposed to particular credit rating categories.

Credit rating agencies apply short-term ratings to investments with 12 months or less to maturity and long-term ratings to those with greater than 12 months to maturity.

Short-term credit rating	Long-term credit rating	Overall portfolio exposure (as a % of Total Portfolio)
A-1+	AAA	100%
A-1	AA	100%
A-2	A	60%
A-3	BBB	35%
Unrated	Unrated	5%
NSW Treasury Corp Deposits and TCorpIM Funds (allowable under the Ministerial Order)		20%

- Credit ratings apply to both products and institutions. This policy requires the rating applicable to the institution responsible for the product (e.g. guarantor) to be taken as the relevant rating given this represents the underlying risk to Council.
- Credit risk investment parameters are based on credit rating bands as published by the credit rating agencies (e.g. S&P, Moody's, Fitch). If an investment is rated by more than one ratings agency, the credit rating to be used will be based on the order of S&P, Moody's and then Fitch. In the event of disagreement between agencies as to the rating band ("split ratings") Council shall use the higher in assessing compliance with portfolio policy limits, but for conservatism shall apply the lower in assessing new purchases.
- Where the principal amount and accrued interest of any investment with a financial institution are directly guaranteed by the Australian Federal Government for full repayment, the exposure of the total portfolio to credit ratings lower than AAA may be exceeded, provided that the excess amount comprises only guaranteed investments. As a result, investments directly guaranteed by the Australian Federal Government may comprise the total investment portfolio. Management should ensure that any excess of investments over the parameters specified in the table above that is comprised of Australian Federal Government guaranteed investments can be managed back to within the specified parameter levels prior to the expiration of any such guarantee.

Institutional Credit Framework

Council's exposure to an individual institution will be restricted by their credit rating so that single entity exposure is limited.

Where Council has short-term and long-term holdings with the same institution, the limit associated to the institution's short-term rating will be used.

Short-term credit rating	Long-term credit rating	Individual institution exposure (as a % of Total Portfolio)
A-1+	AAA	40%
A-1	AA	30%
A-2	A	20%
A-3	BBB	10%
Unrated	Unrated	5%
NSW Treasury Corp Deposits and TCorpIM Funds (allowable under the Ministerial Order)		20%

- Credit ratings apply to both products and institutions. This policy requires the rating applicable to the institution responsible for the product (e.g. guarantor) to be taken as the relevant rating given this represents the underlying risk to Council.
- Credit risk investment parameters are based on credit rating bands as published by the credit rating agencies (e.g. S&P, Moody's, Fitch). If an investment is rated by more than one ratings agency, the credit rating to be used will be based on the order of S&P, Moody's and then Fitch. In the event of disagreement between agencies as to the rating band ("split ratings") Council shall use the higher in assessing compliance with portfolio policy limits, but for conservatism shall apply the lower in assessing new purchases.

- Where the principal amount and accrued interest of any investment with a financial institution are directly guaranteed by the Australian Federal Government for full repayment, the exposure to individual institutions may exceed the stated limits provided that the excess amount comprises only guaranteed investments.

Term to Maturity Framework

The term to maturity framework specifies the maximum amounts or percentages of Council's total investment portfolio that can be held within the various investment maturity bands.

Maximum thresholds are set to control the proportion of the total portfolio that can be invested into longer term investments to ensure that Council has adequate access to short and medium term liquidity to satisfy its business objectives. The maximum thresholds reduce as the maturity horizon extends further into the future.

	< 1 Year	1 to 3 Years	3 to 5.5 Years	> 5.5 Years
Maximum % of Total Portfolio	100%	70%	40%	10%

Minimum thresholds are set to ensure that there will always be an adequate amount of liquidity available for ongoing working capital purposes. Remaining funds are invested across the various investment horizons, seeking the best relative value at the time of investment.

	< 1 Year
Minimum % of Total Portfolio	40%

2.10.6 Breaches of Criteria

This policy imposes limits and thresholds in relation to the acquisition and holding of investments. However, situations may occur where inadvertent breaches of these limitations or thresholds arise, other than from the acquisition of investments. For example:

- amendments to regulatory directives or legislation;
- changes in the total value or amount of Council's investment portfolio which consequently changes any of the threshold limits so that they no longer meet the portfolio liquidity parameters.

If the credit ratings of any of Council's investments are downgraded to an extent that they no longer fall within the investment policy limits, they will be divested as soon as practicable having regard to potential losses resulting from early redemption and subject to minimising any loss of capital that may arise from compliance with this provision.

Then limitations or thresholds are breached due to amendments to regulatory directives or legislation, the investment portfolio must be managed in accordance with the respective amendments. Where the amendments enable retention and grandfathering of existing investments, Council may continue to actively manage those investments within the portfolio in accordance with all other regulations and policies applicable to such investments. This includes a strategy of holding or divesting such investments in accordance with regular investment considerations.

Where limitations or thresholds are breached due to a change in the overall size of the total investment portfolio, the following process will apply:

- an immediate freeze is imposed on the acquisition of new investments in the relevant category until the portfolio can be effectively managed back to accord with the requirements of this policy;

- the relevant category of investments must be managed back in accord with the policy limits within a period that takes into account any adversity created by market liquidity, current valuations of these investments and the risks of default.

The immediate forced sale of the investments in breach of the limits or thresholds will not be required.

2.11 Environmentally and Socially Responsible Investments

Subject to compliance with legislation and investment policy objectives and parameters, the Council supports investment securities that are environmentally and socially responsible investments (SRI). Council's preference is to enter into such investments where:

- the investment is compliant with legislation and Investment Policy objectives and parameters;
- the risk profile is at least equal to comparable investments on offer to Council at the time of investment; and
- the rate of return is at least equal to comparable investments on offer to Council at the time of investment.

Environmentally and Socially Responsible Investments will be assessed on the same basis as other investment opportunities and Council will select the investment that best meets its overall investment selection criteria.

2.12 Measurement of Investment Performance

Investment performance includes both interest returns and any change in the underlying capital value of the investments.

Interim fluctuations of capital value are excluded from the monthly measurement of investment performance on the basis that:

- investments are mainly acquired with the intention of holding them through to maturity, although some liquid assets may be sold prior to maturity should it be to the benefit of Council;
- cash liquidity requirements are structured and managed to ensure that Council is not in a financial position that will require a forced sale of these assets.

Notwithstanding the above, changes in capital value are important and the monthly investment report will therefore provide Council with indicative market valuations of each investment. In the event that the capital value of any investment becomes impaired, or a capital gain or loss is actually realised (through disposal), the gain or loss of value will be recognised within that month's financial accounts.

Investment performance will be measured monthly against the chosen benchmarks in relation to both current month and 12-month rolling returns.

The GMFS will approve the use of independently determined benchmarks. Where Council changes independently determined benchmarks, monthly reports for the month of change and the next five months thereafter shall contain reporting of investment returns against benchmark for both the following:

- the benchmark that is being replaced; and
- the new benchmark, backdated on a twelve-month basis.

Council currently uses two performance benchmarks:

- Bloomberg AusBond Bank Bill Index (formerly known as UBSA Bank Bill Index) – the Bank Bill Index represents the performance of a notional rolling parcel of bills averaging 45 days and is the widely used benchmark for local councils and other institutional cash investments;
- 30-day Bank Bill Rate – provides a fair indicator of the risk free rate of return so that Council can understand the return that has been earned from diversifying its investment portfolio and accepting conservative levels of risk.

2.13 Reporting and Review

Council will maintain a separate record of money it has invested under section 625 of the *Local Government Act 1993*, in accordance with the criteria defined by the *Local Government Code of Accounting Practice and Financial Reporting*.

All investments are to be appropriately recorded in Council's financial records and reconciled at least on a monthly basis.

Pursuant to the *Local Government (General) Regulation 2005* (clause 212), the GMFS will provide a monthly report to Council on investments. The monthly report to Council will detail the investment portfolio in terms of performance and rate of return on the overall portfolio for the period and will detail the purchase price, face value, current (market) value, credit rating and coupon / yield for each individual investment.

For audit purposes, the GMFS will obtain certificates from the banks or fund managers confirming the amounts of investment held on Council's behalf at 30 June each year.

The Investment Policy will be reviewed at least once a year or as required in the event of legislative changes.

3. REFERENCES

Laws and standards	<ul style="list-style-type: none"> • Australian Accounting Standards • NSW Office of Local Government – Local Government Code of Accounting Practice & Financial Reporting • NSW Office of Local Government Investment Circulars • Office of Local Government Investment Policy Guidelines • Local Government (General) Regulation 2005 • Local Government Act 1993 • Minister's Investment Order (gazetted) • The Trustee Amended (Discretionary Investments) Act 1997 – Sections 14A(2), 14C(1) & (2)
Policies and procedures	<ul style="list-style-type: none"> • Code of Conduct • Disciplinary Policy & Procedures • Fraud & Corruption Internal Reporting Policy • Investment Strategy

4. DEFINITIONS

Term	Meaning
Total investments	<p>Total investments comprise:</p> <ul style="list-style-type: none"> • call accounts • term deposits • floating rate notes • bonds with an active secondary market with government (including NSW T-Corp) and Authorised Deposit-taking Institutions (ADIs). <p>Investments also include grandfathered structured investments with other institutions as defined.</p>
Active investments	<p>Active investments are a part of total investments and comprise:</p> <ul style="list-style-type: none"> • call accounts

Term	Meaning
	<ul style="list-style-type: none"> term deposits floating rate notes bonds with an active secondary market
Grandfathered investments	<p>Grandfathered investments are a part of total investments and comprise:</p> <ul style="list-style-type: none"> investments where new investment activity is prohibited by regulation other investments over which new investment activity is temporarily prohibited due to unintentional breaches of investment thresholds and limitations that arise due to changes in the level of unrelated investments within the portfolio, (the prohibition only remains as long as the breaches remain in place).
Impairment	The impairment of an investment represents the amount of the original cost of the investment that is not expected to be recovered at the investment's maturity date due to current adverse economic or investment conditions that impact on the investment's financial performance.
Approved Deposit-taking Institution (ADI)	An institution that is authorised under the <i>Banking Act 1959</i> to accept term deposits and conduct banking activities in accordance with that Act and under the prudential supervision of the Australian Prudential Regulation Authority (APRA).
Active secondary market	A market where investors purchase securities or assets from other investors, rather than from issuing companies themselves on an arms length (independent) basis.
Benchmark rates	<p>Benchmark rates comprise:</p> <ul style="list-style-type: none"> Bloomberg AusBond Bank Bill Index - The Australian Bloomberg (formally UBSA) Bank Bill index is constructed as a benchmark to represent the performance of a passively managed short-term money market portfolio. It comprises thirteen Bank Bills of equal face value, each with a maturity seven days apart. The average term to maturity is approximately 45 days. A Bank Bill is a non-interest bearing security issued by a bank whereby the bank takes on an obligation to pay an investor a fixed amount (face value) at a fixed future date. It is sold to an investor at a discount to the face value. Bank Bills are short-term money market investments with maturities usually between 30 days and 180 days. 30 Day Bank Bill Index - The Bank Bill Index is designed to measure the performance of the Australian short-term money market and consists of 13 weekly maturities out to varying dates. Interest rates applied to these maturities are interpolated from cash and Bank Bill Swap (BBSW) rates. BBSW rates are administered by the Australian Stock Exchange (ASX).
Call funds	Call funds are closely linked with investments but do not constitute investments. Call funds are used to meet immediate operational cash needs and may be retained in Council cheque accounts and call accounts at an ADI. Call funds must be accessible immediately or up to a maximum of 24 hours notice within normal ADI operating hours.

5. PROCESS OWNER

Group Manager Financial Services

6. AMENDMENTS

Changes that have been made since the last version (ORD 20/02/2019) include:

- Portfolio exposure: changed BBB rating to 35% (from 30%) and Unrated rating to 5% (from 10%)
- Maturity: changed 1 to 3 years from 60% to 70%
- Maturity: changed >5.5 years from 20% to 10%
- Addition of section on 'Environmentally and Socially Responsible investments'

2 Your Community Life

What we are trying to achieve

A healthy, inclusive and vibrant community.

What the result will be

We will have:

- Community hubs that provide access to services and social connections
- A safe, caring and connected community
- A healthy and active community that is supported by recreational infrastructure
- A strong community that is able to identify and address social issues
- Community participation in events, programs, festivals and activities

How we will get there

- 2.1 Create a community that feels safe
- 2.2 Advocate for social inclusion and fairness
- 2.3 Provide quality programs, community facilities and public spaces, for example, community halls, parks and vibrant town centres
- 2.4 Empower the community through encouraging active involvement in projects, volunteering and events
- 2.5 Promote a creative and culturally rich community



Authorised by: <authority>
 Authorised date: DD/MM/YYYY
 Effective date: DD/MM/YYYY
 Next review date: DD/MM/YYYY
 File Number: #####

PORT MACQUARIE-HASTINGS PUBLIC ART POLICY

1. INTRODUCTION

Port Macquarie-Hastings Council recognises that vibrant public art and dynamic local creative industries are intrinsic to Council's cultural vision for the region. Public art plays an important role in creating connected, effective and empowered communities. Council is committed to integrating high quality public art into infrastructure and urban design projects and to enabling communities across the Local Government Area to express their character and identity through public art. This policy is supported by Council's Public Art Guidelines and Master Plan.

2. POLICY STATEMENT AND SCOPE

Public art in the Port Macquarie-Hastings is integral to our region's cultural brand and central to our sense of place. We want our growing collection to be celebrated locally and recognised nationally.

Public art delivers a unique sense of place and time and enhances tourism opportunities for the region. Exciting, dynamic and vibrant artworks help enrich our public places with historical and community significance, and foster a special sense of belonging. Identifying and creating contemporary public art narratives (Indigenous and non-Indigenous) shares community stories with residents and visitors.

Council will ensure that public artworks are relevant, meaningful and physically appropriate to local communities. Building the capacity of our local arts industry and enabling local communities to undertake artistic projects enhances local creative industries. The Public Art Policy details the framework of program parameters, decision-making, funding, procurement and, management for public art throughout the Port Macquarie-Hastings region.

When planning new public art, Council is committed to collaboration and consultation with the community, professional artists, architects, landscape designers, planners and developers, and other professionals.

2.1 Objectives

This Policy aims to:

- Enhance the Port Macquarie-Hastings Council's 'Cultural Brand' with high quality public art that contributes to its recognition as a cultural leader.
- Provide clarity regarding the acquisition and management of public art for Council, developers, artists, project partners and the broader community.
- Develop artistically innovative and environmentally sustainable well-maintained public art.
- Recognise and promote the region's local culture and character (including the indigenous cultural history and traditions and European heritage and contemporary culture) and natural and environmental assets, to enhance a distinctive sense of place.
- Encourage local artists and creative industry participation in public art projects.
- Encourage partnerships and collaborations with other agencies, governments, the private sector and our community to extend existing resources to create a significant public art collection.

2.2 The Nature of Public Art

Council will support a diverse range of public artworks that are most suited to the nominated site, and shaped by the following themes:

- Our Environment - engaging with and showcasing the diversity of our natural environment and the unique features of this land.
- Our Community - the histories and stories of Indigenous and non-Indigenous peoples.

- Our History and Heritage - our rich and diverse history and these journeys in time and landscapes.
- Our Seasons and Culture - recognising agriculture, tourism, and a thriving cultural and festival economy.

Public artwork may include, but is not limited to the following types:

- Decorative;
- Iconic;
- Integrated/functional;
- Site specific;
- Interpretive;
- Commemorative; and
- Temporary.

Public artworks will be considered in the following type of projects in accordance with Council's Public Art Masterplan:

- Council infrastructure projects and digital corridors;
- Gateways and thresholds (transport nodes) - arterial corridors / cycleways and walkways;
- Streetscape projects - laneways and community spaces / leisure and entertainment precincts;
- Green spaces – eg. open space, play space; nature reserves and pathways;
- Festivals, events and celebrations;
- Private developer projects; and
- Community and artist led projects.

2.3 Funding

The Public Art Program will be funded via a range of opportunities, including:

- Council Investment - specific allocations considered via the annual budget process and as a component of key capital projects (to be defined);
- Private development - as outlined in the Port Macquarie-Hastings Development Control Plan or Voluntary Planning Agreements;
- Grants and Philanthropy;
- Community or business-led initiatives or collaborations.

2.4 Procurement of Public Art

Public Art will be procured via a range of methods, and in accordance with the processes identified in Council's Public Art Guidelines. These include:

- Council commissioning via open competition, limited tender and direct commission. These commissions will be subject to consistent public art assessment criteria.
- Donations by artists and members of the community, on the basis that they are professional artworks and meet the donations guidelines;
- Community initiated and Social Engagement Public Art Projects, that is, where an individual, community group or other external party create and or fund a piece of public art.

Each procurement will be assessed against Council's Public Art Assessment Criteria. Council's Public Art guidelines will detail the appropriate assessment body, which may include Council staff, the Cultural Steering Group and/or Council's Professional Reference Group.

The key criteria include:

1. Public Art Policy and Planning Alignment;
2. Artistic Merit, Integrity and Engagement;
3. Place and Site;
4. Design Life - Context Compliance, Access and Viability.

2.5 Managing and Maintaining Public Art

All procured artwork will be added to Council's asset register and detail a description of the artwork, maintenance/restoration requirements and considerations for decommissioning.

Where circumstances change and an artwork is rendered inappropriate or requires relocation, Council will consult with the artist and consider requirements regarding insurance, risk assessment, valuation, engineering and legal, before making a decision on the future management/location of the artwork.

3. RESPONSIBILITIES AND AUTHORITIES

- Group Manager Economic & Cultural Development: will oversee the implementation, compliance with and review of this policy.
- Cultural Steering Group: will act as a reference Group to support assessment of proposed new artworks in accordance with the Public Art Guidelines.
- Professional Reference Group: a panel of highly qualified arts and cultural practitioners and urban development professionals, to be convened as required, to provide advice on and assess proposed new artworks (particularly those being undertaken by private developers), in accordance with the Public Art Guidelines.

4. REFERENCES

The Port Macquarie-Hastings Public Art Policy and Plan (2019–2024) draws upon the following Council documents, in respect of both governance and vision for public art in the Port Macquarie-Hastings region:

- Port Macquarie-Hastings Council Cultural Plan (2018-2021)
- Port Macquarie-Hastings Development Control Plan 2013
- Greater Port Macquarie Destination Management Plan
- Aboriginal Awareness and Understanding Strategy (2013–2017)
- Port Macquarie-Hastings Council Towards 2030 Community Strategic Plan
- Economic Development Strategy 2017-2021.

5. DEFINITIONS

- Public art: art in any visual media that is planned and executed to be seen in the public domain, usually outside the traditional gallery/museum system and accessible to all. Public art can adopt a wide range of art forms and can be permanent, temporary or movable, or installations such as street banners, performance-based work, or lighting and multi-media installations utilising photographic, digital or illuminated imagery.
- Public Art Guidelines: provide further detail to assist with decisions around the acquisition, management and disposal of public art.
- Public Art Masterplan: outlines a five-year plan for Council's Public Art including strategic placement opportunities for public art across the local government area.
- Group Manager: 3rd tier management position and titled as such;
- Council officer: A member of Council staff.

6. PROCESS OWNER

The Group Manager Economic & Cultural Development is responsible for the Public Art Guidelines that provide more detail on the processes supporting this policy.

7. AMENDMENTS

N/A.



ART IN PUBLIC PLACES POLICY

Responsible Officer	Community & Cultural Development Director
Contact Officer	Glasshouse Director
Authorisation	Adopted by Council 6 May 2002
Effective Date	6 May 2002
Modifications	25 /05/2003, 06/10/2010
Superseded Documents	Nil
Review	Every 2 years by Director of Community & Cultural Development or person delegated by the Director
File Number	
Associated Documents	<p>This policy aims to integrate public art across a wide range of Council projects, policy and planning activities and to ensure that this occurs, the following Council policies and plans will include reference to public art and Council's Art in Public Places policy:</p> <ul style="list-style-type: none"> • Towards 2030 • Creative Industries Development Plan 2008 • Relevant DCP's & VPA's • Parks Plans of Management (POMs) • Relevant Section 94 Contribution Plans • Tourism Plan • Economic Development Plan

1. INTRODUCTION

The Port Macquarie-Hastings LGA (LGA) comprises the communities of Port Macquarie, Wauchope, the Camden Haven and Hinterland and is one of the fastest growing regions in NSW. The LGA is known for quality of life factors that make it an attractive destination for increasing numbers of residents and visitors.

The strong Hastings arts and cultural sector was recognised through the greater Port Macquarie region being named the State's Fourth City of the Arts (2001 – 2003). During this time Port Macquarie-Hastings Council took proactive steps to initiate landmark arts and cultural policies and programs to ensure that the growth of this sector was able to continue. An innovative and progressive Public Art Policy with implementation and management plans is an essential part of that growth.

Port Macquarie-Hastings Council acknowledges that public art can significantly increase quality of life by turning public spaces into distinctive "living environments" in which people can experience a sense of belonging, inspiration, a unique sense of place and a strong connection to the ongoing cultural life of the community. Public art also creates opportunities for public participation in the design and creation of public places through collaboration with Council and professional artists.

The quality and uniqueness of public environments is a measure of a community's creative ability and future aspirations. Council recognises that public art, integrated with good urban design and landscape architecture can assist the Region to be recognised as a clever and creative community and to continue to attract high quality commercial and professional services.

The Port Macquarie-Hastings region has a rich cultural heritage. The Birpai Nation are the traditional owners of the land and waterways of the Hastings, a region which they occupied for thousands of years prior to European settlement in 1821. Port Macquarie was the third penal settlement in Australia. While much of the built fabric has been lost, its archaeological record remains underground. The area's cultural heritage creates unique opportunities and challenges for an approach to public art heritage interpretation which respects and values Indigenous and European heritage and culture, encourages a contemporary perspective and promotes active dialogue between the past and the present. The Hastings natural heritage is incredibly diverse ranging from unspoilt coastal beaches and wetlands, major rivers and lakes to the rugged mountain regions containing rainforests, spectacular cliffs and waterfalls. Public art provides opportunities to celebrate and value the natural environment and enhance our relationship to it .

Port Macquarie's role as a major tourist destination presents a significant challenge for public art to ensure that the community's authentic local cultural identity is respected and expressed and that the needs of visitors are balanced by the community's own cultural needs and aspirations.

Background and Rationale

There is growing interest in the Hastings in integrating artworks into public places and, since 2001, Council has responded by supporting and initiating public art projects ranging from stand-alone artworks and community cultural development projects to a public art master-plan. These projects increased Council's expertise in, and support for, public art and highlighted the need for a long term strategy for developing, resourcing and managing an ongoing Art In Public Places program.

In November 2000, a Port Macquarie-Hastings Council community forum "Living Environments" recommended that Council develop an Art In Public Places Policy and Implementation Plan. In 2001 the NSW Local Government and Shires Association, in partnership with the NSW Ministry for the Arts invited Council to take part in the development of a model public art policy and plan. Council established a Public Art Working Group to oversee the process. The NSW Local Government and Shires Association and the NSW Ministry for the Arts were also represented on the working group to provide guidance and support. Subsequently the City of Wollongong, Tweed Shire and Newcastle City Councils also became involved in the project, which resulted in a publication for local governments promoting the value of public art and demonstrating models of practice in policy and program development.

Values & Principles

In developing and enacting this policy, Port Macquarie-Hastings Council:

- Demonstrates responsive, proactive leadership in supporting art in public places;
- Acknowledges the integral role of the arts and community cultural development in facilitating community and economic development;
- Values the skills, experience and creative vision of professional artists in contributing to a creative, inclusive and vibrant community;
- Encourages a consultative, participatory approach to the development of public art programs and projects;
- Supports the traditional role of the artist as commentator on social and philosophical issues;
- Respects and actively supports the preservation, expression, enhancement and promotion of an authentic and diverse local cultural identity, and
- Respects Aboriginal and Torres Strait Islander culture and seeks to honour and increase cross-cultural understanding and awareness of ATSI history, heritage and contemporary culture through public art.
- Recognises the natural environment as the ultimate context for public art and endeavours to have no negative environmental impacts resulting from public art projects.

2. POLICY OBJECTIVE

To enhance the quality, character and animation of Port Macquarie-Hastings public environments through implementing a diverse range of quality public artworks which reflect the area's social and cultural identity, natural and cultural heritage, community creativity and future aspirations.

To ensure that public art considerations are included as an integral part of the planning and design of public environments.

The Art in Public Places Policy and Implementation Strategy aim to ensure that public art in the Hastings is:

- Responsive to the culture of the community and the characteristics of the site;
- Strategically planned, adequately resourced, effectively and efficiently managed;
- Integrated with Council's key policy and program areas;
- Integrated with urban design objectives;
- Of high artistic and technical standards;
- Diverse in art form and approach;
- Well maintained, interpreted and promoted;
- Directly linked with Hastings artists employment, training and development;
- Consistent with state and national standards of practice;
- Enjoyed, understood and appreciated by residents and visitors;
- Providing opportunities for community participation in the planning and design of public Places, and
- Facilitating effective collaboration between Council and community and within Council between the range of Council functions associated with the planning and design of public places.

3. POLICY SCOPE

This policy describes Art in Public Places as a broad spectrum of artwork falling into four major categories:

- Public Art Master Planning
- Stand Alone Public Art
- Art Built - In
- Community Cultural Development

A public art project could incorporate a combination of all the above approaches. For example, a public art masterplan could be developed for a mainstreet project after a community consultation which has identified opportunities for a commemorative sculpture or for artists to work with the community to create a mosaic built into new paving or for an artist to create functional sculptural seating or a series of street banners.

Public Art Master Planning

Refers to where a significant public art need or opportunity is identified for a particular community or site, a public art master plan may be developed using the services of a public art consultant and other professionals as required. The plan will take into account the social, cultural, historical and environmental significance of the site(s) and identify a range of options for the implementation of priority site-specific public artworks which may fall into the categories below.

Stand-Alone Public Artworks

Refers to permanent or temporary stand-alone artworks that are not "built in" and do not form part of a capital works project. These artworks are usually commissioned for a specific purpose and a

specific site or sites and may be works such as commemorative sculptures or heritage interpretation trails.

Art Built-In

Refers to permanent artworks designed as an integral part of a capital works project. The focus of these works is on quality urban design and architectural outcomes and the process would involve an artist as an integral part of the design team from inception to completion. Refers to works such as street furniture, paving and all artworks that are integrated with the fabric of built or natural public environments. Community consultation and participation may also be part of this process.

Community Cultural Development

Refers to a process of creating permanent or temporary public artworks in which there is a high level of community involvement in the design and creation of the artwork, and in which professional community cultural development artists work with communities to facilitate and guide the community's creative input.

Such artworks and processes could also be considered for inclusion as artworks built-in to capital works projects and /or as stand-alone public artworks.

4. DEFINITIONS

Public art

Public art refers to art works created by professional artists located outside a gallery in outdoor and indoor environments such as parks, recreation centres, sporting facilities, mainstreet precincts, foreshores, city squares, office buildings, hospitals, libraries, shopping centres and schools.

Public art is site-specific (it relates and responds to the social, historical, environmental and physical context of the site) and can include works such as sculptures, murals and mosaics. It can also include highly functional works such as street furniture, bollards, paving, drinking fountains and signage and can take the form of permanent, temporary or movable artworks or installations such as street banners, performance based work or lighting and multi media installations.

Public art can form an integral part of the planning and design of public environments with professional artists or craft practitioners participating as an integral part of a design team along with other professionals such as architects, landscape designers, planners and developers from project inception to completion. Public art also involves differing levels of collaboration and consultation with communities.

Public art can adopt a wide range of art forms and methodologies from community cultural development project and stand-alone public artworks, to art built-in architecturally or integrated with landscape or urban design. Public art can also reflect a diverse range of styles and practices from traditional to contemporary art.

Community Cultural Development

Community cultural development (often called community art) refers to a process of collaboration between professional artists and communities to create artworks reflecting community identity and cultural aspirations. In projects of this nature, the professional community cultural development artist facilitates and coordinates the community's creative expression.

Public Environments

Public environments may include streets, squares, parks and spaces within buildings that are accessible to the general public and in the ownership of government agencies. Environments in private ownership but which are accessible to the public may also be considered to be part of the public domain such as post offices, banks and shopping centres.

Professional Artist

The definition of professional artist adopted by Arts NSW for the arts has been used in this policy and is deliberately broad to take into account factors such as:

- Artists from diverse cultural backgrounds whose artistic or cultural knowledge has been developed through oral traditions
- Professional artists who are self taught
- Artists of professional calibre who have to work outside the arts to generate income

A professional artist:

- Identifies him / herself as such, on the basis of skills or experience;
- Is accepted by his / her peers or the arts industry as a professional
- May or may not earn an income from artwork.

5. LEGAL & POLICY FRAMEWORK

There is no legal framework for this policy.

6. POLICY STATEMENT

Port Macquarie-Hastings Council acknowledges that public art can significantly increase quality of life by turning public spaces into distinctive "living environments" in which people can experience a sense of belonging, inspiration, a unique sense of place and a strong connection to the ongoing cultural life of the community. Public art also creates opportunities for public participation in the design and creation of public places through collaboration with Council and professional artists.

The Art in Public Places Policy provides the framework to ensure public art is considered when a wide range of building projects and outdoor space development is occurring in the Port Macquarie-Hastings LGA.

7. IMPLEMENTATION

To be determined by Divisional Director on a project by project basis.

7.1 Roles and Responsibilities

The Director is responsible for determining who is responsible for implementation of the policy.

7.2 Support and Advice

Heritage & Cultural staff working in the Glasshouse team can provide advice, first point of contact should be the Glasshouse Manager.

7.3 Communication

Any updates as part of the review process will be communicated to Council staff through the regular communication channels in place (eg Wilson, staff communications and emails)

7.4 Procedures and Forms

Nil

7.5 Guidelines

Nil

8. REVIEW

Reviewed every 2 years by Community & Cultural Development staff as directed by the Community & Cultural Development Director.

Lake Cathie Community in collaboration with



PORT MACQUARIE-HASTINGS
COUNCIL

Lake Cathie



C O M M U N I T Y P L A N

October 2019

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FOREWORD

ACKNOWLEDGMENT OF COUNTRY

The Lake Cathie Community acknowledges the Birpai people as the traditional custodians of the land. We pay our respects to Elders both past and present and extend that respect to all other Aboriginal and Torres Strait Islander people



FROM THE MAYOR, PETA PINSON

I am delighted to present the Lake Cathie Community Plan, which sets out the vision, goals and priorities for improving the quality of life for the residents of Lake Cathie for the next five to ten years. This Community Plan reflects the community's aspirations to protect and enhance the unique village character, and to develop a prosperous, well-planned and connected community whilst acknowledging the importance for residents for the health and future of the estuarine system. The people of Lake Cathie see the future of their place as one that is accessible by all, and is a connected vibrant village that attracts visitors to experience its beautiful natural environment, community events and facilities.

FROM THE COMMUNITY REPRESENTATIVES OF THE COMMUNITY-COUNCIL ACTION TEAM

We the community of Lake Cathie have come together to ensure our friendly village culture remains and that our natural environment is protected and maintained into the future. We have identified that our estuarine system is an important part of the community along with our beautiful beaches, recreational spaces and nature walks with an abundance of Fauna and Flora. Lake Cathie is a friendly village with most of our day to day requirements catered for i.e. medical, dental, pharmacy, supermarket, retail, bowling club, primary school, sporting facilities, social clubs, tavern and café's.

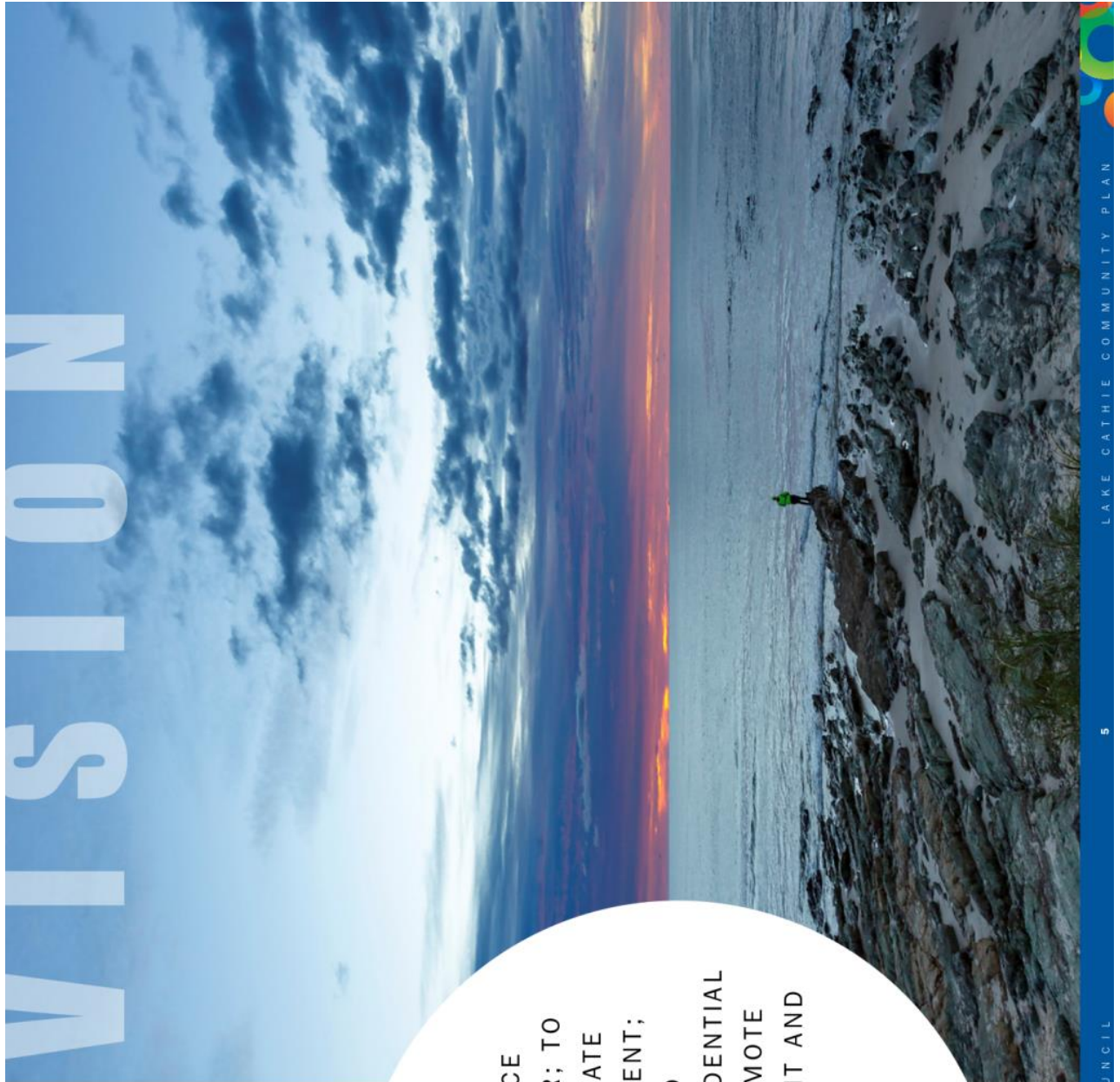


OUR

The Vision for Lake Cathie was created through input from the community in mid-2019 through community surveys and meetings. Central to life in Cathie is the Lake, with the majority of community feedback placing the health and future of the estuarine system as the most important priority for residents.

VISION

TO PROTECT AND ENHANCE
OUR VILLAGE CHARACTER; TO
PRESERVE AND REGENERATE
OUR NATURAL ENVIRONMENT;
TO SUPPORT INTEGRATED
PLANNED GROWTH (RESIDENTIAL
AND BUSINESS); TO PROMOTE
COMMUNITY INVOLVEMENT AND
TO WELCOME VISITORS



WHAT IS COMMUNITY PLANNING?

The Port Macquarie-Hastings Local Government Area is home to a number of vibrant towns, villages and communities, each with its own unique history, character, urban amenity, community and vision for their future. These communities also have common threads in their past & present and the opportunities and challenges that each will face in their future.

At the heart of Community Planning is a dynamic and participatory process that allows communities to have their voice heard and enables them to identify priorities and actions to achieve their vision.

A Community Plan is a community-led blueprint, which is developed through a partnership between Council and the Community producing a 5 to 10 year plan for future investments.

This Plan highlights what is special or unique about the area and reflects the aspirations, strengths and the vision that the community has for its future. It identifies key priorities and actions to achieve the community's vision - the responsibility for which will be shared between the community and Council.

Ongoing community planning is seen as the key to developing a strong partnership between Council and the community to:

- Understand what our communities' value;
- Understand the issues and priorities for each community;
- Better incorporate these priorities into Council's planning framework;
- Work together to deliver the identified priorities.

The Lake Cathie Community Plan evolved from:

- An online and postcard survey in May 2019;
- Two Council-coordinated Think Tank workshops attended by over 90 community members to identify and prioritise values, issues and opportunities;
- A pop-up community consultation facilitated by Council staff, outside the Lake Cathie Woolworths supermarket to seek wider views.

In June 2019 a Community-Council Action Team (CCAT) was formed to further develop the Community Plan and to prioritise and ensure delivery of the identified actions. The CCAT is made up of members from a wide cross-section of the Lake Cathie community including the Lake Cathie Progress Association, Lake Cathie Landcare, Lake Cathie Public School P&C and the broader community.

With thanks to: Sue Warner, Danielle Maltman, David Curry, Dee Crisp, G Henshaw, Helen Hoban, Karen Knight, Lisa Willows, Lynn Small, Malcolm McDonald, Patricia Cooper, Kate Aston, Richard Faddy, Romayne Page, and Stewart Cooper.



COMMUNITY PLANNING PROCESS

Postcard Survey

Postcards delivered to every household in the community.

This is your chance to Have Your Say on what is important for the future of your area.

Complete the survey to send us your big ideas.

Community-Council Action Team and Development of Draft Community Plan and Action Plan

If you are passionate about your community and would like to be a part of the Community Planning process, join the Community-Council Action Team (CCAT) to develop a Community Plan specific to your area and prioritise and scope the actions identified at the Community Think Tanks.

Community Plan and Action Plan Endorsement by Council

This is the final step in making your Community Plan official by having it reported through to Council.

**Community Think Tank**

Council holds a series of Community Think Tanks and Pop-Up sessions.

Come along and join us to develop a vision for your community and identify key actions you would like to see delivered.

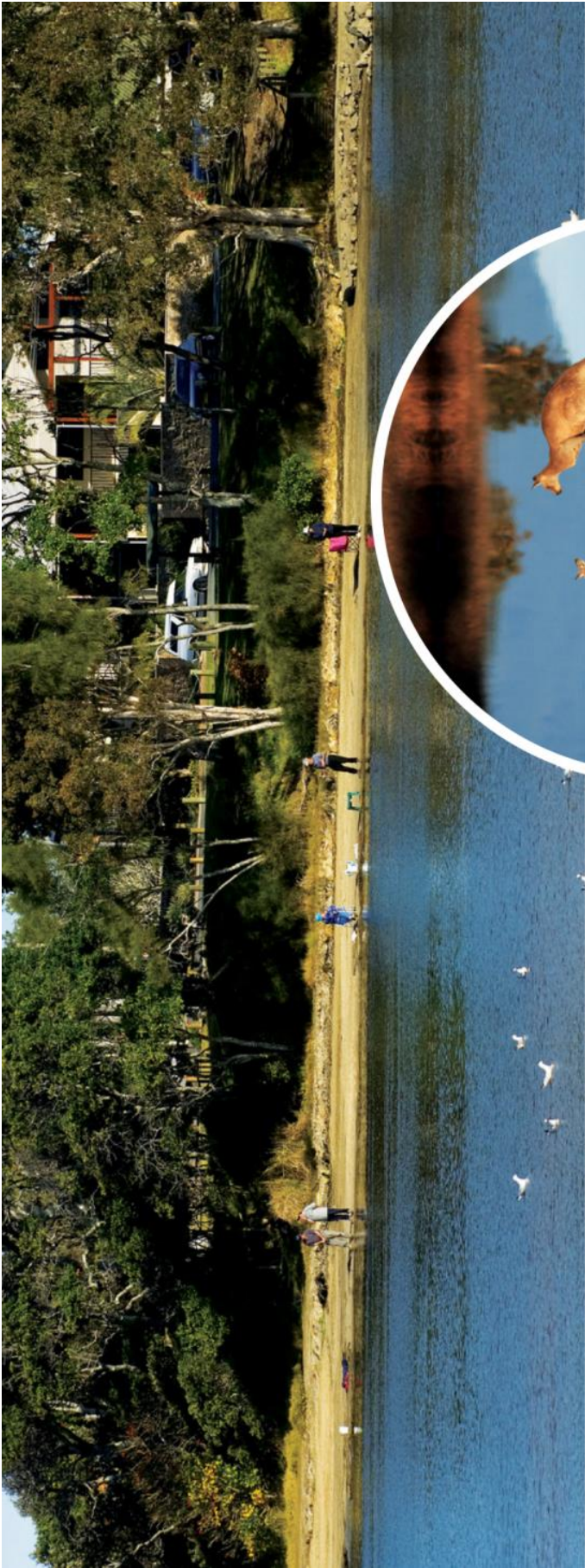
Community Consultation

This is the opportunity for the broader community to provide feedback on the draft Community and Action Plans developed by the Community-Council Action Team.

Delivery of the Action Plan

The Community Council Action Team continues to work on the delivery on the actions identified and prioritised by the community.





WELCOME TO LAKE CATHIE

Lake Cathie (pronounced Lake Cat-eye) is a coastal village in the Port Macquarie-Hastings local government area approximately 17km south of Port Macquarie. The traditional custodians of the Lake Cathie region are the Birpai people. Originally a fishing village, today the main employing industries are construction, healthcare and social assistance. Lake Cathie is a popular holiday destination with beautiful beaches and is home to the second largest estuarine lagoon in NSW. Residents and visitors can delight in a number of spots to enjoy fishing and swimming, children's playgrounds, picnic and barbeque facilities, and even encounter local native wildlife including koalas, kangaroos and pelicans. The village of Lake Cathie offers plenty of relaxed shopping, with a number of cafés and eateries to enjoy with a variety of holiday letting and accommodation to cater for visitors to the region.

The local community is made up of a number of active organisations including the Lake Cathie Progress Association, Revive Lake Cathie, Lake Cathie/Bonny Hills Lions Club, Rural Fire Brigade, Lake Cathie Bowling & Recreation Club, Lake Cathie Public School P & C, Landcare, Tennis, Golf, Fishing, Football, Soccer, Mountain Biking, Ukulele and church groups.



Photo: Brett Dolsen



THE HISTORY OF LAKE CATHIE

The area around the Hastings River was home to the Birpai Aboriginal people for tens of thousands of years before European settlement. They are the traditional custodians of around 2,800 square miles (7,300km²) of Mid North Coast land which runs from Gloucester to where the Manning River spills into the Pacific Ocean at Iaree. The Birpai numbered over 6,000 in population prior to the European settlement of Port Macquarie in 1821. Birpai boundaries include all of the Hastings district, Wauchope, Port Macquarie and the Camden Haven.

The area is first referred to in the journal of Annabella Boswell, niece of Major Archibald C. Innes. She lived in the Innes mansion on the shores of Lake Innes from 1843 to 1848 and records riding across the bar at Cati Creek on more than one occasion. Annabella also mentions meetings with the local Aborigines. There was no true settlement here until the 1930s. Hunters and fishermen were active in the area and there were one or two fisherman's huts.

Market gardening began on the south side of the creek in the 1920s but the owners did not live there. The first permanent dwelling was built by Bob Pead on the land he owned on the south side, built high on the hill. It commanded a fine ocean view, and later became the Post Office. Others followed suit and a small community developed on the south side, reached by a rough road direct from the highway.

Prior to the amalgamation of the Hastings Shire Council and the Port Macquarie Municipal Council, Lake Cathie was administered by both councils. The Hastings Council boundary at one time took in a good deal of Port Macquarie, with its boundary in Swift Street. After 1950 the boundary was moved south to Lake Cathie and extended to all areas south of the main bridge, whilst the Port Macquarie Council started on the north side of the bridge. This amalgamation took place in 1981. The name was changed to Port Macquarie-Hastings Council in 2005.

1920s Doug and Charlie Suter purchased 10 acres fronting the creek on the south bank (£100.00). Suters Hut on top of PO Hill was one of Cathie's earliest structures.

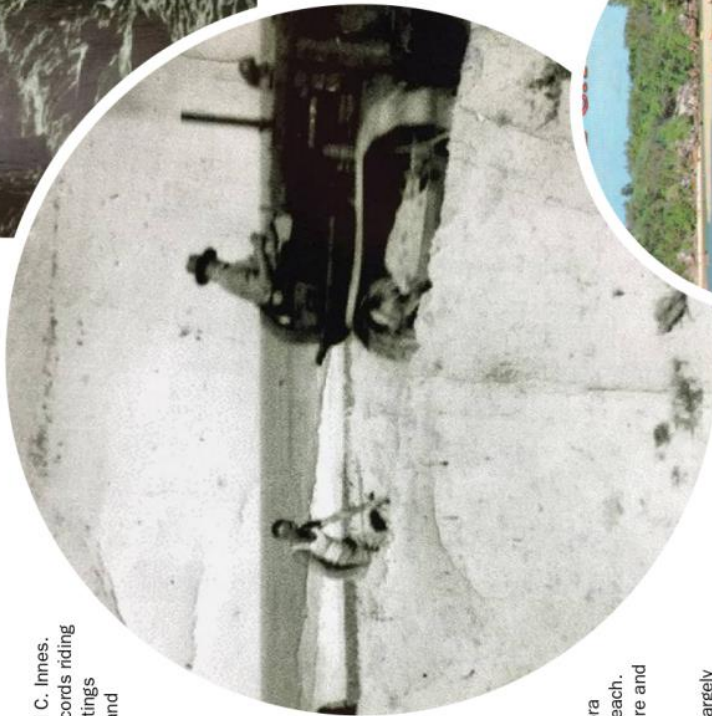
1945 Robert and Sally Pead were the first residents to settle in Cathie – farming 60 acres of land on the southern side of lake. Their house was built on the corner of Elanora and Orana Drives. As payment the Peads gave the builder a block of land fronting the beach. Realising the potential of the area, Robert sold some of the front blocks on the foreshore and in next to no time a small village formed.

The Peads catered for their needs by starting a shop at the side of their house. It was largely through the instrumental actions of the Peads that the Lake Cathie Progress Association was formed in **1954**. The organisation obtained for the area the Post Office, telephone exchange, electricity, water and sealing of the streets. The Peads also made gifts of land for public purpose on which the local tennis courts were constructed.

The town and area had been called 'Cati Creek' but Sally, wanting more prestige for the place (she thought the area was too beautiful to be known as a creek), changed the name to Lake Cathie and listed it as such in the telephone directory. Sally rang the Kempsey Postal Inspector and suggested it be changed to 'Lake Cattai'. He agreed to a change, but told her there was already a town by this name in Sydney. She then suggested Lake Cathie, but retaining the pronunciation of the first nomination.



Lake Opening with sand excavated by tractor and men power in 1949



1957 A telephone exchange was installed in Sally Pead's shop and electricity came to Lake Cathie.

1958 Mains Water was connected and Lake Cathie established a Post Office.

1960s A rubbish service became available sometime in the 1960s. Prior to the rubbish service being available, residents had to drive to nearby temporary rubbish tips, several miles from town. As a result, a lot of rubbish was illegally dumped in nearby bushland, including the area that now encompasses the village Sports Fields.

The only bus service that existed at that time was for school students travelling to Port Macquarie, with buses terminating at the bridge, as it was not strong enough to carry the weight of a bus. This arrangement was in place until the new bridge was opened in **1973**.

1961 The first bridge across the estuary (originally called Scenic Drive – now called Ocean Drive) was built. The four-span timber bridge was built by community effort and opened up the north side for development. The bitumen road to Port Macquarie was completed in that time and coincided with the Council constructing a sealed road to the new Port Macquarie Golf Course.

1974 – 1975 Commencement of Burrawan Shores Estate – DA approval from Hastings Shire Council was provided to Ken and Nola Underwood as the road and bridge had been completed sometime in **1974**. An application by Ken Underwood to have the new road named Kenwood Drive was approved by Council.

1975 Commencement of land sales at Cathie Circuit and Taloumbi Place.

1978 Heavy rainfall resulted in part of the causeway under the original bridge being washed away.

1980 The Community Hall and Sports Ground were built.

1990s The Lake Cathie Tidy Towns Group was formed and a new shopping complex (including a tavern) was built.

2000 Landcare volunteers planted almost 2000 native trees in the Crown Reserve behind the homes in Chepana Street.

2007 The Woolworths Supermarket, Fuel and Liquor outlet was established.

2008 The Lake Cathie Medical Centre opened in December.

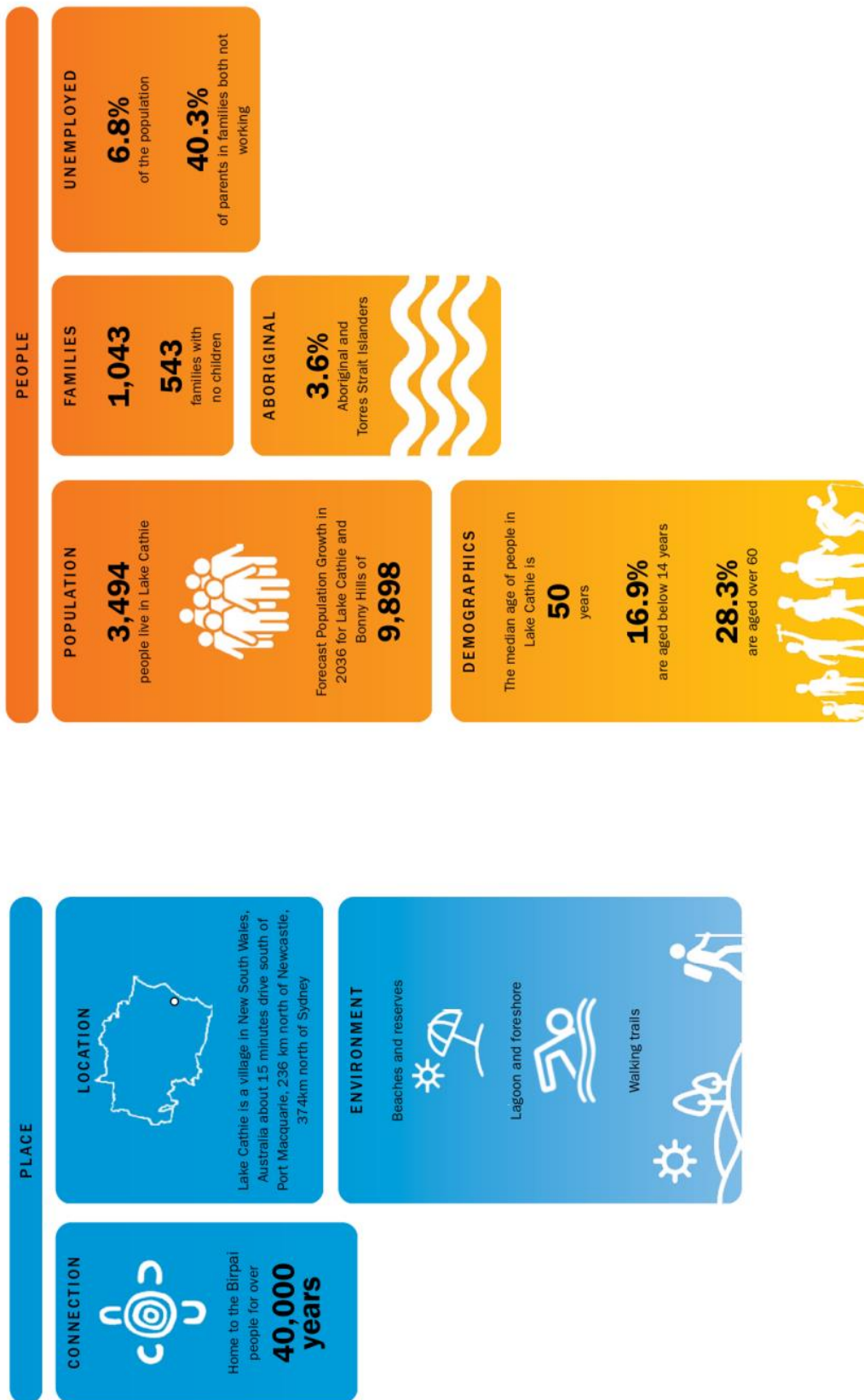
2015 The Lake Cathie Public School was opened.

2019/2020 Lake Cathie region ravaged by intensive bushfires causing widespread ecological and environmental devastation.



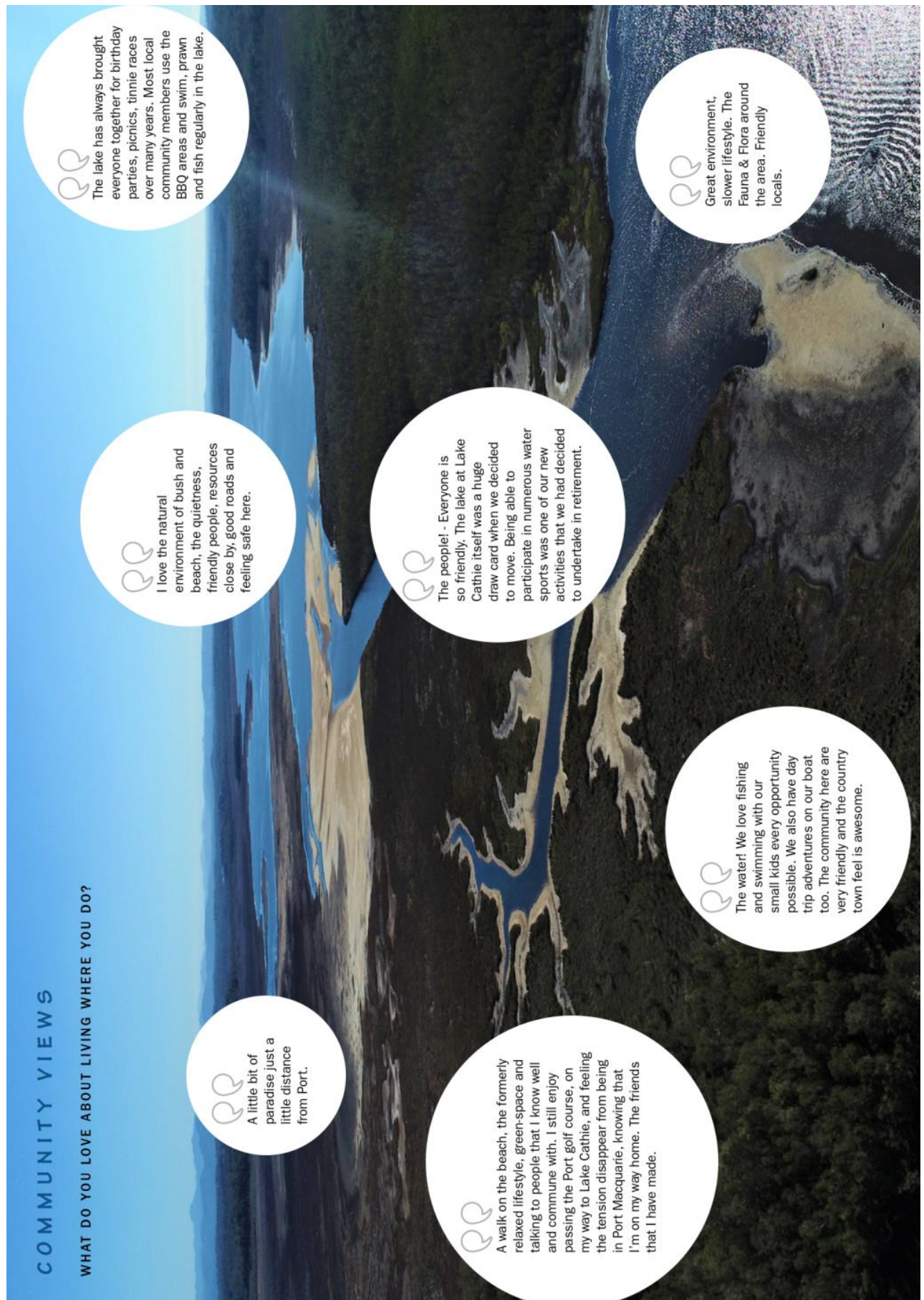
Lake Cathie Flood 1963 - Ocean Drive Bridge abutments washed away

COMMUNITY PROFILE



Information used has been sourced from the 2016 Census of Population and Housing: Australian Bureau of Statistics







WHAT MAKES YOU FEEL LIKE YOU BELONG TO YOUR COMMUNITY?

QQ
Friendly folk who stop, talk, and have time for older folk.

QQ
The love of our lake. Friendly neighbours and shops.

QQ
The intimate village feel. The peacefulness of the residential streets. Being so close to nature: the lake, the ocean, the forest.

QQ
The willingness of the residents to get together in support of our area.

QQ
Love the village culture here; we have all we need for enjoyable life.

QQ
A wonderful seaside village, our treasured lifestyle should be protected by future planning discussions.

QQ
Friendly people and conveniences, supportive groups, sense of belonging.

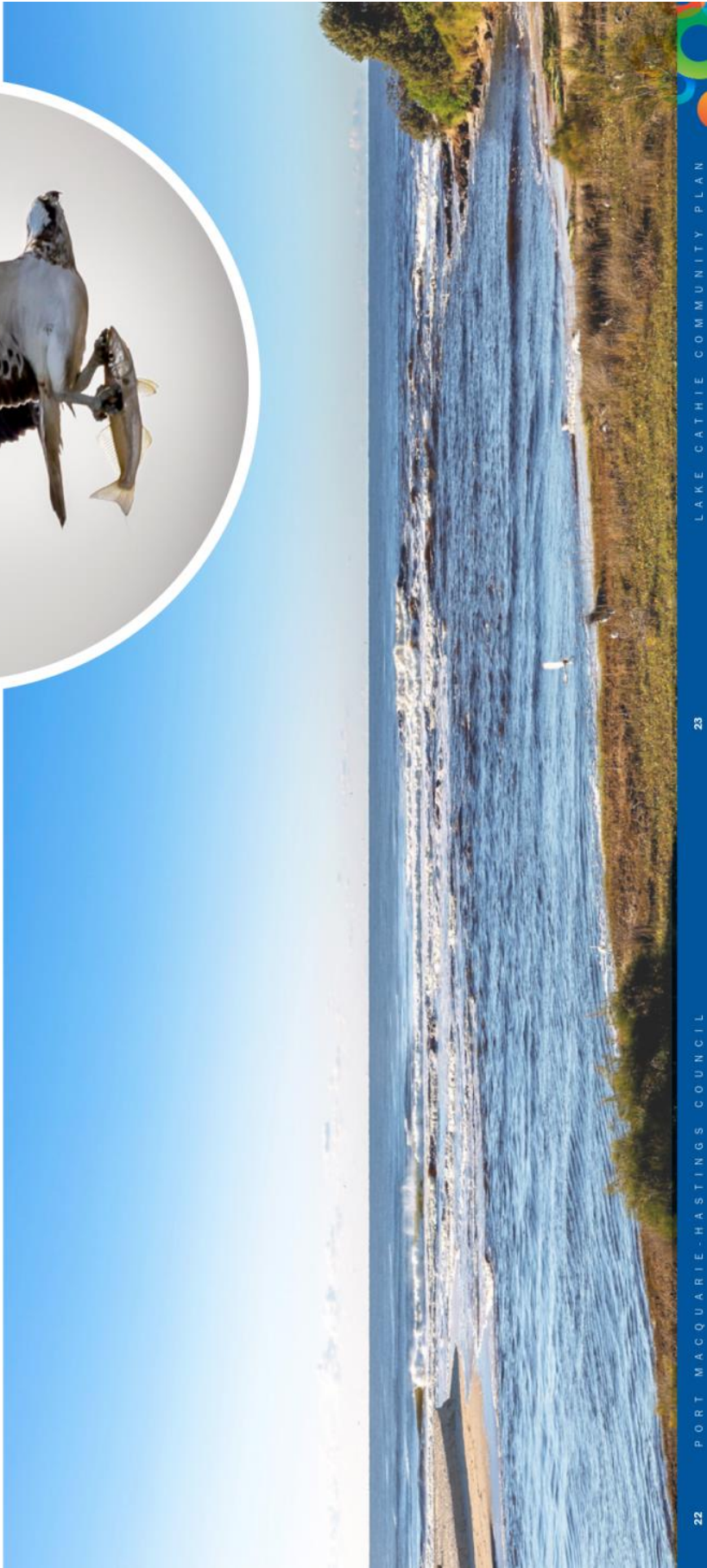
QQ
I get along with friends and neighbours and all facilities are accessible - medical, church, shopping, recreation.

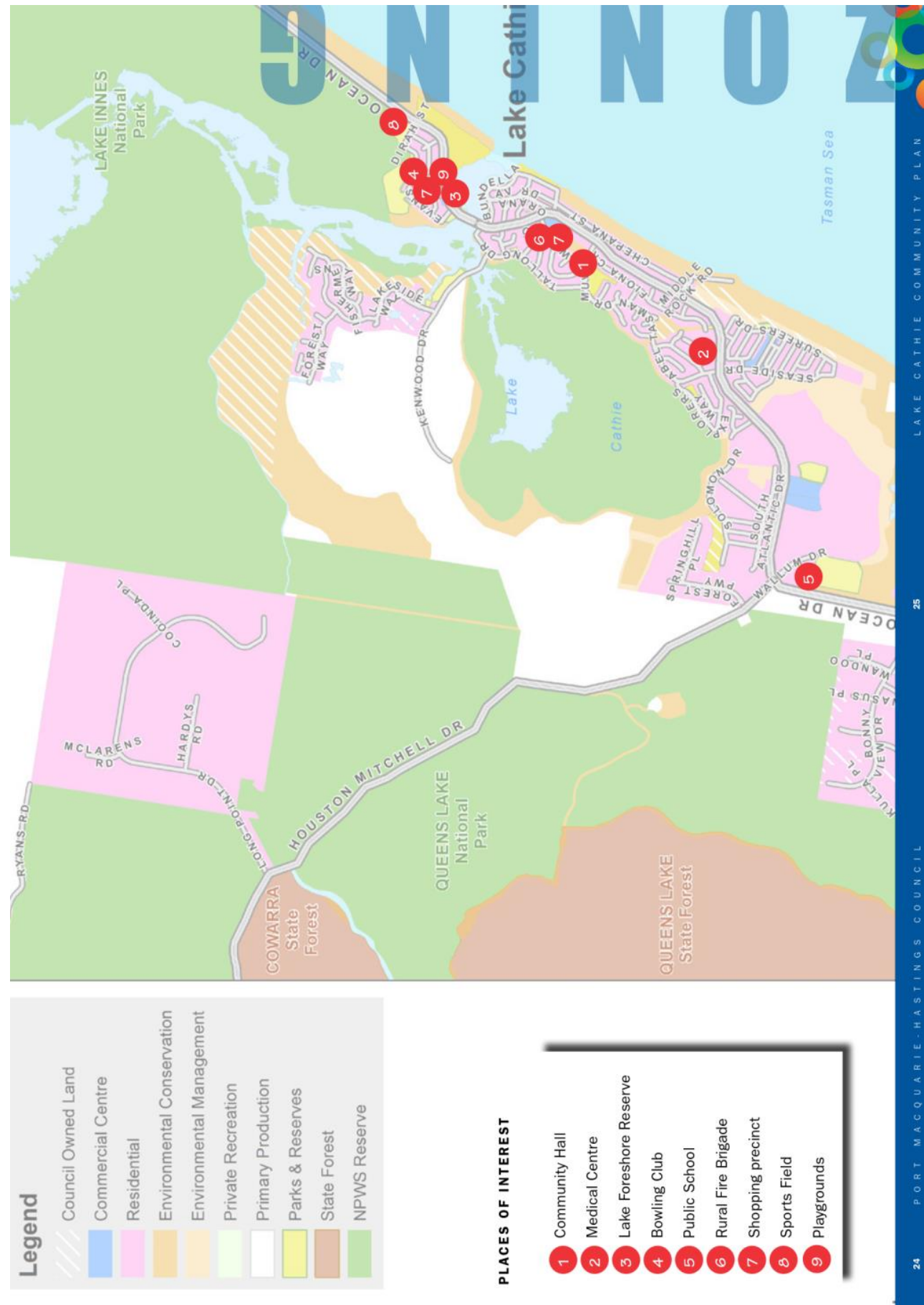
QQ
Meeting strangers who say hello as you walk by.

QQ
Talking to people on the street, visiting neighbours, no push and shove, gatherings like watching local sporting teams play, being invited and attending local functions. That open, welcome feeling.

FUTURE FOCUS

- Preservation and regeneration of waterways and natural environment
- Support integrated planned growth for residential and business
- Retention of village character by monitoring future development
- Improved connectivity around the village and with Bonny Hills and Port Macquarie
- Ensure all of our community has easy access to recreation and natural assets





GOALS AND ACTION PLAN

The vision for Lake Cathie indicates that residents enjoy their stunning natural environment and coastal village character and look forward to seeing their area grow in a planned and sustainable way for community members and visitors alike.

The goals encompassed in this vision are:

- **We are a safe and proud village community**
- **We protect and care for our local environment**
- **We will ensure everyone can access recreation and natural assets with ease**
- **We plan thoughtfully for our future**
- **We provide a variety of experiences for residents and visitors to enjoy**



The following Action Plan summarises the priorities identified for the community and were derived from community requests and subsequent considerations by the CCAT.





OBJECTIVE 1: TO ENSURE A SAFE COMMUNITY FOR ALL RESIDENTS.

ACTION 1.1:

Development of concept designs for future revitalisation and beautification of the village's shopping precincts and surrounds.

ACTION 1.2:

Lake Cathie CCAT and Lake Cathie Progress Association (LCPA) to make recommendations to Council's planning guidelines regarding the preservation and retention of the current village character; including maintaining the lake foreshore amenity and surrounding reserve.

ACTION 1.3:

Identify spaces in Lake Cathie whose appearance would be improved by planting and maintenance. Discuss possible solutions with PMHC.

ACTION 1.4:

Lake Cathie CCAT and LCPA to approach owners of the Lake Cathie Village Shopping Centre to advocate for exterior beautification including shade and public seating options.

ACTION 1.5:

Lake Cathie CCAT and LCPA to work with PMHC to investigate secondary road access for Kenwood Drive in the Lakeside Woods Estate utilising Houston Mitchell Drive which would ease traffic congestion on Ocean Drive especially during peak times.

ACTION 1.6:

Undertake a village-wide audit of kerb, guttering and traffic safety with particular attention on Tallong Drive.

ACTION 1.7:

Advocate for the continued maintenance of existing fire trails and for an extended buffer zone between homes in Lakeside Woods Estate and the surrounding bushland.

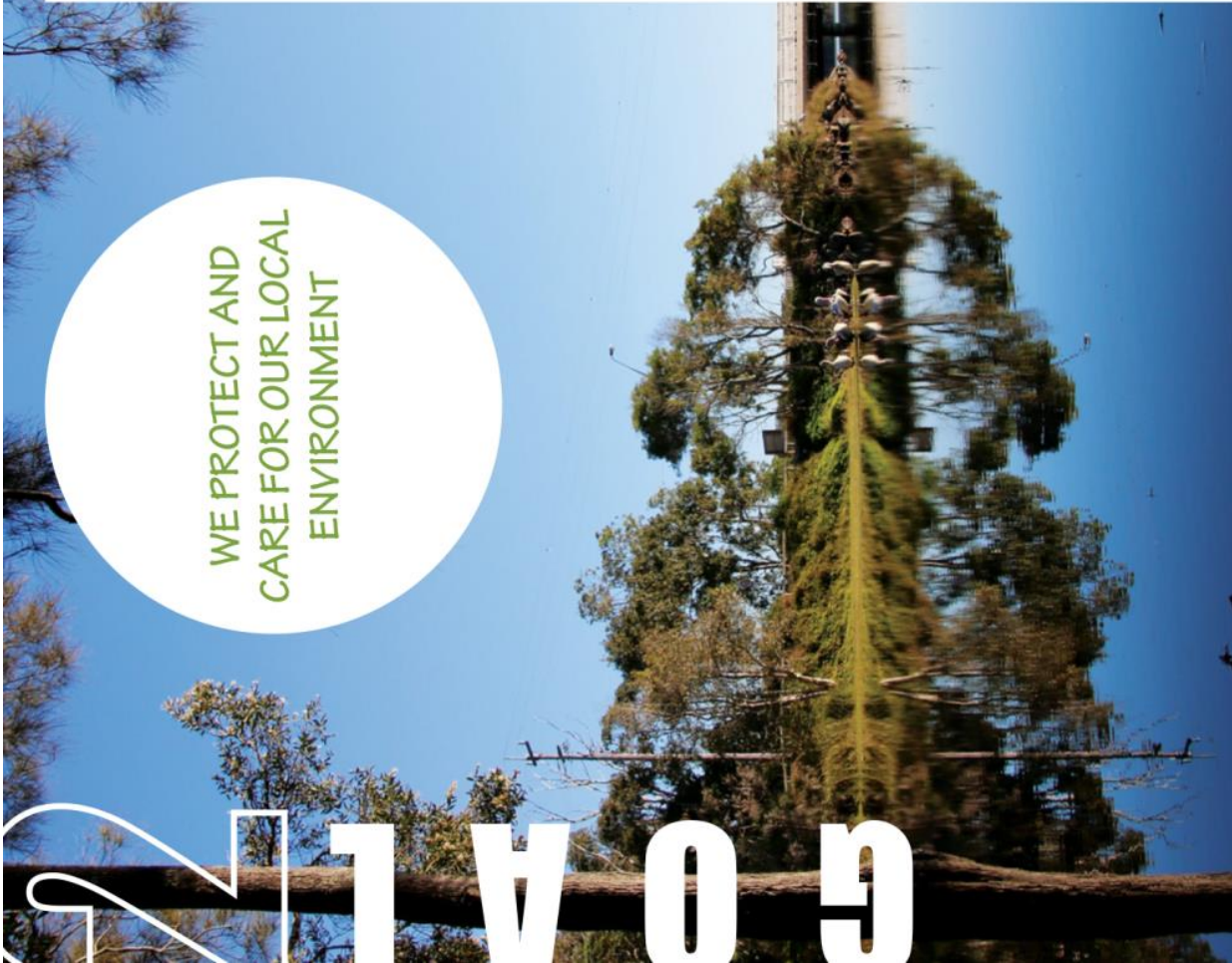
ACTION 1.8:

Advocate for Emergency Services including Ambulance, RFS and SES to be located in the Lake Cathie/Bonny Hills region.

ACTION 1.9:

CCAT members to work with relevant stakeholders to develop a Lake Cathie Community Action and Emergency Evacuation Plan.





WE PROTECT AND CARE FOR OUR LOCAL ENVIRONMENT

OBJECTIVE 2: TO PROMOTE, MAINTAIN, AND WHEREVER POSSIBLE RESTORE THE NATURAL AND SCENIC FEATURES OF THE AREA, PAYING PARTICULAR ATTENTION TO THE IMPORTANCE AND HEALTH OF THE WATERWAYS AND MARINE LIFE.

ACTION 2.1: CCAT to support the community and all stakeholders to investigate the widening and lengthening of Kenwood Drive Bridge.

ACTION 2.2: CCAT to support the community and all stakeholders in development of an ecologically sustainable waterways strategy.

ACTION 2.3: Continue to lobby PMHC and other stakeholders for the construction of the Illaroo Road revetment wall.

ACTION 2.4: CCAT to support all stakeholders to identify, preserve and maintain local wildlife corridors.

ACTION 2.5: Advocate for installation of settlement ponds and stormwater pollutant traps to collect unprotected stormwater currently discharging into the Lake.

ACTION 2.6: Encourage PMHC to increase the scope of the water testing and microbiology to include nutrient levels of Lake Cathie.





OBJECTIVE 3: TO IMPROVE THE RECREATIONAL OPPORTUNITIES AND FACILITIES FOR ALL AGE GROUPS AND ABILITY LEVELS TO ENSURE ALL COMMUNITY MEMBERS ARE ABLE TO PARTICIPATE.

ACTION 3.1: Make recommendation to PMHC, state and federal members for a cycle track to connect Lake Cathie and Bonny Hills with Port Macquarie and the Lake Cathie Public School.

ACTION 3.2: CCAT and LCPA to collaborate with PMHC and the Lake Cathie Community Hall coordinator in 2020-21 on the development of the community hall into a permanent community hub with increased facilities and programs.

ACTION 3.3: Make recommendation to PMHC to develop a Master Plan design for Jonathan Dickson Reserve in the 2020-21 Operational Plan (including assessment of safe beach access and parking).

ACTION 3.4: CCAT and LCPA to conduct a community survey to identify NBN and mobile blackspots around Lake Cathie. Once quantified, groups to advocate for remedial action by service providers.

ACTION 3.5: Work with PMHC to identify suitable site(s) for increased recreational infrastructure for youth such as half basketball and netball courts.

ACTION 3.6: CCAT to make submissions for the inclusion of the Lake Cathie Foreshore Reserve Master Plan (to Complete Stage 1 and Commence Stage 2) in future PMHC Operational Plans.

ACTION 3.7: Lake Cathie CCAT and LCPA to work with the PMHC Access Sub-committee to identify and remedy access issues to key spaces in Lake Cathie - including the beach.

ACTION 3.8: Approach Busways in regards to investigating current levels of bus service and usage with a view to trialing increased services/networks for the area.

ACTION 3.9: Review Councils Pedestrian Access and Mobility Plan (PAMP) for Lake Cathie and prioritise actions for future inclusion in Operational Plans.

ACTION 3.10: CCAT and LCPA to talk with Lake Cathie Community Hall coordinator around trialling a Community Spring Fair event in 2020-21.

ACTION 3.11: Advocate for restricted hours for unleashed dogs on Cathie Beach, e.g. before 9am and after 5pm weekdays.

ACTION 3.12: CCAT to monitor the development of Area 14 (including Seaside Estate) to ensure community spaces are developed including playgrounds, barbecues areas and public toilets.

ACTION 3.13: CCAT to make submission for consideration in future Operational Plans for the installation of a shade structure/sail to cover the Lake Cathie Foreshore Playground.





OBJECTIVE 4.1: TO MONITOR PROPOSED DEVELOPMENT APPLICATIONS TO ENSURE THAT FUTURE DEVELOPMENT DOES NOT ADVERSELY AFFECT THE CHARACTER OF THE VILLAGE AND SURROUNDS.

ACTION 4.1.1: Advocate for PMHC's Urban Growth Management Strategy and other relevant documents regarding current development regulations (including height restrictions to ensure no high-rises and a minimum size of residential building blocks) to ensure sympathetic and mindful future development in Lake Cathie.

ACTION 4.1.2: Advocate for protection of the Norfolk pine trees in reserves along the Lake Foreshore.

OBJECTIVE 4.2: TO PLAN FOR THE FUTURE GROWTH OF OUR COMMUNITY.

ACTION 4.2.1: CCAT and LCPA to continue to lobby local, state and federal members for a local high school for Lake Cathie.





OBJECTIVE 5: THROUGH COLLABORATION WITH LOCAL ORGANISATIONS, COUNCIL AND OTHERS, IDENTIFY OPPORTUNITIES TO BUILD COMMUNITY AND CULTURAL LIFE FOR RESIDENTS AND VISITORS.

ACTION 5.1: Continue to lobby for the extension of the Coastal Walk to include Lake Cathie.

ACTION 5.2: Investigate a suitable site for a future environmental educational facility at the Lake Innes end of the estuary.

ACTION 5.3: Investigate the possibility of lighting around lagoon to encourage evening walking and events.

ACTION 5.4: Identify common spaces that could benefit from planting and beautification and approach land owners/PMHC to discuss options.

ACTION 5.5: Work with local nature business owners and community organisations to identify nature tourism opportunities that highlight natural assets.

ACTION 5.6: Design promotional and information signage to identify local nature trails and walks.

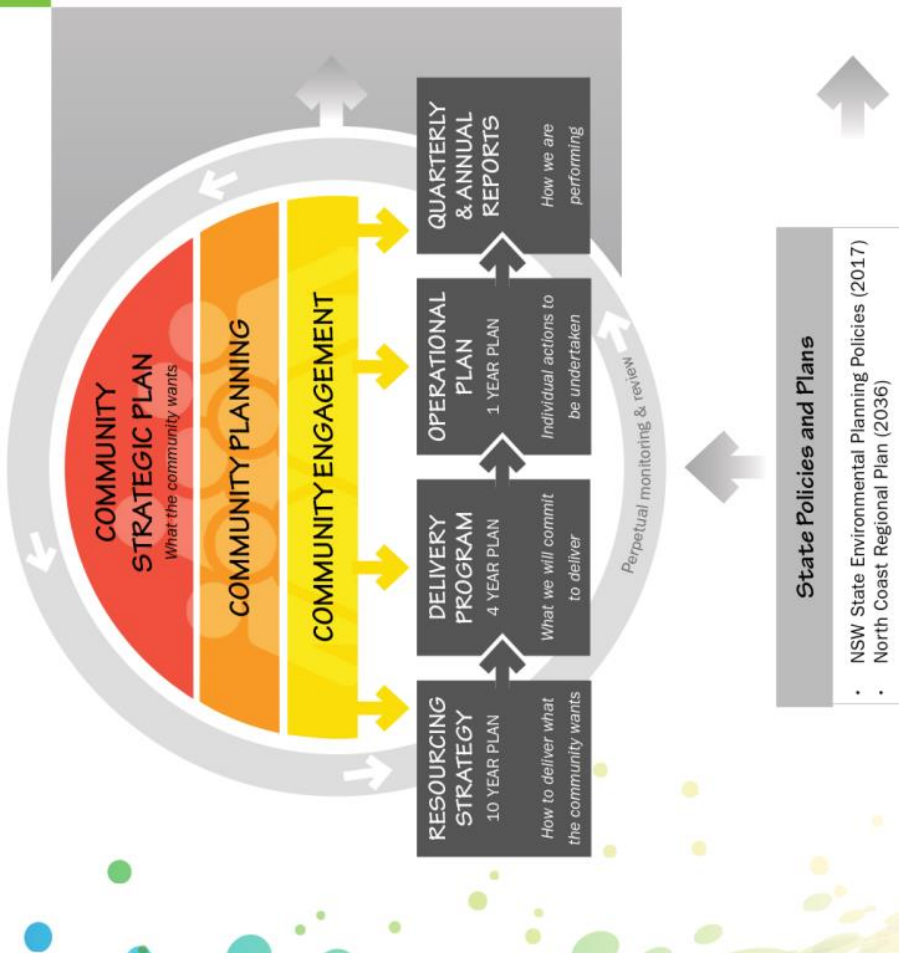
ACTION 5.7: In collaboration with local schools and community organisations, develop a localised anti-litter campaign and community event.

ACTION 5.8: Investigate the future use of maintained fire trails for recreational use such as walking and biking.



APPENDIX A: COUNCIL'S STRATEGIES, POLICIES AND PROJECTS

ENGAGEMENT & PLANNING CYCLE



A number of Council's strategic and planning documents are intrinsically linked to the development of Community Planning in the region. Some of these key documents are shown below.

PORT MACQUARIE-HASTINGS COUNCIL DOCUMENTS

Natural & Built Environment	Community Life	Leadership & Governance	Business & Industry
<ul style="list-style-type: none"> Pedestrian Access and Mobility Plan (2015 & 2017) Integrated Water Cycle Management (IWCM) Strategy (2020)² Urban Growth Management Strategy (2017 - 2036) Recreation Action Plan (2017 - 2025) Local Environmental Plan (2011) Biodiversity Strategy (2017-2030) Development Control Plan (2013) Draft Coastal Koala Plan of Management (2018) Koala Recovery Strategy (2018) Bike Plan (2015) 	<ul style="list-style-type: none"> Cultural Plan (2018 - 2021) Art in Public Places Policy (2002)¹ Community Inclusion Action Plan (2019 - 2021)² Disability Inclusion Action Plan (2017 - 2021) 	<ul style="list-style-type: none"> Community Engagement Policy and Strategy¹ Commercial Business Units Plans Local Strategic Planning Statement (2020-2027)² 	<ul style="list-style-type: none"> Economic Development Strategy (2017-2021) Greater Port Macquarie Destination Management Plan

1 - Updated Plan under development
2 - Under development

pmhc.nsw.gov.au

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PORT MACQUARIE-HASTINGS
COUNCIL

Telegraph Point and surrounds Community in
collaboration with



PORT MACQUARIE-HASTINGS
COUNCIL

Telegraph Point and surrounds



C O M M U N I T Y
P L A N

September 2019

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FOREWORD

ACKNOWLEDGMENT OF COUNTRY

The Telegraph Point and surrounding Community acknowledges the Birpai people as the traditional custodians of the land. We pay our respects to Elders both past and present and extend that respect to all other Aboriginal and Torres Strait Islander people.



FROM THE MAYOR, PETA PINSON

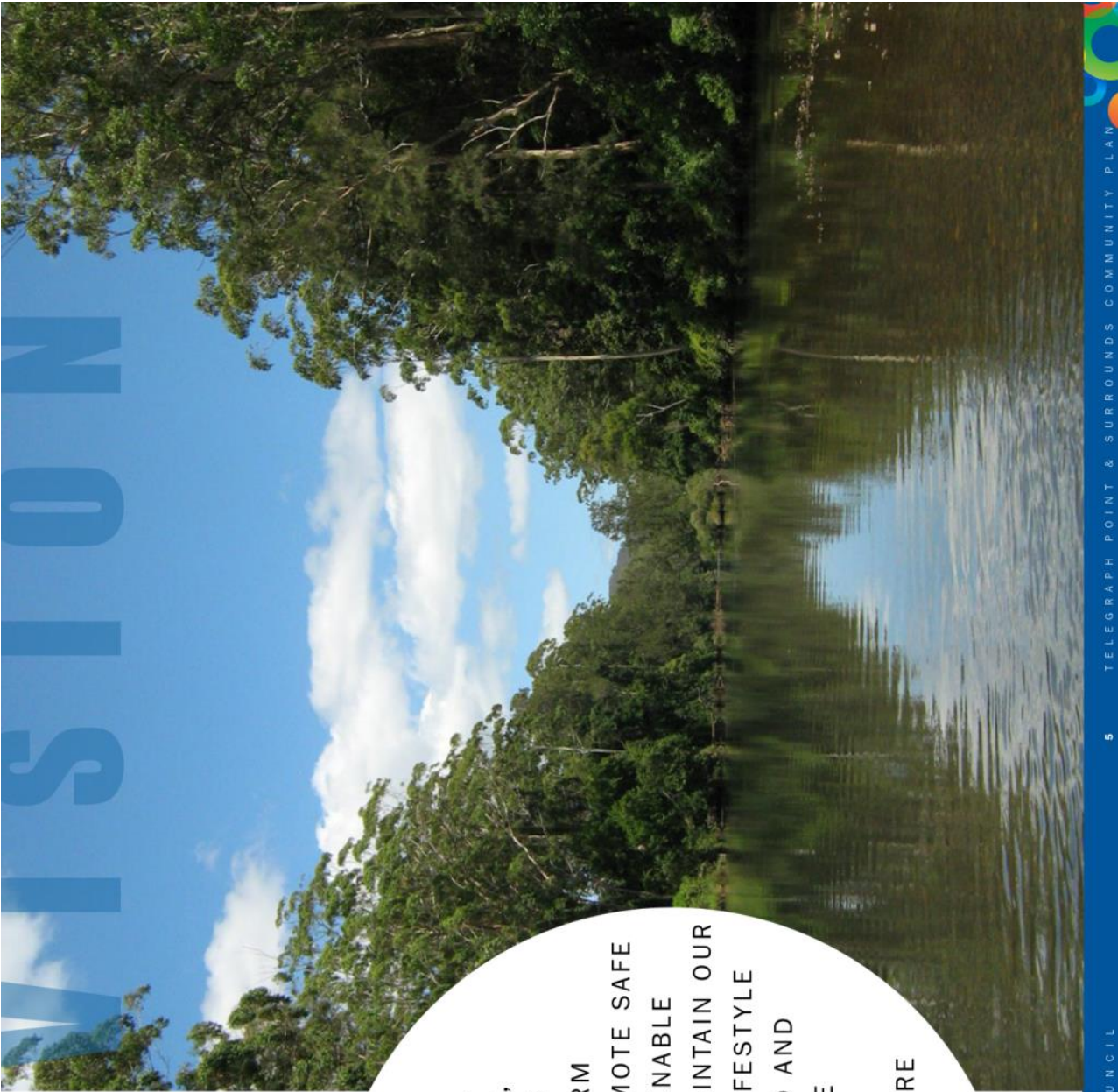
I am delighted to present the Telegraph Point and surrounds Community Plan, which sets out the vision, goals and priorities for improving the quality of life for the residents of the Telegraph Point area for the next five to ten years. This Community Plan reflects the community's aspirations to create a vibrant and positive community who values and enjoys a peaceful rural lifestyle, while offering visitors an opportunity to experience the beauty of the natural environment and local village life. The safety and connectedness of the community is key for residents, as is increased facilities for the wider community to be able to enjoy an active and healthy lifestyle.



FROM THE COMMUNITY REPRESENTATIVES OF THE COMMUNITY-COUNCIL ACTION TEAM

Telegraph Point and its surrounds form a vibrant, safe and well-connected community that values and enjoys a peaceful lifestyle through well-planned development. It enjoys diverse recreational spaces and activities. The villages' quiet rural atmosphere surrounded by farmland, combined with its 'off highway' location and proximity to three major centres, make it a highly desirable lifestyle location. Port Macquarie, Wauchope and Kempsey are all within 25 minutes' drive and provide excellent employment opportunities, access to hospitals, schools and universities, medical facilities and retail outlets. Thoughtful future planning will require that these highly attractive conditions are taken into consideration, and that the unique identity of Telegraph Point is maintained.





OUR VISION

The Vision for Telegraph Point and surrounding area was created through input from the community in mid-2019 through community surveys and meetings. The community of Telegraph Point value a safe connected community who enjoy the beauty of the natural environment, village atmosphere and the peaceful rural lifestyle.

**TO RESPECT AND NURTURE
OUR SURROUNDING NATURAL
ENVIRONMENT AND WILDLIFE,
MAINTAIN AND ENHANCE OUR
VILLAGE CHARACTER AND FARM
BASED COMMUNITY; TO PROMOTE SAFE
ROADS, TO ENSURE A SUSTAINABLE
CLEAN WATER SUPPLY, TO MAINTAIN OUR
COMMUNITY'S QUALITY OF LIFESTYLE
BY ENSURING WELL PLANNED AND
ENVIRONMENTALLY SENSITIVE
DEVELOPMENT THAT WILL
ATTRACT VISITORS AND FUTURE
RESIDENTS.**

4 PORT MACQUARIE-HASTINGS COUNCIL

5 TELEGRAPH POINT & SURROUNDS COMMUNITY PLAN

WHAT IS COMMUNITY PLANNING?

The Port Macquarie-Hastings Local Government Area is home to a number of vibrant towns, villages and communities, each with its own unique history, character, urban amenity, community and vision for their future. These communities also have common threads in their past, present and the opportunities and challenges that each will face in their future.

At the heart of Community Planning is a dynamic and participatory process that allows communities to have their voice heard and enables them to identify priorities and actions to achieve their vision - the responsibility of which will be shared between the community and Council.

A Community Plan is developed through a partnership between Council and the Community producing a 5 to 10 year plan for future investments.

This Plan is a community-led blueprint, which is developed in partnership between Council and the community. It highlights what is special or unique about the area and reflects the aspirations, strengths and the vision that the community has for its future. It identifies key priorities and actions to achieve the community's vision - the responsibility for which will be shared between the community and Council.

The recent Community Planning consultation by Port Macquarie-Hastings Council builds on the community engagement that took place in early 2018 at Log Wharf Reserve where a large number of residents identified community priorities for the future of the region.

Ongoing community planning is seen as the key to developing a strong partnership between Council and the community to:

- Understand what our communities' value;
- Understand the issues and priorities for each community;
- Better incorporate these priorities into Council's planning framework;
- Work together to deliver the identified priorities.

The Telegraph Point Community Plan evolved from:

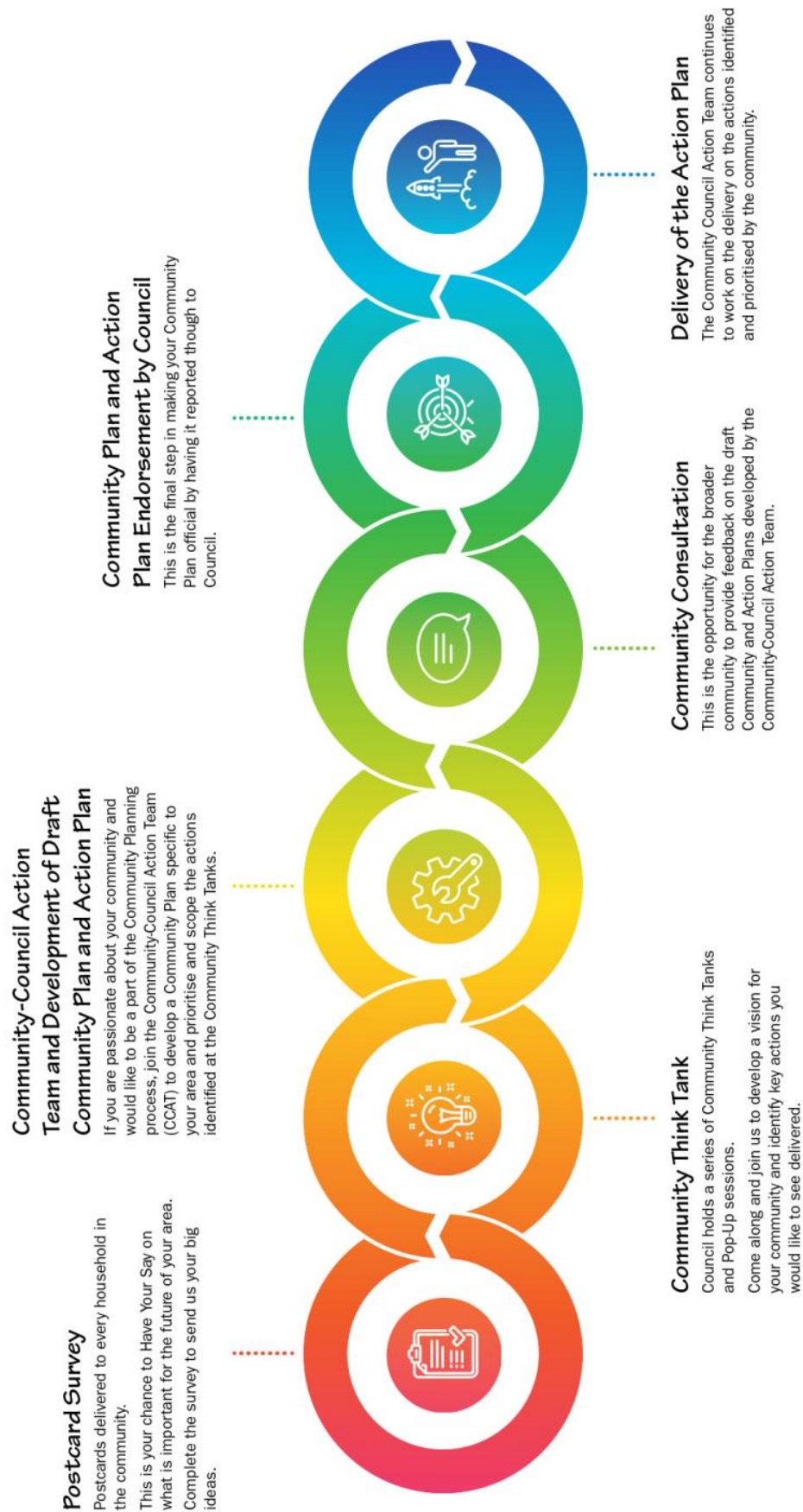
- An online and postcard survey in April 2019;
- Two Council-coordinated Think Tank workshops were held allowing community members to identify and prioritise values, issues and opportunities for the future of the Telegraph Point region;



With thanks to: Sue Pike, Gaylene Codd,
Jeff Reed, Joanne White, Linda
Graham, Sam Cutler, Tristan
Murray and Scott
Manning



COMMUNITY PLANNING PROCESS





WELCOME TO TELEGRAPH POINT
AND SURROUNDING AREA

Telegraph Point is a small village surrounded by productive, diverse farmland located off the Pacific Highway on the north coast of NSW in the Port Macquarie-Hastings local government area. The local area is one of the most historical parts of Australia deriving the name from the telegraph line which crossed the Wilson River in 1869, to a small peninsula on the south bank.

The traditional custodians of the Telegraph Point region are the Birpai people.

The first land grants were issued in the region then known as 'Prospect' in 1832. The name derives from the Telegraph Point, which crossed the river in 1869. The river played an important role in the life and times of the region including the transportation of local milk and butter and the timber industry.

The river played an important role in the logging of the surrounding forests and there are remains of several old wharves to be seen, the best preserved of which is on the south bank beside the Wilson River Bridge in Log Wharf Reserve.

Residents and visitors enjoy the natural environment around Telegraph Point by bush walking, camping, swimming, and mountain bike riding, fishing, water-skiing and picnicking. The village lies between two areas of state forest; south of the village is Cairncross State Forest, while to the north is Ballengarra State Forest. During the summer months, the local man-made lake and holiday park Stoney Park is turned into a fun park at Stoney Aqua Park.

The local community is made up of a number of active organisations and groups including the Telegraph Point Community Association, Telegraph Point Sports & Recreation Club, the Book Club, Craft Group, History Group, and the Telegraph Point Public School.



THE HISTORY OF TELEGRAPH POINT AND SURROUNDS

John Gyles, a missionary, was the first European man to appear in vicinity of present-day Telegraph Point in January 1820. He inspected the country on the north side of the Hastings River in his search for a site for a sugar plantation. He wrote in a report to Governor Macquarie "We proceeded up the branch of the Hastings (later named the Maria River) for 20 miles but were compelled to return as the river ran so rapid." Sugar cane was planted at Prospect in 1824.

Following the opening up of the land to private ownership, Sgt Charles Blewitt was granted 200 acres at Prospect, on the south bank of the Wilson River. Early settlers resided mainly on the southern side of the river, due to access by road to Wauchope and Port Macquarie.

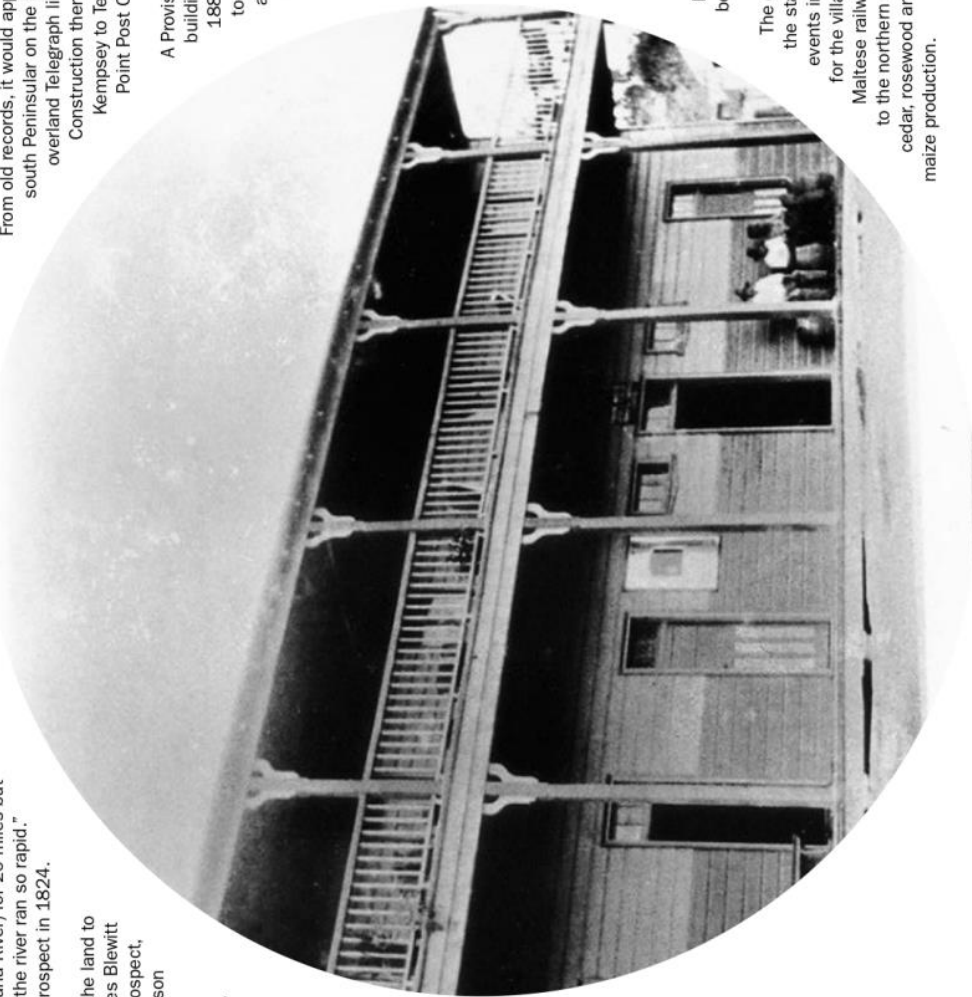
From old records, it would appear that Telegraph Point was named in circa 1872. The south Peninsula on the bank of the Wilson River was the ending point of the overland Telegraph line, and thus the name Telegraph Point came into being. Construction then came to a halt whilst waiting for the construction of the Kempsey to Telegraph Point section of Telegraph wiring. The Telegraph Point Post Office opened on 1st January 1872.

A Provisional School was established in 1875 in an existing building at 'Cornbury Park' on Clem Stewart's property until 1883; though some children in outlying areas had no access to schooling. By 1895, the village had also added a hotel, an accommodation house, hall, blacksmith's shop and boot maker's establishment.

Access to the north side of the river was by Rowsell's punt. However, when a bridge was constructed in 1902, the use of the punt ceased. A lifting span was built into the bridge to allow vessels passage along the river. The bridge in the current location opened in 1974. Following the opening of the bridge the north side of the river developed quickly with several families moving from the south side of the river to take up their abode on the north.

Many residents relied on the timber industry, with droghers (freight barges) in the river picking up timber from the upstream wharves including Ballengarra. The butter factory opened in 1934, with butter transported to the river by horse-drawn wagons for transportation by ship to Sydney. There are remains of several old wharves to be seen, the best preserved of which is on the south bank beside the Wilson River Bridge in Log Wharf Reserve.

The construction of the railway from 1913, and the opening of the station and line to Kempsey in 1917, were one of the biggest events in the village's history. These events created major changes for the village: a dramatic increase in the local population with many Maitese railway workers arriving, and the relocation of the village centre to the northern side of the river. Timber mills were established to process cedar, rosewood and beech, and more land was opened up for dairying and maize production.





With the opening of the Station on 25th November 1917, the township needed to be in close proximity to the station. Residents living in the original Telegraph Point village on the southern side of the Wilson River travelled the two miles to the station by horse and sulky in all types of weather conditions.

The ideal site for the new village of Telegraph Point was on part of the 1,100-acre property owned by Charles Steel on the down slope of Mt. Allen overlooking the railway station and alongside the main road to Kempsey.

The railway station played an important part in all sections of the community especially the transportation of sawn timber from the local mills; logs and poles were drawn into the railway yard by bullock teams.

With the advent of the opening of the new station and the transfer of many residents from the old village, a new hotel was built after the destruction by fire of the previous pub two miles away.

Police Sergeant Frank Wilkinson was transferred to Port Macquarie on 17th June 1916 and performed duty at Telegraph Point until 29th November 1918 where he was then transferred to Scone. In July 1918 before his transfer, he drew up and submitted a site plan to his superiors for the Telegraph Point Police Station. This site was on the location of the butcher shop that was later occupied by Mr. Darcy Williams, and was rented premises for the Police department who paid a rental of fifteen shillings (\$1.50) per week. This rental also covered this two-acre block and an eight-acre horse paddock about 400 yards away. The Police Station closed in 1921 and never reopened.

Further additions to the new village over the years included a Church of England Church, Catholic Church, School of Arts Hall opened in 1933, butcher shop, general store and garage.

The Railway Station played an important part in all sections of the community especially the transportation of sawn timber from the local mills; logs and poles were drawn into the railway yard by Bullock teams.

As the village of Telegraph Point developed over the years, numerous sawmills came into production with the advantage being the dispatch by rail from a loading point within the railway yard. Decline of the railway forced the closure of the railway station in the 1980's. Also the construction of the Pacific Highway in 2017 allowed for the bypass of Telegraph Point.

The village has grown and extended along Mooney Street, Rolands Plains Road and Cooperabung Drive.

COMMUNITY PROFILE

Information used has been sourced from
• 2016 Census of Population and Housing: Australian Bureau of Statistics



FUTURE FOCUS

- To retain and build upon the village character through beautification, restoration works and acknowledgement of village history through signage/artworks and the development of a village masterplan.
- To identify opportunities to further activate places and spaces in Telegraph Point through community based events and the development of a Log Wharf Reserve masterplan.
- Continue to build a connected community who can access available spaces, places and recreation with ease.
- Improved road safety and village connectivity.
- Secure water supply to ensure future growth of the area
- To support and promote tourism opportunities locally, regionally and wider.
- To improve the appearance of our entrance ways and village to build community pride and the visitors' experience.
- Maintain the natural environment.





COMMUNITY VIEWS

WHAT DO YOU LOVE ABOUT LIVING WHERE YOU DO?

QQ
The small community.

QQ
Open spaces, birdlife, peaceful alternative to town living and not too far from facilities and services.

QQ
The views, the peace and quiet, the privacy, the air, the trees, and the un-city like feel.

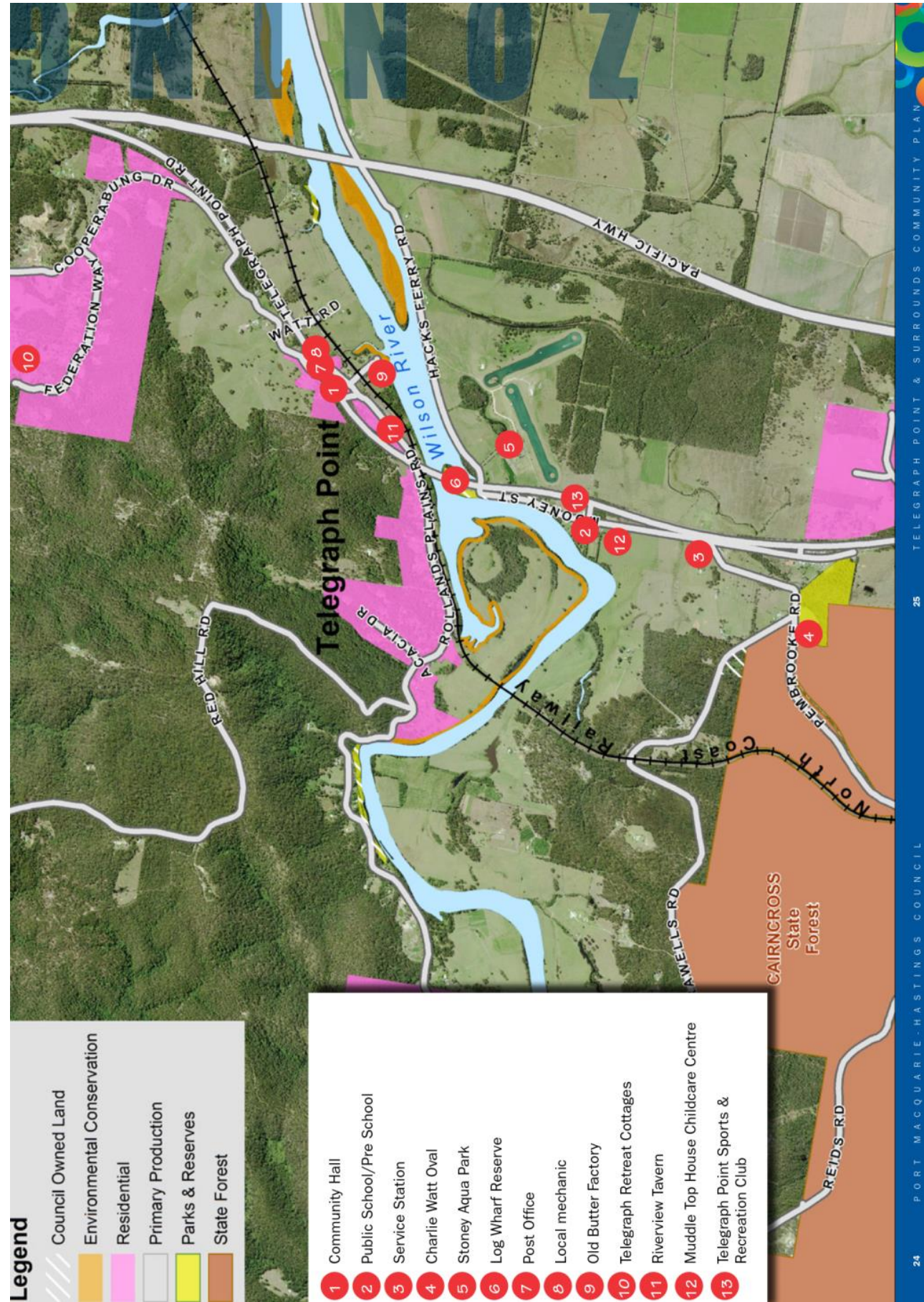
QQ
Larger lots of land, more private spaces and room for happy pets to play.

QQ
Distance between neighbours and rural outlook.

QQ
The people and sense of community. Open spaces. Wildlife and animals and having the river nearby.

QQ
The peaceful semi-rural picturesque location.





GOALS AND ACTION PLAN

The vision for Telegraph Point and surrounds indicates that residents enjoy their stunning natural environment and rural village character and look forward to seeing their community retain it's peaceful lifestyle through planned and sustainable development.

The goals encompassed in this vision are:

- We are a proud village community
- We seek opportunities to activate our spaces and places
- We are a safe, well-connected community
- We promote and support local tourism offerings
- We protect and enhance our natural environment



The following Action Plan summarises the priorities identified for the community and were derived from community requests and subsequent considerations by the CCAT.





OBJECTIVE 1: TO RETAIN AND BUILD UPON THE VILLAGE CHARACTER THROUGH BEAUTIFICATION, RESTORATION WORKS AND ACKNOWLEDGEMENT OF VILLAGE HISTORY THROUGH SIGNAGE/ARTWORKS.

ACTION 1:

Investigate options to secure water supply to sustainably support future growth

ACTION 2:

Investigate creation and funding for the installation of an ANZAC memorial

ACTION 3:

Develop content for a series of historical interpretive signs/boards to highlight sites of interest to visitors and tourists.

ACTION 4:

Seek funding for design, manufacture and installation of historical signage.

ACTION 5:

Explore options for murals on the Wilson River Bridge pylons, similar to the silo murals seen around rural Australia

ACTION 6:

Clean up and beautify the historic cemetery.

ACTION 7:

Development of a sculptural trail along the river

ACTION 8:

Investigate the possibility of future restoration of historical village buildings and structures





ACTION 1:

Develop a Masterplan for Log Wharf Reserve/Sports grounds to include an intergenerational park and playground with large undercover eating area, exercise equipment, half basketball court/tennis court, junior scooter/bike track and BMX jump area, seating and barbeque facilities

ACTION 2:

Determine a site and calendar for regular community operated farmers, craft and produce markets.

ACTION 3:

Identify appropriate site for a Men's/Women's Shed and apply for appropriate funding.

ACTION 4:

Investigate requirements for installation of an accessible toilet at the community hall site and locate funding opportunities.

ACTION 5:

Explore funding opportunities for a movie screen and air conditioning for the community hall

ACTION 6:

Develop a design for increased seating and shade at Charlie Watt Reserve.



OBJECTIVE 3: IMPROVED ROAD SAFETY AND VILLAGE CONNECTIVITY AND DEVELOPMENT OF A VILLAGE MASTERPLAN.

ACTION 1:

Development of a Village Masterplan to incorporate a footpath from River Street past the Post Office along Rolands Plains Road to connect to the Wilson River Bridge and continuation of the footpath to Mooney Street and Charlie Watt Reserve.

ACTION 2:

Investigate the concept of a boardwalk/walking trail on the river side of the railway line.

ACTION 3:

Investigate how to improve road safety including road signage around Telegraph Point and surrounds.

ACTION 4:

Investigate solutions to minimise the impact of heavy vehicles on current and future residents of Telegraph Point and surrounds.





OBJECTIVE 4.1: TO SUPPORT AND PROMOTE LOCAL TOURISM OPPORTUNITIES LOCALLY, REGIONALLY AND WIDER.

ACTION 1:

Consult with current and future users and stakeholders to develop a plan to re-invigorate the mountain bike track near and to Charlie Watt Oval.

ACTION 2:

Work with local tourism operators and business owners to promote Telegraph Point and surrounds as a visitors destination.


ACTION 3:

Explore sporting infrastructure opportunities for Telegraph Point and surrounds to encourage local and regional competition for example lawn bowls green

ACTION 4:

Develop a heritage trail throughout the village and surrounds to promote to visitors and tourists through interpretive signage.





GOAL

WE PROTECT AND ENHANCE OUR NATURAL ENVIRONMENT

OBJECTIVE 5.1: THE ENTRANCE INTO OUR VILLAGE IS ATTRACTIVE AND WELL MAINTAINED

ACTION 5.1.1:
Develop a beautification design concept for the northern and southern entrances to the village and the village areas both sides of the bridge

ACTION 5.1.2:
To work with PMHC to implement the beautification concept

OBJECTIVE 5.2: WE RESPECT AND NURTURE OUR SURROUNDING NATURAL ENVIRONMENT AND WILDLIFE

ACTION 5.2.1:
Work with relevant authorities to remove exotic and environmental weeds along the roadsides within the village (both sides of bridge), the riverbanks, the railway and all reserves.

ACTION 5.2.2:
Conserve native trees and create, retain, enhance and/or maintain wildlife corridors.

ACTION 5.2.3:
Encourage community participation in activities to monitor and enhance our biodiversity and natural environment.

ACTION 5.2.4:
Encourage planting of appropriate trees within the community (e.g. awareness of Landcare initiatives like 'Swap a Weed').

ACTION 5.2.5:
Monitor the water quality and encourage the responsible use of the river.

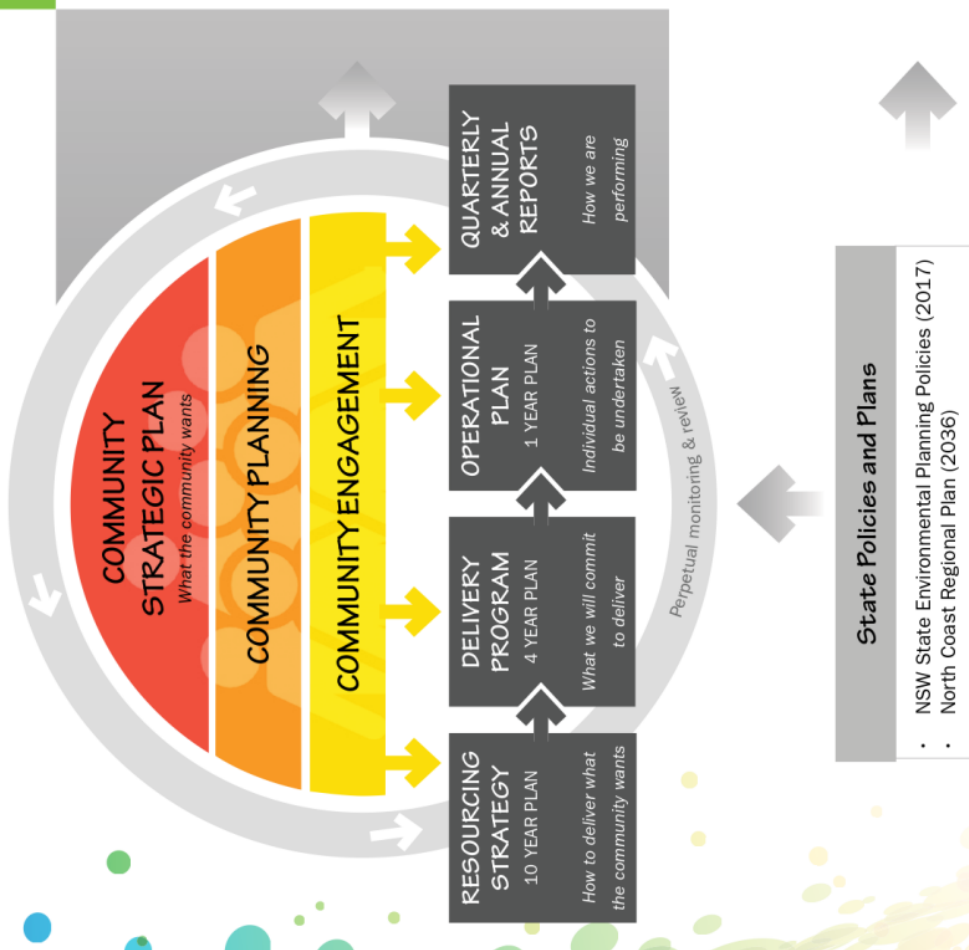
ACTION 5.2.6:
Monitor roads and reserves for illegal dumping and rubbish.

36 PORT MACQUARIE HASTINGS COUNCIL

37 TELEGRAPH POINT & SURROUNDS COMMUNITY PLAN

APPENDIX A: COUNCIL'S STRATEGIES,
POLICIES AND PROJECTS

ENGAGEMENT & PLANNING CYCLE



A number of Council's strategic and planning documents are intrinsically linked to the development of Community Planning in the region. Some of these key documents are shown below.

PORT MACQUARIE-HASTINGS COUNCIL DOCUMENTS

Natural & Built Environment	Community Life	Leadership & Governance	Business & Industry
<ul style="list-style-type: none"> Pedestrian Access and Mobility Management Plan (2015 & 2017) Integrated Water Cycle Management (WCM) Strategy (2020)² Urban Growth Management Strategy (2017 - 2036) Recreation Action Plan (2017 - 2025) Local Environmental Plan (2011) Biodiversity Strategy (2017-2030) Development Control Plan (2013) Draft Coastal Koala Plan of Management (2018) Koala Recovery Strategy (2018) Bike Plan (2015) 	<ul style="list-style-type: none"> Cultural Plan (2018 - 2021) Art in Public Places Policy (2002)¹ Community Inclusion Action Plan (2019 - 2021)² Disability Inclusion Action Plan (2017 - 2021) 	<ul style="list-style-type: none"> Community Engagement Policy and Strategy¹ Commercial Business Units Plans Local Strategic Planning Statement (2020-2027)² 	<ul style="list-style-type: none"> Economic Development Strategy (2017-2021) Greater Port Macquarie Destination Management Plan

1 - Updated Plan under development
2 - Under development



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PORT MACQUARIE-HASTINGS COUNCIL

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PORT MACQUARIE-HASTINGS
COUNCIL

3 Your Business and Industry

What we are trying to achieve

A region that is a successful place that has vibrant, diversified and resilient regional economy that provides opportunities for people to live, learn, work, play and invest.

What the result will be

We will have:

- A strong economy that fosters a culture supportive of business and ensures economic development of the region
- Townships, villages and business precincts that are vibrant commercial, cultural, tourism, recreational and/or community hubs
- A region that attracts investment to create jobs
- Partnerships that maximise economic return and create an efficient and effective business environment

How we will get there

- 3.1 Embrace business and a stronger economy
- 3.2 Create vibrant and desirable places
- 3.3 Embrace opportunity and attract investment to support the wealth and growth of the community
- 3.4 Partner for success with key stakeholders in business, industry, government, education and the community

[illegible]

[illegible][illegible]

Independent scoring, when collated indicated events ranked 4-6 were equivalent; however, the panel determined that Gardenista presented a strong opportunity for visitation the Comboyne region and should receive a larger allocation than the events ranked 5 and 6 (King of the Mountain and Dave "Goose" Gosby Memorial).

Attachment B:**History of allocations under the Event Sponsorship Program**

Event Name	Year	Sponsorship granted	Est. Economic Impact
Ekam Yoga Festival	2015	\$3,500	\$17,000
Big Band Blast	2015	\$5,000	\$309,000
3 Rivers Rowing Festival	2015	\$3,500	\$45,000
King of the Mountain Fun Run	2015	\$2,000	\$33,000
Sand Mudder	2015	\$2,000	\$22,000
Beatles Festival	2016	\$2,000	\$135,000
Bago Bluff Mountain Bike Marathon	2016	\$2,000	\$40,000
Port Macquarie Running Festival	2016	\$3,000	\$585,000
Suck it up Buttercup	2016	\$5,000	\$500,000
Ekam Yoga Festival	2016	\$5,000	\$20,000
3 Rivers Rowing Festival	2016	\$2,500	\$45,000
Big Band Blast	2016	\$5,000	\$309,000
Port Macquarie Beer & Cider festival	2016	\$5,000	\$360,000
Northern Division Road Cycling Championships	2016	\$2,000	\$29,000
Luminosity Youth Summit	2016	\$4,000	\$20,000
Sand Mudder	2016	\$3,000	\$90,000
Beach to Brother Running Festival	2016	\$5,000	\$308,000
King of the Mountain Fun Run	2016	\$1,500	\$22,500
Suck it up Buttercup	2017	\$5,000	\$233,000
Port Macquarie Beatles Festival	2017	\$5,000	\$416,000
Port Macquarie Running Festival	2017	\$5,000	\$763,000
Slice of Haven	2017	\$5,000	\$647,000
Blues & BBQ Festival	2017	\$5,000	\$812,000
Ekam Yoga Festival	2017	\$2,500	\$44,000
Port Macquarie Beer & Cider Festival	2017	\$5,000	\$500,000
Beach to Brother Running Festival	2017	\$5,000	\$353,000
Port Macquarie Mountain Bike Festival	2017	\$2,500	\$10,000
Suck it Up Buttercup	2018	\$5,000	\$267,000
Port Macquarie Running Festival	2018	\$5,000	\$1,021,000
Slice of Haven	2018	\$5,000	\$712,000

Event Name	Year	Sponsorship granted	Est. Economic Impact
Hello Koalas Festival	2018	\$5,000	\$103,000
Elephant Trail Race	2018	\$5,000	\$407,000
Beach to Brother	2018	\$5,000	\$1,066,000
Wildwood Music Festival	2018	\$2,500	\$76,000
Digital Expo	2018	\$0-refunded	\$0
Fox Super Flow MTB Champs	2019	\$5,000	\$106,000
Regional Dementia Conference	2019	\$5,000	\$130,000
Laurieton Multisport Challenge	2019	\$5,000	\$15,000
Elephant Trail Race	2019	\$5,000	\$207,000
'A Gala Night at the Ballet'	2019	\$5,000	\$63,000
PMBA Bodyboard Teams Challenge	2019	\$5,000	\$154,448
Wauchope Twilight Tastings	2020	\$2,500	<i>\$200,000</i>
Laurieton Multisport Challenge	2020	\$2,500	<i>\$75,000</i>
Cycling NSW Junior Tour	2020	\$2,500	<i>\$175,000</i>
PMBA Body board Teams Challenge	2020	\$2,500	<i>\$154,000</i>
Fox Super Flow MTB Champs	2020	\$5,000	<i>\$172,000</i>
Howling Moon Blues Festival	2020	\$5,000	<i>\$823,700</i>
TOTAL (47)		\$183,500	\$12,663,048

*Estimates in *red*. Acquittal data for these events due mid-2020.

4 Your Natural and Built Environment

What we are trying to achieve

A connected, sustainable, accessible community and environment that is protected now and into the future.

What the result will be

We will have:

- Effective management and maintenance of essential water, waste and sewer infrastructure
- A community that is prepared for natural events and climate change
- Sustainable and environmentally sensitive development outcomes that consider the impact on the natural environment
- Accessible transport network for our communities
- Infrastructure provision and maintenance that meets community expectations and needs
- Well planned communities that are linked to encourage and manage growth
- Accessible and protected waterways, foreshores, beaches and bushlands
- An environment that is protected and conserved for future generations
- Renewable energy options that are understood and accessible by the community

How we will get there

- 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management
- 4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires and coastal erosion
- 4.3 Facilitate development that is compatible with the natural and built environment
- 4.4 Plan for integrated transport systems that help people get around and link our communities
- 4.5 Plan for integrated and connected communities across the Port Macquarie-Hastings area
- 4.6 Restore and protect natural areas
- 4.7 Provide leadership in the development of renewable energy opportunities
- 4.8 Increase awareness of issues affecting our environment, including the preservation of flora and fauna

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DEVELOPMENT ASSESSMENT PANEL
26/02/2020

Item: 06

Subject: DA2019 - 215.1 - RESIDENTIAL FLAT BUILDING INCLUDING
CLAUSE 4.6 OBJECTION TO CLAUSE 4.3 (HEIGHT OF BUILDINGS)
UNDER THE PORT MACQUARIE HASTINGS LOCAL
ENVIRONMENTAL PLAN 2011 AT LOT 22 DP38266, NO. 5 GRAY
STREET

Report Author: Development Assessment Planner, Beau Spry

Applicant:	D & R Enterprises Pty Ltd T/A EF Building Solutions
Owner:	Phil Rose
Estimated Cost:	\$830,000
Parcel no:	7936

Alignment with Delivery Program

4.3.1 Undertake transparent and efficient development assessment in accordance with relevant legislation.

RECOMMENDATION

That it be recommended to Council that DA2019-215.1 for a Residential Flat Building Including Clause 4.6 Objection to Clause 4.3 (Height of Buildings) of the Port Macquarie-Hastings Local Environment Plan 2011 at Lot 22, DP 38266, No. 5 Gray Street Port Macquarie, be determined by granting consent subject to the recommended conditions.

Executive Summary

This report considers a Development Application for residential flat building, including a clause 4.6 objection to clause 4.3 (height of buildings) at the subject site and provides an assessment of the application in accordance with the Environmental Planning and Assessment Act 1979.

Following exhibition of the application, no submissions have been received.

The application includes a variation to the maximum height of building development standard in the Port Macquarie-Hastings Local Environmental Plan 2011 by more than 10% and the application is required to be determined by Council following consideration by the Development Assessment Panel.

The proposal has been amended during the assessment of the application including changes primarily to:

- driveways,
- building height,
- introduction of a habitable level above garages.

The site is considered suitable for the proposed development and the proposal adequately addresses relevant planning controls as justified. The development is not



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considered to be contrary to the public's interest and will not result a significant adverse social, environmental or economic impact.

This report recommends that the development application be approved subject to the attached conditions.

1. BACKGROUND**Existing Sites Features and Surrounding Development**

The site has an area of 598.91m²

The site is located in an established R1 zone with access to Gray Street and a standard height limit of 8.5m. The locality is characterised by irregular topography. The site has a steep gradient declining from the street frontage south at Gray Street down to the northern boundary towards Wrights Creek.

There are existing general residential dwellings of a mix of scale and densities to the south, west and east. To the north-east beyond Wrights Creek are areas of B4 mixed use with height limits of 11.5m. Adjoining the site to the north is Wrights Creek and open public reserve.

The site is zoned R1 General Residential in accordance with the Port Macquarie-Hastings Local Environmental Plan 2011, as shown in the following zoning plan:



The area surrounding the site comprises a mix of general residential, environmental conservation and mixed use.

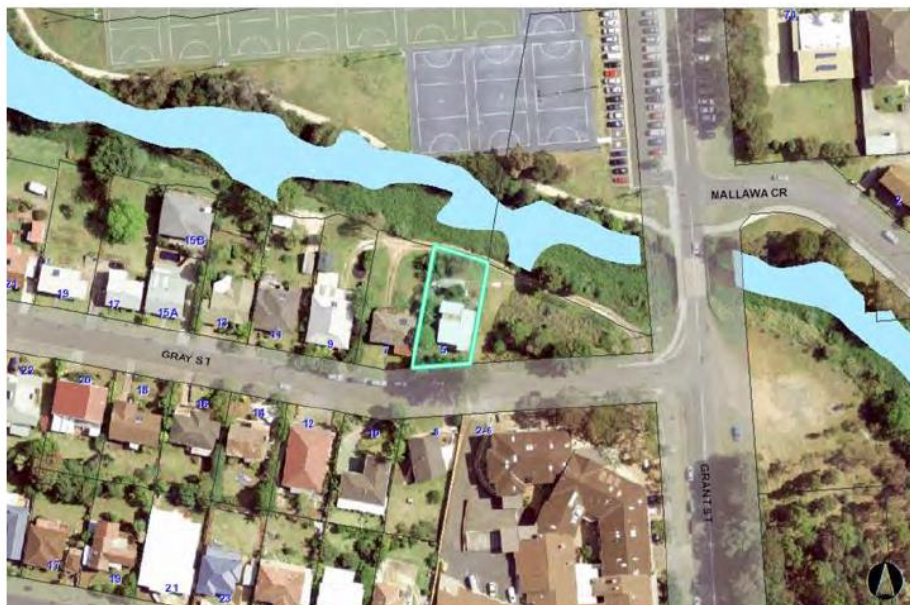
The existing subdivision pattern and location of existing development within the locality is shown in the following aerial photograph:



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26/02/2020**2. DESCRIPTION OF DEVELOPMENT**

Key aspects of the proposal include the following:

- Multi dwelling housing comprising 3x 2bedroom units;
- Clause 4.6 objection to clause 4.3 height of building;

Refer to Attachment 2 at the end of this report for plans of the proposed development.

Application Chronology

- 28/03/2019 - Application lodged with Council
- 15/5/2019 - Site inspection
- 16/05/2019 - Further information requested
- 31/05/2019 - Revised plans submitted
- 1/06/2019 - Application under internal referral
- 16/09/2019 - Site meeting with proponents and various Council staff
- 15/11/2019 - Revised plans submitted
- 7/1/2020 - Revised plans submitted
- 9/1/2020 - Application notified
- 7/2/2020 - Updated plans submitted

3. STATUTORY ASSESSMENT**Section 4.15(1) Matters for Consideration**

In determining the application, Council is required to take into consideration the following matters as are relevant to the development that apply to the land to which the development application relates:



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26/02/2020**

- (a) The provisions (where applicable) of:
(i) Any Environmental Planning Instrument

State Environmental Planning Policy No. 44 - Koala Habitat Protection

There is no Koala Plan of Management on the site. Additionally, the site is less than 1ha in area therefore no further investigations are required.

State Environmental Planning Policy No. 55 – Remediation of Land

Following an inspection of the site and a search of Council records, the subject land is not identified as being potentially contaminated and is suitable for the intended use.

State Environmental Planning Policy No. 62 – Sustainable Aquaculture

Given the nature of the proposed development and proposed stormwater controls required for the proposal, the proposal will be unlikely to have any adverse impact on existing aquaculture industries.

State Environmental Planning Policy (Coastal Management) 2018

The site is located within a coastal environment area and proximity area for coastal wetlands.

In accordance with clause 7, this SEPP prevails over the Port Macquarie-Hastings LEP 2011 in the event of any inconsistency.

Having regard to clauses 11 and 13 of the SEPP the proposed development is not considered likely to result in any of the following:

- a) any adverse impact on integrity and resilience of the biophysical, hydrological (surface and groundwater) and ecological environment;
- b) any adverse impacts coastal environmental values and natural coastal processes;
- c) any adverse impacts on marine vegetation, native vegetation and fauna and their habitats, undeveloped headlands and rock platforms;
- d) any adverse impact on marine vegetation, native vegetation and fauna and their habitats, undeveloped headlands and rock platforms;
- e) any adverse impact on Aboriginal cultural heritage, practices and places;
- f) any adverse impacts on the cultural and built environment heritage;
- g) any adverse impacts the use of the surf zone;
- h) any adverse impact on the visual amenity and scenic qualities of the coast, including coastal headlands;
- i) overshadowing, wind funnelling and the loss of views from public places to foreshores;
- j) any adverse impacts on existing public open space and safe access to and along the foreshore, beach, headland or rock platform for members of the public, including persons with a disability.

The bulk, scale and size of the proposed development is compatible with the surrounding coastal and built environment. The site is predominately cleared and located within an area zoned for residential purposes.



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26/02/2020**State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004**

A BASIX certificate (981851M) has been submitted demonstrating that the proposal will comply with the requirements of the SEPP. It is recommended that a condition be imposed to ensure that the commitments are incorporated into the development and certified at Occupation Certificate stage.

State Environmental Planning Policy (Infrastructure) 2007

The development does not trigger any of the traffic generating development thresholds of Clause 104. Referral to the NSW Roads and Maritime Services (RMS) is not required.

The proposed development addresses relevant clauses in the SEPP and is unlikely to create any conflict in terms of traffic or noise.

Port Macquarie-Hastings Local Environmental Plan 2011

The proposal is consistent with the LEP having regard to the following:

- Clause 2.2 - The subject site is zoned R1 General residential.
- Clause 2.3(1) and the R1 zone landuse table - The proposed development for a residential flat building is a permissible landuse with consent.

The objectives of the R1 zone are as follows:

- *To provide for the housing needs of the community.*
- *To provide for a variety of housing types and densities.*
- *To enable other land uses that provide facilities or services to meet the day to day needs of residents.*

- Clause 2.3(2) - The proposal is consistent with the zone objectives having regard to the following:
 - the proposal is a permissible landuse;
 - the proposal will provide for an appropriate form of medium density housing in a suitable location.
- Clause 4.3 - The maximum overall height of the building above ground level (existing) is 9.85m, which exceeds the standard height limit of 8.5m applying to the site. A clause 4.6 variation is sought below.
- Clause 4.4 - The floor space ratio of the proposal is 0.43:1.0, which complies with the maximum 1.0:1 floor space ratio applying to the site.
- Clause 4.6 – Consent must not be granted for a proposal that contravenes a development standard unless the consent authority has considered a written request from the applicant that justifies the variation by showing that the subject standard is unreasonable and/or unnecessary and that there are sufficient environmental planning grounds to justify the contravening of the standard without compromising the public interest.

The proposal seeks to vary Development Provision relating to Clause 4.3. The maximum overall height of the building above ground level (existing) is 9.7m, which does not comply with the standard height limit of 8.5m applying to the site. The variation is 14.1%. The applicant has submitted a Clause 4.6 variation



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request. The key reasons submitted by the applicant for seeking the variation are as follows:

- *The site topography is steeply sloping downhill from the road;*
- *The proposal is required to have a garage for any residential development on the block. As the garage is not allowed to be the prominent feature in the streetscape in accordance with councils DCP the proposal requires to build above the garages.*
- *Owing to significant site gradient, the proposal is unable to be designed within the required height;*
- *As the site is on the downhill side of the road, the proposed development will not greatly hinder any views.*

Per 4.6(3), the relevant objectives under consideration is clause 4.3 and the following points are made:

- (a) *to ensure that buildings are compatible with the height, bulk and scale of the existing and desired future character of the locality,*

Comment:

The subject site has a height limit of 8.5m. Adjoining the site to the west and south are also height limits of 8.5m. To the north and north-east beyond Wrights Creek are areas with height limits of 11.5m. Adjoining the site to the north is a creek and open public reserve. The topography of the area is heavily undulating, with the subject site having a site fall of approximately 8m from the street to the northern boundary. The majority of the proposed building is within the height limit, with part of the second-storey skillion roof being over the height limit. The height limit variation is lower to south and gradually increasing to its maximum at the north, reflecting the steep slope of the site as well as the surrounding built form and character and in part minimising the potential dominance and will not be evident from many ground-level perspectives. The proposed variation is not considered to materially reduce the compatibility of the proposed building with the surrounding building height context.

- (b) *to minimise visual impact, disruption of views, loss of privacy and loss of solar access to existing development,*

Comment:

Immediately surrounding the building to the south and west are further R1; to the north is a creek within E2 zone and sports fields within RE1 zone. These areas have height limits of 8.5m. Approximately 55m north-east is B4 zoning with height limits of 11.5m. The area as a whole is characterised by a mix of dwelling types, densities and scales/bulks. The topography slopes heavily from high south to low north, with the properties on the southern side of Gray Street (high side) sitting significantly higher than those on the northern side. None of the properties adjoining have been identified as currently experiencing water or other significant outlook views. The variation is localised to part of the second-storey skillion roof. Given the significant slope of the area topography and the localised nature of the height variation no such views or solar access are impacted by the proposed variation.

- (c) *to minimise the adverse impact of development on heritage conservation areas and heritage items,*

Comment:

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There are no heritage items or heritage conservation areas within the immediate vicinity. The proposed height variation will not be readily apparent when viewed from any heritage item. The nearest heritage item is No. 1004 St Thomas Church a building at Murray Street, which is, located 460m to the north-west.

(d) *to nominate heights that will provide a transition in built form and land use intensity within the area covered by this Plan.*

- **Comment:**

- The subject site has a height limit of 8.5m and is immediately surrounded by further 8.5m height limits and 11.5m within 85m to the north-east. Height limits generally step down from the Port Macquarie CBD located to the north, with nearby Grant Street being the closest transition to 8.5m south of the Port Macquarie CBD. Given the nearby variability in height limits as well as the significant topography variation across the locality and the minor nature of the non-compliance, the proposed height variation will not interrupt the transition in built form and land use intensity from north to south.

- In regards to 4.6(4), development consent must not be granted for development that contravenes a development standard unless the following is considered:

(a) *the consent authority is satisfied that—*

- (i) *the applicant's written request has adequately addressed the matters required to be demonstrated by subclause (3), and*
- (ii) *the proposed development will be in the public interest because it is consistent with the objectives of the particular standard and the objectives for development within the zone, in which the development is proposed to be carried out,*

Comment:

Per 4.6(a)(i), the applicant has submitted a written Clause 4.6 variation request. This has been considered as part of 4.6(3) above.

- Per 4.6(a)(ii), the proposed development is considered in the public interest as it is consistent with the objectives of Clause 4.3 discussed above and the objectives of the R1 General Residential zone, which are:

- *To provide for the housing needs of the community.*
- *To provide for a variety of housing types and densities.*
- *To enable other land uses that provide facilities or services to meet the day to day needs of residents.*

In this regard, the proposal is considered consistent with the zoning as it provides for the housing needs of the community; it contributes to the diversity of housing types within the general residential zone by increasing the supply of, and providing various options for, housing; the proposal will not impact on the ability of other land uses that provide facilities and services to do so.

- (b) *the concurrence of the Secretary has been obtained.*

Comment:

As per Planning Circular PS 18-003, Council has assumed concurrence for dealing with variations to height controls. Concurrence from the Department of Planning and Environment is therefore not required. The variation is technically



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beyond 10% of the standard and therefore needs to be reported to a meeting of full Ordinary Council for determination.

- Based on the above, the development is consistent with the height control objectives and also the zoning objectives as discussed previously in this report. It is recommended that the Clause 4.6 variation to Clause 4.3 be supported.
- Clause 5.10 – Heritage. The site does not contain or adjoin any known heritage items or sites of significance.
- Clause 7.3 - The site is on land partly within a mapped “flood planning area” at the rear of the site (Land subject to flood discharge of 1:100 annual recurrence interval flood event (plus the applicable climate change allowance and relevant freeboard). The application was referred to Council's Environmental Projects Officer (Flooding) for comment and conditions have been applied to the consent. In this regard, the following comments are provided which incorporate consideration of the objectives of Clause 7.3, Council's Flood Policy 2015, the NSW Government's *Flood Prone Lands Policy* and the NSW Government's *Floodplain Development Manual* (2005):
 - The proposal is compatible with the flood hazard of the land taking into account projected changes as a result of climate change;
 - The proposal will not result in a significant adverse effect on flood behaviour that would result in detrimental increases in the potential flood affectation of other development or properties;
 - The proposal incorporates measures to minimise & manage the flood risk to life and property associated with the use of land;
 - The proposal is not likely to significantly adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses;
 - The proposal is not likely to result in unsustainable social and economic costs to the community as a consequence of flooding;
- Clause 7.13, satisfactory arrangements are in place for provision of essential services including water supply, electricity supply, sewer infrastructure, stormwater drainage and suitable road access to service the development.

(ii) Any draft instruments that apply to the site or are on exhibition:

No draft instruments apply to the site.

(iii) Any Development Control Plan in force

Port Macquarie-Hastings Development Control Plan 2013

DCP 2013: Residential Flat Development, Tourist and Visitor Accommodation and Mixed Use Development			
DCP Objective	Development Provisions	Proposed	Complies
3.3.2.2	Satisfactory site analysis plan submitted.	Site analysis plan provided	Yes
3.3.2.3	Statement addressing site attributes and constraints	Yes	Yes



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	submitted.		
3.3.2.4	Streetscape and front setback: <ul style="list-style-type: none"> Within 20% of the average setback of the adjoining buildings. 3m setback to all frontages if no adjoining development. 2m setback to secondary frontages. Max. 9m setback for tourist development to allow for swimming pool. 	Streetscape setback is complimentary to adjoining properties and complies with the standard.	Yes
3.3.2.5	Balconies and building extrusions can encroach up to 600mm into setback.	No elements encroaching into established setback.	Yes
	Buildings generally aligned to street boundary.	Buildings aligned to street boundary.	Yes
	Primary openings aligned to street boundary or rear of site.	Primary openings, including entry portico, aligned to primary street boundary.	Yes
3.3.2.6	Side setbacks comply with Figure 3.3-1: <ul style="list-style-type: none"> Min. Side setback 1.5m for 75% of building depth. Windows on side walls min. 3m from side boundary. 3m minimum where adjacent to existing strata titled building. 	The minimum side setback, located on the southern boundary is 1m, east 1.1m and west 1.3m and is unable to comply with minimum standards.	No, variation sought below.
	Side walls adjacent to existing strata-titled buildings should be articulated and modulated to respond to the existing buildings.	Not located next to existing strata buildings.	N/A
	Min. 6m rear setback (including sub basements)	The minimum rear setback is 3.8m to the Unit 2 deck and is unable to comply with the minimum standards.	No, variation sought below.
3.3.2.7	A party wall development may be required if site amalgamation is not possible and higher density development is envisaged by these controls.	No party wall proposed.	N/A
3.3.2.8	Party wall development can occur only with the agreement and consent of the adjoining property owner. Exposed party walls should be finished in a quality comparable to front facade finishes.	No party wall proposed.	N/A
3.3.2.9	Corner sites consolidated with adjacent land where possible.	Site not a corner site	N/A

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	Where consolidation not possible a minimum setback of 6m should extend to secondary street (see Fig 3.3-2 and 3.3-3).	Site not a corner site	N/A
3.3.2.10	Where sites adjacent to open space are to be developed the edge of the open space should be defined with a public road and buildings address the open space.	Site does not address an open space	N/A
3.3.2.11	Deep soil zones: <ul style="list-style-type: none"> Extend the width of the site and have minimum depth of 6m. Are contiguous across sites and within sites (see Fig 3.3-4). 	Deep soil zone at rear is suitable and adjoins Wrights Creek.	Yes
3.3.2.12	Deep soil zones accommodate existing advanced trees, and allow for advanced tree planting.	Given scale of development not of size relating to multi-level building. This is considered unnecessary to comply with in relation to advanced tree plantings. There is, however, sufficient deep soil zones provision.	Yes/N/A
3.3.2.13	Deep soil zones integrated with stormwater management measures.		
3.3.2.14	Sunlight to the principal area of ground-level private open space of adjacent properties should not be reduced to less than 3 hours between 9.00am and 3.00pm on June 22. Where existing overshadowing by buildings and fences is greater than this, sunlight should not be reduced by more than 20%.	Neighbouring private open space of adjacent properties is not reduced to less than 2 hours due to this development.	Yes
	Buildings should not reduce the sunlight available to the windows of living areas that face north in existing adjacent dwellings to less than the above specification.	The proposal does not reduce the sunlight available to the windows of north facing living areas in adjoining dwellings.	Yes
3.3.2.15	Internal clothes drying space provided (not mechanical).	Sufficient internal area available for clothes drying.	Yes
	Ceiling fans provided in preference to air conditioning.	Capable of complying. BASIX addresses.	Yes
	Solar hot water systems (or equivalent technology) provided.	Capable of complying. BASIX addresses.	Yes
	Photovoltaic arrays installed where practical.	Capable of complying	Yes

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3.3.2.16	Landscape plan provided including: <ul style="list-style-type: none"> 35% soft landscaping with minimum width of 3m. Existing vegetation and proposed treatment. Details of hard landscaping. Location of communal recreational facilities. Species not to obscure doors, paths, etc. Street trees in accordance with Council's list. 	Condition recommended to require a detailed landscape plan prior to issue of Construction Certificate.	Yes, capable.
3.3.2.17	Existing vegetation to be retained and nutrient-rich water prevented from entering native gardens.	No substantial trees presently existing on site. A large established Norfolk Island pine is located to the south-east corner of the street frontage and is not proposed to be impacted by the proposal.	Yes
3.3.2.18	Landscape plan to demonstrate how trees and vegetation contribute to energy efficiency and prevent winter shading on neighbouring properties.	Site analysis plan indicates substantial tree/vegetation to be retained including established Norfolk Island pine is located to the south-east corner of the street frontage.	Yes
3.3.2.19	Street trees in accordance with Council's list.	None proposed	N/A
3.3.2.20	All dwellings at ground floor level have minimum 35m ² of private open space, including one area 4m x 4m at maximum grade of 5% and directly accessible from living area.	Unit 1 and Unit 2 have access to >35m ² private open space. Unit 1 has access to minimum 4x4m area; Unit 2 has access to >35m ² private open space in area of approximately 3.8 width and does not comply with the minimum dimension requirements.	No, variation sought below.
	Separate private open space for any resident manager or permanent occupant of a tourist facility.	No onsite manager proposed	N/A
3.3.2.21	Dwellings not at ground level have balconies with minimum area 8m ² and minimum dimension 2m.	Unit 3 has deck area of approx. 26m ² with minimum width of 2m.	Yes
3.3.2.22	Fencing or landscaping defines public/communal and private open space.	N/A - public open space each dwelling available.	N/A
3.3.2.23	Solid fences should be: <ul style="list-style-type: none"> Max. 1.2m high, Setback 1m, 	No solid front fences proposed.	N/A

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	<ul style="list-style-type: none"> Suitably landscaped, Provide 3m x 3m splay. 		
	Where front fences higher than 1.2m: <ul style="list-style-type: none"> Max. 1.8m high, Landscaped recesses for 50% of frontage, or length of fence not more than 6m or 50% of street frontage. Min. 25% transparent, 3m x 3m splay for corner sites. 900mm x 900mm splay at vehicle driveways. 	No front fences proposed	N/A
3.3.2.24	Fencing materials consistent with or complimentary to existing fencing in the street.	N/A	N/A
3.3.2.25	Fences constructed of chain wire, solid timber or masonry and solid street not permitted, even if consistent with existing fencing in the locality.	N/A	N/A
3.3.2.26	Building to be designed so that: <ul style="list-style-type: none"> Busy, noisy areas face the street. Quiet areas face the side or rear of the lot. Bedrooms have line of site separation of at least 3m from parking areas, streets and shared driveways. 	Building has been designed so that bedrooms predominantly address the side boundaries rather than the street frontage. Where a bedroom of unit 1 does front the street, the building is generously setback from the street owing to the angle so the front boundary. All proposed bedrooms are separated from parking, streets and shared driveways by at least 3m and line of sight is broken by landscaping and balconies.	Yes
	Openings of adjacent dwellings separated by at least 6m.	Nearest adjacent dwelling and openings situated approximately 3.4m adjacent to the west and does not comply with the minimum standards.	No, variation sought below
3.3.2.27	Building designed so noise transmission between apartments is minimised.	Bedrooms and living areas are coupled internally and balconies are coupled externally. The coupling of uses combined with dividing walls will minimise noise transmission between apartments.	Yes
	Uses are to be coupled internally and between apartments i.e. noisy internal	See comment above	Yes

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	and noisy external spaces should be placed together. (See Figure 3.3-6).		
3.3.2.28	Development complies with AS/NZS2107:2000 <i>Acoustic – Recommended design sound levels and reverberation times for building interiors for residential development</i> .	The proposal is capable of complying and details to be provided at Construction Certificate stage.	Yes
3.3.2.29	Impact of noise from key public places to be considered.	Proposal is located over 40m from sports fields located to north and bisected by the heavily vegetated Wrights Creek.	Yes
3.3.2.30	Direct views between living room windows to be screened where: <ul style="list-style-type: none"> Ground floor windows are within 9m of windows in an adjoining dwelling. Other floors are within a 12m radius. Living room windows are within 12m radius of the principal area of private open space of other dwellings. 	No direct views between main living rooms or within main living rooms and private open space within 12m radius.	No, variation sought below.
	Direct views may be screened with either a 1.8m high fence or wall, or screening that has maximum 25% openings.		
	Windows in habitable rooms screened if >1m above ground level and wall set back <3m.	Capable of complying. Condition recommended.	Yes
	Balconies, decks, etc screened if <3m from boundary and floor area >3m ² and floor level >1m above ground level.	Capable of complying. Condition recommended for Unit 1 west elevation of deck to be screened.	Yes
3.3.2.31	Developments to be designed in accordance with AS 1428.	Provision intended for larger residential flat buildings subject to SEPP 65.	Yes
3.3.2.32	Barrier free access to at least 20% of dwellings provided.	Provision intended for larger residential flat buildings subject to SEPP 65.	N/A
3.3.2.33	Developments located close to open space, recreation, entertainment and employment.	Development is located close to open space, recreation, entertainment and employment.	Yes
	Where LEP permits FSR > 1:1, FSR not less than 1:1 should be achieved.	The permitted floor space ratio is 1:1 and thus not greater than 1:1	Yes
3.3.2.34	Variety of types - studio, 1, 2, 3 and 3+ bedroom apartments	3x 2bd units are proposed across a mix of unit sizes and which will add to housing mix within the locality and the	N/A

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		number of dwellings is limited to three (3).	
	Studio and 1 bedroom apartments not > 20% of total number of apartments.	None proposed	
	Mix of 1 and 3 bedroom apartments at ground level.	3x 2bd units are proposed across a mix of unit sizes and configurations.	
3.3.2.36	Lift over-runs and plant integrated within roof structures.	No lifts or plant proposed within roof structures.	N/A
	Outdoor recreation areas on roof tops to be landscaped and incorporate shade structures and wind screens.	None proposed	N/A
	Outdoor roof areas oriented to the street.	None proposed	N/A
	Roof design to generate interesting skyline.	The stepped design across skillions and mixture of materials creates an interesting façade and roof.	Yes
3.3.2.37	Facade composition should: <ul style="list-style-type: none"> • Have balance of horizontal and vertical elements. • Respond to environmental and energy needs. • Incorporate wind mitigation. • Reflect uses within the buildings. • Include combination of building elements. 	Development provides mixture of articulation and materials to create an interesting façade with regard to the environment	Yes
3.3.2.38	Building elements, materials and colours consistent or complimentary to those existing in the street.	The building elements reflects the current and desired character of the locality surrounding neighbourhood.	Yes
3.3.2.39	Entrances clearly identifiable from street level.	A clear, well designed entry off Gray Street provides pedestrian access to the building.	Yes
	Entries provide clear transition between public street and shared private circulation spaces/apartments.	The entrances have been designed to transition people into the building. The entry portico, landings, materials and the openings within the building define the public/private interface.	Yes
	Entries provide clear line of sight between one circulation space and the next.	Entrances are clear. The entrances to the upper and lower units are clearly defined.	Yes
	Entries avoid ambiguous and publicly accessible small spaces in entry areas.	See above	Yes

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	Entries sheltered and well lit.	Entry sheltered and capable of being well lit by lighting.	Yes
	Entries and circulation spaces sized for movement of furniture.	While excessive furniture is not expected within entries and circulation spaces, the design allows for movement of furniture throughout.	Yes
	Corridors minimum 2.5m wide and 3.0m high.	Open plan living spaces proposed, no significant corridors.	N/A
	Corridor lengths minimised and avoid tight corners.	See above	N/A
	Longer corridors articulated by: <ul style="list-style-type: none"> Changing direction and width. Utilising series of foyers. Incorporating windows. 	See above	N/A
3.3.2.40	Minimum 1 balcony per apartment.	At least 1 balcony per apartment.	Yes
	Main balcony accessible from living area.	Yes	
	Balconies take advantage of favourable climatic conditions.	All balconies and north facing to take advantage of adequate solar access and prevailing breezes.	Yes
	Balconies and balustrades balance privacy and views.	Mixture of glass and screened balconies proposed.	Yes
3.3.2.41	Balconies include sunscreens, pergolas, shutters and operable walls.	Balconies include sheltered components, sliding doors to create an indoor/outdoor living area and privacy screens where needed.	Yes
	Balconies recessed to create shadowing to facade.	Owing to the steep topography and the proposed orientation to take advantage of the northerly aspect, the balcony of unit 1 is not completely recessed by the skillion roof. Units 2 and 3 are recessed.	Yes
3.3.2.42	Secure open air clothes drying facilities that are: <ul style="list-style-type: none"> easily accessible, screened from public domain and communal spaces, located with high degree of solar access. 	Sufficient area available within apartments and on balconies for clothes drying. In addition, exterior areas have the ability to introduce clothes drying facilities if required.	Yes
3.3.2.43	Mailboxes integrated into building design and sighted to ensure accessibility and security.	Mailbox's incorporated into the entrance area off Gray Street and are identifiable.	Yes
3.3.2.44	Public and private space clearly defined.	Private and public space appropriately defined.	Yes

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	<p>Entrances:</p> <ul style="list-style-type: none"> oriented to public street, provide direct and well lit access between car parks, lift lobbies and unit entrances, optimise security by grouping clusters (max. 8) around a common lobby 	The primary entrance is orientated towards Gray Street and has been designed as a distinct opening that funnels people into the building. Openings from units face the internal landings which in turn are funnelled to communal areas and being visually open to the street and communal areas for security.	Yes
	<p>Surveillance facilitated by:</p> <ul style="list-style-type: none"> views over public space from living areas, casual views of common internal areas, provision of windows and balconies, separate entries to ground level apartments. 	Casual surveillance of communal open space, unit landings and public street available from apartments.	Yes
	<p>Concealment avoided by:</p> <ul style="list-style-type: none"> preventing dark or blind alcoves, providing lighting in all common areas, providing graded car parking illumination (greater at entrances). 	Building design limits concealment opportunities.	Yes
	Access to all parts of the building to be controlled.	Capable of complying	Yes
3.3.2.45	Accessible storage provided for tenants in basement car park or garages.	Storage available within garages.	Yes
	One bike storage space per dwelling provided.	Bicycle storage area available within each unit and in secure exterior spaces.	Yes
3.3.2.46	<p>For developments of < 6 dwellings individual waste management permitted. Designated area to be provided for storage of bins:</p> <ul style="list-style-type: none"> not visible from street, easily accessible, not adjoining private or communal space, windows or clothes drying areas, on hard stand area, close to street and a tap for washing, maintained free of pests. 	3x units proposed. Accessible private bin storage space available. Condition recommended for screening of garbage areas.	Yes
	Communal bulk waste facilities integrated into development		

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	and located at ground or sub-basement level. <ul style="list-style-type: none"> • Not visible from street, • Easily accessible, • Can be serviced by collection vehicles, • Not adjoining private or communal space, windows or clothes drying areas, • Has water and drainage facilities for cleaning, • Maintained free of pests. 		
3.3.2.47	Common trenching of utility services where possible.	Utilities proposed to be integrated where possible to minimise excavation required.	Yes
	Above ground utility infrastructure integrated with building design.	Minimal utility upgrades required.	Yes
	Site and individual units numbered.	Capable of complying.	Yes

DCP 2013: General Provisions			
	Requirements	Proposed	Complies
2.7.2.2	Design addresses generic principles of Crime Prevention Through Environmental Design guideline	No concealment or entrapment areas proposed. Adequate casual surveillance available.	Yes
2.3.3.1	Cut and fill 1.0m max. 1m outside the perimeter of the external building walls	Cut and fill <1.0m change 1m outside the perimeter of the external building walls	Yes
2.3.3.2	1m max. height retaining walls along road frontage	None proposed	N/A
	Any retaining wall >1.0 in height to be certified by structure engineer	Retaining walls likely >1m for driveway. Condition recommended to require engineering certification	Yes
	Combination of retaining wall and front fence height max 1.8m, max length 6.0m or 30% of frontage, fence component 25% transparent, and splay at corners and adjacent to driveway	No retaining wall front fence combination proposed.	N/A
2.3.3.8	Removal of hollow bearing trees	No trees proposed to be removed	N/A

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DCP 2013: General Provisions			
	Requirements	Proposed	Complies
2.6.3.1	Tree removal (3m or higher with 100mm diameter trunk at 1m above ground level and 3m from external wall of existing dwelling)	No trees proposed to be removed	N/A
2.4.3	Bushfire risk, Acid sulphate soils, Flooding, Contamination, Airspace protection, Noise and Stormwater	Refer to main body of report.	
2.5.3.2	New accesses not permitted from arterial or distributor roads	No new access proposed to arterial or distributor road.	N/A
	Driveway crossing/s minimal in number and width including maximising street parking	Driveway crossing is minimised in width to that practical including maximising street parking opportunities.	Yes
2.5.3.3	Parking in accordance with Table 2.5.1. <u>Dwelling/dual occupancies</u> 1 space per dwelling/occupancy (behind building line). <u>Multi dwelling</u> 1 space per 1 & 2 bedroom occupancies 1.5 spaces per 3+ bedroom occupancies 0.25 spaces per occupancy for visitor parking.	Proposal includes: 2bd units = 3x Therefore, parking requirements are: 2bd units = 3 Visitor (0.25 x3) = 0.75 (1) Total Required: = 4.0 spaces The overall parking demand of the development is therefore 4 spaces. The submitted plan identifies 3x single garages plus provision for stacked parking and complies with the minimum requirement.	Yes
2.5.3.11	Section 94 contributions	Contributions apply - refer to ET calc and NOP.	Yes
2.5.3.12 and 2.5.3.13	Landscaping of parking areas	Suitable landscaping proposed around driveway/parking locations.	Yes
2.5.3.14	Sealed driveway surfaces unless justified	Sealed driveway areas proposed.	Yes
2.5.3.15 and 2.5.3.16	Driveway grades first 6m or 'parking area' shall be 5% grade with transitions of 2m length	Driveway grades capable of satisfying Council standard driveway crossover requirements. Condition recommended for section 138 Roads Act permit	Yes
2.5.3.17	Parking areas to be designed	Stormwater drainage is	Yes

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DCP 2013: General Provisions			
	Requirements	Proposed	Complies
	to avoid concentrations of water runoff on the surface.	capable of being managed as part of plumbing construction.	

The proposal seeks to vary Development Provision relating to 3.2.2.6 - side setbacks.

The relevant objectives are: To promote buildings of articulated design and massing, with useable private external open spaces.

- *To allow flexibility in the siting of buildings while limiting the extent to which any building overshadows or overlooks adjacent properties.*
- *To allow adequate natural light and ventilation between dwellings/buildings and to private open space areas.*
- *To provide acoustic and visual privacy.*
- *To provide adequate area for deep soil planting.*

Having regard for the development provisions and relevant objectives, the variation is considered acceptable for the following reasons:

- The proposal has minimum side setbacks of 1.1m along the eastern boundary and 1.3m along the western boundary;
- The proposal is technically by design a residential flat building. This is mainly owing to the design needing to accommodate the steep slope of the site and the nature of the site topography. The scale of the proposal is more akin to a multi-dwelling proposal to which the proposal would comply with the DCP provisions;
- The land adjoining the northern and eastern boundary is zoned E2 Environmental Conservation and is not presently developed and is not considered to pose any privacy or acoustic concerns. Additionally the land to the north forms part of Wrights Creek and is bisected by an informal gravel roadway running the length of the northern boundary;
- The existing building to the west is setback approximately over 3m from the current proposal and is set predominantly forward of the majority of the present proposal. The only window directly facing the dwelling to the west is bedroom window from Unit 1 on the second storey and is considered to have minimal acoustic or privacy implications;
- The proposal and the dwelling to the north are both oriented on a north-south alignment and enjoy a separation in excess of 3m, and allowing for adequate natural light and ventilation;
- In this regard, given then steep slope of the site, the low bulk and scale of the proposal and it being more akin to multi-dwelling building, and the lack of privacy concerns to adjoining blocks, the variation is considered acceptable.

The proposal seeks to vary Development Provision relating to 3.3.2.20 - private open space.

The relevant objectives are: *To encourage useable private open space which meets the occupants requirements for privacy, safety, access, outdoor activities and landscaping.*

Having regard for the development provisions and relevant objectives, the variation is considered acceptable for the following reasons:



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- The proposal provides for 47m² for Unit 1 in a minimum 4x4m area, and 32m² for Unit 2 in an area less than 4m x 4m; The private open space for the second storey Unit 3 is 27m² and provided on the deck;
- The private open space for Units 1 and 2 are not accessible directly from the ground floor living areas;
- The topography of the site slopes heavily from high south to low north. The site is oriented north-south, with the units designed to maximise solar and breeze access with a northern orientation;
- Owing to this significant slope, and living spaces and balconies of Units 1 and 2 sit approximately 4.5m off the ground. These units both have significant deck space of approximately 13m² in a 1.8m x 7.3m space directly accessible from their primary living areas;
- These units have access to exterior private open space via steps to the front of the units;
- Unit 1 has 27m² private open space in a minimum 3.6m wide area on a deck directly accessible from its primary living area.

The proposal seeks to vary Development Provision relating to 3.3.2.26 - opening separations to adjoining dwellings.

The relevant objectives are: *To protect the acoustic privacy of onsite and nearby residents.*

Having regard for the development provisions and relevant objectives, the variation is considered acceptable for the following reasons:

- The proposal is situated approximately 3.3m from the existing dwelling to the west and has a 1.5m setback to the western boundary;
- The proposal is technically by design a residential flat building. This is mainly owing to the design needing to accommodate the steep slope of the site and the nature of the site topography. The scale of the proposal is more akin to a multi-dwelling proposal. In this sense, a side setback of 0.9m would be acceptable with adequate privacy and acoustic screening;
- This existing dwelling is predominantly set to the front of the proposal with a single bedroom window from the second storey Unit 3 facing the existing dwelling to the north and is not considered to generate acoustic issues;
- The areas fronting the side boundaries are predominantly bedroom or kitchen spaces, and can be considered quiet areas.

The proposal seeks to vary Development Provision relating to 3.3.2.30 - direct views to neighbouring properties.

The relevant objectives are: *To protect the visual privacy of on-site and nearby residents.*

Having regard for the development provisions and relevant objectives, the variation is considered acceptable for the following reasons:

- The proposal is situated approximately 3.3m from the existing dwelling to the west and has a 1.5m setback to the western boundary;
- The proposal is technically by design a residential flat building. This is mainly owing to the design needing to accommodate the steep slope of the site and the nature of the site topography. The scale of the proposal is more akin to a multi-dwelling proposal. In this sense, a side setback of 0.9m would be acceptable with adequate privacy and acoustic screening;



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- This existing dwelling is predominantly set to the front of the proposal with a single bedroom window from the second storey Unit 3 facing the existing dwelling to the north and is not considered to generate privacy issues;
- The areas fronting the side boundaries are predominantly bedroom or kitchen spaces, and can be considered quiet areas;

Based on the above assessment, the variations proposed to the provisions of the DCP are considered acceptable and the relevant objectives have been satisfied.

Cumulatively, the variations do not amount to an adverse impact or a significance that would justify refusal of the application.

(iia) Any planning agreement that has been entered into under section 7.4 or any draft planning agreement that a developer has offered to enter into under section 7.4

No planning agreement has been offered or entered into relating to the site.

(iv) Any matters prescribed by the Regulations

None prescribed

(b) The likely impacts of that development, including environmental impacts on both the natural and built environments, social and economic impacts in the locality:

Context and Setting:

The site has a general southerly street frontage orientation to Gray Street. Adjoining the site to the south, east and west is further R1 general residential uses; to the north is E2 as part of Wrights Creek.

- The proposal will be unlikely to have any adverse impacts to existing adjoining properties and satisfactorily addresses the public domain.
- The proposal is considered to be consistent with other residential development in the locality and adequately addresses planning controls for the area.
- There are no adverse impacts on existing view sharing.
- There are no adverse privacy impacts.
- There are no adverse overshadowing impacts. The proposal does not prevent adjoining properties from receiving 3 hours of sunlight to private open space and primary living areas on 21 June.

Roads, Traffic and Transport

The site has road frontage to Gray Street, Port Macquarie.

Adjacent to the site, Gray Street is a sealed public road under the care and control of Council. Gray Street is a Local road with a 7m road width within a 15m road reserve. There is SA profile kerb and gutter across most of the property frontage. The kerb and gutter ceases about 3m from the eastern edge of the property boundary. On-street parking is available and there is no footpath present on either side of the road.

The site is currently approved for residential use, The addition in traffic associated with the development is unlikely to have any adverse impacts to the existing road network within the immediate locality.

Site Frontage & Access



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Vehicle access to the site is proposed through one individual driveway and one shared driveway, with direct frontage to Gray Street, being a Council-owned public road. Access shall comply with Council AUSPEC and Australian Standards, and conditions have been imposed to reflect these requirements.

Due to the type and size of development, additional works are required to include:

- kerb and gutter along the full road frontage of the property
- footpath is not required in this instance, given the limited space available in the verge and the terrain's steep decline from the back of the kerb.
- A condition is recommended that the verge be raised to avoid overland flow surcharging over the gutter and into the property in the event of a large rainfall event. Where possible, the verge should be graded in such a way that the overland flow is directed to the east, down Gray Street.

Parking and Manoeuvring

Parking spaces have been provided on-site within garages with additional parking available within the driveway. Parking and driveway widths on site can comply with relevant Australian Standards (AS 2890) and conditions have been imposed to reflect these requirements.

Water Supply Connection

Council records indicate that a 150mm water main exists on the opposing side of Gray Street. Each proposed dwelling will need to be separately metered, meters may be either located at the road frontage or internally with a master meter at the boundary. All design & works shall be in accordance with Council's adopted AUSPEC Specifications.

Detailed plans will be required to be submitted for assessment with the S.68 application.

Refer to relevant conditions of consent.

Sewer Connection

The proposed development shall drain all sewage to the existing sewer junction unless otherwise agreed by PMHC's Water & Sewer Planning Manager. All design & works shall be in accordance with Council's adopted AUSPEC Specifications.

Detailed plans will be required to be submitted for assessment with the S.68 application.

Refer to relevant conditions of consent.

Stormwater

The site naturally grades towards Wrights Creek at the rear and is currently unserved by the public piped drainage system.

On-site disposal at this location would likely be problematic given the low and likely water charged condition of the natural ground at the rear of the property. Furthermore, the significant grade between Gray Street and Wrights Creek at the rear means that disposal of stormwater runoff to the street frontage is not a viable option. Therefore, the legal point of discharge for the proposed development is defined as a direct connection to downstream and adjoining bank of Wrights Creek.



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In order to facilitate this connection, a Controlled Activity Approval must be obtained from the NSW Department of Planning, Industry and Environment and prior to the issue of a Construction Certificate. The outlet to Wrights Creek shall be constructed in accordance with the NSW Department of Primary Industries, Office of Water publication "Guidelines for outlet structures on waterfront land".

A detailed site stormwater management plan will be required to be submitted for assessment with the S.68 application and prior to the issue of a Construction Certificate.

Refer to relevant conditions of consent.

Other Utilities

Telecommunication and electricity services are available to the site.

Heritage

No known items of Aboriginal or European heritage significance exist on the property. No adverse impacts anticipated.

Other land resources

The site is within an established urban context and will not sterilise any significant mineral or agricultural resource.

Water cycle

The proposed development will be unlikely to have any adverse impacts on water resources and the water cycle.

Soils

The proposed development will be unlikely to have any adverse impacts on soils in terms of quality, erosion, stability and/or productivity subject to a standard condition requiring erosion and sediment controls to be in place prior to and during construction.

Air and microclimate

The construction and/or operations of the proposed development will be unlikely to result in any adverse impacts on the existing air quality or result in any pollution. Standard precautionary site management condition recommended.

Flora and fauna

Construction of the proposed development will not require any removal/clearing of any native vegetation and therefore does not trigger the biodiversity offsets scheme. Part 7 of the Biodiversity Conservation Act 2016 is considered to be satisfied.

Waste

Satisfactory arrangements are in place for proposed storage and collection of waste and recyclables. No adverse impacts anticipated. Standard precautionary site management condition recommended.

Energy

The proposal includes measures to address energy efficiency and will be required to comply with the requirements of BASIX.

Noise and vibration

No adverse impacts anticipated. Condition recommended to restrict construction to standard construction hours.



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26/02/2020****Bushfire**

The site is identified as being bushfire prone.

The Applicant has submitted a bushfire report prepared by a Certified Consultant.

An assessment of bushfire risk having regard to section 4.3.5 of Planning for Bushfire Protection 2006 including vegetation classification and slope concludes that a Bushfire Attack Level 29 shall be required. An appropriate condition is recommended.

Safety, security and crime prevention

The proposed development will be unlikely to create any concealment/entrapment areas or crime spots that would result in any identifiable loss of safety or reduction of security in the immediate area. The increase in housing density will improve natural surveillance within the locality and openings from each dwelling overlook common and private areas.

Social impacts in the locality

Given the nature of the proposed development and its' location the proposal is unlikely to result in any adverse social impacts.

Economic impact in the locality

No adverse impacts. A likely positive impact is that the development will maintain employment in the construction industry, which will lead to flow impacts such as expenditure in the area.

Site design and internal design

The proposed development design satisfactorily responds to the site attributes and will fit into the locality. No adverse impacts likely.

Construction

No potential adverse impacts identified to neighbouring properties with the construction of the proposal.

Cumulative Impacts

The proposed development is not considered to have any significant adverse cumulative impacts on the natural or built environment or the social and economic attributes of the locality.

(c) The suitability of the site for the development

The proposal will fit into the locality and the site attributes are conducive to the proposed development.

(d) Any submissions made in accordance with this Act or the Regulations

Following exhibition of the application in accordance with DCP 2013, no submissions were received.

(e) The Public Interest

The proposed development satisfies relevant planning controls and will not adversely impact on the wider public interest.



AGENDA**DEVELOPMENT ASSESSMENT PANEL
26/02/2020****4. DEVELOPMENT CONTRIBUTIONS APPLICABLE**

- Development contributions will be required towards augmentation of town water supply and sewerage system head works under Section 64 of the Local Government Act 1993.
- Development contributions will be required in accordance with Section 7.11 of the Environmental Planning and Assessment Act 1979 towards roads, open space, community cultural services, emergency services and administration buildings.
- A copy of the contributions estimate is included as Attachment 3.

5. CONCLUSION AND STATEMENT OF REASON

The application has been assessed in accordance with Section 4.15 of the Environmental Planning and Assessment Act 1979.

Issues raised during assessment and public exhibition of the application have been considered in the assessment of the application. Where relevant, conditions have been recommended to manage the impacts attributed to these issues.

The site is considered suitable for the proposed development and the proposal adequately addresses relevant planning controls. The development is not considered to be contrary to the public's interest and will not result a significant adverse social, environmental or economic impact. It is recommended that the application be approved, subject to the recommended conditions of consent provided in the attachment section of this report.

Attachments

1. [DA 2019 - 215.1 Recommended Conditions](#)
2. [DA2019 - 215.1 Plans](#)
3. [DA2019 - 215.1 Contributions Estimate](#)
4. [DA2019 - 215.1 Bushfire Assessment Report](#)

**FOR USE BY PLANNERS/SURVEYORS TO PREPARE LIST OF
PROPOSED CONDITIONS - 2011****NOTE: THESE ARE DRAFT ONLY****DA NO: 2019/215****DATE: 18/02/2020****PRESCRIBED CONDITIONS**

The development is to be undertaken in accordance with the prescribed conditions of Part 6 - Division 8A of the *Environmental Planning & Assessment Regulations 2000*

A – GENERAL MATTERS

- (1) (A001) The development is to be carried out in accordance with the plans and supporting documents set out in the following table, as stamped and returned with this consent, except where modified by any conditions of this consent.

Plan / Supporting Document	Reference	Prepared by	Date
Development Plans	MAAP06; DA01-8	MAAP House Pty. Ltd.	7 January 2020
BASIX Certificate	981851M	Building Sustainability Assessments	25 January 2019
Bushfire Assessment Report	LOT: 22 DP: 38266, 5 Gray Street PORT MACQUARIE	Tattersall Lander Pty. Ltd.	July 2019

In the event of any inconsistency between conditions of this development consent and the plans/supporting documents referred to above, the conditions of this development consent prevail.

- (2) (A002) No work shall commence until a Construction Certificate has been issued and the applicant has notified Council of:
- the appointment of a Principal Certifying Authority; and
 - the date on which work will commence.
- Such notice shall include details of the Principal Certifying Authority and must be submitted to Council at least two (2) days before work commences.
- (3) (A003) The proponent shall submit an application for a Subdivision Certificate for Council certification with all relevant documentation.
- (4) (A008) Any necessary alterations to, or relocations of, public utility services to be carried out at no cost to council and in accordance with the requirements of the relevant authority including the provision of easements over existing and proposed public infrastructure.
- (5) (A009) The development site is to be managed for the entirety of work in the following manner:

ATTACHMENT

DEVELOPMENT ASSESSMENT PANEL
26/02/2020

1. Erosion and sediment controls are to be implemented to prevent sediment from leaving the site. The controls are to be maintained until the development is complete and the site stabilised with permanent vegetation;
2. Appropriate dust control measures;
3. Building equipment and materials shall be contained wholly within the site unless approval to use the road reserve has been obtained. Where work adjoins the public domain, fencing is to be in place so as to prevent public access to the site;
4. Building waste is to be managed via an appropriate receptacle;
5. Toilet facilities are to be provided on the work site at the rate of one toilet for every 20 persons or part of 20 persons employed at the site.
6. Building work being limited to the following hours, unless otherwise permitted by Council;
 - Monday to Saturday from 7.00am to 6.00pm
 - No work to be carried out on Sunday or public holidays

The builder to be responsible to instruct and control his sub-contractors regarding the hours of work.
- (6) (A011) The design and construction of all public infrastructure works shall be in accordance with Council's adopted AUSPEC Specifications.
- (8) (A033) The applicant shall provide security to the Council for the payment of the cost of the following:
 - a. making good any damage caused to any property of the Council as a consequence of doing anything to which the consent relates,
 - b. completing any public work (such as road work, kerbing and guttering, footway construction, utility services, stormwater drainage and environmental controls) required in connection with the consent,
 - c. remedying any defects in any such public work that arise within twelve (12) months after the work is completed.

Such security is to be provided to Council prior to the issue of the Subdivision Certificate/Construction Certificate or Section 138 of the Roads Act, 1993.

The security is to be for such reasonable amount as is determined by the consent authority, being an amount that is 10% of the contracted works for Torrens Title subdivision development/the estimated cost plus 30% for building development of public works or \$5000, whichever is the greater of carrying out the development by way of:

- i. deposit with the Council, or
- ii. an unconditional bank guarantee in favour of the Council.

The security may be used to meet any costs referred to above and on application being made to the Council by the person who provided the security any balance remaining is to be refunded to, or at the direction of, that person. Should Council have to call up the bond and the repair costs exceed the bond amount, a separate invoice will be issued. If no application is made to the Council for a refund of any balance remaining of the security within 6 years after the work to which the security relates has been completed the Council may pay the balance to the Chief Commissioner of State Revenue under the Unclaimed Money Act 1995.

B – PRIOR TO ISSUE OF A CONSTRUCTION CERTIFICATE

ATTACHMENT

DEVELOPMENT ASSESSMENT PANEL
26/02/2020

- (1) (B001) Prior to release of the Construction Certificate, approval pursuant to Section 68 of the Local Government Act, 1993 to carry out water supply, stormwater and sewerage works is to be obtained from Port Macquarie-Hastings Council. The following is to be clearly illustrated on the site plan to accompany the application for Section 68 approval:

- Position and depth of the sewer (including junction)
- Stormwater drainage termination point
- Easements
- Water main
- Proposed water meter location

- (2) (B006) An application pursuant to Section 138 of the Roads Act, 1993 to carry out works required by the Development Consent on or within public road is to be submitted to and obtained from Port Macquarie-Hastings Council prior to release of the Construction Certificate.

Such works include, but not be limited to:

- Civil works
- Traffic management
- Work zone areas
- Hoardings
- Concrete foot paving (width)
- Footway and gutter crossing
- Functional vehicular access

Where works are proposed on an RMS classified facility, the Road Authority shall obtain RMS concurrence prior to any approval.

- (3) (B003) Submission to the Principal Certifying Authority prior to the issue of a Construction Certificate detailed design plans for the following works associated with the developments. Public infrastructure works shall be constructed in accordance with Port Macquarie-Hastings Council's current AUSPEC specifications and design plans are to be accompanied by AUSPEC DQS:

1. Road works along the frontage of the development.
2. Stormwater systems.
3. Erosion & Sedimentation controls.
4. Location of all existing and proposed utility services including:
 - a. Conduits for electricity supply and communication services (including fibre optic cable).
 - b. Water supply
 - c. Sewerage
 - d. Stormwater
5. Detailed driveway profile in accordance with Australian Standard 2890, AUSPEC D1, and ASD201 Port Macquarie-Hastings Council current version.

- (4) (B010) Payment to Council, prior to the issue of the Construction or Subdivision Certificate (whichever occurs first) of the Section 7.11 contributions set out in the "Notice of Payment – Developer Charges" schedule attached to this consent unless deferral of payment of contributions has been approved by Council. The contributions are levied, pursuant to the Environmental Planning and Assessment Act

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DEVELOPMENT ASSESSMENT PANEL
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1979 as amended, and in accordance with the provisions of the following plans:

- Port Macquarie-Hastings Administration Building Contributions Plan 2007
- Hastings S94 Administration Levy Contributions Plan
- Port Macquarie-Hastings Open Space Contributions Plan 2018
- Hastings S94 Major Roads Contributions Plan
- Port Macquarie-Hastings Community Cultural and Emergency Services Contributions Plan 2005

The plans may be viewed during office hours at the Council Chambers located on the corner of Burrawan and Lord Streets, Port Macquarie, 9 Laurie Street, Laurieton, and High Street, Wauchope.

The attached "Notice of Payment" is valid for the period specified on the Notice only. The contribution amounts shown on the Notice are subject to adjustment in accordance with CPI increases adjusted quarterly and the provisions of the relevant plans. Payments can only be made using a current "Notice of Payment" form. Where a new Notice of Payment form is required, an application in writing together with the current Notice of Payment application fee is to be submitted to Council.

- (5) (B011) As part of Notice of Requirements by Port Macquarie-Hastings Council as the Water Authority under Section 306 of the Water Management Act 2000, the payment of a cash contribution, prior to the issue of a Construction or Subdivision Certificate (whichever occurs first), of the Section 64 contributions, as set out in the "Notice of Payment – Developer Charges" schedule attached to this consent unless deferral of payment of contributions has been approved by Council. The contributions are levied in accordance with the provisions of the relevant Section 64 Development Servicing Plan towards the following:
 - augmentation of the town water supply headworks
 - augmentation of the town sewerage system headworks
- (6) (B016) Provision to each lot of a separate sewer line to Council's main. All work will need to comply with the requirements of Council's adopted AUSPEC Design and Construction Guidelines and Policies. Any abandoned sewer junctions are to be capped off at Council's sewer main.
- (7) (B024) Submission to Council of an application for water meter hire, which is to be referred to the Water Supply section so that a quotation for the installation can be prepared and paid for prior to the issue of a Construction Certificate. This application is also to include an application for the disconnection of any existing service not required.
- (8) (B037) The finished floor level of the building shall be at least 1050mm above the soffit of Council's sewer main. Details indicating compliance with this are to be submitted to the Principal Certifying Authority with the application for Construction Certificate.
- (9) (B038) Footings and/or concrete slabs of buildings adjacent to sewer lines or stormwater easements are to be designed so that no loads are imposed on the infrastructure. Detailed drawings and specifications prepared by a practising chartered professional civil and/or structural engineer are to be submitted to the Principal Certifying Authority with the application for the Construction Certificate.

ATTACHMENT

DEVELOPMENT ASSESSMENT PANEL
26/02/2020

- (10) (B039) Detailed drawings and specifications prepared by a professional engineer for all retaining walls supporting:
- i. earthworks that are more than 600mm above or below ground level (existing); or
 - ii. located within 1m of the property boundaries; or
 - iii. earthworks that are more than 1m above or below ground level (existing) in any other location;
- are to be submitted to the Principal Certifying Authority with the application for Construction Certificate.
- (11) (B071) Prior to the issue of any Construction Certificate, the provision of water and sewer services to the land are to be approved by the relevant Water Authority and relevant payments received.
- (13) The proposed development shall drain all sewage to the existing sewer junction unless otherwise agreed by PMHC's Water & Sewer Planning Manager. All design & works shall be in accordance with Council's adopted AUSPEC Specifications.
- (14) Each proposed dwelling will need to be separately metered for water, meters may be either located at the road frontage or internally with a master meter at the boundary. All design & works shall be in accordance with Council's adopted AUSPEC Specifications.
- (15) (B046) The building shall be designed and constructed so as to comply with the Bush Fire Attack (BAL) 29 requirements of Australian Standard 3959 and the specifications and requirements of Planning for Bush Fire Protection. Details shall be submitted to the Principal Certifying Authority with the application for Construction Certificate demonstrating compliance with this requirement.
- Please note: Compliance with the requirements of Planning for Bush Fire Protection 2006 to prevail in the extent of any inconsistency with the Building Code of Australia.
- (16) (B054) A driveway longitudinal section shall accompany the section 138 application pursuant to section 138 of the *Roads Act, 1993*. The section shall demonstrate compliance with Council's adopted AUSPEC Design and Construction Guidelines.
- (17) (B195) A stormwater drainage design is to be submitted and approved by Council prior to the issue of a Construction Certificate. The design must be prepared in accordance with Council's AUSPEC Specifications, Australian Rainfall and Runoff 2019, the requirements of Relevant Australian Standards and shall make provision for the following:
- a) The legal point of discharge for the proposed development is defined as a direct connection to downstream and adjoining bank of Wrights Creek.
- In this regard, a Controlled Activity Approval must be obtained from the NSW Department of Planning, Industry and Environment prior to the issue of a Construction Certificate (<https://www.industry.nsw.gov.au/water/licensing-trade/approvals/controlled-activities>). A copy of the approval and any associated conditions shall be submitted with the application pursuant to section 68 of the Local Government Act, 1993.
- b) Any outlet to Wrights Creek shall be constructed in accordance with the NSW Department of Primary Industries, Office of Water publication "Guidelines for outlet structures on waterfront land".

ATTACHMENT

DEVELOPMENT ASSESSMENT PANEL
26/02/2020

- c) The design shall include detail of the extent of fill required to be placed at the Gray Street frontage of the site to facilitate safe vehicular and pedestrian access in accordance with AUSPEC requirements and shall include long and cross sections to demonstrate that any stormwater runoff from the verge area (between back of kerb and boundary) is either directed to the kerb or an appropriately designed internal drainage system within the site.
 - d) An inspection opening or stormwater pit must be installed inside the property, adjacent to the boundary, for all stormwater outlets.
- (18) (B0196) Prior to release of the Construction Certificate a practising chartered professional structural engineer is to provide certification to the PCA that the structural elements of the building are designed so that all structural members are capable of withstanding flood forces and the impact of any debris (carried by floodwaters) likely to occur for a range of floods up to and including the 1 in 100 year flood including climate change and the relevant freeboard level of 500mm. For the purpose of this requirement, the 1 in 100 year flood level including climate change may be assumed to be RL4.28m AHD. Velocities to be adopted for the calculation of forces created by flood waters and debris loading shall be at least three (3) times the velocities for a 1 in 100 year flood including climate change plus freeboard. For the purpose of this requirement, the velocity for the 1 in 100 flood including climate change may be assumed to be 0.73m/s.

C – PRIOR TO ANY WORK COMMENCING ON SITE

- (1) (C001) A minimum of one (1) week's notice in writing of the intention to commence works on public land is required to be given to Council together with the name of the principal contractor and any major sub-contractors engaged to carry out works. Works shall only be carried out by a contractor accredited with Council.
- (2) (C004) Prior to works commencing an application being made to the electricity and telecommunications service providers.
- (3) (C013) Where a sewer manhole and/or Vertical Inspection Shaft (VIS) exists within a property, access to the manhole/VIS shall be made available at all times. Before during and after construction, the sewer manhole/VIS must not be buried, damaged or act as a stormwater collection pit. No structures, including retaining walls, shall be erected within 1.0 metre of the sewer manhole or located so as to prevent access to the manhole.

D – DURING WORK

- (1) (D001) Development works on public property or works to be accepted by Council as an infrastructure asset are not to proceed past the following hold points without inspection and approval by Council. Notice of required inspection must be given 24 hours prior to inspection, by contacting Council's Customer Service Centre on (02) 6581 8111. You must quote your Construction Certificate number and property description to ensure your inspection is confirmed:
 - a. at completion of installation of erosion control measures
 - b. when trenches are open, stormwater/water/sewer pipes and conduits jointed and prior to backfilling;
 - c. before pouring of kerb and gutter;
 - d. prior to the pouring of concrete for sewerage works and/or works on public property;

ATTACHMENT

DEVELOPMENT ASSESSMENT PANEL
26/02/2020

All works at each hold point shall be certified as compliant in accordance with the requirements of AUSPEC Specifications for Provision of Public Infrastructure and any other Council approval, prior to proceeding to the next hold point.

- (2) (D006) A copy of the current stamped approved construction plans must be kept on site for the duration of site works and be made available upon request to either the Principal Certifying Authority or an officer of the Council.
- (3) (D003) The site is in an area known to contain rock that may contain naturally occurring asbestos (NOA). Should potential NOA be located on site notification shall be provided to Council and Workcover prior to works proceeding. No work shall recommence until a NOA management plan has been approved by Council or Workcover.
- (4) (D025) The sewer junction shall be capped off with an approved fitting in conjunction with demolition works and Council notified to carry out an inspection prior to backfilling of this work.
- (5) (D029) The demolition of any existing structure shall be carried out in accordance with Australian Standard AS 2601-1991: *The Demolition of Structures*. No demolition materials shall be burnt or buried on site. The person responsible for the demolition works shall ensure that all vehicles leaving the site carrying demolition materials have their loads covered and do not track soil or waste materials onto the road. Should the demolition works obstruct or inconvenience pedestrian or vehicular traffic on an adjoining public road or reserve, separate application shall be made to Council to enclose the public place with a hoarding fence.

Should asbestos be present, its removal shall be carried out in accordance with the National OH&S Committee – *Code of Practice for Safe Removal of Asbestos* and *Code of Practice for the Management and Control of Asbestos in Workplaces*.

E – PRIOR TO OCCUPATION OR THE ISSUE OF OCCUPATION CERTIFICATE / SUBDIVISION CERTIFICATE

- (1) (E001) The premises shall not be occupied or used in whole or in part until an Occupation Certificate has been issued by the Principal Certifying Authority.
- (2) (E005) Prior to the release of any bond securities held by Council for infrastructure works associated with developments, a formal written application is to be submitted to Council specifying detail of works and bond amount.
- (3) (E010) Driveways, access aisles and parking areas shall be provided with a concrete surface. Such a surface shall be on a suitable pavement, constructed and maintained in accordance with Council's Development, Design and Construction Manuals (as amended).
- (4) (E034) Prior to occupation or the issuing of the Occupation Certificate provision to the Principal Certifying Authority of documentation from Port Macquarie-Hastings Council being the local roads authority certifying that all matters required by the approval issued pursuant to Section 138 of the Roads Act have been satisfactorily completed.
- (5) (E038) Interallotment drainage shall be piped and centrally located within an inter-allotment drainage easement, installed in accordance with Council's current AUSPEC standards (minimum 225mm pipe diameter within a minimum 1.5m easement). Details shall be provided:

ATTACHMENT

DEVELOPMENT ASSESSMENT PANEL
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- As part of a Local Government Act (s68) application with evidence of registration of the easement with the Land Titles Office provided to Council prior to issue of the s68 Certificate of Completion; or
 - As part of a Construction Certificate application for subdivision works with dedication of the easement as part of any Subdivision Certificate associated with interallotment drainage.
- (6) (E039) An appropriately qualified and practising consultant is required to certify the following:
- a. all drainage lines have been located within the respective easements, and
 - b. any other drainage structures are located in accordance with the Construction Certificate.
 - c. all stormwater has been directed to a Council approved drainage system
 - d. all conditions of consent/ construction certificate approval have been complied with.
 - e. Any on site detention system (if applicable) will function hydraulically in accordance with the approved Construction Certificate.
- (6) (E051) Prior to occupation or the issuing of any Occupation Certificate a section 68 Certificate of Completion shall be obtained from Port Macquarie-Hastings Council.
- (7) (E053) All works shall be certified by a practicing Civil Engineer or Registered Surveyor as compliant with the requirements of AUSPEC prior to issue of Occupation/Subdivision Certificate or release of the security bond, whichever is to occur first.
- (6) (E058) Written confirmation being provided to the Principal Certifying Authority (PCA) from any properly qualified person (eg the builder), stating that all commitments made as part of the BASIX Certificate have been completed in accordance with the certificate.
- (7) (E061) Landscaped areas being completed prior to occupation or issue of the Certificate.
- (8) (E056) A Certificate of Compliance under the provisions of Section 307 of the Water Management Act must be obtained prior to the issue of any occupation or subdivision certificate. The application for the certificate is to include an acceptable Work-As-Executed plan for water and sewer mains and services from a Professional Engineer or Registered Surveyor.
- (9) (E068) Prior to the issue of an occupation certificate, evidence to the satisfaction of the Certifying Authority from the electricity and telecommunications providers that satisfactory services arrangements have been made to the lots (including street lighting and fibre optic cabling where required).
- (10) (E082) Submission of a compliance certificate accompanying Works as Executed plans with detail included as required by Council's current AUSPEC Specifications. The information is to be submitted in electronic format in accordance with Council's "CADCHECK" requirements detailing all infrastructure for Council to bring in to account its assets under the provisions of AAS27. This information is to be approved by Council prior to issue of the Subdivision or Occupation Certificate. The copyright for all information supplied, shall be assigned to Council.
- (11) (E195) The subdivision certificate shall not be issued until such time that the dwellings associated with this development are substantially commenced (as determined by Council) or where a strata management statement, or

ATTACHMENT

DEVELOPMENT ASSESSMENT PANEL
26/02/2020

restriction as to user, prohibits any dwelling on each lot other than the dwelling approved as part of this consent.

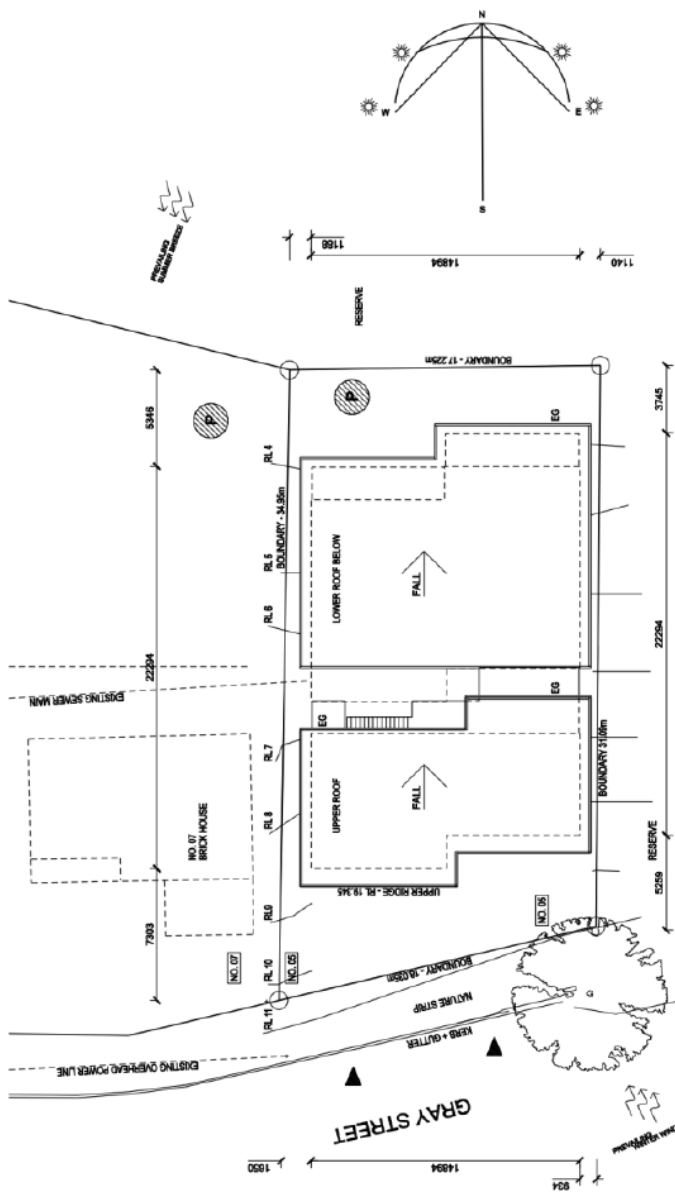
F – OCCUPATION OF THE SITE

- (1) (F004) The dwellings are approved for permanent residential use and not for short term tourist and visitor accommodation.

DRAFT

ATTACHMENT

DEVELOPMENT ASSESSMENT PANEL
26/02/2020



LEGEND

EXISTING BUILDING	EXISTING ROOF	EXISTING GUTTER	EXISTING DRIVE
EXISTING DRIVE	EXISTING DRIVE	EXISTING DRIVE	EXISTING DRIVE
EXISTING DRIVE	EXISTING DRIVE	EXISTING DRIVE	EXISTING DRIVE
EXISTING DRIVE	EXISTING DRIVE	EXISTING DRIVE	EXISTING DRIVE
EXISTING DRIVE	EXISTING DRIVE	EXISTING DRIVE	EXISTING DRIVE

GENERAL NOTES

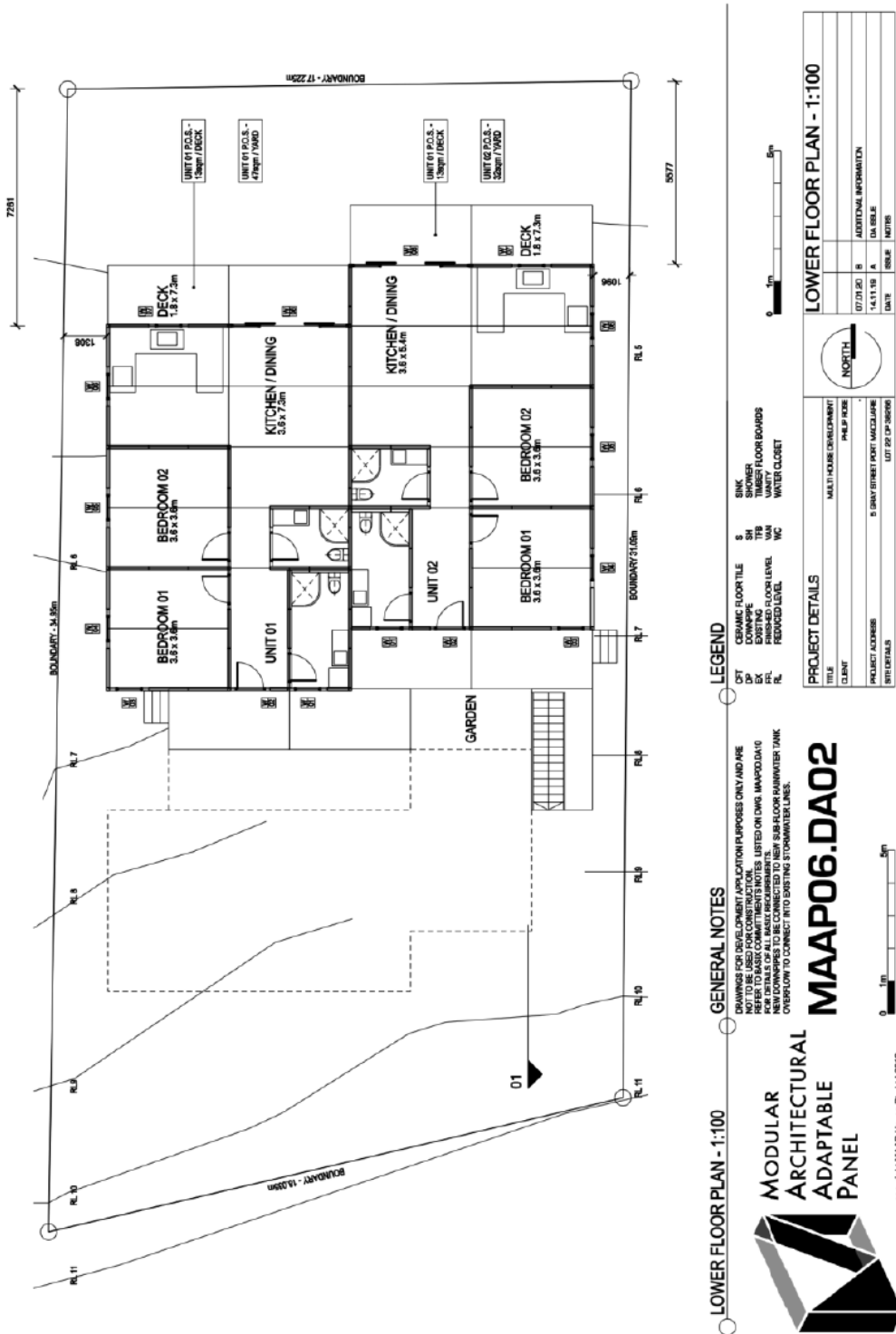
1. THE PLAN IS FOR INFORMATION PURPOSES ONLY AND NOT BE USED FOR CONSTRUCTION. THE PLAN IS FOR INFORMATION PURPOSES ONLY AND NOT BE USED FOR CONSTRUCTION. THE PLAN IS FOR INFORMATION PURPOSES ONLY AND NOT BE USED FOR CONSTRUCTION.

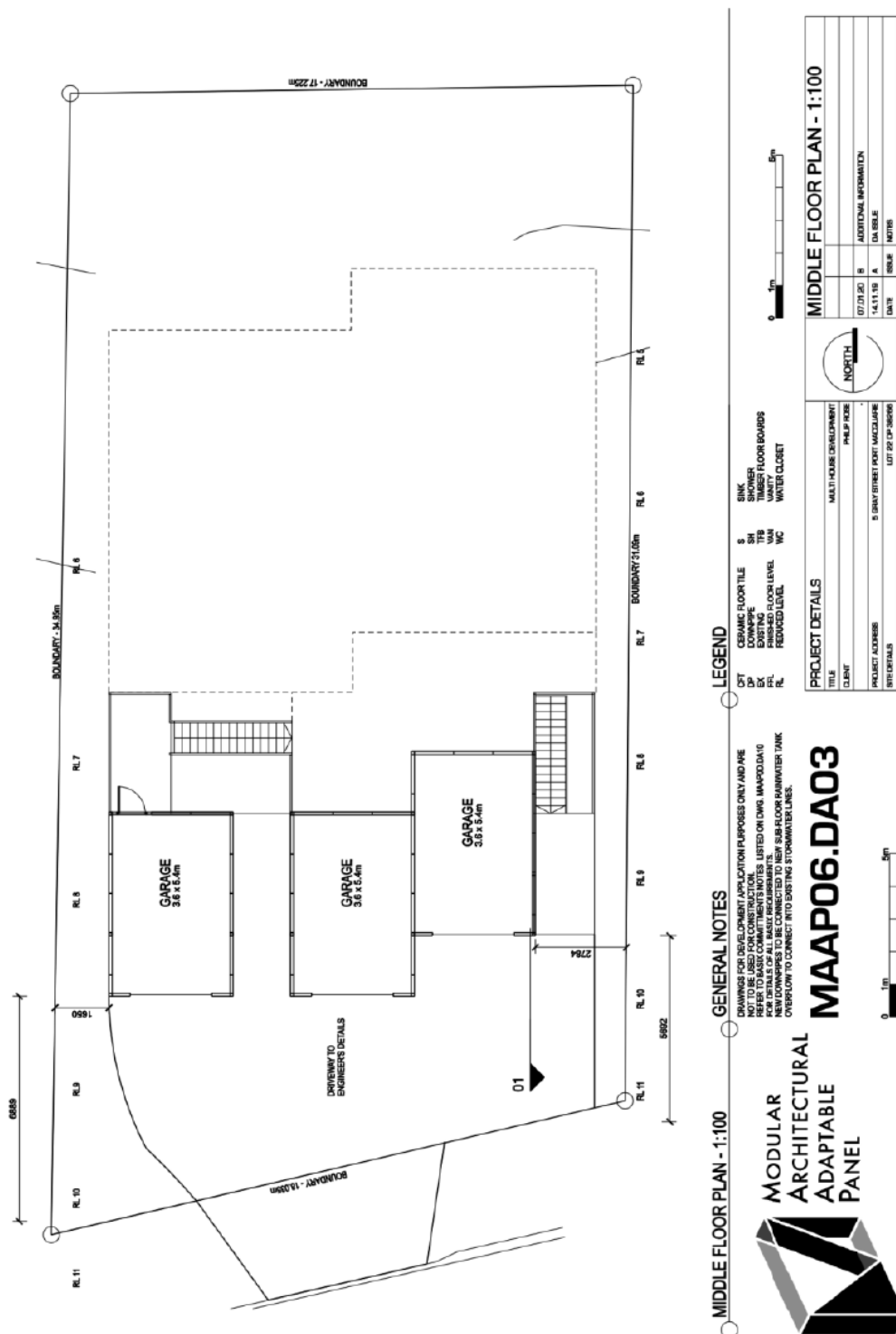
MAAP06.DA01

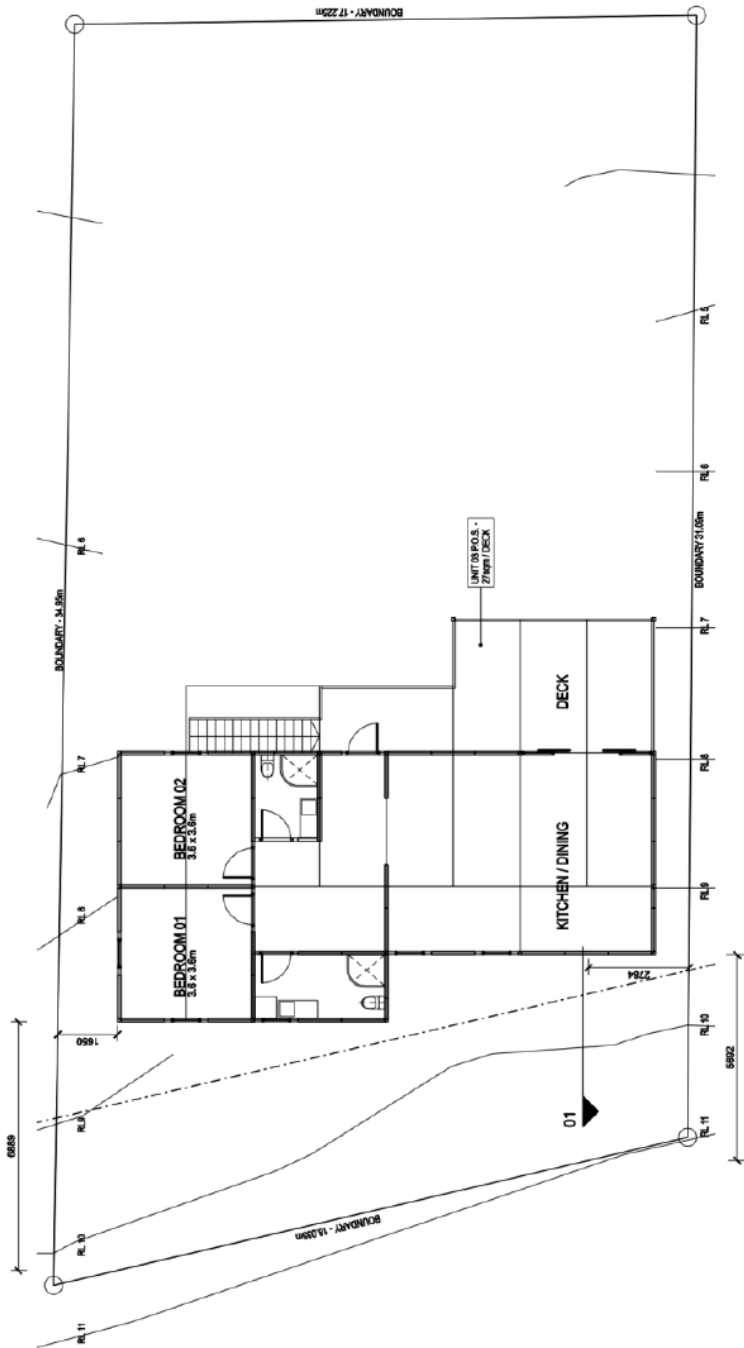


SITE ANALYSIS PLAN - 1:200

DATE	14.11.19	DATE	14.11.19
BY	MAAP	BY	MAAP
FOR	MAAP	FOR	MAAP
PROJECT ADDRESS	5 GRAY STREET PORT MACQUARIE	PROJECT ADDRESS	5 GRAY STREET PORT MACQUARIE
PROJECT DETAILS	MAAP	PROJECT DETAILS	MAAP
CLIENT	MAAP	CLIENT	MAAP
TITLE	MAAP	TITLE	MAAP







UPPER FLOOR PLAN - 1:100

LEGEND

SYMBOLS: SINK, SHOWER, TIMBER FLOOR BOARDS, WET AREA, WATER CLOSET, UNIT TO P.O.S., UNIT TO DECK

GENERAL NOTES

1. DRAWINGS FOR THIS PROJECT ARE FOR INFORMATION PURPOSES ONLY AND ARE NOT TO BE USED FOR CONSTRUCTION.

2. REFER TO BASIC COMMITMENTS NOTES LISTED ON DWG. MAAP06.DA04 FOR FURTHER INFORMATION.

3. NEW DOWNPIPES TO BE CONNECTED TO NEXT SUB FLOOR RAINWATER TANK OVERFLOW TO CONNECT INTO EXISTING STORMWATER LINES.

MAAP06.DA04

MODULAR ARCHITECTURAL ADAPTABLE PANEL

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UPPER FLOOR PLAN - 1:100

PROJECT DETAILS

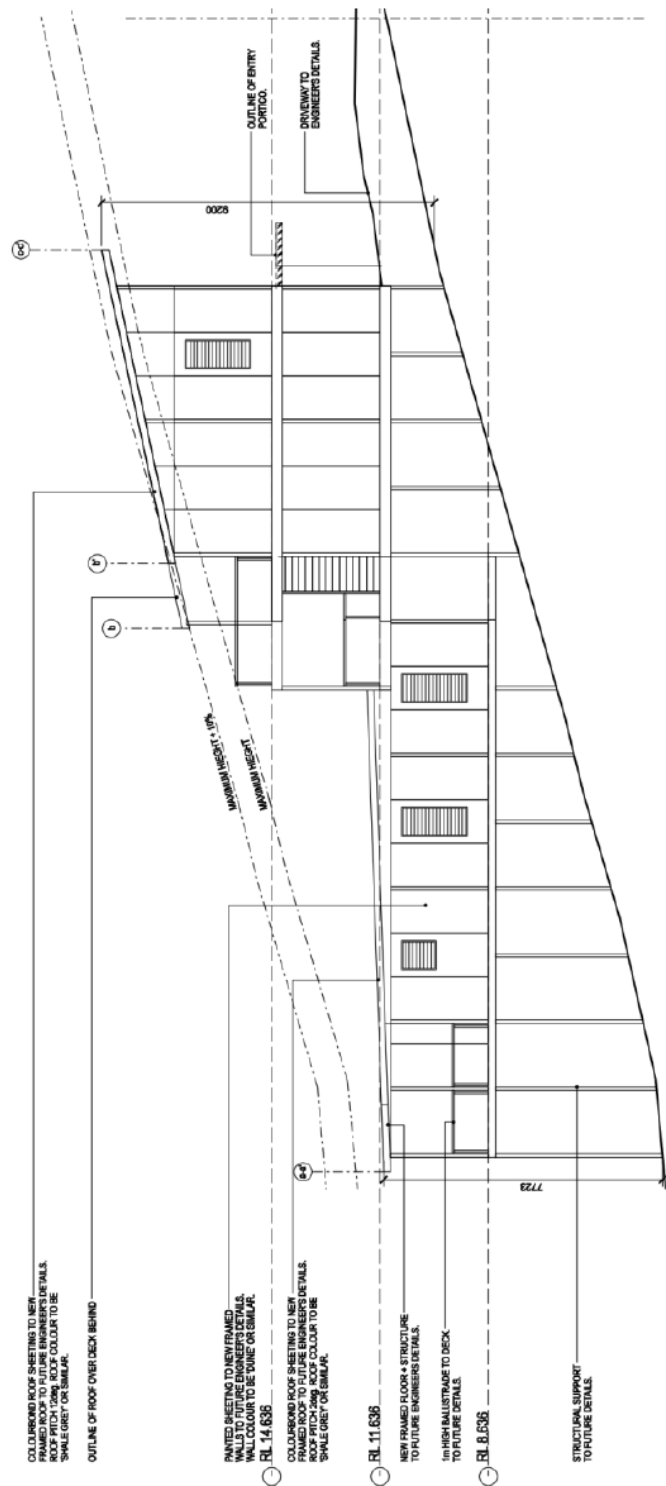
TITLE	CLIENT	DATE	REVISION
UPPER FLOOR PLAN - 1:100	MAAP HOUSE	07/07/20	1

UPPER FLOOR PLAN - 1:100

DATE	REVISION	BY	NOTES
07/07/20	1	MAAP HOUSE	UPPER FLOOR PLAN - 1:100

ATTACHMENT

DEVELOPMENT ASSESSMENT PANEL
26/02/2020



WEST ELEVATION - 1:100

GENERAL NOTES

REMARKS FOR THIS DRAWING FOR INFORMATION PURPOSES ONLY AND ARE NOT TO BE USED FOR CONSTRUCTION. REFER TO BASIC COMMITMENTS NOTES LISTED ON DWG. MAAP06.DA06 FOR MORE INFORMATION. NEW CONCRETE TO BE CONNECTED TO EXISTING SUB FLOOR RAINWATER TANK OVERFLOW TO CONNECT INTO EXISTING STORMWATER LINES.

MODULAR ARCHITECTURAL ADAPTABLE PANEL

copyright MAAP House Pty Ltd 2019

LEGEND

DT	CONCRETE FLOOR TILE	S	SINK
EX	EXISTING	SK	SHOWER
FL	FLOOR LEVEL	TFB	TIMBER FLOOR BOARDS
RL	REDUCED LEVEL	WC	WATER CLOSET

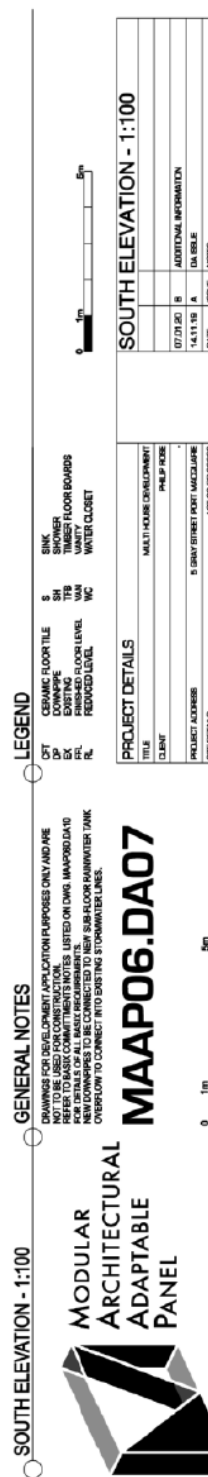
PROJECT DETAILS

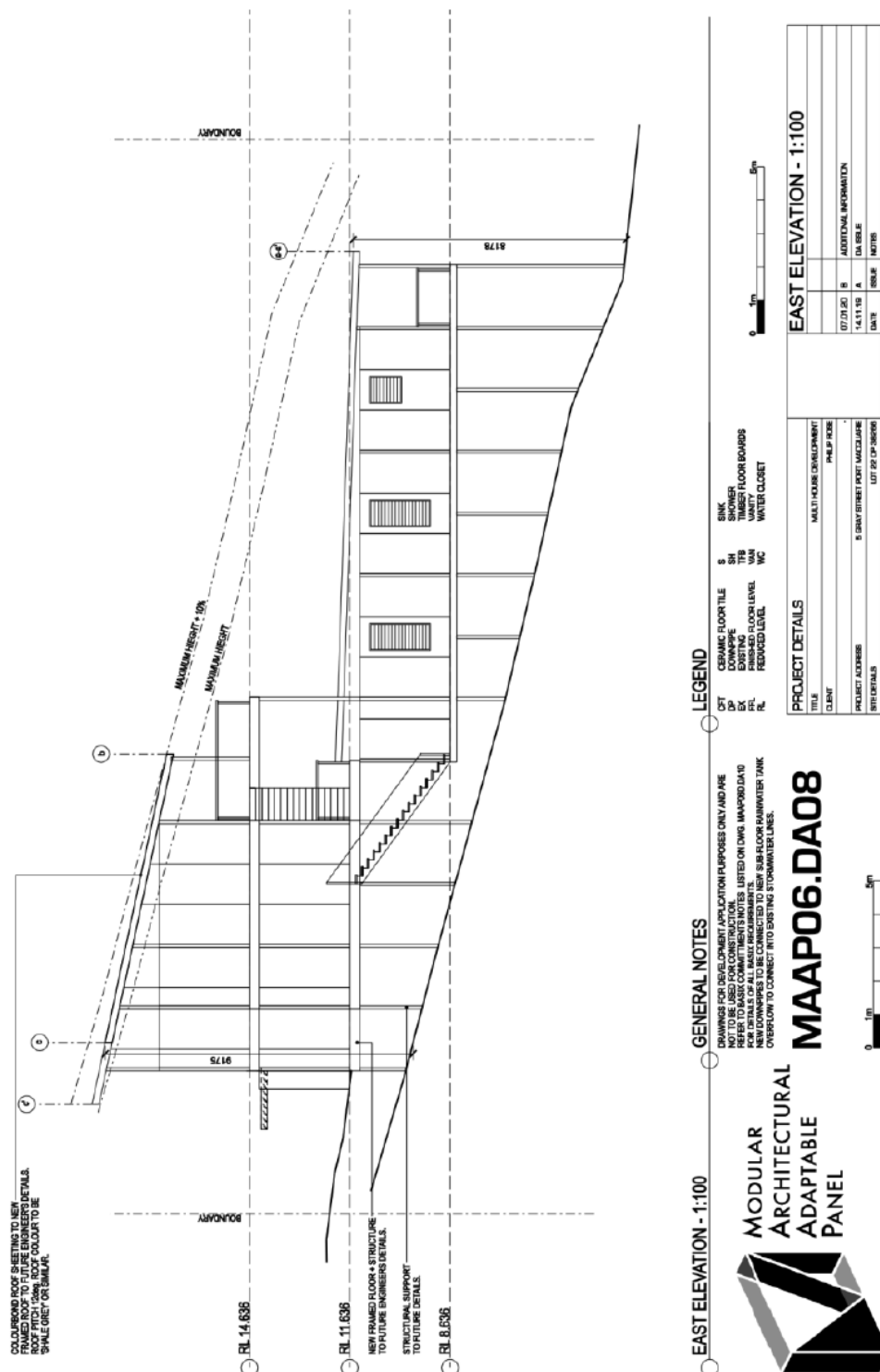
TITLE	MULTI-HOUSE DEVELOPMENT
CLIENT	MAAP HOUSE
PROJECT ADDRESS	5 GRAY STREET PORT MACQUARIE
DATE	14.11.19
DATE	07.07.20
DATE	14.11.19
DATE	07.07.20

WEST ELEVATION - 1:100

MAAP06.DA06

copyright MAAP House Pty Ltd 2019





ATTACHMENT

DEVELOPMENT ASSESSMENT PANEL
26/02/2020

Developer Charges - Estimate

Applicants Name: MAAPHouse
 Property Address: 5 Gray Street, Port Macquarie
 Lot & Dpc: Lot(s) 22, DP(s) 38268
 Development: Multi Dwelling Housing Including Clause 4.6 Objection to Clause 4.3 (Height of Buildings) Under the Port Macquarie



Water and Sewerage Headworks Levies are levied under S64 of the LGA Act & S306 of the Water Management Act 2000.
 Other contributions are levied under Section 7.11 of the Environmental Planning and Assessment Act and Council's Contribution Plans.

Levy Area	Units	Cost	Estimate
1 Water Supply	0.8	\$10,296.00 Per ET	\$8,236.80
2 Sewerage Scheme Port Macquarie	1.25	\$3,906.00 Per ET	\$4,882.50
3 Since 1.7.04 - Major Roads - Port Macquarie - Per ET	1.01	\$7,718.00 Per ET	\$7,795.10
4 Since 31.7.18 - Open Space - Port Macquarie - Per ET	1.01	\$5,686.00 Per ET	\$5,742.80
5 Commenced 3 April 2006 - Com, Cul and Em Services CP - Port Macquarie	1.01	\$4,669.00 Per ET	\$4,715.60
6 Com 1.3.07 - Administration Building - All areas	1.01	\$919.00 Per ET	\$928.10
7 N/A			
8 N/A			
9 N/A			
10 N/A			
11 N/A			
12 N/A			
13 N/A			
14 N/A			
15 Admin General Levy - Applicable to Consents approved after 11/2/03	2.2%	S94 Contribution	\$421.90
16			
17			
18			
Total Amount of Estimate (Not for Payment Purposes)			\$32,722.80

NOTES: These contribution rates apply to new development and should be used as a guide only.
 Contributions will be determined in conjunction with a Development Application (DA) or Complying Development Application (CDA).
 DAs will be subject to the contributions plans in force at the time of issue of the Consent and for CDCs at time of lodgement.
 Contribution Rates are adjusted quarterly in line with the CPI.

DATE OF ESTIMATE:

18-Feb-2020

Estimate Prepared By Beau Spry

This is an ESTIMATE ONLY - NOT for Payment Purposes

MAAPHouse, 5 Gray Street, Port Macquarie, 16-Feb-2020.xls

PORT MACQUARIE-HASTINGS COUNCIL

Item 06
 Attachment 3
 Page 87

Item 13.03
 Attachment 1
 Page 546



BUSH FIRE THREAT ASSESSMENT REPORT

Lot 22 in DP 38266

5 Grey Street
PORT MACQUARIE

PREPARED BY
**TATTERSALL LANDER
PTY LTD**
DEVELOPMENT CONSULTANTS
July 2019

DEVELOPMENT CONSULTANTS IN ENGINEERING, SURVEYING AND PLANNING



Tattersall Surveyors Pty Limited ABN 41 003 509 215
2 Bouike Street, RAYMOND TERRACE 2324 All mail to: PO Box 54
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ATTACHMENT

DEVELOPMENT ASSESSMENT PANEL
26/02/2020



Executive Summary

This Bush Fire Threat Assessment has been prepared for a development (units) at 5 Grey Street, Port Macquarie, in the Port Macquarie – Hastings Local Government Area – Lot 22 in DP 38266.

The proposed development shall be permissible based on construction of the proposal to BAL-29 AS3959.





1.0 INTRODUCTION

Tattersall Lander Pty Ltd has been commissioned to undertake a Bush Fire Threat Assessment for a proposed development at 5 Gray Street, Port Macquarie in the Port Macquarie-Hastings Local Government Area (LGA). The property is identified as Lot 22 in DP 38266.

This Bush Fire Threat Assessment is based upon the guidelines as defined in the document, *Planning for Bush Fire Protection Guidelines 2006*, which has been written by the *NSW Rural Fire Service*. This assessment outlines the risk posed from bush fire, and hence identifies the constraints with regard to bush fire, thereby providing direction to the proposed development, and ultimately assessing the acceptability or otherwise of the development.

This report has been prepared by myself (Ben Folbigg); I have a Diploma in Planning for Bush Fire Protection and am BPAD (Bushfire Planning and Design) accredited (Level 2) with the FPAA (Fire Protection Association Australia).



Figure 1 – Site Location

2.0 METHODOLOGY

This assessment is conducted entirely in accordance with the guidelines, as outlined in *Planning for Bush Fire Protection* (NSW Rural Fire Service) 2019 (PBP) as an *Alternate Assessment*.

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This assessment:

- identifies the slope and aspect of the property;
- identifies all vegetation categories within 140 metres of the site;
- determines the bush fire attack category which applies to the site;
- identifies Asset Protection Zones/Setbacks;
- identifies the bush fire construction level required in relation to the above for the proposed development (*AS 3959-2009*)

3.0 SITE DESCRIPTION

The subject site is a residential allotment with an area of approximately 600 square metres. The site is currently vacant, having recently had an existing dwelling removed. The topography of the site is sloping with the slope being towards the north. There is no vegetation of significance on the site.

An aerial photograph of the site and surrounds are included in the appendices. Photographs of the site and surrounds are also included with the approximate location and direction of these photographs indicated on the aerial photographs. It is to be noted that the aerial photograph was taken prior to removal of the dwelling and is therefore not entirely accurate and also the vegetation to the east is not depicted accurately on this aerial photograph.

The site is located in the Port Macquarie-Hastings LGA, which is located in the North Coast Fire Area and therefore is afforded a Fire Danger Index (FDI) rating of 80.

4.0 THE PROPOSAL

The proposal is for the construction of a set of three units. Plans of the proposal were being considered at the time of preparing this report and the floor plan has been attached. It is noted that the plans are subject to change, however, the footprint of the development shall remain the same and therefore the proposed setbacks shall also remain unchanged. The plan used for assessment is included in the appendices.

Due to the fact that the assessment has been prepared using *PBP 2018*, it is an alternate solution assessment and must therefore be referred to the NSW Rural Fire Service.

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The northern aspect presents 3.7 metres between the proposed development and the northern most boundary. Beyond the northern most boundary there is a well-defined access track which presents an effective asset protection zone and this is followed by a riparian zone (Wrights Creek). The vegetation within this riparian zone has a width of approximately 25 metres and is comprised of a narrow area of low weedy and inundated vegetation and a single row of trees which are predominantly Casuarinas with some Eucalypts. The vegetation is best classified as freshwater wetland and is separated from the proposed development by 6 metres at the minimum. It is to be noted that during King tides, this creek will have a degree of salinity. The effective slope under the vegetation is in the upslope/flat category.

5.2 Southern Aspect

The southern aspect presents residential properties with managed lawns and gardens for more than 140 metres. There is no requirement for a slope assessment or asset protection zone to the south.

5.3 Eastern Aspect

The eastern aspect presents 1 metre between the proposed development and the eastern most property boundary. To the east of the eastern most property boundary, there is a vacant lot and this vacant lot contains a small parcel of vegetation. The vegetation to the east has an area of approximately 500 square metres and is classified as rainforest due to this small area. The vegetation to the east is separated from the proposed development by approximately 13 metres. The slope under this vegetation with regard to fire run towards the proposed development is in the upslope/flat category.

5.4 Western Aspect

The western aspect presents residential properties with managed lawns and gardens for more than 140 metres. There is no requirement for a slope assessment or asset protection zone to the west.



6.0 SITE ANALYSIS

Table 1 – Asset Protection Zones and Construction Level Requirements as per AS3959-2009

Aspect	Vegetation Classification	Slope (degrees) Under Vegetation	Existing Asset Protection Zone (metres)	BAL Requirement
North	Freshwater wetlands	Upslope/Flat	6	BAL-29
South	N/A	N/A	>140	BAL-Low
East	Rainforest	Upslope/flat	13	BAL-29
West	N/A	N/A	>140	BAL-Low

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7.0 Services

7.1 Water

The subject site is connected to the reticulated town water supply and the necessary fire hydrants are located within Gray Street.

7.2 Electrical

Electrical supply is overhead, however, there is sufficient clearance between the power lines and vegetation so that the power lines do not represent a bush fire threat.

7.3 Gas

Reticulated gas is not available to the site. Any bottled gas installed on the site shall be undertaken so that it is compliant with PBP, and this includes:

- Installation and maintenance is to be in accordance with *AS1596* as well as the requirements of any other relevant authority.
- Any and all fixed gas cylinders are to be kept clear of all flammable materials by a minimum distance of 10 metres and shielded on the hazard side of the installation.
- If gas cylinders are required to be kept close to the building, release valves are to be directed away from the building and a minimum of 2 metres from any combustible material.
- All connections to and from gas cylinders are to be metal.
- Polymer sheathed flexible gas supply lines to gas metres are not to be used.

8.0 ACCESS

8.1 Road Capacity

The site is accessed via Gray Street which is a bitumen sealed road capable of carrying fully laden fire fighting vehicles.

8.2 Road Linkages to Fire Trails

There are no fire trails on the site and given the size and nature of the site, no fire trails are considered necessary.

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DEVELOPMENT ASSESSMENT PANEL
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In the event of a bush fire emergency, access and egress will be via Gray Street which is a bitumen sealed, two way through road. This access/egress is considered acceptable.

9.0 DISCUSSION and RECOMMENDATIONS

The proposal is for the construction of a set of three units. There is vegetation which is considered significant to the north and east. The vegetation to the north is freshwater wetland (although at times of king tides this would be a partly saline environment). The vegetation to the east is rainforest due to it being less than 1 hectare and also with a potential fire run towards the development of significantly less than 50 metres.

The proposal is to be constructed to BAL-29 AS3959.

10.0 CONCLUSION

This bush fire threat assessment has been prepared for a proposed unit development at 5 Gray Street in Port Macquarie (lot 22 in DP 38266). This assessment is an alternate assessment due to the fact that it is using *PBP 2018* as opposed to the current *PBP 2006*.

The proposal is considered compliant in all regards based on construction being undertaken to BAL-29 and the entire site being managed as an asset protection zone.

11.0 DISCLAIMER

All effort has been made to ensure the accuracy of this report, however, it is noted that bush fires can be unpredictable and this report in no way implies that any part of the proposed development is totally safe from fire.

Additionally it is noted that despite the site details at the time of writing this report, the situation may change; factors resulting in change to bush fire hazard include (but are not limited to) vegetation regrowth and improper maintenance of asset protection Zones.

No responsibility is accepted or implied for damage to, or loss of, life and/or property at any time resulting from bush fire or bush fire related issues (or any other factors) on this site.



Appendix A: Aerial Photograph



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**DEVELOPMENT ASSESSMENT PANEL
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Appendix B:

Photographs

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Photograph 1



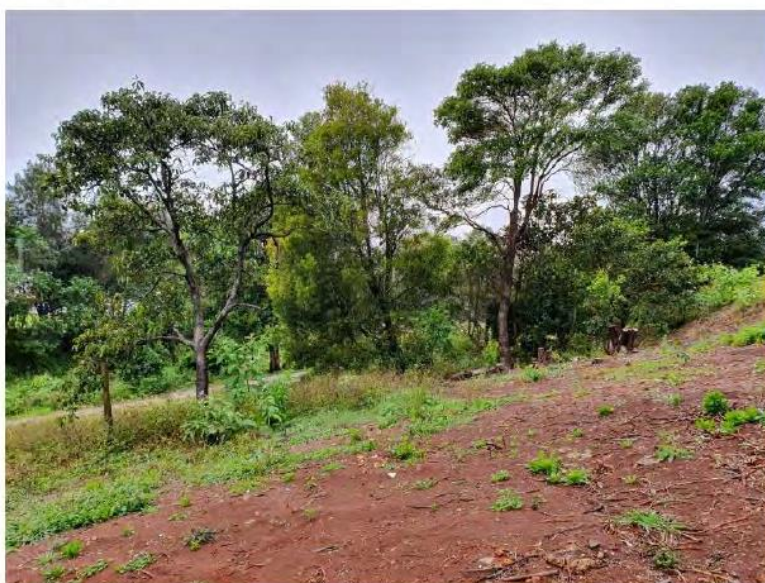
Photograph 2

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DEVELOPMENT ASSESSMENT PANEL
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Photograph 3



Photograph 4



Photograph 5



Photograph 6

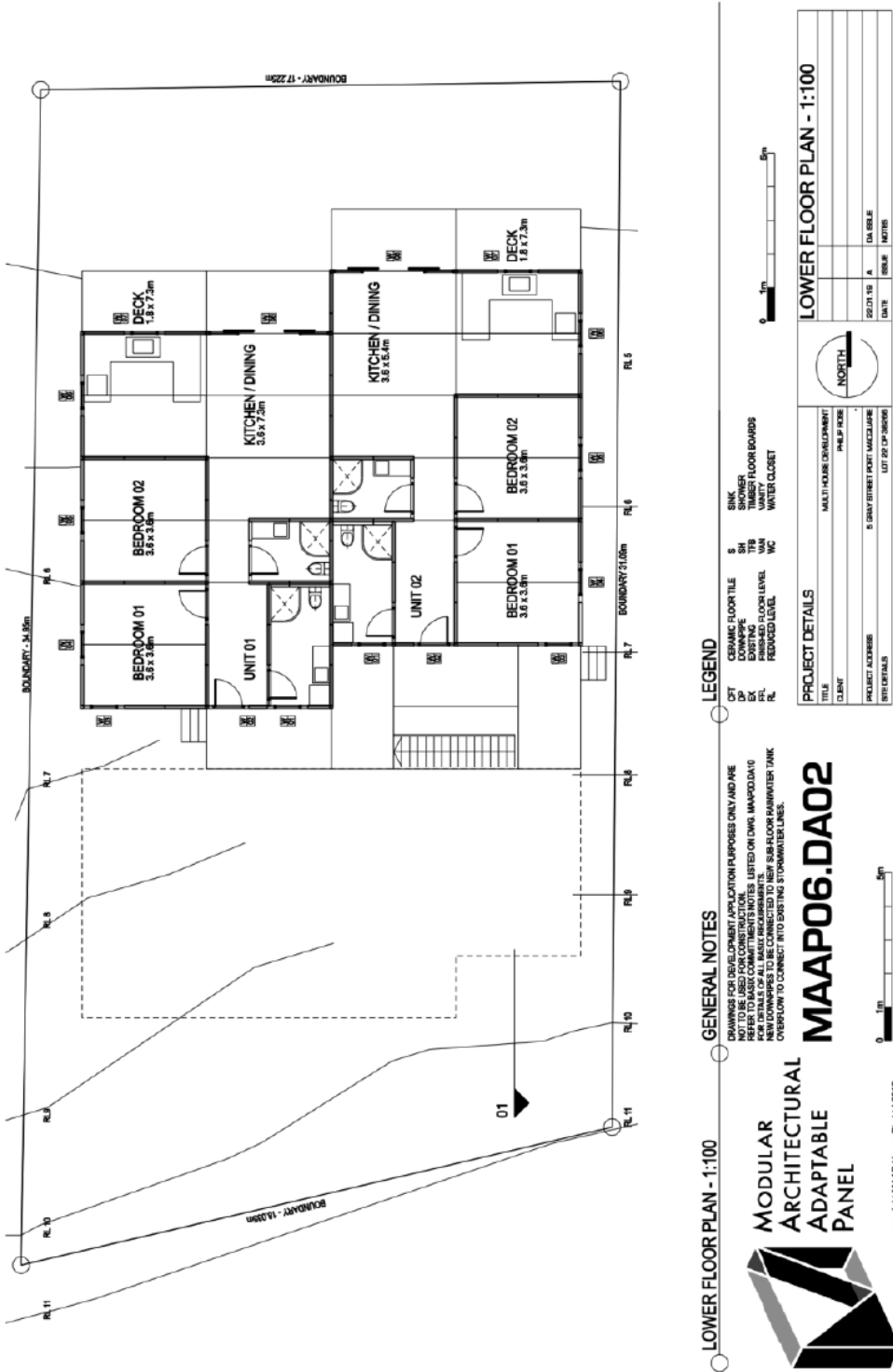
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**DEVELOPMENT ASSESSMENT PANEL
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Appendix C:

Plan



**FOR USE BY PLANNERS/SURVEYORS TO PREPARE LIST OF
PROPOSED CONDITIONS - 2011****NOTE: THESE ARE DRAFT ONLY****DA NO: 2019/506****DATE: 3/02/2020****PRESCRIBED CONDITIONS**

The development is to be undertaken in accordance with the prescribed conditions of Part 6 - Division 8A of the *Environmental Planning & Assessment Regulations* 2000.

A – GENERAL MATTERS

- (1) (A001) The development is to be carried out in accordance with the plans and supporting documents set out in the following table, as stamped and returned with this consent, except where modified by any conditions of this consent.

Plan / Supporting Document	Reference	Prepared by	Date
Plans	19-1447 Sheet 2 - 5	Robert Smallwood Building Plans	October 2019
Site Plan	19-1447 Sheet 1	Robert Smallwood Building Plans	12 December 2019
Amended Community Plan	19-1447	Robert Smallwood Building Plans	9 October 2019
Draft DP	-	Mark Ross Cornish	Undated
Statement of Environmental Effects	2018-004	All About Planning	July 2019

In the event of any inconsistency between conditions of this development consent and the plans/supporting documents referred to above, the conditions of this development consent prevail.

- (2) (A002) No building or subdivision work shall commence until a Construction Certificate or Subdivision Works Certificate has been issued and the applicant has notified Council of:
- the appointment of a Principal Certifying Authority; and
 - the date on which work will commence.
- Such notice shall include details of the Principal Certifying Authority and must be submitted to Council at least two (2) days before work commences.
- (3) (A003) The proponent shall submit an application for a Subdivision Certificate for Council certification with all relevant documentation.
- (4) (A008) Any necessary alterations to, or relocations of, public utility services to be carried out at no cost to council and in accordance with the requirements of

the relevant authority including the provision of easements over existing and proposed public infrastructure.

- (5) (A009) The development site is to be managed for the entirety of work in the following manner:

1. Erosion and sediment controls are to be implemented to prevent sediment from leaving the site. The controls are to be maintained until the development is complete and the site stabilised with permanent vegetation;
2. Appropriate dust control measures;
3. Building equipment and materials shall be contained wholly within the site unless approval to use the road reserve has been obtained. Where work adjoins the public domain, fencing is to be in place so as to prevent public access to the site;
4. Building waste is to be managed via appropriate receptacles into separate waste streams;
5. Toilet facilities are to be provided on the work site at the rate of one toilet for every 20 persons or part of 20 persons employed at the site.
6. Building work being limited to the following hours, unless otherwise permitted by Council;
 - Monday to Saturday from 7.00am to 6.00pm
 - No work to be carried out on Sunday or public holidays

The builder to be responsible to instruct and control his sub-contractors regarding the hours of work.

- (6) (A011) The design and construction of all public infrastructure works shall be in accordance with Council's adopted AUSPEC Specifications.
- (7) (A013) The general terms of approval from the following authorities, as referred to in section 4.50 of the Environmental Planning and Assessment Act 1979, and referenced below, are attached and form part of the consent conditions for this approval.
- **NSW Rural Fire Service** - The General Terms of Approval, Reference D19/2477 DA19072319706 DC and dated 17 September 2019, are attached and form part of this consent.

- (8) (A033) The applicant shall provide security to the Council for the payment of the cost of the following:
- a. making good any damage caused to any property of the Council as a consequence of doing anything to which the consent relates,
 - b. completing any public work (such as road work, kerbing and guttering, footway construction, utility services, stormwater drainage and environmental controls) required in connection with the consent,
 - c. remedying any defects in any such public work that arise within twelve (12) months after the work is completed.

Such security is to be provided to Council prior to the issue of the Subdivision Certificate/Construction Certificate or Section 138 of the Roads Act, 1993.

The security is to be for such reasonable amount as is determined by the consent authority, being an amount that is 10% of the contracted works for Torrens Title subdivision development/the estimated cost plus 30% for building development of public works or \$5000, whichever is the greater of carrying out the development by way of:

- i. deposit with the Council, or

ii. an unconditional bank guarantee in favour of the Council.

The security may be used to meet any costs referred to above and on application being made to the Council by the person who provided the security any balance remaining is to be refunded to, or at the direction of, that person. Should Council have to call up the bond and the repair costs exceed the bond amount, a separate invoice will be issued. If no application is made to the Council for a refund of any balance remaining of the security within 6 years after the work to which the security relates has been completed the Council may pay the balance to the Chief Commissioner of State Revenue under the Unclaimed Money Act 1995.

- (9) (A091) All parts of the structure below the applicable Flood Planning Level (1 in 100 flood level including climate change plus the relevant freeboard) shall be constructed from flood compatible materials compliant with the ABCB Standard for construction of Buildings in Flood Hazard Areas. Consideration should also be given to the relevant provisions contained with the Hawkesbury-Nepean Floodplain Management Steering Committee document *Reducing Vulnerability of Buildings to Flood Damage (2007)*.

B – PRIOR TO ISSUE OF A CONSTRUCTION CERTIFICATE/SUBDIVISION WORKS CERTIFICATE

- (1) (B001) Prior to release of the Construction Certificate, approval pursuant to Section 68 of the Local Government Act, 1993 to carry out water supply, stormwater and sewerage works is to be obtained from Port Macquarie-Hastings Council. The following is to be clearly illustrated on the site plan to accompany the application for Section 68 approval:
- Position and depth of the sewer (including junction)
 - Stormwater drainage termination point
 - Easements
 - Water main
 - Proposed water meter location
- (2) (B003) Submission to the Principal Certifying Authority prior to the issue of a Subdivision Works Certificate or Construction Certificate detailed design plans for the following works associated with the developments. Public infrastructure works shall be constructed in accordance with Port Macquarie-Hastings Council's current AUSPEC specifications and design plans are to be accompanied by AUSPEC DQS:
1. Sewerage reticulation.
 2. Water supply plans shall include hydraulic plans for internal water supply services and associated works in accordance with AS 3500, Plumbing Code of Australia and Port Macquarie-Hastings Council Policies.
 3. Stormwater systems.
 4. Detailed driveway profile in accordance with Australian Standard 2890, AUSPEC D1, and ASD 201, Port Macquarie-Hastings Council current version.
- (3) (B006) An application pursuant to Section 138 of the Roads Act, 1993 to carry out works required by the Development Consent on or within public road is to be submitted to and obtained from Port Macquarie-Hastings Council prior to release of the Construction Certificate.
- Such works include, but not be limited to:
- Civil works

- Traffic management
- Work zone areas
- Hoardings
- Concrete foot paving
- Footway and gutter crossing
- Functional vehicular access

Where works are proposed on an RMS classified facility, the Road Authority shall obtain RMS concurrence prior to any approval.

- (4) (B016) Provision to each lot of a separate sewer line to Council's main. All work will need to comply with the requirements of Council's adopted AUSPEC Design and Construction Guidelines and Policies. Any abandoned sewer junctions are to be capped off at Council's sewer main and Council notified to carry out an inspection prior to backfilling of this work.

Construction details are to be submitted to Port Macquarie-Hastings Council with the application for Subdivision Works Certificate.

- (6) (B024) Submission to Council of an application for water meter hire, which is to be referred to the Water Supply section so that a quotation for the installation can be prepared and paid for prior to the issue of a Construction Certificate. This application is also to include an application for the disconnection of any existing service not required.
- (7) (B037) The finished floor level of the building shall be at least 1050mm above the soffit of Council's sewer main. Details indicating compliance with this are to be submitted to the Principal Certifying Authority with the application for Construction Certificate.
- (8) (B038) Footings and/or concrete slabs of buildings adjacent to sewer lines or stormwater easements are to be designed so that no loads are imposed on the infrastructure. Detailed drawings and specifications prepared by a practising chartered professional civil and/or structural engineer are to be submitted to the Principal Certifying Authority with the application for the Construction Certificate.
- (9) (B071) Prior to the issue of any Construction Certificate, the provision of water and sewer services to the land are to be approved by the relevant Water Authority and relevant payments received.
- (10) (B195) A stormwater drainage design is to be submitted and approved by Council prior to the issue of a Subdivision Works Certificate or Construction Certificate. The design must be prepared in accordance with Council's AUSPEC Specifications, Australian Rainfall and Runoff 2019, the requirements of Relevant Australian Standards and shall make provision for the following:
- a) The legal point of discharge for the proposed development is defined as discharge to the existing table drain in Arnott Street via a surcharge pit located inside the property boundary.
 - b) The design shall provide details of all components of the existing stormwater drainage system servicing the site that are to be retained in addition to any modifications required by the works/subdivision. The design shall also detail the extent of all existing/modified drainage servicing adjacent structures and works located in the remnant lot. Where any drainage is shown to be traversing lots other than which they benefit, an easement for drainage must be created over such drainage in conjunction with the Subdivision Certificate.

- c) The design is to make provision for the natural flow of stormwater runoff from uphill/upstream properties/lands. The design must include the collection of such waters and discharge to the Council drainage system.

C – PRIOR TO ANY WORK COMMENCING ON SITE

- (1) (C001) A minimum of one (1) week's notice in writing of the intention to commence works on public land is required to be given to Council together with the name of the principal contractor and any major sub-contractors engaged to carry out works. Works shall only be carried out by a contractor accredited with Council.
- (2) (C013) Where a sewer manhole and Vertical Inspection Shaft exists within a property, access to the manhole/VIS shall be made available at all times. Before during and after construction, the sewer manhole/VIS must not be buried, damaged or act as a stormwater collection pit. No structures, including retaining walls, shall be erected within 1.0 metre of the sewer manhole or located so as to prevent access to the manhole.
- (3) (C195) Prior to works commencing an application being made to the electricity and telecommunications service providers.

D – DURING WORK

- (1) (D001) Development works on public property or works to be accepted by Council as an infrastructure asset are not to proceed past the following hold points without inspection and approval by Council. Notice of required inspection must be given 24 hours prior to inspection, by contacting Council's Customer Service Centre on (02) 6581 8111. You must quote your Construction Certificate number and property description to ensure your inspection is confirmed:
 - a. when trenches are open, stormwater/water/sewer pipes and conduits jointed and prior to backfilling;
 - b. before pouring of kerb and gutter;
 - c. prior to the pouring of concrete for sewerage works and/or works on public property;

All works at each hold point shall be certified as compliant in accordance with the requirements of AUSPEC Specifications for Provision of Public Infrastructure and any other Council approval, prior to proceeding to the next hold point.

- (2) (D006) A copy of the current stamped approved construction plans must be kept on site for the duration of site works and be made available upon request to either the Principal Certifying Authority or an officer of the Council.
- (3) (D029) Any demolition work shall be carried out in accordance with Australian Standard AS 2601: *The Demolition of Structures*. No demolition materials shall be burnt or buried on site. The person responsible for the demolition works shall ensure that all vehicles leaving the site carrying demolition materials have their loads covered and do not track soil or waste materials onto the road. Should the demolition works obstruct or inconvenience pedestrian or vehicular traffic on an adjoining public road or reserve, separate application shall be made to Council to enclose the public place with a hoarding fence.

Should asbestos be present, its removal shall be carried out in accordance with the National OH&S Committee – *Code of Practice for Safe Removal of*

Asbestos and Code of Practice for the Management and Control of Asbestos in Workplaces.

For further information on asbestos handling and safe removal practices refer to the following links:

[Safely disposing of asbestos waste from your home](#)

[Fibro & Asbestos - A Renovator and Homeowner's Guide](#)

[Asbestos Awareness](#)

- (4) (D033) Should any Aboriginal objects be discovered in any areas of the site then all excavation or disturbance to the area is to stop immediately and the National Parks and Wildlife Service is to be informed in accordance with Section 91 of the *National Parks and Wildlife Act 1974*. Subject to an assessment of the extent, integrity and significance of any exposed objects, applications under either Section 87 or Section 90 of the *National Parks and Wildlife Act 1974* may be required before work resumes.

E – PRIOR TO OCCUPATION OR THE ISSUE OF SUBDIVISION CERTIFICATE

- (1) (E001) The alterations to the dwelling on Lot 1 shall not be occupied or used in whole or in part until an Occupation Certificate has been issued by the Principal Certifying Authority.
- (2) (E005) Prior to the release of any bond securities held by Council for infrastructure works associated with developments, a formal written application is to be submitted to Council specifying detail of works and bond amount.
- (3) (E010) Driveways, access aisles and parking areas shall be provided with a concrete surface. Such a surface shall be on a suitable pavement, constructed and maintained in accordance with Council's Development, Design and Construction Manuals (as amended).
- (4) (E034) Prior to occupation or the issuing of the Occupation (Final or Interim) or Subdivision Certificate provision to the Principal Certifying Authority of documentation from Port Macquarie-Hastings Council being the local roads authority certifying that all matters required by the approval issued pursuant to Section 138 of the Roads Act have been satisfactorily completed.
- (5) (E039) An appropriately qualified and practising consultant is required to certify the following:
 - a. all drainage lines have been located within the respective easements, and
 - b. any other drainage structures are located in accordance with the Construction Certificate.
 - c. all stormwater has been directed to a Council approved drainage system
 - d. all conditions of consent/ construction certificate approval have been complied with.
 - e. Any on site detention system (if applicable) will function hydraulically in accordance with the approved Construction Certificate.
- (6) (E051) Prior to occupation or the issuing of any Occupation Certificate a section 68 Certificate of Completion shall be obtained from Port Macquarie-Hastings Council.
- (7) (E053) All works relating to public infrastructure shall be certified by a practicing Civil Engineer or Registered Surveyor as compliant with the requirements of AUSPEC prior to issue of Occupation/Subdivision Certificate or release of the security bond, whichever is to occur first.

- (8) (E056) A Certificate of Compliance under the provisions of Section 307 of the *Water Management Act* must be obtained prior to the issue of any occupation or subdivision certificate.
- (9) (E068) Prior to the issue of a Subdivision or Occupation Certificate (whichever occurs first), evidence to the satisfaction of the Certifying Authority from the electricity and telecommunications providers that satisfactory services arrangements have been made to the lots or dwellings (including street lighting and fibre optic cabling where required).
- (10) (E195) Prior to the issue of a Subdivision Certificate or Occupation Certificate, a 1.8m high solid boundary fence shall be constructed on the rear (southern) and eastern side boundary of proposed Lot 1. The eastern side boundary fence shall not extend beyond the building line.
- (11) (E196) Prior to release of Subdivision Certificate an amended approval to operate the caravan park is to be submitted to and approved by Council.

F – OCCUPATION OF THE SITE

nil

AGENDA

DEVELOPMENT ASSESSMENT PANEL
12/02/2020

Item: 07

Subject: DA2019 - 506.1 2 LOT SUBDIVISION INCLUDING CLAUSE 4.6 OBJECTION TO CLAUSE 4.1 (LOT SIZE) AND CLAUSE 4.4 (FLOOR SPACE RATIO) OF THE PORT MACQUARIE-HASTINGS LOCAL ENVIRONMENTAL PLAN 2011 AND ALTERATIONS AND ADDITIONS TO EXISTING DWELLING AT LOT 113 DP 754405, NO. 2 ARNOTT STREET, LAURIETON

Report Author: Development Assessment Planner, Chris Gardiner

Applicant: All About Planning
Owner: Secure Home Parks Pty Ltd
Estimated Cost: \$57,000
Parcel no: 737

Alignment with Delivery Program

4.3.1 Undertake transparent and efficient development assessment in accordance with relevant legislation.

RECOMMENDATION

That it be recommended to Council that DA2019 - 506.1 for a 2 Lot Subdivision including Clause 4.6 Objection to Clause 4.1 (Lot Size) and Clause 4.4 (Floor Space Ratio) of the Port Macquarie-Hastings Local Environmental Plan 2011 and Alterations and Additions to Existing Dwelling at Lot 113, DP 754405, No. 2 Arnot Street, Laurieton, be determined by granting consent subject to the recommended conditions.

Executive Summary

This report considers a development application for a 2 lot subdivision and alterations and additions to the existing dwelling at the subject site and provides an assessment of the application in accordance with the Environmental Planning and Assessment Act 1979.

Following exhibition of the application, no submissions were received.

The application includes variation to a development standard in the Port Macquarie-Hastings Local Environmental Plan 2011 by more than 10% and the application is required to be determined by Council following consideration by the Development Assessment Panel.

The site is considered suitable for the proposed development and the proposal adequately addresses relevant planning controls. The development is not considered to be contrary to the public's interest and will not result a significant adverse social, environmental or economic impact.



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AGENDA**DEVELOPMENT ASSESSMENT PANEL
12/02/2020**

This report recommends that the development application be approved subject to the attached conditions.

1. BACKGROUND**Existing Sites Features and Surrounding Development**

The site has an area of 1.012 hectares.

The site is zoned R1 General Residential in accordance with the Port Macquarie-Hastings Local Environmental Plan 2011, as shown in the following zoning plan:



The existing subdivision pattern and location of existing development within the locality is shown in the following aerial photograph:

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DEVELOPMENT ASSESSMENT PANEL
12/02/2020**2. DESCRIPTION OF DEVELOPMENT**

Key aspects of the proposal include the following:

- 2 lot Torrens title subdivision to excise manager's residence from existing caravan park;
- Alterations and additions to dwelling to make it suitable for independent occupation.

Refer to Attachment 2 at the end of this report for plans of the proposed development.

Application Chronology

- 11 July 2019 - Application lodged.
- 18 July 2019 to 31 July 2019 - Neighbour notification.
- 26 July 2019 - Additional information requested from Applicant.
- 17 September 2019 - Bush Fire Safety Authority issued by NSW Rural Fire Service.
- 21 October 2019 - Additional information submitted by Applicant.
- 4 December 2019 - Further additional information submitted by Applicant.

3. STATUTORY ASSESSMENT**Section 4.15(1) Matters for Consideration**

In determining the application, Council is required to take into consideration the following matters as are relevant to the development that apply to the land to which the development application relates:



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- (a) The provisions (where applicable) of:
- (i) any Environmental Planning Instrument

State Environmental Planning Policy No. 21 - Caravan Parks**8 Development consent required for caravan parks**

- (1) Development for the purposes of a caravan park may be carried out only with the development consent of the Council.
- (2) Before granting development consent to the use of land for the purposes of a caravan park, a Council must determine:
 - (a) the number of sites (if any) within that land that the Council considers are suitable for long-term residence, within the meaning of the Local Government (Caravan Parks and Camping Grounds) Transitional Regulation 1993, and
 - (b) the number of sites (if any) within that land that the Council considers are not suitable for long-term residence, but are suitable for short-term residence, within the meaning of that Regulation.
- (3) A Council must not grant development consent to the use of land for the purposes of a caravan park unless it imposes as a condition of that consent a condition specifying the maximum number of sites (if any) within that land that may be used for long-term residence.
- (4) The holder of an approval under Part 1 of Chapter 7 of the Local Government Act 1993 to operate a caravan park or camping ground on land must not, without the development consent of the Council, allow a person to occupy a site within that land:
 - (a) for a continuous period of more than 3 months, except as provided by paragraph (b), or
 - (b) for a continuous period longer than the period (if any) for which the person is allowed to be accommodated within the land by an extension that has been granted under clause 19 (6) of the Local Government (Caravan Parks and Camping Grounds) Transitional Regulation 1993, if such a use of that site was not lawful under the Environmental Planning and Assessment Act 1979 when this Policy commenced.
- (4A) Except as provided by subclause (4), nothing in this Policy or any other environmental planning instrument requires separate development consent to be obtained for the installation or placement of a moveable dwelling on land on which development for the purposes of a caravan park is being lawfully carried out.
- (5) This clause does not apply to any land that is authorised to be used for the purposes of a manufactured home estate by a development consent granted pursuant to State Environmental Planning Policy No 36—Manufactured Home Estates or dedicated or reserved under the National Parks and Wildlife Act 1974.

The proposal does not seek any change to the number of approved long and short-term sites. The proposed manager's residence and office that are proposed to be excised from the caravan park are not located on a long or short term site.

10 Matters to be considered by Councils

A Council may grant a development consent required by this Policy only after it has considered the following:

- (a) whether, because of its location or character, the land concerned is particularly suitable for use as a caravan park for tourists or for long-term residence,



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- (b) *whether there is adequate provision for tourist accommodation in the locality of that land, and whether existing or potential tourist accommodation will be displaced by the use of sites for long-term residence,*
- (c) *whether there is adequate low-cost housing, or land available for low-cost housing, in that locality,*
- (d) *whether necessary community facilities and services are available within the caravan park to which the development application relates or in the locality (or both), and whether those facilities and services are reasonably accessible to the occupants of the caravan park,*
- (e) *any relevant guidelines issued by the Director, and*
- (f) *the provisions of the Local Government (Caravan Parks and Camping Grounds) Transitional Regulation 1993.*

The site is an existing caravan park and the proposal would not result in any changes to the character of the area, or result in any impacts on the provision of tourist accommodation or affordable housing.

The below table considers the applicable provisions of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.

CLAUSE	REQUIREMENT	COMMENT/COMPLIANCE
Part 3, Division 1 Operation of caravan parks and camping grounds		
71 Factors for consideration before approval is granted	(1) Council must be satisfied that the estate will be designed in accordance with Division 3; and (2) Council must have regard to the Floodplain Development Manual.	(1) Yes- refer to comments on Division 3 (2) Site is flood prone. See comments under clauses 7.3 of LEP.
72 Matters to be specified in approval	Any approval must specify the number, size and location of the dwelling and camping sites.	An updated Section 68 approval to operate will need to specify these matters due to the reduction in the caravan park size.
73 Conditions of approval	The consent must be conditioned to ensure the design, construction, maintenance and operation of the estate is in accordance with Division 3.	An updated Section 68 approval to operate will need to specify these matters due to the reduction in the caravan park size.
Part 3, Division 3 Caravan parks and camping grounds		
83 Minimum size of caravan park or camping ground	Estate must have an area of not less than 1 hectare.	Proposal will result in the caravan park being reduced to an area of slightly less than 1 hectare (9725.5m ²). The Applicant has submitted a draft Section 82 objection to this standard, which has been reviewed in the assessment of the development application. No objection in principle is raised to the variation and the Section 82 objection will



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		need to be submitted and formally determined with the next approval to operate the caravan park.
85 Size of dwelling sites and camp sites	(1) A long-term site must have an area of at least 80 square metres. (2) A short-term site must have an area of at least 65 square metres. (3) A camp site must have an area of at least: (a) 40 square metres, in the case of a camp site for which a separate parking space is provided within 30 metres of the camp site, or (b) 50 square metres, in any other case.	The proposal would not affect the size of any of the existing approved sites.
89 Setbacks of dwelling sites and camp sites from road frontages	(1) A dwelling site or camp site must not be located closer than 10 metres to a public road or 3 metres to any other boundary of the caravan park or camping ground unless the approval for the caravan park or camping ground so allows. (2) The approval for a caravan park or camping ground must not allow a lesser distance unless the council is satisfied that the dwelling site or camp site has been or will be properly screened, fenced, enclosed or otherwise treated.	The proposed subdivision will result in the eastern and southern boundaries of Lot 1 becoming the boundaries of the caravan park. Site 63 of the caravan park will have a setback of less than 3m from the side boundary. The application proposes erection of a 1.8m high boundary fence on the boundary, which is considered sufficient to provide adequate visual and acoustic privacy between the dwelling site and the residential lot. A condition is recommended requiring the construction of the boundary fence prior to the issue of the Subdivision Certificate.

State Environmental Planning Policy No. 44 - Koala Habitat Protection

With reference to clauses 6 and 7, the subject land has an area greater than 1 hectare (including any adjoining land under same ownership) and therefore the provisions of SEPP must be considered.

The vegetation on the site does not meet the definition of potential koala habitat and further consideration of the policy is not required.

State Environmental Planning Policy No. 55 – Remediation of Land

Following an inspection of the site and a search of Council records, the subject land is not identified as being potentially contaminated and is suitable for the intended use.

State Environmental Planning Policy (Coastal Management) 2018

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The site is located within a coastal use area, coastal environment area, and proximity area for coastal wetlands.

In accordance with clause 7, this SEPP prevails over the Port Macquarie-Hastings LEP 2011 in the event of any inconsistency.

Having regard to clause 11 of the SEPP, the proposal will not significantly impact on the biophysical, hydrological or ecological integrity of the adjacent coastal wetland, and would not affect the quantity and quality of surface and ground water flows to the adjacent coastal wetland.

Having regard to clauses 13 and 14 of the SEPP the proposed development is not considered likely to result in any of the following:

- a) any adverse impact on integrity and resilience of the biophysical, hydrological (surface and groundwater) and ecological environment;
- b) any adverse impacts coastal environmental values and natural coastal processes;
- c) any adverse impact on marine vegetation, native vegetation and fauna and their habitats, undeveloped headlands and rock platforms;
- d) any adverse impact on Aboriginal cultural heritage, practices and places;
- e) any adverse impacts on the cultural and built environment heritage;
- f) any adverse impacts the use of the surf zone;
- g) any adverse impact on the visual amenity and scenic qualities of the coast, including coastal headlands;
- h) overshadowing, wind funnelling and the loss of views from public places to foreshores;
- i) any adverse impacts on existing public open space and safe access to and along the foreshore, beach, headland or rock platform for members of the public, including persons with a disability.

The bulk, scale and size of the proposed development is compatible with the surrounding coastal and built environment. The site is predominately cleared and located within an area zoned for residential purposes.

State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004

A BASIX certificate is not required as the proposal meets the definition of 'BASIX excluded development' in the Environmental Planning and Assessment Regulation 2000.

Port Macquarie-Hastings Local Environmental Plan 2011

The proposal is consistent with the LEP having regard to the following:

- Clause 2.2 - The subject site is zoned R1 General Residential. In accordance with clause 2.3(1) and the R1 zone landuse table, the proposed development for a dwelling house and caravan park is a permissible landuse with consent.

The objectives of the R1 zone are as follows:

- To provide for the housing needs of the community.
- To provide for a variety of housing types and densities.
- To enable other land uses that provide facilities or services to meet the day to day needs of residents.



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- Clause 2.3(2) - The proposal is consistent with the zone objectives having regard to the following:
 - The proposal for permissible land uses;
 - The development would provide for a variety of housing types and densities to meet the housing needs of the community.
- Clause 4.1 - The lot sizes within the proposed subdivision are 407.1m² and 9725.5m². Proposed Lot 1 is smaller than the minimum lot size of 450m² identified in the Lot Size Map relating to the site (9.5% variation). See comments under Clause 4.6 regarding the Applicant's request to vary the minimum lot size provisions.
- Clause 4.3 - The maximum overall height of the new building work (entry porch) above ground level (existing) is 3.69m, which complies with the standard height limit of 8.5m applying to the site.
- Clause 4.4 - This clause establishes the maximum "floor space ratio" for development. 'Floor space ratio' is defined as *'the ratio of the gross floor area of all buildings within the site to the site area'*. 'Gross floor area' is defined as *'the sum of the floor area of each floor of a building measured from the internal face of external walls, or from the internal face of walls separating the building from any other building, measured at a height of 1.4 metres above the floor, and includes:*
 - (a) *the area of a mezzanine, and*
 - (b) *habitable rooms in a basement or an attic, and*
 - (c) *any shop, auditorium, cinema, and the like, in a basement or attic, but excludes:*
 - (d) *any area for common vertical circulation, such as lifts and stairs, and*
 - (e) *any basement:*
 - (i) *storage, and*
 - (ii) *vehicular access, loading areas, garbage and services, and*
 - (f) *plant rooms, lift towers and other areas used exclusively for mechanical services or ducting, and*
 - (g) *car parking to meet any requirements of the consent authority (including access to that car parking), and*
 - (h) *any space used for the loading or unloading of goods (including access to it), and*
 - (i) *terraces and balconies with outer walls less than 1.4 metres high, and*
 - (j) *voids above a floor at the level of a storey or storey above.'*

The proposal would result in the existing dwelling on proposed Lot 1 having a floor space ratio of 0.82:1, which does not comply with the 0.65:1 floor space ratio applying to the site. The variation exceeds the standard by 26%.

The proposed variation to the floor space ratio development standard is addressed under the following clause 4.6 section of this report.

- Clause 4.6 - This clause establishes a degree of flexibility for certain development standards in certain circumstances which have demonstrated that a better planning outcome will occur from that flexibility. In this regard, the proposal seeks a variation to the Minimum lot size (Clause 4.1) and floor space ratio (Clause 4.4) development standards. Assistance on the approach to variation to this standard is also taken from NSW Land and Environment Court and NSW Court of Appeal decisions in:
 - *Wehbe v Pittwater Council (2007) NSW LEC 827 (Wehbe);*



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- *Four2Five Pty Ltd v Ashfield Council (2015) NSWLEC 1009; and*
- *Al Maha Pty Ltd v Huajun Investments Pty Ltd (2018) NSWCA 245*

Having regard to specific requirements of clause 4.6(3) and 4.6(4) the following assessment comments are provided:

- (3) *Development consent must not be granted for development that contravenes a development standard unless the consent authority has considered a written request from the applicant that seeks to justify the contravention of the development standard by demonstrating:*
- (a) *that compliance with the development standard is unreasonable or unnecessary in the circumstances of the case, and*
 - (b) *that there are sufficient environmental planning grounds to justify contravening the development standard.*

Comments: The Applicant has submitted a request in writing to justify the contravention of the floor space ratio standard for the following reasons (as summarised):

- The proposed variations will not result in any actual change to existing built form on the site or unacceptable impact on adjoining properties or public areas including the surrounding street.
- The proposal is consistent with the objectives of the R1 General Residential zone in that it will continue to provide a variety of housing types and densities to meet the needs of the community.
- The proposal is consistent with the objectives of Clause 4.1 (Minimum Lot Size) of the LEP as the subdivision would retain an existing dwelling and caravan park and continue to facilitate the efficient use of residential land.
- The proposal is consistent with the objectives of Clause 4.4 (Floor Space Ratio) as the subdivision relates to existing buildings and would not result in any increase in bulk and scale in the existing streetscape.
- The degree of variation will not result in an increase in the overall site density or the intensity of the uses.
- The proposed demolition of the existing shed at the rear of proposed Lot 1 would result in a reduction in the current site coverage.
- The proposed variations would not erode the public interest.
- Land immediately adjoining the site has a permitted FSR of 1:1, and the density on Lot 1 is not out of character in the area.
- The potential lot size is constrained by the existing caravan park.
- The contravention does not raise any matters of significance for State or regional planning.
- The approval of the variations would not create any undesirable precedent.
- The proposed lot size is sufficient for the existing dwelling and could accommodate a future dwelling in the event that the existing dwelling was demolished.
- The proposal will have a public benefit to the Laurieton and wider Port Macquarie-Hastings community by maintaining affordable housing.
- Compliance with the development standards is therefore unreasonable and unnecessary in the circumstances of the case, for the reasons above.

- (4) *Development consent must not be granted for development that contravenes a development standard unless:*
- (a) *the consent authority is satisfied that:*



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- (i) *the applicant's written request has adequately addressed the matters required to be demonstrated by subclause (3)*

Comments:

In *Wehbe* 'five methods' have been developed to test whether a non-compliance with the standard is unreasonable or unnecessary. In this case the Applicant is relying upon the below method:

- The objectives of the lot size and floor space ratio standard are achieved notwithstanding the non-compliance with the numerical standard, and compliance with the standard is therefore unnecessary.

The Applicant's written submission is considered to adequately demonstrate that compliance with the standard is unnecessary in the circumstances of the case.

The Applicant's written request has also adequately demonstrated that there is sufficient environmental planning grounds for the variation on the following basis:

- The subdivision relates to land containing existing buildings and would not result in any increase in the bulk and scale of the buildings in the streetscape.
- The application has demonstrated that the size and dimensions of proposed Lot 1 is sufficient to accommodate the existing dwelling, parking and open space areas consistent with the DCP provisions.
- The development would not result in any intensification of the land uses.
- The proposed lot boundaries provide for a sensible definition of the boundary between the caravan park and the proposed separate dwelling house.
- The variations to the development standards would not result in any adverse amenity issues.

On the basis of the above, it is considered that the Applicant's written request has adequately addressed the matters required to be demonstrated by clause 4.6(3).

- (ii) *the proposed development will be in the public interest because it is consistent with the objectives of the particular standard and the objectives for development within the zone in which the development is proposed to be carried out, and*

Comments:

The proposal is considered to be consistent with the zone objectives as noted earlier under Clause 2.3. Consideration of the proposal's consistency with the objectives of the lot size and floor space ratio standards is provided as follows:

Lot Size:

- (a) *to ensure that lot sizes are compatible with local environmental values and constraints,*

Comment

The proposal relates to an existing site that has been developed for the purpose of a caravan park. The site does not contain and particular environmental values that need to be protected, and the proposed lot size is compatible with the bushfire and flooding constraints applicable to the site.



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- (b) *to facilitate efficient use of land resources for residential and other human purposes,*

Comment

The land has been efficiently developed for the purpose of a caravan park. The proposed subdivision would not compromise the use of the land for residential purposes.

- (c) *to minimise the fragmentation of rural land suitable for sustainable primary production,*

Comment

Not applicable.

- (d) *to protect high ecological, scientific, cultural or aesthetic values of land in environment protection zones.*

Comment

Not applicable.

Floor Space Ratio:

- (a) *to regulate density of development and generation of vehicular and pedestrian traffic,*

Comment

The proposal relates to an existing developed caravan park and manager's residence. The proposed subdivision would not result in any additional generation of vehicular or pedestrian traffic.

- (b) *to encourage increased building height and site amalgamation at key locations,*

Comment

Not applicable. Amalgamation and increased building height not envisaged for the site.

- (c) *to provide sufficient floor space for high quality development for the foreseeable future,*

Comment

The existing buildings (including the dwelling on proposed Lot 1) are currently within the adopted floor space ratio when considered in the context of the overall site. The non-compliance in this instance arises from the proposal to accommodate the existing floor space of the manager's residence on a smaller lot. The proposal is therefore not considered to be inconsistent with this objective.

- (d) *to ensure that buildings are compatible with the bulk and scale of the existing and desired future character of the locality.*

Comment

The proposed subdivision relates to existing buildings within an approved caravan park. The proposed subdivision which is creating the FSR variation



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would not result in any changes to the existing gross floor area of the building. With the exception of the addition of an entry porch, the development would not alter the built form, or bulk and scale of development. It is also noted that directly adjoining land to the east of the site permits a 1:1 floor space ratio and the proposed development will not be out of character in this context.

The development is consistent with the zoning, lot size, and floor space ratio objectives of the LEP and is unlikely to have any implications on State related issues or the broader public interest.

(b) the concurrence of the Secretary has been obtained.

Comments: As per the Planning Circular PS 18-003, Council can assume the Director's Concurrence for variations to lot size in residential zones and floor space ratio. In this instance, the variation to the floor space ratio development standard exceeds 10% and the application must be determined by the elected Council. A public register of decisions on variations must be maintained and reported quarterly to the NSW Department of Planning, Industry & Environment.

- Clause 5.10 – Heritage. The site does not contain or adjoin any known heritage items or sites of significance.
- Clause 7.1 - The north-east corner of the site is mapped as potentially containing class 2 acid sulfate soils (see below). The proposed development does not include any excavation in this part of the site and therefore no adverse impacts are expected to occur to the acid sulfate soils found on site.



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- Clause 7.3 - the site is land within a mapped "flood planning area" (land subject to flood discharge of 1:100 annual recurrence interval flood event, plus the applicable climate change allowance and relevant freeboard). In this regard the following comments are provided which incorporate consideration of the objectives of Clause 7.3, Council's Flood Policy 2015, the NSW Government's *Flood Prone Lands Policy* and the NSW Government's *Floodplain Development Manual* (2005):
 - The proposal does not result in any increase in the number of bedrooms in the dwelling that are located below the flood planning level;
 - The proposal is compatible with the flood hazard of the land taking into account projected changes as a result of climate change;
 - The proposal will not result in a significant adverse effect on flood behaviour that would result in detrimental increases in the potential flood affectation of other development or properties;
 - The proposal incorporates measures to minimise & manage the flood risk to life and property associated with the use of land;
 - The proposal is not likely to significantly adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses;
 - The proposal is not likely to result in unsustainable social and economic costs to the community as a consequence of flooding.
- Clause 7.13 - Satisfactory arrangements are in place for provision of essential services including water supply, electricity supply, sewer infrastructure, stormwater drainage and suitable road access to service the development. Provision of electricity will be subject to obtaining satisfactory arrangements certification prior to the issue of a Subdivision Certificate as recommended by a condition of consent.

(ii) Any draft instruments that apply to the site or are on exhibition:

No draft instruments apply to the site.

(iii) Any Development Control Plan in force

Port Macquarie-Hastings Development Control Plan 2013

DCP 2013: Dwellings, Dual occupancies, Dwelling houses, Multi dwelling houses & Ancillary development (Dwelling on proposed Lot 1 only)			
	Requirements	Proposed	Complies
3.2.2.2	Articulation zone: • Min. 3m front setback	Porch to 3.48m front setback.	Yes
	Front setback (Residential not R5 zone): • Min. 6.0m classified road • Min. 4.5m local road or within 20% of adjoining dwelling if on corner lot • Min. 3.0m secondary road • Min. 2.0m Laneway	6.08m setback to front wall. Porch in articulation zone as noted above.	Yes
3.2.2.3	Garage 5.5m min. and 1m behind front façade. Garage door recessed behind building line or eaves/overhangs	6.08m to garage.	Yes



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12/02/2020**DCP 2013: Dwellings, Dual occupancies, Dwelling houses, Multi dwelling houses & Ancillary development (Dwelling on proposed Lot 1 only)**

	Requirements	Proposed	Complies
	provided		
	6m max. width of garage door/s and 50% max. width of building	5.4m wide and 63% of the width of the building.	No*
	Driveway crossover 1/3 max. of site frontage and max. 5.0m width	5.0m wide and 39% of site frontage (12.77m).	No*
	Garage and driveway provided on each frontage for dual occupancy on corner lot	N/A	N/A
3.2.2.4	4m min. rear setback. Variation subject to site analysis and provision of private open space	4.7m to wall.	Yes
3.2.2.5	Side setbacks: <ul style="list-style-type: none"> Ground floor = min. 0.9m First floors & above = min. 3m setback or where it can be demonstrated that overshadowing not adverse = 0.9m min. Building wall set in and out every 12m by 0.5m 	Minimum 1.18m ground and first floor side setback. Given the site orientation the building would not overshadow neighbouring living room windows or private open space for more than 3 hours between 9am and 3pm on 21 June. The proposal relates to an existing building with non-compliant wall articulation and would not increase the impact.	Yes
3.2.2.6	35m ² min. private open space area including a useable 4x4m min. area which has 5% max. Grade and directly accessible from ground floor living area.	Approximately 130m ² of private open space including 4m x 4m area accessible from living area.	Yes
3.2.2.7	Front fences: <ul style="list-style-type: none"> If solid 1.2m max height and front setback 1.0m with landscaping 3x3m min. splay for corner sites Fences >1.2m to be 1.8m max. height for 50% or 6.0m max. length of street frontage with 25% openings 0.9x0.9m splays adjoining driveway entrances Front fences and walls to have complimentary materials to 	None proposed.	N/A

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12/02/2020**DCP 2013: Dwellings, Dual occupancies, Dwelling houses, Multi dwelling houses & Ancillary development (Dwelling on proposed Lot 1 only)**

	Requirements	Proposed	Complies
	context		
3.2.2.8	No chain wire, solid timber, masonry or solid steel front fences	None proposed.	N/A
3.2.2.10	Privacy: <ul style="list-style-type: none"> Direct views between living areas of adjacent dwellings screened when within 9m radius of any part of window of adjacent dwelling and within 12m of private open space areas of adjacent dwellings. ie. 1.8m fence or privacy screening which has 25% max. openings and is permanently fixed Privacy screen required if floor level > 1m height, window side/rear setback (other than bedroom) is less than 3m and sill height less than 1.5m Privacy screens provided to balconies/verandahs etc which have <3m side/rear setback and floor level height >1m 	Privacy adequately addressed with fencing, screening and building separation. A condition is recommended requiring construction of a 1.8m high boundary fence on the southern and eastern boundaries to provide privacy to the ground floor living area and private open space.	Yes
3.2.2.11	Roof terraces	N/A	N/A
3.2.2.13 onwards	Jetties and boat ramps	N/A	N/A

DCP 2013: Chapter 3.6 - Subdivision

DCP Objective	Development Provisions	Proposed	Complies
3.6.3.1	A site analysis is required for all development and shall illustrate: <ul style="list-style-type: none"> microclimate; lot dimensions; north point; existing contours and levels to AHD; flood affected areas; overland flow patterns, drainage and services; any contaminated soils or filled areas, or areas of unstable land; easements and/or connections for drainage and utility services; identification of any existing trees and other significant 	Satisfactory site analysis submitted in plans and Statement of Environmental Effects.	

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	vegetation; <ul style="list-style-type: none"> any existing buildings and other structures, including their setback distances; heritage and archaeological features; fences; existing and proposed road network, including connectivity and access for all adjoining land parcels; pedestrian and vehicle access; views to and from the site; overshadowing by neighbouring structures; and any other notable features or characteristics of the site. 		
3.6.3.2	Torrens title lots minimum width of 15m when measured at a distance of 5.5m from front property boundary.	Lot 1 - 12.77m wide. Lot 2 - 88.005m wide. Lot 1 contains the existing manager's residence and it has been demonstrated that the building can achieve the DCP requirements for a single dwelling. The width of the lot is therefore considered acceptable.	No, but acceptable
	Minimum width of 7m when boundaries are extended to kerb line.	Both lots greater than 7m wide when boundaries extended to the kerb line (edge of road pavement in this instance).	Yes
	Minimum depth of 25m.	Both lots greater than 25m deep.	
	For lots where average slope of the site is equal to, or exceeds 16%, indicative road and driveway grades are required demonstrating satisfactory access.	N/A	N/A
	Subdivision of dual occupancy development or multi dwelling housing where permissible in the LEP may create allotments smaller than 450m ² if: <ul style="list-style-type: none"> Each lot to be created is part of a community or 	N/A	N/A

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	strata title scheme, or <ul style="list-style-type: none"> Is part of an integrated Torrens title housing development. 		
3.6.3.3	Battleaxe lots discouraged in greenfield development.	No battleaxe lots proposed.	Yes
3.6.3.4	Lots are to be designed to allow the construction of a dwelling, which does not involve more than 1m cut, or fill, measured from natural ground level, outside the dwellings external walls.	Lots are relatively flat and contain an existing dwelling and caravan park.	Yes
3.6.3.6	Kerb and guttering, associated street drainage, pavement construction and foot paving across the street frontages should be constructed as part of the subdivision works where these do not exist (may be varied subject to criteria in this clause)	Kerb and guttering is not considered practical in this instance due to the existing street drainage and the small scale of the proposal.	No, but acceptable
3.6.3.7	Subdivisions close to urban centres or along arterial roads serviced by public transport achieve yield of >35 dwellings per hectare.	N/A	N/A
3.6.3.8	All new roads are to be dedicated to Council designed in accordance the Council's adopted AUSPEC design specification documents. All applications to subdivide land should include a road layout plan that meets the Council's design requirements including providing connectivity and access for all land parcels consistent with Council's road hierarchy.	N/A	N/A
3.6.3.20	Water supply to meet Council's design specifications.	See comments later in this report under Water Supply Connection.	
3.6.3.21 - 3.6.3.22	All lots connected to reclaimed water if available.	N/A	N/A
3.6.3.24	Separate sewer junction provided for each lot.	See comments later in this report under Sewer Connection.	
3.6.3.25	Extension of sewer infrastructure at cost of developer.		
3.6.3.26 - 3.6.3.27	Erosion and sediment control plan to be provided.	Standard condition recommended requiring erosion and sediment control plan.	Yes

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3.6.3.28	Saving and re-using top soil and the incorporation of additives to improve existing soils is preferred to the importation of soils for landscaping.	N/A	N/A
3.6.3.34	<p>All service infrastructure should be underground unless otherwise approved by Council.</p> <p>All service infrastructure should be installed in a common trench.</p> <p>Conduits for the main technology network system should be provided in all streets.</p> <p>Conduits are to be installed in accordance with the National Broadband Network Company Limited's '<i>Guidelines for Fibre to the Premises Underground Deployment</i>'.</p> <p>Access pits are to be installed at appropriate intervals along all streets.</p>	Standard condition recommended requiring confirmation of satisfactory arrangements for electricity and telecommunication infrastructure.	Yes

DCP 2013: General Provisions

DCP Objective	Development Provisions	Proposed	Complies
2.7.2.2	<p>Design addresses generic principles of Crime Prevention Through Environmental Design guideline:</p> <ul style="list-style-type: none"> Casual surveillance and sightlines Land use mix and activity generators Definition of use and ownership Lighting Way finding Predictable routes and entrapment locations 	The proposal would not result in any increased risk of crime.	
2.3.3.1	Cut and fill 1.0m max. 1m outside the perimeter of the external building walls	None proposed.	Yes
2.3.3.2	1m max. height retaining walls along road frontages	N/A	N/A
	Any retaining wall >1.0 in height to be certified by structural engineer	N/A	N/A
2.3.3.8 onwards	Removal of hollow bearing trees	None proposed to be removed.	N/A
2.6.3.1	Tree removal (3m or higher with 100mm diameter trunk and 3m outside dwelling footprint)	None proposed to be removed.	N/A

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2.4.3	Bushfire risk, Acid sulphate soils, Flooding, Contamination, Airspace protection, Noise and Stormwater	Refer to main body of report.	
2.5.3.2	New accesses not permitted from arterial or distributor roads. Existing accesses rationalised or removed where practical	Access from local road.	
2.5.3.11	Section 94 contributions	Refer to main body of report.	

The proposal seeks to vary development provision 3.2.2.3 in relation to the garage and driveway widths.

The relevant objectives of the provision are:

- To minimise the impact of garages and driveways on the streetscape, on street parking and amenity.
- To minimise the visual dominance of garages in the streetscape.

The proposal is considered to be consistent with the above objectives for the following reasons:

- The dwelling is two storeys at the street frontage and the upper floor will contribute to reducing the visual dominance of the garage.
- The proposed garage will replace an existing hardstand area forward of the dwelling that is visually dominant when vehicles are parked.
- The proposal will rationalise access and avoid a shared driveway with the caravan park.
- A reduction in the width of the driveway would not provide any increase in street parking due to the location of existing driveways on adjoining properties.

Based on the above assessment, the variations proposed to the provisions of the DCP are considered acceptable and the relevant objectives have been satisfied. Cumulatively, the variations do not amount to an adverse impact or a significance that would justify refusal of the application.

(iiia) Any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4

No planning agreement has been offered or entered into relating to the site.

iv) Any matters prescribed by the Regulations

Demolition of buildings AS 2601 - Clause 92

Demolition of the existing shed on the site is capable of compliance with this Australian Standard and is recommended to be conditioned.

(b) The likely impacts of that development, including environmental impacts on both the natural and built environments, social and economic impacts in the locality:

Context and Setting

The site has a general northerly street frontage orientation to Arnott Street.



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Adjoining the site to the north, west, and south are residential uses.

Adjoining the site to the east is Stingray Creek.

The proposal will not have any significant adverse impacts to existing adjoining properties and satisfactorily addresses the public domain.

The proposal is considered to be compatible with other residential development in the locality and adequately addresses planning controls for the area.

The proposal does not have a significant adverse impact on existing view sharing.

The proposal does not have significant adverse lighting impacts.

There are no significant adverse privacy impacts. The proposal relates to an existing building used for residential purposes.

There are no significant adverse overshadowing impacts. The proposal does not prevent adjoining properties from receiving 3 hours of sunlight to private open space and primary living areas on 21 June between the hours of 9am and 3pm.

Roads

The site has road frontage to Arnott Street, a sealed public road under the care and control of Council, with a 6m wide carriageway within a 30m road reserve. There is no footpath or kerb and gutter in the street. Arnott Street is a local street under the AUSPEC standard, and is a cul-de-sac with access to Ocean Drive via George Street.

Traffic and Transport

The site is currently approved for residential use as The Haven Caravan Park. As this development does not propose to add or remove any of the existing dwellings, the traffic associated with the development is unlikely to change and will have no adverse impacts to the existing road network within the immediate locality.

Site Frontage & Access

Vehicle access to proposed Lot 1 via an individual driveway with direct frontage to Arnott Street. A new vehicle crossover will be required, in accordance with Council's AUSPEC Standard Drawing 201.

Vehicle access to proposed Lot 2 (caravan park) is proposed to be maintained through the existing single access driveway on Arnott Street. All accesses shall comply with Council AUSPEC and Australian Standards, and conditions have been recommended to reflect these requirements.

Parking and Manoeuvring

The existing residence is proposed to be modified to incorporate a new double garage. No changes have been proposed to the existing parking arrangements within the caravan park.

Parking and driveway widths on site are capable of complying with relevant Australian Standards (AS 2890) and conditions have been recommended to reflect these requirements. The internal roads within the caravan park provide for adequate circulation, to enable vehicles to enter and exit the site in a forward manner.

Water Supply Connection

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Council records indicate that the development site has an existing 20mm metered service and an existing 40mm metered service. The site is fronted by a 100mm diameter AC water main on the opposite side of Arnott Street. Each lot shall require an individual metered water service. Engineering plans are required to show all proposed water services to the lot.

Conditions have been recommended confirming these requirements.

Sewer Connection

Council records indicate that the development site has a number of existing sewer junctions to Council's main. Torrens title subdivision shall require provision of a sewer service to each lot. The manhole in the proposed new driveway will also need to be modified to provide a trafficable lid and integrate with the finished levels of the driveway.

Engineering plans shall be required as part of the Subdivision Works Certificate application.

Stormwater

The site naturally grades towards Stingray Creek to the east and is currently un-serviced. The subdivision will require stormwater from proposed Lot 1 to be drained to Arnott Street via a surcharge pit at the property boundary. The existing drainage for Lot 2 will not be altered, but confirmation will be required that no part of the existing caravan park on proposed Lot 2 drains across Lot 1.

A detailed site stormwater management plan will be required to be submitted for assessment with the Section 68 application and prior to the issue of a Subdivision Works Certificate.

Other Utilities

Telecommunication and electricity services are available to the site.

Evidence of satisfactory arrangements with the relevant utility authorities for provision to each proposed lot will be required prior to Subdivision Certificate approval.

Heritage

No known items of Aboriginal or European heritage significance exist on the property. No adverse impacts anticipated. The site is considered to be disturbed land.

As a precaution, a condition of consent has been recommended that works are to cease in the unexpected event heritage items are found. Works can only recommence when appropriate approvals are obtained for management and/or removal of the heritage item.

Other land resources

The site is within an established urban context and will not sterilise any significant mineral or agricultural resource.

Water cycle

The proposed development will not have any significant adverse impacts on water resources and the water cycle.

Soils

The proposed development will not have any significant adverse impacts on soils in terms of quality, erosion, stability and/or productivity subject to a standard condition



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requiring erosion and sediment controls to be in place prior to and during construction.

Air and microclimate

The construction and/or operations of the proposed development will not result in any significant adverse impacts on the existing air quality or result in any pollution. Standard precautionary site management condition recommended.

Flora and fauna

Construction of the proposed development will not require any removal/clearing of any native vegetation and therefore does not trigger the biodiversity offsets scheme. Part 7 of the Biodiversity Conservation Act 2016 is considered to be satisfied.

Waste

Satisfactory arrangements are in place for proposed storage and collection of waste and recyclables. No adverse impacts anticipated. Standard precautionary site management condition recommended.

Energy

No adverse impacts anticipated.

Noise and vibration

The construction and/or operations of the proposed development will not result in any significant adverse impacts on the existing air quality or result in any pollution. Standard precautionary site management condition recommended.

Bushfire

The site is identified as being bushfire prone.

In accordance with Section 100B - *Rural Fires Act 1997* - the application proposes subdivision of bush fire prone land that could lawfully be used for residential purposes. As a result, the applicant has submitted a bushfire assessment in the Statement of Environmental Effects. The report was forwarded to the NSW Rural Fire Service who have since issued a Bushfire Safety Authority subject to conditions, which will be incorporated into the consent.

Safety, security and crime prevention

The proposed development will be unlikely to create any concealment/entrapment areas or crime spots that would result in any identifiable loss of safety or reduction of security in the immediate area.

Social impacts in the locality

Given the nature of the proposed development and its location the proposal is not considered to have any significant adverse social impacts.

Economic impact in the locality

The proposal is not considered to have any significant adverse economic impacts on the locality.

Site design and internal design

The proposed development design satisfactorily responds to the site attributes and will fit into the locality.



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Construction impacts are considered capable of being managed, standard construction and site management conditions have been recommended.

Cumulative impacts

The proposed development is not considered to have any significant adverse cumulative impacts on the natural or built environment or the social and economic attributes of the locality.

(c) The suitability of the site for the development

The proposal will fit into the locality and the site attributes are conducive to the proposed development.

Site constraints have been adequately addressed and appropriate conditions of consent recommended.

(d) Any submissions made in accordance with this Act or the Regulations

No written submissions were received following public exhibition of the application.

(e) The Public Interest

The proposed development satisfies the objectives of relevant planning controls and will not adversely impact on the wider public interest.

4. DEVELOPMENT CONTRIBUTIONS APPLICABLE

Development contributions will not be required under S64/S7.11 as the contribution rate for a dwelling within a caravan park is the same as for a dwelling on a Torrens title lot smaller than 450m².

5. CONCLUSION AND STATEMENT OF REASON

The application has been assessed in accordance with Section 4.15 of the Environmental Planning and Assessment Act 1979.

Issues raised during assessment and public exhibition of the application have been considered in the assessment of the application. Where relevant, conditions have been recommended to manage the impacts attributed to these issues.

The site is considered suitable for the proposed development and the proposal adequately addresses relevant planning controls. The development is not considered to be contrary to the public's interest and will not result a significant adverse social, environmental or economic impact. It is recommended that the application be approved, subject to the recommended conditions of consent provided in the attachment section of this report.

Attachments

1. DA2019 - 506.1 Recommended Conditions
2. DA2019 - 506.1 Plans
3. DA2019 - 506.1 Bushfire Safety Authority - NSW Rural Fire Service



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4. DA2019 - 506.1 Clause 4.6 Objection



**FOR USE BY PLANNERS/SURVEYORS TO PREPARE LIST OF
PROPOSED CONDITIONS - 2011****NOTE: THESE ARE DRAFT ONLY****DA NO: 2019/506****DATE: 3/02/2020****PRESCRIBED CONDITIONS**

The development is to be undertaken in accordance with the prescribed conditions of Part 6 - Division 8A of the *Environmental Planning & Assessment Regulations* 2000.

A – GENERAL MATTERS

- (1) (A001) The development is to be carried out in accordance with the plans and supporting documents set out in the following table, as stamped and returned with this consent, except where modified by any conditions of this consent.

Plan / Supporting Document	Reference	Prepared by	Date
Plans	19-1447 Sheet 2 - 5	Robert Smallwood Building Plans	October 2019
Site Plan	19-1447 Sheet 1	Robert Smallwood Building Plans	12 December 2019
Amended Community Plan	19-1447	Robert Smallwood Building Plans	9 October 2019
Draft DP	-	Mark Ross Comish	Undated
Statement of Environmental Effects	2018-004	All About Planning	July 2019

In the event of any inconsistency between conditions of this development consent and the plans/supporting documents referred to above, the conditions of this development consent prevail.

- (2) (A002) No building or subdivision work shall commence until a Construction Certificate or Subdivision Works Certificate has been issued and the applicant has notified Council of:
- the appointment of a Principal Certifying Authority; and
 - the date on which work will commence.
- Such notice shall include details of the Principal Certifying Authority and must be submitted to Council at least two (2) days before work commences.
- (3) (A003) The proponent shall submit an application for a Subdivision Certificate for Council certification with all relevant documentation.
- (4) (A008) Any necessary alterations to, or relocations of, public utility services to be carried out at no cost to council and in accordance with the requirements of

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the relevant authority including the provision of easements over existing and proposed public infrastructure.

- (5) (A009) The development site is to be managed for the entirety of work in the following manner:

1. Erosion and sediment controls are to be implemented to prevent sediment from leaving the site. The controls are to be maintained until the development is complete and the site stabilised with permanent vegetation;
2. Appropriate dust control measures;
3. Building equipment and materials shall be contained wholly within the site unless approval to use the road reserve has been obtained. Where work adjoins the public domain, fencing is to be in place so as to prevent public access to the site;
4. Building waste is to be managed via appropriate receptacles into separate waste streams;
5. Toilet facilities are to be provided on the work site at the rate of one toilet for every 20 persons or part of 20 persons employed at the site.
6. Building work being limited to the following hours, unless otherwise permitted by Council;
 - Monday to Saturday from 7.00am to 6.00pm
 - No work to be carried out on Sunday or public holidays

The builder to be responsible to instruct and control his sub-contractors regarding the hours of work.

- (6) (A011) The design and construction of all public infrastructure works shall be in accordance with Council's adopted AUSPEC Specifications.

- (7) (A013) The general terms of approval from the following authorities, as referred to in section 4.50 of the Environmental Planning and Assessment Act 1979, and referenced below, are attached and form part of the consent conditions for this approval.

- NSW Rural Fire Service - The General Terms of Approval, Reference D19/2477 DA19072319706 DC and dated 17 September 2019, are attached and form part of this consent.

- (8) (A033) The applicant shall provide security to the Council for the payment of the cost of the following:

- a. making good any damage caused to any property of the Council as a consequence of doing anything to which the consent relates,
- b. completing any public work (such as road work, kerbing and guttering, footway construction, utility services, stormwater drainage and environmental controls) required in connection with the consent,
- c. remedying any defects in any such public work that arise within twelve (12) months after the work is completed.

Such security is to be provided to Council prior to the issue of the Subdivision Certificate/Construction Certificate or Section 138 of the Roads Act, 1993.

The security is to be for such reasonable amount as is determined by the consent authority, being an amount that is 10% of the contracted works for Torrens Title subdivision development/the estimated cost plus 30% for building development of public works or \$5000, whichever is the greater of carrying out the development by way of:

- i. deposit with the Council, or

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ii. an unconditional bank guarantee in favour of the Council.

The security may be used to meet any costs referred to above and on application being made to the Council by the person who provided the security any balance remaining is to be refunded to, or at the direction of, that person. Should Council have to call up the bond and the repair costs exceed the bond amount, a separate invoice will be issued. If no application is made to the Council for a refund of any balance remaining of the security within 6 years after the work to which the security relates has been completed the Council may pay the balance to the Chief Commissioner of State Revenue under the Unclaimed Money Act 1995.

- (9) (A091) All parts of the structure below the applicable Flood Planning Level (1 in 100 flood level including climate change plus the relevant freeboard) shall be constructed from flood compatible materials compliant with the ABCB Standard for construction of Buildings in Flood Hazard Areas. Consideration should also be given to the relevant provisions contained with the Hawkesbury-Nepean Floodplain Management Steering Committee document *Reducing Vulnerability of Buildings to Flood Damage (2007)*.

B – PRIOR TO ISSUE OF A CONSTRUCTION CERTIFICATE/SUBDIVISION WORKS CERTIFICATE

- (1) (B001) Prior to release of the Construction Certificate, approval pursuant to Section 68 of the Local Government Act, 1993 to carry out water supply, stormwater and sewerage works is to be obtained from Port Macquarie-Hastings Council. The following is to be clearly illustrated on the site plan to accompany the application for Section 68 approval:
- Position and depth of the sewer (including junction)
 - Stormwater drainage termination point
 - Easements
 - Water main
 - Proposed water meter location
- (2) (B003) Submission to the Principal Certifying Authority prior to the issue of a Subdivision Works Certificate or Construction Certificate detailed design plans for the following works associated with the developments. Public infrastructure works shall be constructed in accordance with Port Macquarie-Hastings Council's current AUSPEC specifications and design plans are to be accompanied by AUSPEC DQS:
1. Sewerage reticulation.
 2. Water supply plans shall include hydraulic plans for internal water supply services and associated works in accordance with AS 3500, Plumbing Code of Australia and Port Macquarie-Hastings Council Policies.
 3. Stormwater systems.
 4. Detailed driveway profile in accordance with Australian Standard 2890, AUSPEC D1, and ASD 201, Port Macquarie-Hastings Council current version.
- (3) (B006) An application pursuant to Section 138 of the Roads Act, 1993 to carry out works required by the Development Consent on or within public road is to be submitted to and obtained from Port Macquarie-Hastings Council prior to release of the Construction Certificate.
- Such works include, but not be limited to:
- Civil works

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- Traffic management
- Work zone areas
- Hoardings
- Concrete foot paving
- Footway and gutter crossing
- Functional vehicular access

Where works are proposed on an RMS classified facility, the Road Authority shall obtain RMS concurrence prior to any approval.

- (4) (B016) Provision to each lot of a separate sewer line to Council's main. All work will need to comply with the requirements of Council's adopted AUSPEC Design and Construction Guidelines and Policies. Any abandoned sewer junctions are to be capped off at Council's sewer main and Council notified to carry out an inspection prior to backfilling of this work.

Construction details are to be submitted to Port Macquarie-Hastings Council with the application for Subdivision Works Certificate.

- (6) (B024) Submission to Council of an application for water meter hire, which is to be referred to the Water Supply section so that a quotation for the installation can be prepared and paid for prior to the issue of a Construction Certificate. This application is also to include an application for the disconnection of any existing service not required.
- (7) (B037) The finished floor level of the building shall be at least 1050mm above the soffit of Council's sewer main. Details indicating compliance with this are to be submitted to the Principal Certifying Authority with the application for Construction Certificate.
- (8) (B038) Footings and/or concrete slabs of buildings adjacent to sewer lines or stormwater easements are to be designed so that no loads are imposed on the infrastructure. Detailed drawings and specifications prepared by a practising chartered professional civil and/or structural engineer are to be submitted to the Principal Certifying Authority with the application for the Construction Certificate.
- (9) (B071) Prior to the issue of any Construction Certificate, the provision of water and sewer services to the land are to be approved by the relevant Water Authority and relevant payments received.
- (10) (B195) A stormwater drainage design is to be submitted and approved by Council prior to the issue of a Subdivision Works Certificate or Construction Certificate. The design must be prepared in accordance with Council's AUSPEC Specifications, Australian Rainfall and Runoff 2019, the requirements of Relevant Australian Standards and shall make provision for the following:
- a) The legal point of discharge for the proposed development is defined as discharge to the existing table drain in Arnott Street via a surcharge pit located inside the property boundary.
- b) The design shall provide details of all components of the existing stormwater drainage system servicing the site that are to be retained in addition to any modifications required by the works/subdivision. The design shall also detail the extent of all existing/modified drainage servicing adjacent structures and works located in the remnant lot. Where any drainage is shown to be traversing lots other than which they benefit, an easement for drainage must be created over such drainage in conjunction with the Subdivision Certificate.

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- c) The design is to make provision for the natural flow of stormwater runoff from uphill/upstream properties/lands. The design must include the collection of such waters and discharge to the Council drainage system.

C – PRIOR TO ANY WORK COMMENCING ON SITE

- (1) (C001) A minimum of one (1) week's notice in writing of the intention to commence works on public land is required to be given to Council together with the name of the principal contractor and any major sub-contractors engaged to carry out works. Works shall only be carried out by a contractor accredited with Council.
- (2) (C013) Where a sewer manhole and Vertical Inspection Shaft exists within a property, access to the manhole/VIS shall be made available at all times. Before during and after construction, the sewer manhole/VIS must not be buried, damaged or act as a stormwater collection pit. No structures, including retaining walls, shall be erected within 1.0 metre of the sewer manhole or located so as to prevent access to the manhole.
- (3) (C195) Prior to works commencing an application being made to the electricity and telecommunications service providers.

D – DURING WORK

- (1) (D001) Development works on public property or works to be accepted by Council as an infrastructure asset are not to proceed past the following hold points without inspection and approval by Council. Notice of required inspection must be given 24 hours prior to inspection, by contacting Council's Customer Service Centre on (02) 6581 8111. You must quote your Construction Certificate number and property description to ensure your inspection is confirmed:
 - a. when trenches are open, stormwater/water/sewer pipes and conduits jointed and prior to backfilling;
 - b. before pouring of kerb and gutter;
 - c. prior to the pouring of concrete for sewerage works and/or works on public property;

All works at each hold point shall be certified as compliant in accordance with the requirements of AUSPEC Specifications for Provision of Public Infrastructure and any other Council approval, prior to proceeding to the next hold point.

- (2) (D006) A copy of the current stamped approved construction plans must be kept on site for the duration of site works and be made available upon request to either the Principal Certifying Authority or an officer of the Council.
- (3) (D029) Any demolition work shall be carried out in accordance with Australian Standard AS 2601: *The Demolition of Structures*. No demolition materials shall be burnt or buried on site. The person responsible for the demolition works shall ensure that all vehicles leaving the site carrying demolition materials have their loads covered and do not track soil or waste materials onto the road. Should the demolition works obstruct or inconvenience pedestrian or vehicular traffic on an adjoining public road or reserve, separate application shall be made to Council to enclose the public place with a hoarding fence.

Should asbestos be present, its removal shall be carried out in accordance with the National OH&S Committee – *Code of Practice for Safe Removal of*

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DEVELOPMENT ASSESSMENT PANEL
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Asbestos and Code of Practice for the Management and Control of Asbestos in Workplaces.

For further information on asbestos handling and safe removal practices refer to the following links:

[Safely disposing of asbestos waste from your home](#)

[Fibro & Asbestos - A Renovator and Homeowner's Guide](#)

[Asbestos Awareness](#)

- (4) (D033) Should any Aboriginal objects be discovered in any areas of the site then all excavation or disturbance to the area is to stop immediately and the National Parks and Wildlife Service is to be informed in accordance with Section 91 of the *National Parks and Wildlife Act 1974*. Subject to an assessment of the extent, integrity and significance of any exposed objects, applications under either Section 87 or Section 90 of the *National Parks and Wildlife Act 1974* may be required before work resumes.

E – PRIOR TO OCCUPATION OR THE ISSUE OF SUBDIVISION CERTIFICATE

- (1) (E001) The alterations to the dwelling on Lot 1 shall not be occupied or used in whole or in part until an Occupation Certificate has been issued by the Principal Certifying Authority.
- (2) (E005) Prior to the release of any bond securities held by Council for infrastructure works associated with developments, a formal written application is to be submitted to Council specifying detail of works and bond amount.
- (3) (E010) Driveways, access aisles and parking areas shall be provided with a concrete surface. Such a surface shall be on a suitable pavement, constructed and maintained in accordance with Council's Development, Design and Construction Manuals (as amended).
- (4) (E034) Prior to occupation or the issuing of the Occupation (Final or Interim) or Subdivision Certificate provision to the Principal Certifying Authority of documentation from Port Macquarie-Hastings Council being the local roads authority certifying that all matters required by the approval issued pursuant to Section 138 of the Roads Act have been satisfactorily completed.
- (5) (E039) An appropriately qualified and practising consultant is required to certify the following:
- a. all drainage lines have been located within the respective easements, and
 - b. any other drainage structures are located in accordance with the Construction Certificate.
 - c. all stormwater has been directed to a Council approved drainage system
 - d. all conditions of consent/ construction certificate approval have been complied with.
 - e. Any on site detention system (if applicable) will function hydraulically in accordance with the approved Construction Certificate.
- (6) (E051) Prior to occupation or the issuing of any Occupation Certificate a section 68 Certificate of Completion shall be obtained from Port Macquarie-Hastings Council.
- (7) (E053) All works relating to public infrastructure shall be certified by a practicing Civil Engineer or Registered Surveyor as compliant with the requirements of AUSPEC prior to issue of Occupation/Subdivision Certificate or release of the security bond, whichever is to occur first.

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DEVELOPMENT ASSESSMENT PANEL
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- (8) (E056) A Certificate of Compliance under the provisions of Section 307 of the *Water Management Act* must be obtained prior to the issue of any occupation or subdivision certificate.
- (9) (E068) Prior to the issue of a Subdivision or Occupation Certificate (whichever occurs first), evidence to the satisfaction of the Certifying Authority from the electricity and telecommunications providers that satisfactory services arrangements have been made to the lots or dwellings (including street lighting and fibre optic cabling where required).
- (10) (E195) Prior to the issue of a Subdivision Certificate or Occupation Certificate, a 1.8m high solid boundary fence shall be constructed on the rear (southern) and eastern side boundary of proposed Lot 1. The eastern side boundary fence shall not extend beyond the building line.

F – OCCUPATION OF THE SITE

nil

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DEVELOPMENT ASSESSMENT PANEL
12/02/2020

ROBERT SMALLWOOD
BUILDING PLANS
"BETTER BY DESIGN"
EMAIL: design@robertsmallwood.com.au
PH: (02) 8559 5222
453 OCEAN DRIVE LAURIETON NSW 2643
CHARTERED MEMBER OF THE INSTITUTE OF ARCHITECTS
AUSTRALIA (NO. 27 453 737 171)

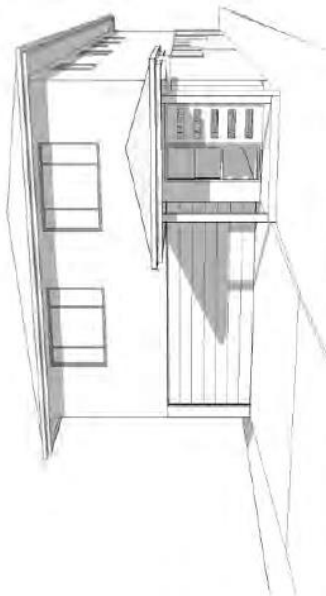
PROPOSED ALTERATIONS
& ADDITIONS

AT: NO. 2 ARNOTT STREET,
LAURIETON

FOR: SECURE HOME PARKS

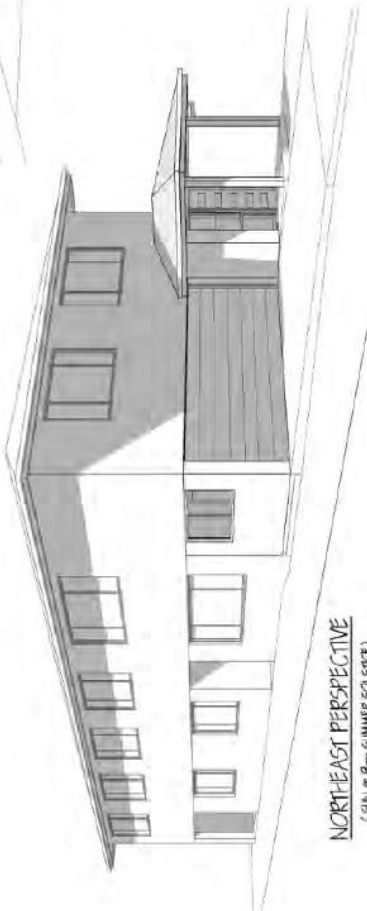
REF: 19-1447

DATE: OCTOBER 2019



NORTHERN PERSPECTIVE
(SUN @ 5pm WINTER SOLSTICE)

DA ONLY
(NOT FOR CONSTRUCTION)

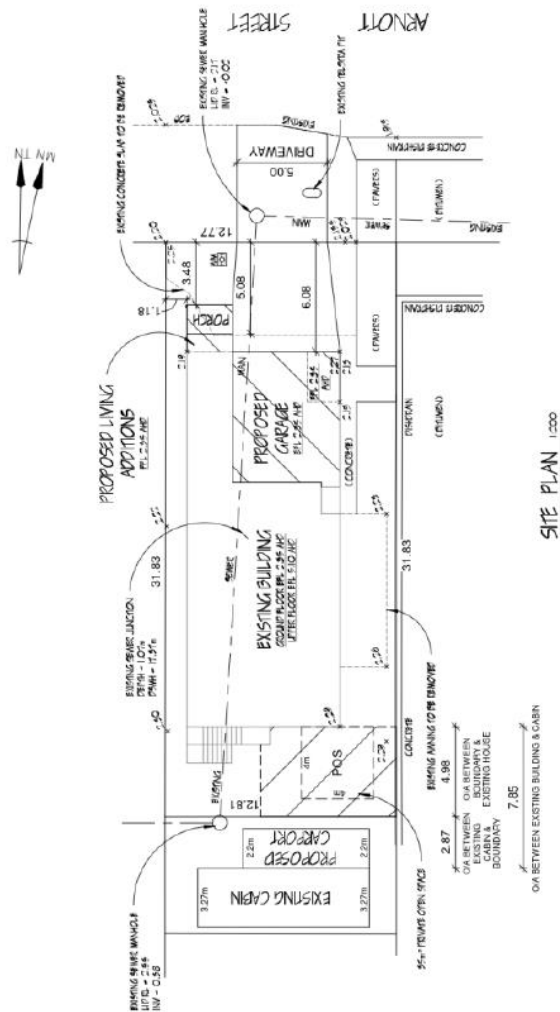


NORTHEAST PERSPECTIVE
(SUN @ 9am SUMMER SOLSTICE)

ATTACHMENT

DEVELOPMENT ASSESSMENT PANEL
12/02/2020

19-1447
SHEET 1 OF 5
ROBERT SMALLWOOD
BUILDING PLANS
ARCHITECTS



NOTES
1. ALL HEIGHTS ON AND BY CONVALE SURVEY SOLUTIONS & CONVALE SURVEY SOLUTIONS
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DA ONLY (NOT FOR CONSTRUCTION)
(AMENDED 12-12-19)

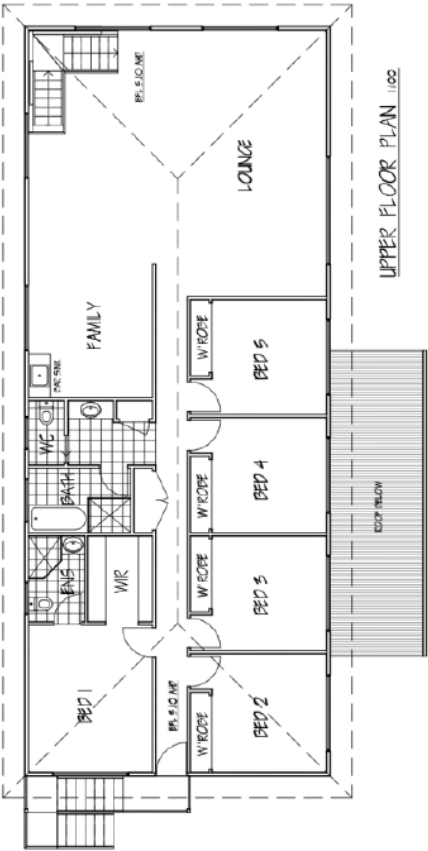
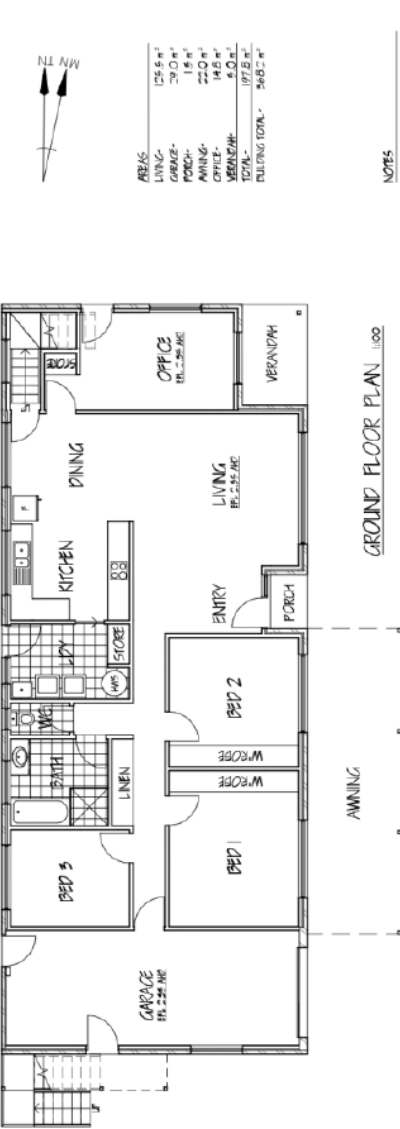
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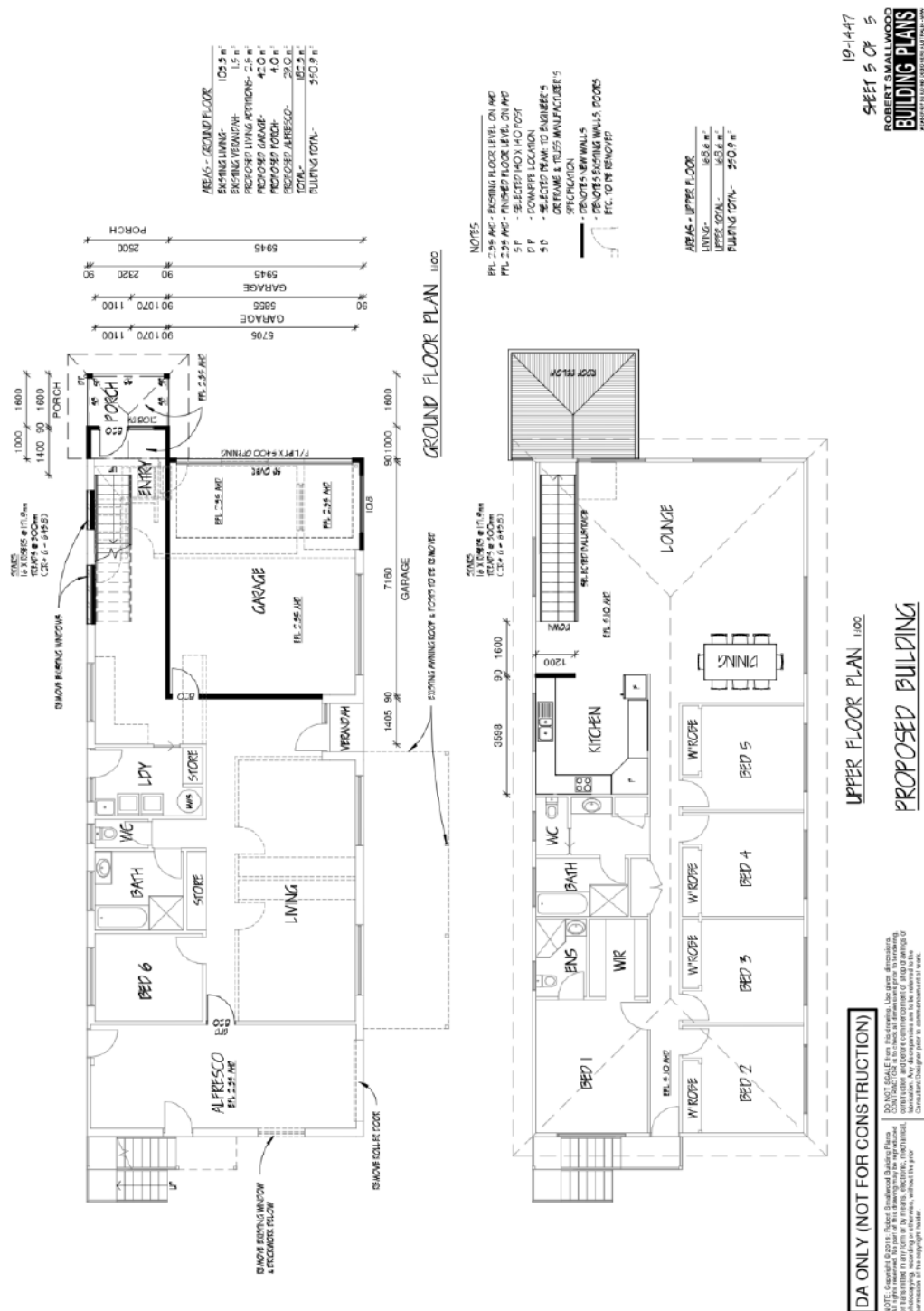
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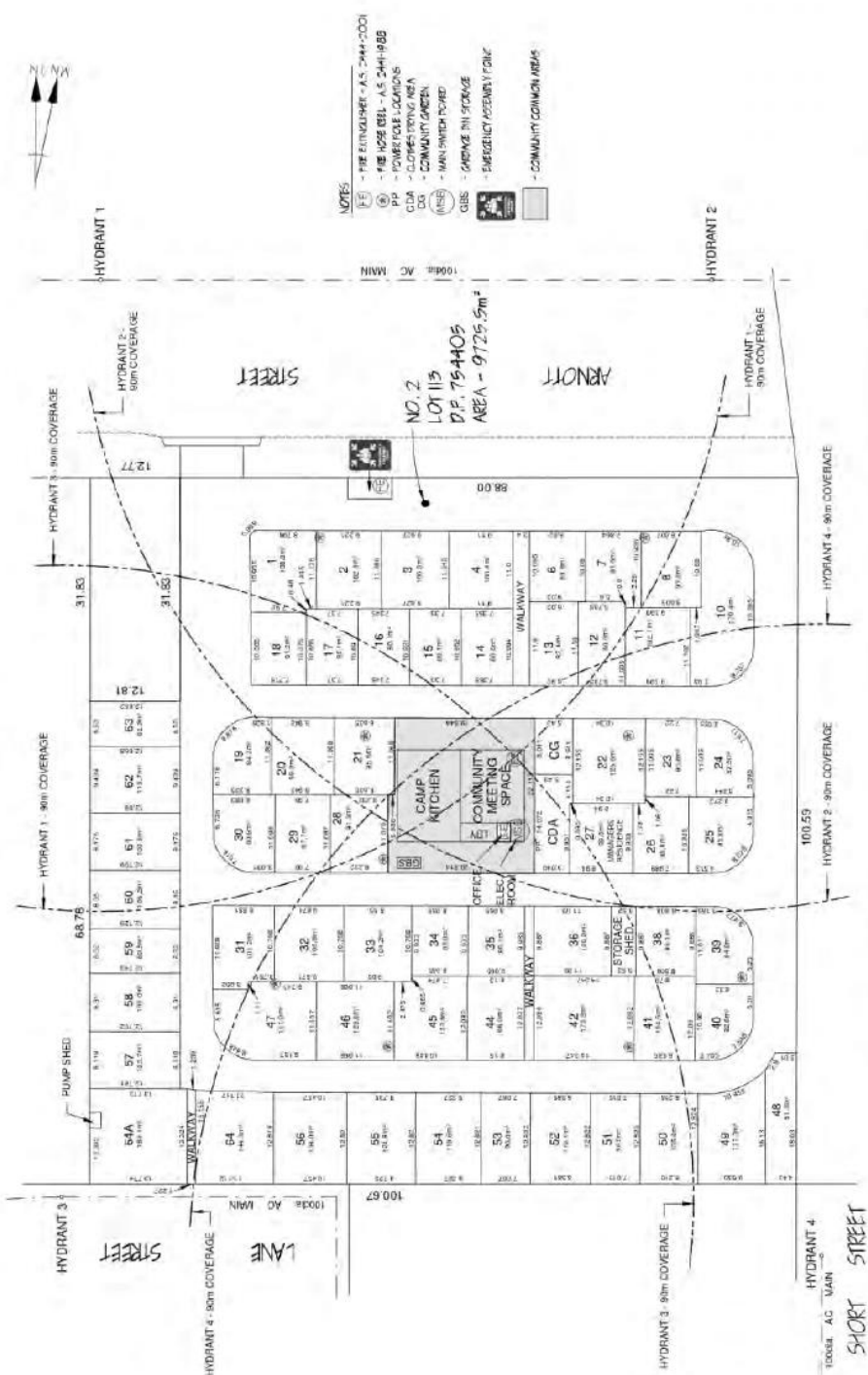


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SHEET 4 OF 5
ROBERT SMALLWOOD
BUILDING PLANS
ARCHITECTS

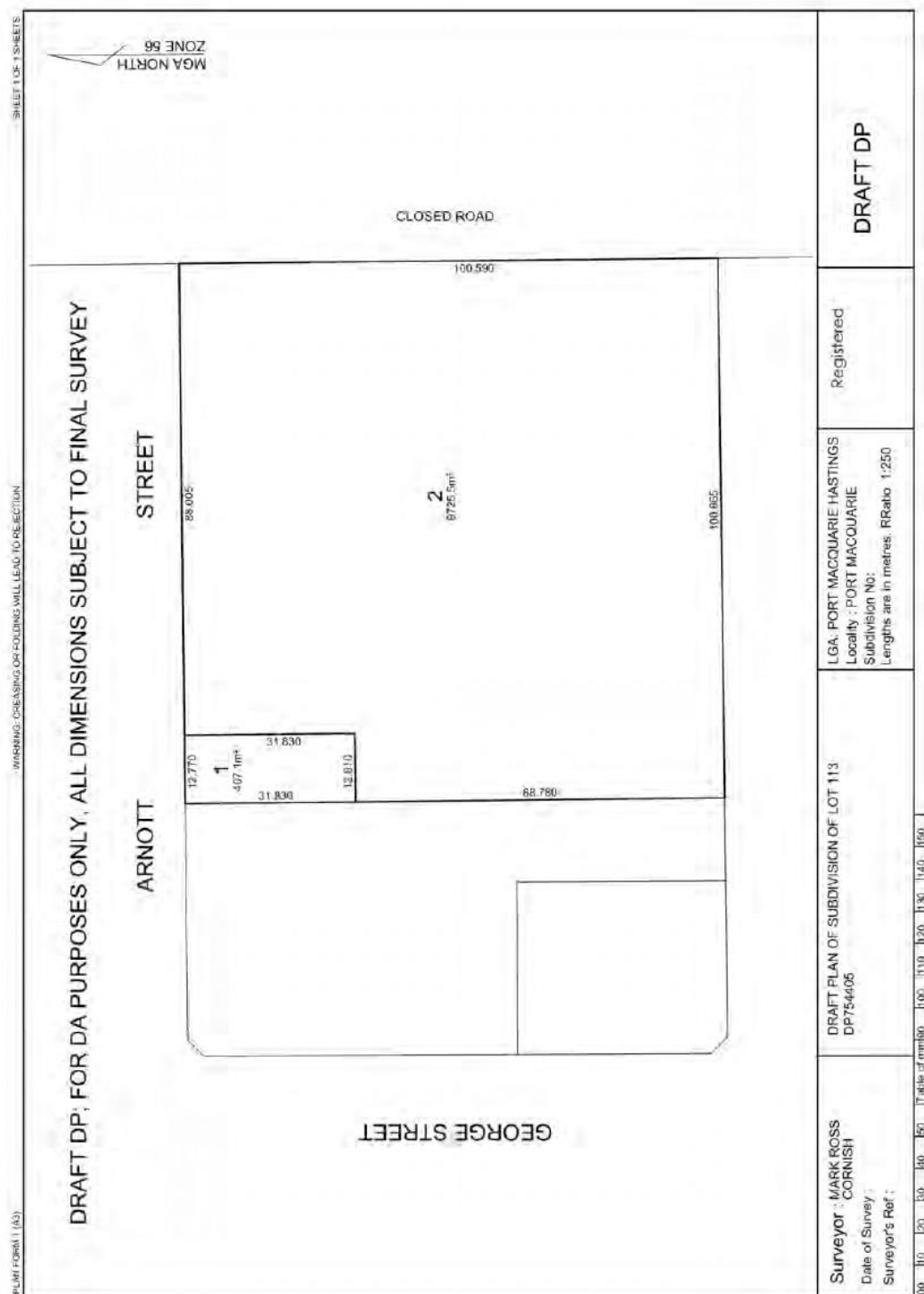
EXISTING BUILDING

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<p>ROBERT SMALLWOOD</p> <p>BUILDING PLANS</p> <p><i>BETTER BY DESIGN</i></p> <p>NOTE: Copyright © 2016. Plans shown that there are all rights reserved. No part of this drawing may be reproduced in any form or by any means without the prior written permission of Robert Smallwood Pty Ltd. permission@robertsmallwood.com.au</p> <p>FOR SCALE: When the drawing and plan documents CONTRACTOR is to be used for construction. Any alterations to the drawing are the CONTRACTOR'S responsibility and not the responsibility of the architect.</p>	<p>MEMBERS OF BUILDING INDUSTRY ASSOCIATION (NSW) PH: (06) 659 6459 485 OCEAN DRIVE, LATHERTON NSW 2443 EMAIL: design@robertsmallwood.com.au</p>	<p>COMMUNITY PLAN & HYDRANT COVERAGE PLAN 'THE HAVEN CARAVAN PARK'</p> <p>No. 2 ARNOTT STREET LAURIEPT</p>	<p>DWG. NO. 1 OF 1</p> <p>DATE 08-10-19</p> <p>DESIGNED BY</p> <p>DRAWN BY</p> <p>SCALE 1:500 (A3)</p>	<p>REVISION</p>
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ATTACHMENT

DEVELOPMENT ASSESSMENT PANEL
12/02/2020

All communications to be addressed to:

Headquarters
4 Murray Rose Ave
Sydney Olympic Park NSW 2127

Headquarters
Locked Bag 17
Granville NSW 2142

Telephone: 1300 NSW RFS
e-mail: records@rfs.nsw.gov.au

Facsimile: 8741 5433



The General Manager
Port Macquarie-Hastings Council
PO Box 84
PORT MACQUARIE NSW 2444

Your Ref: 2019/506
Our Ref: D19/2477
DA19072319706 DC

ATTENTION: Christopher Gardiner

17 September 2019

Dear Mr Gardiner

Integrated Development Application - 113//754405 - 2 Arnott Street Laurieton

I refer to your correspondence dated 15 July 2019 seeking general terms of approval for the above Integrated Development Application.

The New South Wales Rural Fire Service (NSW RFS) has considered the information submitted. General Terms of Approval, under Division 4.8 of the 'Environmental Planning and Assessment Act 1979', and a Bush Fire Safety Authority, under Section 100B of the 'Rural Fires Act 1997', are now issued subject to the following conditions:

Asset Protection Zones

The intent of measures is to provide sufficient space and maintain reduced fuel loads so as to ensure radiant heat levels of buildings are below critical limits and to prevent direct flame contact with a building. To achieve this, the following conditions shall apply:

1. At the issue of subdivision certificate and in perpetuity the entire property of proposed Lot 2 shall be managed as an inner protection area (IPA) as outlined within section 4.1.3 and Appendix 5 of 'Planning for Bush Fire Protection 2006' and the NSW Rural Fire Service's document 'Standards for asset protection zones'.

General Advice – consent authority to note

The above conditions are based on the unreferenced and undated subdivision layout prepared by Mark Ross Cornish as submitted in the 'Statement of Environmental Effects Report' prepared by All About Planning dated July, 2019.

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Should you wish to discuss this matter please contact Danette Cook on 1300 NSW RFS.

Yours sincerely



Tim Carroll
Manager, Planning & Environment Services (North)

For general information on bush fire protection please visit www.rfs.nsw.gov.au

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DEVELOPMENT ASSESSMENT PANEL
12/02/2020

Statement of Environmental Effects
Proposed 2 x Lot Torrens Title Subdivision and New Garage, Nos. 2-10 Arnott Street, Launceston

Clause 4.6 Exceptions to Development Standards

Clause 4.6 – *Exceptions to Development Standards* aims to provide an appropriate degree of flexibility in applying certain development standards to particular development, and to achieve better outcomes for, and from development by allowing flexibility in particular circumstances. Development consent may, subject to this clause, be granted for development even though the development would contravene a development standard. For the subject DA this is applicable to the proposed variation to the Clause 4.1, 450m² Minimum Lot Size control and the Clause 4.4, 0.65:1 Floor Space Ratio Control both from the PMH LEP 2011.

The Standard to be Varied

It is noted that the subject PMH LEP 2011, clause 4.1, 450m² Minimum Lot Size control and the clause 4.4, 0.65:1 Floor Space Ratio Control from the PMH LEP 2011 are not excluded from consideration of a variation under sub-clauses (2) or (8) of Clause 4.6, or elsewhere in the LEP.

With reference to subclauses (3) and (4) of Clause 4.6:

- The variation for the Lot 1, with proposed site area of 407.1m² to the 450m² Minimum Lot Size control of Clause 4.1 of the PMH LEP 2011, and the proposed variation by the Lot 1 FSR of 0.82:1 to the 0.65:1 FSR control of Clause 4.4 of the PMH LEP 2011 – variations of 43m² (or 9.56% of the standard), and 0.17:1 (or 26% of the standard) respectively,

these variations are justified on the following basis, which demonstrate that requiring compliance with the PMH LEP 2011 Minimum Lot Size and the Floor Space Ratio controls are both unreasonable and unnecessary in the circumstances and that the variations are in the public interest:

- Both of the proposed variations in PMH LEP 2011 to Minimum Lot Size and the Floor Space Ratio controls are minor to moderate at 9.56% and 26% respectively, and will not result in any actual change to existing built form on the site or unacceptable impact on adjoining properties or public areas including the surrounding street as detailed in this report and this Clause 4.6 assessment,
- The proposed development including the proposed variations to the PMH LEP 2011 Minimum Lot Size and the Floor Space Ratio controls meets the objectives of the R1 General Residential zone. The proposed subdivision provides for the housing needs of the community, will continue to provide a variety of housing densities and types, and maintains the facilities and services to meet the day to day needs of residents of the dwelling and The Haven Village.
- The proposal is consistent with the objectives of the subject Minimum Lot Size development standard (being Clause 4.1 Minimum Subdivision Lot Size, PMH LEP 2011) as follows:

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DEVELOPMENT ASSESSMENT PANEL
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Statement of Environmental Effects
Proposed 2 x Lot Torrens Title Subdivision and New Garage, Nos. 2-10 Arnott Street, Launceston

4.1 Minimum subdivision lot size

(1) The objectives of this clause are as follows:

- (a) to ensure that lot sizes are compatible with local environmental values and constraints,
- (b) to facilitate efficient use of land resources for residential and other human purposes,
- (c) to minimise the fragmentation of rural land suitable for sustainable primary production,
- (d) to protect high ecological, scientific, cultural or aesthetic values of land in environment protection zones.

Comment: As outlined in the submitted SEE and elsewhere in this submission, the proposed subdivision facilitates the continued use of the dwelling and The Haven Village which by their existing nature are evidence that they are reasonable and compatible with their context, and thus continue to facilitate the efficient use of land.

- o The proposal is also consistent with the objectives of the subject FSR standard (being *Clause 4.4 Floor Space Ratio, PMH LEP 2011*) as follows:

4.4 Floor space ratio

(1) The objectives of this clause are as follows:

- (a) to regulate density of development and generation of vehicular and pedestrian traffic,
- (b) to encourage increased building height and site amalgamation at key locations,
- (c) to provide sufficient floor space for high quality development for the foreseeable future,
- (d) to ensure that buildings are compatible with the bulk and scale of the existing and desired future character of the locality.

Comment: As outlined in the submitted SEE and elsewhere in this submission, the proposal will not impact or have an unmitigated impact on the amenity of the adjoining and nearby properties nor have a detrimental impact on any of the surrounding land uses. As also stated earlier the proposal will be in keeping with the existing character of the area and will also be consistent with aims and objectives of the *PMH LEP 2011*.

- o On the basis that the dwelling is existing and has been in place for some time, (with only a small 2.8m x 6.3m garage addition proposed), the subject reduced minimum Lot Size and additional FSR will demonstrably not create any unreasonable unmitigated impacts on adjoining properties in regard to bulk and scale, privacy and overshadowing.
- o The degrees of variation in Minimum Lot Size and FSR (as outlined in this submission) do not result in an increase in overall site density or intensification of use.
- o The future demolition of the rear shed will reduce the site coverage on proposed lot 1 thereby reducing the intensity of development on the Lot and compensating for the minor front garage addition proposed.

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Statement of Environmental Effects
Proposed 2 x Lot Torrens Title Subdivision and New Garage, Nos. 2-10 Arnott Street, Laurieton

- The proposed development will not erode the public interest and there is no benefit in maintaining the development standards given the variations represent existing non-compliances to the standard not new proposed non-compliances. The subject land already has an existing dwelling and The Haven Village sites and an established development form which is not proposed to be varied as a result of the proposed subdivision.
- The subdivision will create a residential allotment with a reduced FSR compared to the immediate adjacent neighbouring lot which has a permitted FSR of 1:1 under the LEP.
- The contravention to the minimum lot size development standard is a result of the proposed lot boundary sizes which are restricted by the historic development of The Haven Village. Proposed Lot 1 already contains an existing two-storey dwelling which has been constructed many years ago now, and which is also immediately adjacent to the higher density The Haven Village. The lot boundaries reflect the restrictions of the existing dwelling footprint, the existing driveway egress, internal driveway access throughout the park and the existing Village sites behind the dwelling all of which are required to remain independent of the dwelling, but are important to the continued functions of The Haven Village.
- The contravention does not raise any matters of significance for State or regional planning as they are localised matters relating to residential development.
- The approval of the proposal with the subject variations will not create an undesirable precedent or cumulative effect as the development is related to the existing The Haven Village unlike other general private development.
- The proposed size of Lot 1 is of a suitable dimension that if the existing dwelling on the site were ever to be demolished, a suitable new dwelling could be designed and constructed on the lot.
- The proposal will have a clear and significant public benefit to Laurieton and wider Port Macquarie-Hastings Community in facilitating and maintaining affordable residential housing options in the area.

The content and number of considerations outlined above demonstrate that adherence to the subject development standards ie, PMH LEP 2011 Clause 4.1, 450m² Minimum Lot Size control and Clause 4.4, 0.65:1 Floor Space Ratio Control in respect of the proposed Lot 1 and its existing dwelling are both unreasonable and unnecessary in the circumstances of the subject case and a variation to the adopted standards is in the public interest.

The proposed variation of PMH LEP 2011 Clause 4.1, 450m² Minimum Lot Size control and Clause 4.4, 0.65:1 Floor Space Ratio Control is thus commended to Council for support to enable the proposed two-lot subdivision to proceed.

AGENDA

DEVELOPMENT ASSESSMENT PANEL
12/02/2020

Item: 09

Subject: DA2019 - 796.1 BOUNDARY ADJUSTMENT INCLUDING CLAUSE 4.6 VARIATION TO CLAUSE 4.1 (MINIMUM SUBDIVISION LOT SIZE) OF THE PORT MACQUARIE-HASTINGS LOCAL ENVIRONMENTAL PLAN 2011 AT LOT 1 DP 331765, 5071 OXLEY HIGHWAY AND LOT 1 DP 434372, 39 HENRY STREET, LONG FLAT

Report Author: Development Assessment Planner, Benjamin Roberts

Applicant: Hopkins Consultants Pty Ltd
Owner: M W & L M Newman and A J Hoad
Estimated Cost: N/A
Parcel no: 16088, 16048

Alignment with Delivery Program

4.3.1 Undertake transparent and efficient development assessment in accordance with relevant legislation.

RECOMMENDATION

That it be recommended to Council that DA 2019 - 796.1 for a boundary adjustment including clause 4.6 variation to clause 4.1 (minimum subdivision lot size) of the Port Macquarie-Hastings Local Environmental Plan 2011 at Lot 1 DP 331765, No 5071 Oxley Highway and Lot 1 DP 434372, No. 39 Henry Street, Long Flat, be determined by granting consent subject to the recommended conditions.

Executive Summary

This report considers a development application for a boundary adjustment at the subject site and provides an assessment of the application in accordance with the Environmental Planning and Assessment Act 1979.

Following exhibition of the application, no submissions were received.

The application includes a variation to the minimum lot size development standard in the Port Macquarie-Hastings Local Environmental Plan 2011 by more than 10% and the application is required to be determined by Council following consideration by the Development Assessment Panel.

The site is considered suitable for the proposed development and the proposal adequately addresses relevant planning controls as justified. The development is not considered to be contrary to the public's interest and will not result a significant adverse social, environmental or economic impact.

This report recommends that the development application be approved subject to the attached conditions.



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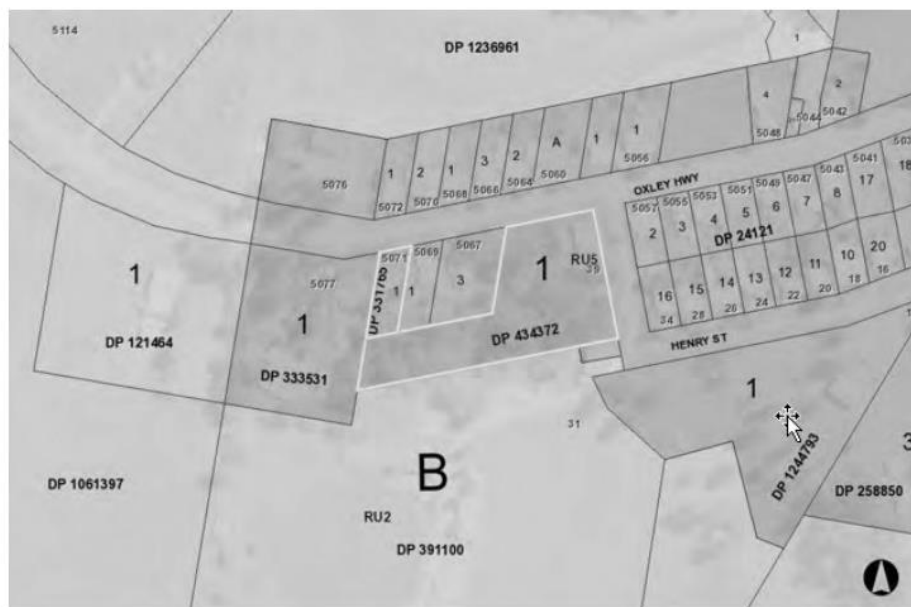
DEVELOPMENT ASSESSMENT PANEL
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1. BACKGROUND

Existing Sites Features and Surrounding Development

The site comprises two lots typically identified as 5071 Oxley Highway and 39 Henry Street, Long Flat. Lot 1 DP 331765 (5071 Oxley Highway) is 1,011.37m² in area and contains an existing dwelling with frontage and direct access to Oxley Highway. Lot 1 DP434371 (39 Henry Street) is 8,087.53m² in area and contains an existing dwelling positioned on the corner of the Oxley Highway and Henry Street.

The site is zoned RU5 Village in accordance with the Port Macquarie-Hastings Local Environmental Plan 2011, as shown in the following zoning plan:



The existing subdivision pattern and location of existing development within the locality is shown in the following aerial photograph:

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DEVELOPMENT ASSESSMENT PANEL
12/02/2020**2. DESCRIPTION OF DEVELOPMENT**

Key aspects of the proposal include the following:

- Boundary adjustment between existing lots.
- Variation to the minimum lot size standard.

Refer to Attachment 2 at the end of this report for plans of the proposed development.

Application Chronology

- 30 October 2019 - Application lodged.
- 14 November 2019 - Integrated referral to NSW Rural Fire Service.
- 19 November to 2 December 2019 - Public exhibition via neighbour notification.
- 11 January 2020 - NSW Rural Fire Service Bushfire Safety Authority received.

3. STATUTORY ASSESSMENT**Section 4.15(1) Matters for Consideration**

In determining the application, Council is required to take into consideration the following matters as are relevant to the development that apply to the land to which the development application relates:

- (a) The provisions (where applicable) of:
 - (i) any Environmental Planning Instrument

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12/02/2020****State Environmental Planning Policy No. 44 - Koala Habitat Protection**

With reference to clauses 6 and 7, the subject land is greater than 1 hectare (including any adjoining land under same ownership) and therefore the provisions of SEPP must be considered.

The application has demonstrated that no habitat will be removed or modified therefore no further investigations are required.

State Environmental Planning Policy No. 55 – Remediation of Land

Following an inspection of the site and a search of Council records, the subject land is not identified as being potentially contaminated and is suitable for the intended use.

Port Macquarie-Hastings Local Environmental Plan 2011

The proposal is consistent with the LEP having regard to the following:

- Clause 2.2 - The subject site is zoned RU5 Village. In accordance with clause 2.6 and 2.3(2) the proposed development for a subdivision (boundary adjustment) is a permissible land use with consent.

The objectives of the RU5 village zone are as follows:

- To provide for a range of land uses, services and facilities that are associated with a rural village.
- To permit development that is appropriate in scale and type with the characteristics of a rural village.
- To minimise conflict between land uses within the zone and land uses within adjoining zones.

In accordance with Clause 2.3(2), the proposal is consistent with the zone objectives having regard to the following:

- the proposal is a permissible land use.

- Clause 4.1 - The minimum subdivision lot size standard applicable to the site is 8000m². The lots as they currently exist are 1012m² and 8094m² in area. The proposed adjustment between boundaries would create lots of 1618m² and 7488m² in area. The proposed lots do not comply the minimum 8000m² lot size provision applying to the site and a clause 4.6 variation supports the application.

- Clause 4.6 - This clause establishes a degree of flexibility for certain development standards in certain circumstances which have demonstrated that a better planning outcome will occur from that flexibility.

In this regard, the proposal seeks a variation to the minimum lot size standard identified under clause 4.1 of this report. Specifically the proposal will result in lots being 1618m² and 7488m² in area, being a deviation of 79.8% and 6.4% respectively from the 8000m² lot size standard.

Assistance on the approach to variation to this standard is also taken from NSW Land and Environment Court and NSW Court of Appeal decisions in:

1. *Wehbe v Pittwater Council (2007) NSW LEC 827 (Wehbe);*



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2. *Four2Five Pty Ltd v Ashfield Council (2015) NSWLEC 1009; and*
3. *Al Maha Pty Ltd v Huajun Investments Pty Ltd (2018) NSWCA 245*

•
Having regard to specific requirements of clause 4.6(3) and 4.6(4) the following assessment comments are provided:

- (3) *Development consent must not be granted for development that contravenes a development standard unless the consent authority has considered a written request from the applicant that seeks to justify the contravention of the development standard by demonstrating:*
- (a) *that compliance with the development standard is unreasonable or unnecessary in the circumstances of the case, and*
 - (b) *that there are sufficient environmental planning grounds to justify contravening the development standard.*

Comments: The applicant has submitted a request in writing to justify the contravention of the lot size standard for the following reason (as summarised):

1. the objectives of the minimum subdivision lot size development standard are achieved notwithstanding non-compliance with the standard.

- (4) *Development consent must not be granted for development that contravenes a development standard unless:*
- (a) *the consent authority is satisfied that:*
 - (i) *the applicant's written request has adequately addressed the matters required to be demonstrated by subclause (3), and*

Comments: The applicant has provided a written request that adequately addresses the matters identified in subclause 3.

Having regard to: *3(a) that compliance with the development standard is unreasonable or unnecessary in the circumstances of the case:*

In *Wehbe* 'five methods' have been developed to test whether a compliance with the standard is unreasonable or unnecessary. Having regard to the 'five methods', any of which could support consideration of the variation, the following comments are provided:

1. The objectives of the lot size standard are achieved notwithstanding the non-compliance with the numerical 8000m² lot size standard.
2. Noting the existing lot sizes and specifically that the smaller lot is well below the lot size standard the underlying object or purpose would not be defeated or thwarted if compliance was required and therefore compliance is unreasonable.

Having regard to *3(b) that there are sufficient environmental planning grounds to justify contravening the development standard:*

1. The proposed development will meet the objectives of minimum lot size standard as discussed above and below.
2. The proposed variation will not result in a development that is out of character with that envisioned for the immediate locality.



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On the basis of the above, it is considered that the applicant's clause 4.6 variation has adequately addressed the matters required to be demonstrated by clause 4.6(3).

(ii) the proposed development will be in the public interest because it is consistent with the objectives of the particular standard and the objectives for development within the zone in which the development is proposed to be carried out, and

Comments: The objectives of the RU5 Village zone are as follows:

- *To provide for a range of land uses, services and facilities that are associated with a rural village.*
- *To permit development that is appropriate in scale and type with the characteristics of a rural village.*
- *To minimise conflict between land uses within the zone and land uses within adjoining zones.*

The proposal will continue to provide for a range of land uses associated with a rural village. The development is appropriate in scale and consistent with the rural village character. There will be no identified land use conflicts with adjoining land uses or zones as a result of the boundary adjustment.

Consideration of the proposal's consistency with the objectives of the minimum subdivision lot size standard is provided as follows:

- (a) *to ensure that lot sizes are compatible with local environmental values and constraints,*
 - Comments: The surrounding area contains a mix of lot sizes, the majority of which do not comply with the 8,000m² minimum lot size. There are 57 lots in the 8,000m² minimum lot size area in Long Flat Village. Of these, only seven (12%) have a lot size of over 8,000m² and one of those compliant lots is Long Flat Primary School. Compliance with the 8,000m² minimum lot size is not characteristic of Long Flat village.
 - The proposed boundary adjustment between two existing lots, one of which currently complies and one of which does not comply, will result in lot sizes which are compatible with the local environmental values of Long Flat village. 5071 Oxley Highway will increase in size but retain a lot size generally consistent with the average of other lots in the Long Flat village and 39 Henry Street will remain one of the largest lots in Long Flat village.
 - There will be no apparent change to the appearance or character of Long Flat as the boundary adjustment is not visible from the street and no new lots are proposed.
- (b) *to facilitate efficient use of land resources for residential and other human purposes,*



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- Comments: The area of 39 Henry Street which is proposed to be transferred to 5071 Oxley Highway is at the end of the narrow part of the L-shaped lot. The area subject to the boundary adjustment is currently not used for any active purpose by the occupants of 39 Henry Street. The proposal will improve the efficiency of land use and improve the amenity of 5071 Oxley Highway without impacting on the amenity of any other property in the vicinity. 39 Henry Street retains a more than adequate area for use by a single residential dwelling.

- (c) *to minimise the fragmentation of rural land suitable for sustainable primary production,*

- Comments: The proposed boundary adjustment will not fragment rural land suitable for sustainable primary production. The lots are located in Long Flat village in a location where primary production would not be suitable. The lots are directly east of Long Flat Primary School and bordered to the south by Long Flat Community Hall, football fields and other public uses. Beyond this is land used for agricultural purposes which will not be impacted. To the north and west of the site are residential uses.

- (d) *to protect high ecological, scientific, cultural or aesthetic values of land in environment protection zones.*

- - Comments: The site does not contain any ecologically significant values and there is no such land in the vicinity of the site that would be impacted by the proposal.

- - The development is consistent with the minimum subdivision lot size objectives of the LEP 2011 and is unlikely to have any implications on State related issues or the broader public interest.

- (b) *the concurrence of the Secretary has been obtained.*

Comments: As per Planning Circular PS18-003 issued by NSW Planning and Environment, dated 21 February 2018, Council can assume the Director's concurrence for clause 4.6 variations to the minimum lot size. In addition, the variation contravenes the numerical standard by more than 10% and needs to be determined at an Ordinary meeting of Council.

Having regard to the above consideration and comments it is recommended that the lot size variation be supported.

- Clause 5.10 – Heritage. The site does not contain or adjoin any known heritage items or sites of significance.
- Clause 7.13 - Satisfactory arrangements are in place for provision of essential services including water supply, electricity supply, on-site sewage management, stormwater drainage and suitable road access to service the development.

(ii) **Any draft instruments that apply to the site or are on exhibition:**

No draft instruments apply to the site.



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12/02/2020****(iii) Any Development Control Plan in force****Port Macquarie-Hastings Development Control Plan 2013**

The proposal is for an adjustment between existing lot boundaries only. There is no change to the existing service or access arrangements proposed or required. No further provisions of the plan are considered applicable.

(iiia) Any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4

No planning agreement has been offered or entered into relating to the site.

iv) Any matters prescribed by the Regulations

No matters prescribed by the regulations apply.

(b) The likely impacts of that development, including environmental impacts on both the natural and built environments, social and economic impacts in the locality:**Context and setting**

Adjoining the site to the north is Oxley Highway. Adjoining the site to the east is Henry Street. Adjoining the site to the south is rural land. Adjoining the site to the west is the Long Flat School.

- The proposal will be unlikely to have any adverse impacts to existing adjoining properties.
- The proposal is considered to be consistent with other development in the locality and adequately addresses planning controls for the area as justified.
- There are no adverse impacts on existing view sharing.
- There are no adverse privacy impacts.
- There are no adverse overshadowing impacts.

Roads

The properties have road frontage to Oxley Highway and Henry Street. Oxley Highway is a sealed arterial main road under the care and control of Roads and Maritime Services with no kerb & gutter, table drains both sides and footpath paving on the southern side of the road. Henry Street is sealed local road under the care and control of Council with no kerb and gutter and table drains both sides. There is no works proposed or required to any roads fronting the lots.

Traffic and Transport

As the application is for a boundary adjustment only and traffic associated with the development will not change.

Site Frontage & Access

There are no proposed changes to vehicle access with the development.

Water Supply Connection

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A water service is currently provided to both lots. Boundary adjustment has no impact on existing water service locations.

Onsite Sewage Management and Sewer Connection

Sewerage will be available to both lots as part of the village sewer scheme works, which is currently under construction. The proposed boundary adjustment has no impact upon intended junction locations.

The lots and dwellings are currently serviced by onsite sewage management systems. The dwelling at 5071 Oxley Highway has a pump out system with tank located in the front setback to the Oxley Highway. The boundary adjustment will not impact on this arrangement. The dwelling at 39 Henry Street is currently serviced by a septic tank with absorption trench located behind the dwelling. The boundary adjustment will not impact on this arrangement and adequate setbacks will be retained to this system.

Stormwater

The sites naturally grade towards the Oxley Highway and Henry Street frontages. No changes to current stormwater management is proposed or required.

Other Utilities

Telecommunication and electricity services are available to the site. As no changes are proposed along the boundary of Oxley Highway, existing satisfactory arrangements currently in place will remain.

Heritage

No known items of Aboriginal or European heritage significance exist on the property. No adverse impacts anticipated.

Other land resources

The site is within an established semi-urban context and will not sterilise any significant mineral or agricultural resource.

Water cycle

The proposed development will not have any significant adverse impacts on water resources and the water cycle.

Soils

The proposed development will not have any significant adverse impacts on soils in terms of quality, erosion, stability and/or productivity.

Air and microclimate

The proposed development will not result in any significant adverse impacts on the existing air quality or result in any pollution.

Flora and fauna

The proposed development does not require any removal/clearing of any native vegetation and therefore does not trigger the biodiversity offsets scheme. Part 7 of the Biodiversity Conservation Act 2016 is considered to be satisfied.

Waste

No adverse impacts anticipated. No change to existing service arrangements for dwellings.

Energy

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No adverse impacts anticipated.

Noise and vibration

No building work is proposed and therefore the proposal will not result in any significant adverse impacts on the existing air quality or result in any pollution.

Bushfire

The site is identified as bushfire prone land. In accordance with Section 100B - Rural Fires Act 1997 - the application proposes subdivision of bush fire prone land. As a result, the applicant has submitted a bushfire report. The report was forwarded to the NSW Rural Fire Service who have since issued a Bushfire Safety Authority, which will be incorporated into the consent. The conditions include upgrading for ember protection to the existing dwellings located on the lots.

Safety, security and crime prevention

The proposed development will be unlikely to create any concealment/entrapment areas or crime spots that would result in any identifiable loss of safety or reduction of security in the immediate area.

Social impacts in the locality

Given the nature of the proposed development and its location the proposal is not considered to have any significant adverse social impacts.

Economic impact in the locality

The proposal is not considered to have any significant adverse economic impacts on the locality.

Site design and internal design

The proposed development design satisfactorily responds to the site attributes and will fit into the locality.

Construction

Construction impacts are considered capable of being managed, standard construction and site management conditions have been recommended.

Cumulative impacts

The proposed development is not considered to have any significant adverse cumulative impacts on the natural or built environment or the social and economic attributes of the locality.

(c) The suitability of the site for the development

The proposal will fit into the locality and the site attributes are conducive to the proposed development.

(d) Any submissions made in accordance with this Act or the Regulations

No written submissions were received following public exhibition of the application.

(e) The Public Interest

The proposed development satisfies relevant planning controls (as justified) and will not adversely impact on the wider public interest.



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4. DEVELOPMENT CONTRIBUTIONS APPLICABLE

- The development does not include any increased demand on the water or sewer supply network. A dwelling currently exists on each lot and this will not change as a result of the boundary adjustment. Development contributions are not required towards augmentation of town water supply and sewerage system head works under Section 64 of the Local Government Act 1993.
- The development does not involve the creation of any additional residential component. A dwelling currently exists on each lot and this will not change as a result of the boundary adjustment. Development contributions are therefore not required in accordance with Section 7.11 of the Environmental Planning and Assessment Act 1979 towards roads, open space, community cultural services, emergency services and administration buildings.

5. CONCLUSION AND STATEMENT OF REASON

The application has been assessed in accordance with Section 4.15 of the Environmental Planning and Assessment Act 1979.

Issues raised during assessment of the application have been considered in the assessment of the application. Where relevant, conditions have been recommended to manage the impacts attributed to these issues.

The site is considered suitable for the proposed development and the proposal adequately addresses relevant planning controls. The development is not considered to be contrary to the public's interest and will not result a significant adverse social, environmental or economic impact. It is recommended that the application be approved, subject to the recommended conditions of consent provided in the attachment section of this report.

Attachments

1. DA2019 - 796.1 Recommended Conditions
2. DA2019 - 796.1 Plan
3. DA2019 - 796.1 SOEE
4. DA2019 - 796.1 Clause 4.6 Minimum Lot Size objection.



ATTACHMENT

DEVELOPMENT ASSESSMENT PANEL
12/02/2020FOR USE BY PLANNERS/SURVEYORS TO PREPARE LIST OF
PROPOSED CONDITIONS - 2011

NOTE: THESE ARE DRAFT ONLY

DA NO: 2019/796

DATE: 31/01/2020

PRESCRIBED CONDITIONS

The development is to be undertaken in accordance with the prescribed conditions of Part 6 - Division 8A of the *Environmental Planning & Assessment Regulations* 2000.

A – GENERAL MATTERS

- (1) (A001) The development is to be carried out in accordance with the plans and supporting documents set out in the following table, as stamped and returned with this consent, except where modified by any conditions of this consent.

Plan / Supporting Document	Reference	Prepared by	Date
Draft Subdivision Plan	7425-01	Daniel Baker	Undated
Statement of Environmental Effects	7425	Hopkins Consultants Pty Ltd	October 2019
Amended Clause 4.6 Objection	5071 Oxley Highway and 39 Henry Street, Long Flat	Hopkins Consultants Pty Ltd	Undated

In the event of any inconsistency between conditions of this development consent and the plans/supporting documents referred to above, the conditions of this development consent prevail.

- (2) (A003) The proponent shall submit an application for a Subdivision Certificate for Council certification with all relevant documentation.
- (3) (A013) The general terms of approval from the following authorities, as referred to in section 4.50 of the Environmental Planning and Assessment Act 1979, and referenced below, are attached and form part of the consent conditions for this approval.
- **NSW Rural Fire Service** - The General Terms of Approval, Reference DA20191123001204-Original-1 and dated 11 January 2020, are attached and form part of this consent.

B – PRIOR TO ISSUE OF A CONSTRUCTION CERTIFICATE

nil

C – PRIOR TO ANY WORK COMMENCING ON SITE

nil

D – DURING WORK

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nil

E – PRIOR TO ISSUE OF THE SUBDIVISION CERTIFICATE

- (1) (E015) Prior to issue of the Subdivision Certificate, details to the satisfaction of the Certifying Authority shall be provided demonstrating compliance with the bushfire safety authority conditions dated 11 January 2020.

F – OCCUPATION OF THE SITE

nil

DRAFT





**Statement of Environmental Effects
Boundary Adjustment
5071 Oxley Highway and 39 Henry Street, Long Flat
Lot 1 DP 331765 and Lot 1 DP 434372
October 2019**



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Figure 1	Site Plan
Figure 2	Location Plan
Figure 3	Proposed Boundary Adjustment Plan
Figure 4	Bushfire Map
Figure 5	Zoning Map
Figure 6	Minimum Lot Size Map

Appendices

Appendix A	Proposed Plan
Appendix B	Bushfire Report
Appendix C	Clause 4.6 Variation Request to Clause 4.1 Minimum Lot Size

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1 INTRODUCTION

Hopkins Consultants have been engaged by the owner of 5071 Oxley Highway, Long Flat to prepare a Development Application for a boundary adjustment between 5071 Oxley Highway and 39 Henry Street, Long Flat. This town planning justification report has been prepared to accompany the development application.

This report contains a description of the subject site and the proposed development. The report also addresses the relevant provisions of the applicable planning framework as required by the Environmental Planning and Assessment Act 1979 (the Act).

The site and surrounding area is appropriate for the proposed boundary adjustment and will not have any adverse impact on the natural or built environment.



2 SUBJECT SITE

2.1 Site Description

The site is known as 5071 Oxley Highway and 39 Henry Street Long Flat and is composed of two lots legally described as Lot 1 DP 331765 and Lot 1 DP 434372. The site is shown in Figure 1.

5071 Oxley Highway (Lot 1 DP 331765) is regular in shape and approximately 1,012m² with a frontage to Oxley Highway of 20.115m. Existing on site is a single dwelling and ancillary structures.

39 Henry Street (Lot 1 DP 434372) is an L-shaped lot approximately 8,094m² with a frontage to Oxley Highway of 55.28m and a frontage to Henry Street of 80.475m. Existing on site is a single dwelling, ancillary structures and several large trees.



Figure 1: Site Plan
Source: NSW Six Maps

2.2 Site Context

The site is approximately 48km west of Port Macquarie. The site is located at the western end of Long Flat Village near Long Flat Primary School. Immediately surrounding the site are residential lots of varying sizes. Further afield are cleared paddocks and steep sites with dense vegetation. To the west is Ellenborough and to the east is Pipeclay. The site context is shown in Figure 2.

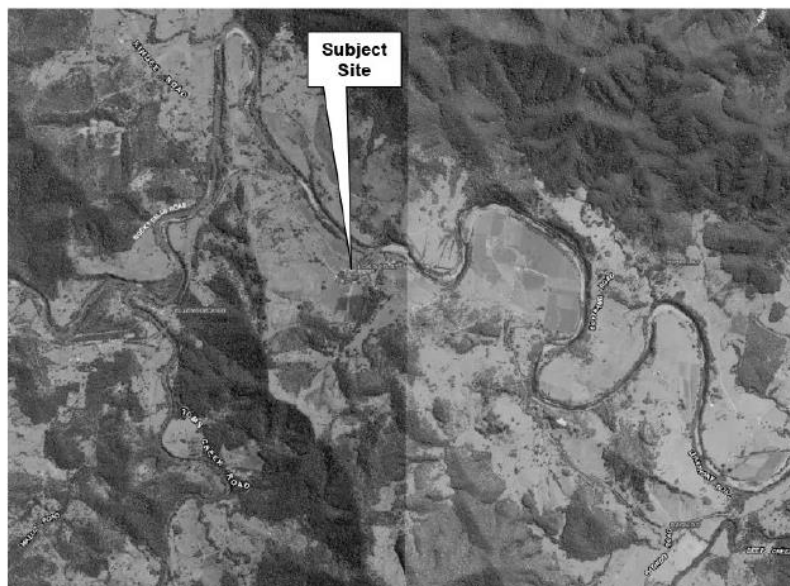


Figure 2: Location Plan
Source: NSW Six Maps

2.3 Site History

Development History

Council's DA tracking contains the following history in relation to the site:

- DA 1988/34 for a tennis shelter shed at 39 Henry Street.
- DA 1996/1167 for additions at 5071 Oxley Highway.
- Section 68 2010/5028 to install/alter OSM serving existing dwelling at 5071 Oxley Highway.



3 PROPOSAL

The proposal is for a boundary adjustment to increase the size of 5071 Oxley Highway. There are no physical works and no new dwelling entitlement proposed. An extract of the proposed plan is shown in **Figure 3**.

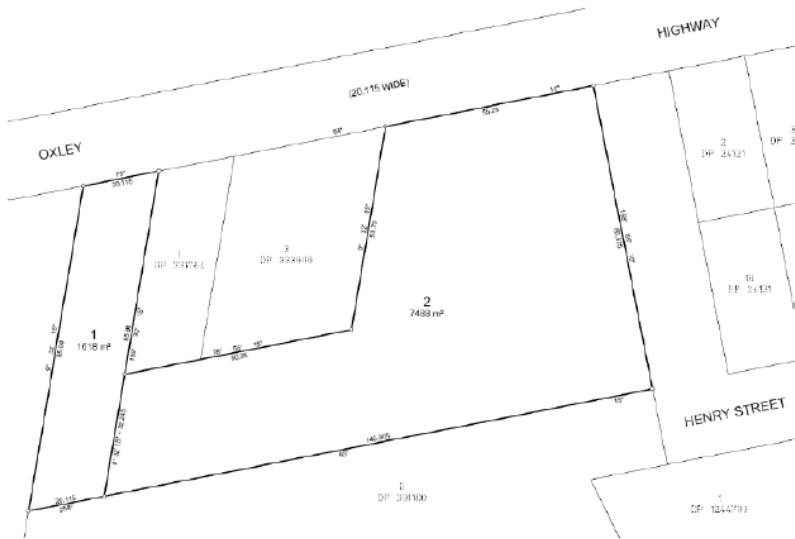


Figure 3: Proposed boundary adjustment plan



4 STATUTORY MATTERS

Clause 4.15(1)(a) of the Act requires Council to take into account certain matters which are considered throughout Section 4 of this report.

4.1 Rural Fires Act 1997

The site is identified as bushfire prone land (refer **Figure 4**). The proposal is Integrated Development and a Bushfire Safety Authority is required under Section 100B of the Rural Fires Act 1997. A Bushfire Assessment Report has been prepared and is held at **Appendix B**.



Figure 4: Bushfire Prone Land Map
Source: NSW Planning Portal

4.2 State Environmental Planning Policies

State Environmental Planning Policy No 44 – Koala Habitat Protection

State Environmental Planning Policy No 44 – Koala Habitat Protection (SEPP 44) applies to any development where the site has an area in excess of one hectare. No vegetation removal is proposed and no further consideration of SEPP 44 is required.

State Environmental Planning Policy No 55 – Remediation of Land

State Environmental Planning Policy No 55 – Remediation of Land (SEPP 55) Clause 7 requires that:

*“(1) A consent authority must not consent to the carrying out of any development on land unless:
(a) it has considered whether the land is contaminated, and*

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- (b) if the land is contaminated, it is satisfied that the land is suitable in its contaminated state (or will be suitable, after remediation) for the purpose for which the development is proposed to be carried out, and
- (c) if the land requires remediation to be made suitable for the purpose for which the development is proposed to be carried out, it is satisfied that the land will be remediated before the land is used for that purpose."

The site is not located within an investigation area and there are no known previous uses of the site that would have resulted in contamination of the site. The provisions of SEPP 55 are satisfied and the continued residential use of the land is appropriate.

4.3 Port Macquarie Local Environmental Plan 2011

Zoning and Permissibility

Pursuant to the Port Macquarie Local Environmental Plan 2011 (LEP 2011) the site is zoned RU5 Village. An extract of the relevant zone map is included below in **Figure 5**.

The objectives of the RU5 zone are as follows:

- "To provide for a range of land uses, services and facilities that are associated with a rural village.
- To permit development that is appropriate in scale and type with the characteristics of a rural village.
- To minimise conflict between land uses within the zone and land uses within adjoining zones."

The proposal for boundary adjustment satisfies the objectives as follows:

- The use of the sites for residential dwellings will not change.
- The scale and type of development will not be altered.
- The proposed boundary adjustment will not create a conflict between land uses.



Figure 5: Zoning Map
Source: LEP 2011

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Subdivision is permissible with consent subject to Clause 2.6 of LEP 2011. The definition of subdivision includes boundary adjustments.

Minimum Lot Size

Pursuant to Clause 4.1 of LEP 2011 the minimum lot size for the site is 8,000m² as shown in **Figure 6**. The existing lot sizes are 1,012m² and 8,094m². The proposed lot sizes are 1,618m² and 7,488m². The proposed lot sizes are below the minimum and do not comply with Clause 4.1. A Clause 4.6 Variation Request is submitted with this DA.

The objectives of Clause 4.1 are as follows:

*"(a) to ensure that lot sizes are compatible with local environmental values and constraints,
(b) to facilitate efficient use of land resources for residential and other human purposes,
(c) to minimise the fragmentation of rural land suitable for sustainable primary production,
(d) to protect high ecological, scientific, cultural or aesthetic values of land in environment protection zones."*

The proposal will satisfy the objectives of Clause 4.1 as follows:

- The surrounding area is a mix of lot sizes (most are non-compliant with Clause 4.1) and the proposed lot sizes are compatible with the local environment.
- The proposed boundary adjustment will not reduce the efficiency of the use of land for residential purposes.
- The proposed lots do not result in fragmentation of rural land, the site is in the village and not suitable for primary production.
- The site is not located in an environment protection zone.

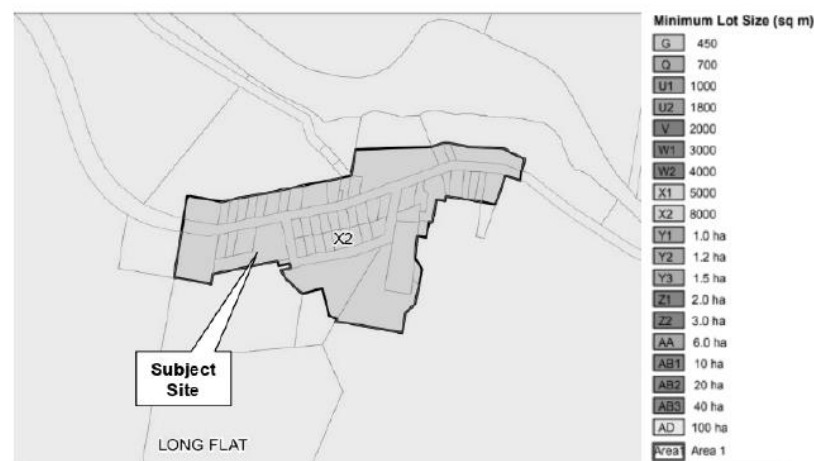


Figure 6: Minimum Subdivision Lot Size Map
Source: LEP 2011

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DEVELOPMENT ASSESSMENT PANEL
12/02/2020Heritage Conservation

The site is not identified on LEP 2011 maps as a heritage item under Clause 5.10.

Flood Planning

The site is not identified as flood prone in LEP 2011 maps.

Essential Services

Clause 7.13 of LEP 2011 requires the provision of essential services to the proposed development. All essential services will remain on each respective lot.

4.4 Draft Environmental Planning Instruments

No draft Environmental Planning Instruments apply to the proposal.

4.5 Port Macquarie Development Control Plan 2013

The specific sections of Port Macquarie Development Control Plan 2013 (DCP 2013) which are relevant to the proposal are addressed below.

Section 2.4 Hazards Management

A Bushfire Report has been prepared and is submitted with this DA.

Section 2.5 Transport, Traffic Management, Access and Car Parking

The proposed development will not increase traffic to the site.

Section 2.6 Tree Management

No tree clearing is proposed however some clearing may be required to establish the recommended APZs.

Section 3.6 Subdivision

Chapter 3.6 of DCP 2013 contains controls for subdivision, however due to the minor nature of the proposal the controls are not relevant.

4.6 Planning Agreements

There are no planning agreements relating to the site.

4.7 Environmental Planning and Assessment Regulation

The proposal is capable of complying with the Regulations including all Australian Standards and the BCA.



5 MATTERS FOR CONSIDERATION

Clause 4.15(1)(b) of the Act requires the consent authority to take into consideration the following matters when determining a development application:

5.1 The Likely Impacts of the Development

Social and Economic Impacts

The proposal will have a positive social and economic impact by subdividing land in a permissible and sensible manner.

Access, Transport & Traffic

No alteration will be made to the existing road access to the lots, nor will any increase in traffic occur as a result of the proposal.

Utilities

No alteration to utilities is required as a result of the proposal.

Flora and Fauna

No impact on flora and fauna will occur as a result of the proposal.

Amenity Impacts

No amenity impacts will occur to any existing dwelling.

Bushfire

A bushfire report is held at **Appendix B** which indicates that the site is capable of complying with PBP.

5.2 Suitability of the Site for Development

The suitability of the site for a boundary adjustment is established by the compliance with the LEP 2011 and DCP 2013 controls and the lack of impacts to surrounding properties.

5.3 Any Submissions Made

Notification of the proposal is required in accordance with Section 1.3 of DCP 2013. The proponent will respond to any submissions made as a result of the notification.

5.4 The Public Interest

A minor boundary adjustment is proposed which does not create any new dwelling entitlement or impact to surrounding properties. This is considered to be in the public interest.



6 CONCLUSION

The proposed boundary adjustment at 5071 Oxley Highway and 39 Henry Street, Long Flat will have no detrimental impact on the sites or surrounding areas. No new dwelling entitlement is proposed. The proposed development is permissible pursuant to LEP 2011 and is consistent with the relevant objectives and provisions of the planning framework. The subdivision pattern surrounding the site is not uniform and altering the size of two existing lots will have minimal impacts upon the surrounding area.

It is considered that the proposal is worthy of Council's support accordingly.

APPENDIX A

Proposed Plans

APPENDIX B

Bushfire Report

APPENDIX C

Clause 4.6 Variation Request to Clause 4.1 Minimum Lot Size

**AMENDED****CLAUSE 4.6 EXCEPTIONS TO DEVELOPMENT STANDARDS - CLAUSE 4.1 MINIMUM SUBDIVISION LOT SIZE
5071 OXLEY HIGHWAY AND 39 HENRY STREET, LONG FLAT****1. Introduction**

The proposal is for a minor boundary adjustment between 5071 Oxley Highway and 39 Henry Street, Long Flat. The proposal includes a variation to Clause 4.1 Minimum Subdivision Lot Size of Port Macquarie Local Environmental Plan 2011 (LEP 2011). The lot size of 39 Henry Street is proposed to decrease by 606m² from 8,094m² to 7,488m², a breach of 6.4%. The lot size of 5071 Oxley Highway, Long Flat is proposed to increase by 606m² from 1012m² to 1618m².

The proposal seeks to utilise Clause 4.6 Exceptions to Development Standards of to vary the development standard under Clause 4.1 Minimum Subdivision Lot Size of LEP 2011.

2. Clause 4.1 Minimum Subdivision Lot Size

The site has a minimum subdivision lot size of 8,000m² pursuant to LEP 2011 as shown in **Figure 1** below.



Figure 1: Minimum Subdivision Lot Size Map
Source: LEP 2011

It is intended to vary Clause 4.1 (Minimum Subdivision Lot Size) of LEP 2011 which states:

- (1) *The objectives of this clause are as follows—*
- (a) *to ensure that lot sizes are compatible with local environmental values and constraints,*
 - (b) *to facilitate efficient use of land resources for residential and other human purposes,*
 - (c) *to minimise the fragmentation of rural land suitable for sustainable primary production,*

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- (d) to protect high ecological, scientific, cultural or aesthetic values of land in environment protection zones.
- (2) This clause applies to a subdivision of any land shown on the Lot Size Map that requires development consent and that is carried out after the commencement of this Plan.
- (3) The size of any lot resulting from a subdivision of land to which this clause applies is not to be less than the minimum size shown on the Lot Size Map in relation to that land.
- (3A) If a lot is a battle-axe lot or other lot with an access handle, the area of the access handle is not to be included when calculating the size of the lot for the purposes of this clause.
- (4) This clause does not apply in relation to the subdivision of any land—
- (a) by the registration of a strata plan or strata plan of subdivision under the Strata Schemes Development Act 2015, or
 - (b) by any kind of subdivision under the Community Land Development Act 1989.

In reference to Clause 4.1(2) the proposal is subdivision of land shown on the Lot Size Map and requires development consent. The existing and proposed lot size of 5071 Oxley Highway and the proposed lot size of 39 Henry Street are below is below the minimum shown on the lot size maps as per Clause 4.1(3) and as a result this Clause 4.6 variation request has been submitted with the DA.

Clause 4.1(3A) and 4.1(4) are not relevant to this proposal.

3. Proposed Breach

The lot size of 39 Henry Street is proposed to decrease by 606m² from 8,094m² to 7,488m², a breach of 6.4% or 512m². The proposal creates a new breach where the existing lot complies with Clause 4.1.

The lot size of 5071 Oxley Highway, Long Flat is proposed to increase by 606m² from 1012m² to 1618m², a breach of 79.8% or 6,382m². The existing lot breaches Clause 4.1. Although the breach will be reduced by the proposal a request under Clause 4.6 is still required.

The proposal is shown in **Figure 2** below.

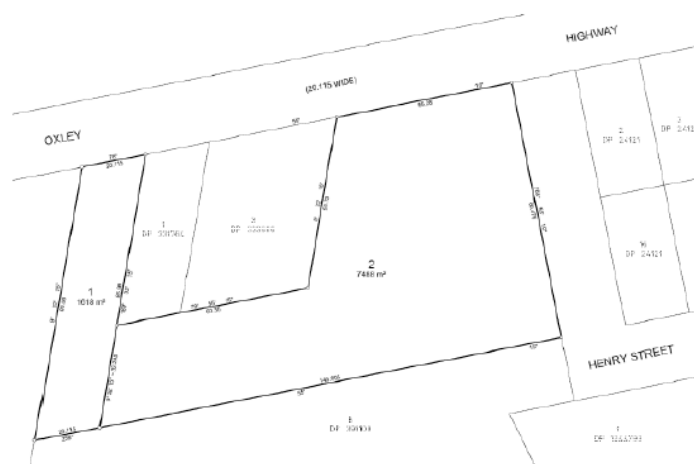


Figure 2: Proposed Boundary Adjustment Plan

4. Compliance with the Development Standard is Unreasonable or Unnecessary in the Circumstances

Clause 4.6(3) states:

"Development consent must not be granted for development that contravenes a development standard unless the consent authority has considered a written request from the applicant that seeks to justify the contravention of the development standard by demonstrating:

- (a) that compliance with the development standard is unreasonable or unnecessary in the circumstances of the case*
- (b) that there are sufficient environmental planning grounds to justify contravening the development standard."*

Compliance with the development standard is unreasonable and unnecessary in this instance and there are sufficient environmental planning grounds to justify contravening the minimum lot size standard.

In regard to 5071 Oxley Highway, the existing breach is 79.8% and it would be unreasonable and unnecessary to require the lot to be increased to a complying size. The 8,000m² minimum lot size was imposed on the site after the lot and dwelling were already existing. The proposal will not alter the amenity of the surrounding area by increasing the size of an undersize lot. Relative to compliance with Clause 4.1, 5071 Oxley Highway will be improved as a result of the increase.

Wehbe v Pittwater Council [2007] NSWLEC 827 outlined acceptable justifications for contravention of development standards. In this instance the proposed variation is considered acceptable because the objectives of the minimum subdivision lot size development standard are achieved notwithstanding non-compliance with the standard in Clause 4.1 of LEP 2011.

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The objectives of Clause 4.1 are satisfied as follows:

(a) to ensure that lot sizes are compatible with local environmental values and constraints

The surrounding area contains a mix of lot sizes, the majority of which do not comply with the 8,000m² minimum lot size. There are 57 lots in the 8,000m² minimum lot size area in Long Flat Village. Of these, only seven (12%) have a lot size of over 8,000m² and one of those compliant lots is Long Flat Primary School. Compliance with the 8,000m² minimum lot size is not characteristic of Long Flat village. 5071 Oxley Highway is one of the existing non-compliant lots and 39 Henry Street is one of the few compliant lots.

The proposed boundary adjustment between two existing lots, one of which currently complies and one of which does not comply, will result in lot sizes which are compatible with the local environmental values of Long Flat village. 5071 Oxley Highway will increase in size but retain a lot size generally the average of Long Flat village and 39 Henry Street will remain one of the largest lots in Long Flat village.

There will be no apparent change to the appearance or character of Long Flat as the boundary adjustment is not visible from the street and no new lots are proposed.

(b) to facilitate efficient use of land resources for residential and other human purposes

The area of 39 Henry Street which is proposed to be transferred to 5071 Oxley Highway is at the end of the narrow part of the L-shaped lot. The area subject to the boundary adjustment is unused for any active purpose by the occupants of 39 Henry Street. The current use of land for residential purposes is not efficient. The proposal will improve the efficiency of land use and improve the amenity of 5071 Oxley Highway without impacting on the amenity of any other property in the vicinity. 39 Henry Street retains a more than adequate area for use by a single residential dwelling.

(c) to minimise the fragmentation of rural land suitable for sustainable primary production

The proposed boundary adjustment will not fragment rural land suitable for sustainable primary production. The lots are located in Long Flat village in a location where primary production would not be suitable. The lots are directly east of Long Flat Primary School and bordered to the south by Long Flat Community Hall, football fields and other public uses. Beyond this is land used for agricultural purposes which will not be impacted. To the north and west of the site are residential uses. Neither of the existing or proposed lots are suitable for primary production.

(d) to protect high ecological, scientific, cultural or aesthetic values of land in environment protection zones

There is no land in the vicinity of the site which is located in an environment protection zone.

5. Public Interest

Clause 4.6(4)(a) states:

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12/02/2020

Development consent must not be granted for development that contravenes a development standard unless:

(a) the consent authority is satisfied that:

- (i) the applicant's written request has adequately addressed the matters required to be demonstrated by subclause (3), and*
- (ii) the proposed development will be in the public interest because it is consistent with the objectives of the particular standard and the objectives for development within the zone in which the development is proposed to be carried out, and*

In accordance with Clause 4.6(a)(i) this written request has adequately addressed the matters required to be demonstrated in Clause 4.6(3) in Section 4 of this request.

In accordance with Clause 4.6(a)(ii) the proposed development is in the public interest because it is consistent with the objectives of Clause 4.1 as discussed in Section 4 of this variation request. The proposal is also consistent with the objectives of the RU5 Village Zone which are:

- *"To provide for a range of land uses, services and facilities that are associated with a rural village.*
- *To permit development that is appropriate in scale and type with the characteristics of a rural village.*
- *To minimise conflict between land uses within the zone and land uses within adjoining zones."*

The proposed development is consistent with the objectives of the RU5 Village Zone in that the development will not alter the range of land uses or increase the number of dwellings in Long Flat Village. The proposed boundary adjustment is appropriate in the context of the rural village and will not result in any new physical structures which would be inappropriate in terms of scale or type, only a new fence will result. The proposed boundary adjustment will not cause a conflict between surrounding land uses including residential, education, primary production or community uses.

6. Concurrence of the Secretary

Clause 4.6(4)(b) states that development consent must not be granted for a variation to a development standard unless the concurrence of the Secretary has been obtained. Planning Circular PS 18-003 issued 21 February 2018 states that Council may assume the Secretary's concurrence where the variation to a numerical standard is not greater than 10%. The new breach at 39 Henry Street is 6.4%, however the increase in the lot size of 5071 Oxley Highway still results in a breach of Clause 4.1 of 79.8%. Council have advised that the proposal will need to be considered at DAP and Council as a result.

7. Conclusion

The proposal is for a minor boundary adjustment and represents a 6.4% variation to the minimum subdivision lot size development standard by 39 Henry Street and a breach of 79.8% by 5071 Oxley Highway. The size of 5071 Oxley Highway will be increased from existing but will remain well below the minimum lot size in Clause 4.1. There are no new lots being created and the appearance and character of the area will not be altered. The proposal complies with the objectives of Clause 4.1 and the RU5 Zone and is in the public interest. The proposal is considered to be minor and results in no material impacts. Council is requested to allow the proposed variation in this instance.



DEPARTMENT OF PLANNING, INDUSTRY & ENVIRONMENT

Guide to Climate Change Risk Assessment for NSW Local Government

2019 Revision



environment.nsw.gov.au

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Introduction

This guide helps councils assess the risks of climate change.

The climate of New South Wales, and the rest of the world, is changing. Average temperatures have been steadily rising since the 1960s while the decade from 2008 to 2017 was the hottest on record. As the average temperature rises and long-term weather patterns change, the occurrence of extreme weather increases. This means that the assumptions on which cities, towns and regions are planned and run must be reassessed. As time passes new information will come to light improving our understanding of the expected changes in climate and how they will affect us, reinforcing the need to regularly reassess the risks these changes pose.

The NSW Government is committed to assisting local government to take effective action on climate change. The NSW Climate Change Policy Framework aims to maximise the economic, social and environmental wellbeing of New South Wales in the context of a changing climate, current and emerging international and national policy settings, and actions to address climate change.

Decisions on environmental policies, building design, engineering, amenity and asset management have traditionally been based on historic climate data and experience. However, the changing climate means that last century's data and solutions may no longer be appropriate to guide decision-making this century.

Implications of this can include:

- built assets such as roads, stormwater drains and buildings may not be able to withstand increased frequency or intensity of extreme events such as flooding, fire and storms
- land-use patterns can change, impacting zoning and planning decisions
- a possible increased demand for council services, utilities and support for vulnerable populations.

Local government is often at the forefront of addressing climate impacts and communities will increasingly look to their council to provide solutions to adapt to, manage, transfer or share the risks associated with climate change impacts (Baker & McKenzie 2011¹).

This guide sets out a process for climate change risk assessment to assist councils as they address the uncertainty presented by the changing climate.

A climate change risk assessment aims to ensure council systems are resilient, by working through an analytical process that:

- identifies and assesses the risks that climate change poses to council assets and services
- prioritises actions for decision-making, adaptation planning, budgeting and community engagement.

It is important to note that this guide is focused on assessing the risks to council operations rather than wider community risks. Councils should also carry out a process to consider these broader risks, in consultation with the community. This could be done as part of the community strategic planning process or as a further stage of the risk assessment process. Refer to the vulnerability assessment in Step 11 for further information on community climate change risk assessment.

This guide outlines a qualitative approach to risk assessment, a method consistent with the level of climate change data currently available at a council scale.

The risk assessment should be reviewed every five years to capture updated climate science and to incorporate best practice in adaptation planning into council's strategic planning and operational delivery. Council can of course review the climate change risk assessment earlier if new data becomes available that materially impacts the understanding of risks, or if events occur that trigger the need to reassess climate change risk management.

¹ Baker & McKenzie 2011, *Local Council Risk of Liability in the Face of Climate Change – Resolving Uncertainties*, report prepared for the Australian Local Government Association, Baker & McKenzie, Sydney.

Aim of a climate change risk assessment

The purpose of a climate change risk assessment is to:

- identify and assess the risks that climate change poses to local government operations (including staff, assets and services)
- prioritise risks that require further action as a basis for decision-making and planning, and
- familiarise council staff with the local climate change risks and normalise the concept of climate change adaptation across all areas of council decision-making.

Climate change risk assessments aim to ensure that council systems will be resilient. By working through the climate change risk assessment process, councils can establish a robust framework to analyse the risks posed by climate change and develop strategies to address them.

The concept of risk assessment is not new to local government. Most councils already have risk management systems in place and may even have an officer dedicated to risk assessment and management. A climate change risk assessment follows the established risk management standards and techniques.

A climate change risk assessment is vital due to the far-reaching implications of long-term changing weather patterns. It is iterative by nature, requiring monitoring, review and update, and is specific to each local government area, noting that there is no single correct outcome from the process.

Reducing liability: the legal case

Local councils are particularly exposed to the physical, transitional and liability risks posed by climate change. The Hutley legal opinion showed that directors who fail to consider the impact of foreseeable climate change risks on their business properly could be held personally liable for breaching the duty of due care and diligence they owe to their companies (Hutley & Harford-Davis 2016²).

Based on this, liability could be reduced by ensuring the:

- decision is within the decision-maker's power
- decision is based on the best available information
- decision-maker's legal liability for the decision is understood.

If there is high uncertainty under the law, there is a high risk that the decision could attract a legal challenge or result in legal liability. The organisation will need to judge whether the identified risk is acceptable.

For more information refer to [legal risk and adaptation](#) from CoastAdapt³.

Although this legal opinion applies to a commercial entity, key findings of a recent discussion paper released by the Australian Centre for Policy Development identified that '... public sector directors are now increasingly likely to be closely scrutinised and held to account for climate risk management...' (Dibley et al. 2019⁴).

2 Hutley N and Hartford-Davis S 2016, *Memorandum of Opinion: Climate Change and Directors' Duties*, prepared for the Centre for Policy Development and the Future Business Council business roundtable, 21 October 2016, Melbourne, Minter Ellison Solicitors, Melbourne.

3 Bell-James J, Baker-Jones M and Barton E 2017, *Legal risk: A guide to legal decision making in the face of climate change for coastal decision makers*, CoastAdapt Information Manual 6, 2nd edition, National Climate Change Adaptation Research Facility, Gold Coast.

4 Dibley A, Hurley S and Sheppard J 2019, *Public authority directors' duties and climate change: Managing the latent financial and governance risk*, Discussion paper, Centre for Policy Development, Sydney.

Incorporating climate change risk into the IP&R framework

It is recommended councils embed the consideration and management of climate change risks and vulnerabilities into their Integrated Planning and Reporting (IP&R) framework, especially if there is consistency with their community strategic plan in the objectives, themes and priorities. Actions from climate change risk assessments and adaptation plans need to align with relevant delivery programs and annual operational plans, and have relevant resources allocated.

Council's asset management plan should incorporate an assessment of climate risks associated with the assets involved and the

identification of strategies for the management of those risks; see Figure 1 below. The IP&R framework comprises a:

- community strategic plan, reviewed in a 10-year cycle
- resourcing strategy consisting of long-term financial and workforce management plans plus an asset management policy, strategy and plans
- delivery program, reviewed in a four-year cycle
- operational plan, updated annually.

These elements are informed by community engagement, asset management processes, service delivery and the ongoing monitoring and reporting of progress.

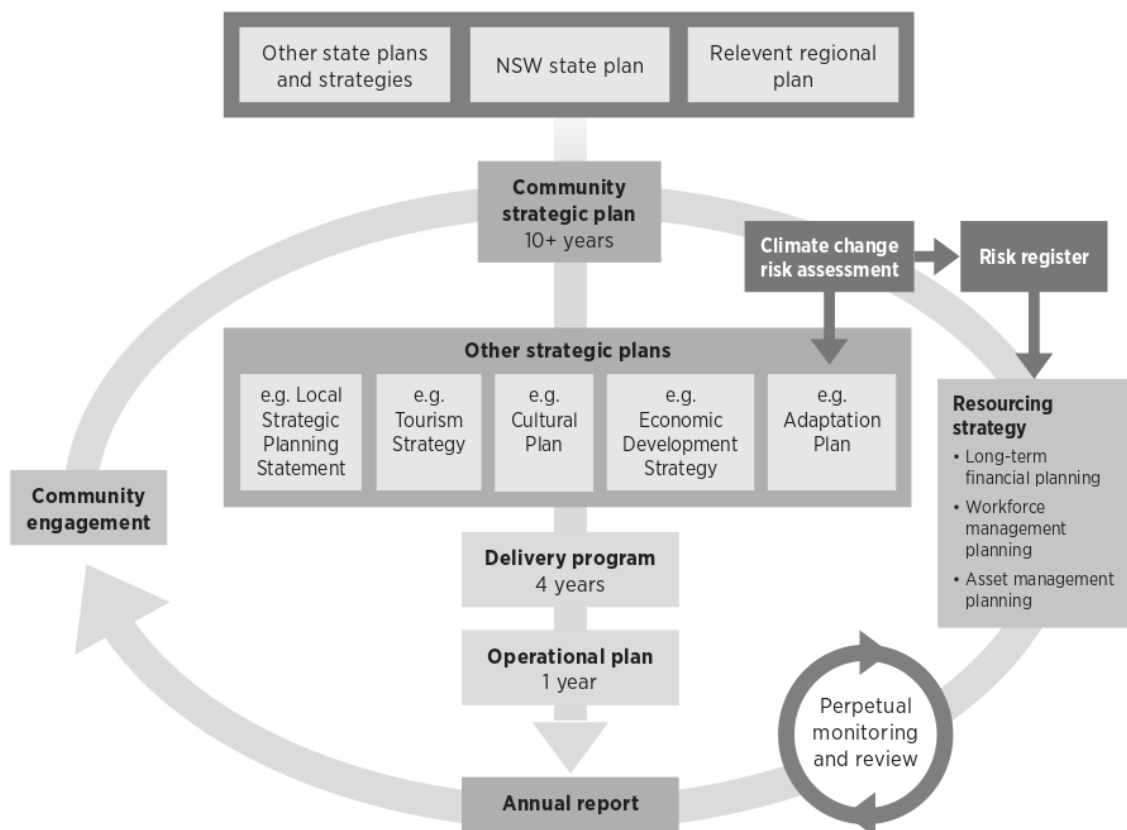


Figure 1 The Integrated Planning and Reporting (IP&R) framework – modified to integrate climate change risk assessment

Using this guide

This guide offers a step-by-step process to conduct or revise a climate change risk assessment. The guide helps councils to:

- undertake a climate change risk assessment using an approach based on standardised methods
- refine previous climate change risk assessments
- generate information that can be used to develop adaptation strategies and make decisions under conditions of risk and uncertainty.

This guide is based on Climate Change Impacts and Risk Management: A guide for business and government (AGO 2006)⁴ and AS ISO 31000:2018 Risk management – Guidelines. Climate change information on the Adapt NSW website and other key resources that are adapted to the needs of local councils are also referenced. Throughout the guide you will find links to source data and other resources that will assist with the climate change risk assessment process and Attachment 3 contains links to many further resources.

Figure 2 summarises the key steps in the risk assessment process, the likely timeframes (elapsed time), who should be engaged in each step of the process, as well as suggested resources available to assist the assessment. The time it will take for each step will vary from council to council depending on the resources available. Who will manage and be involved in each step will also vary, so the nominated times and job titles are indicative, not prescriptive.

⁴ AGO 2006, *Climate Change Impacts & Risk Management – A Guide for Business and Government*, Australian Greenhouse Office, Department of the Environment and Heritage, Canberra.

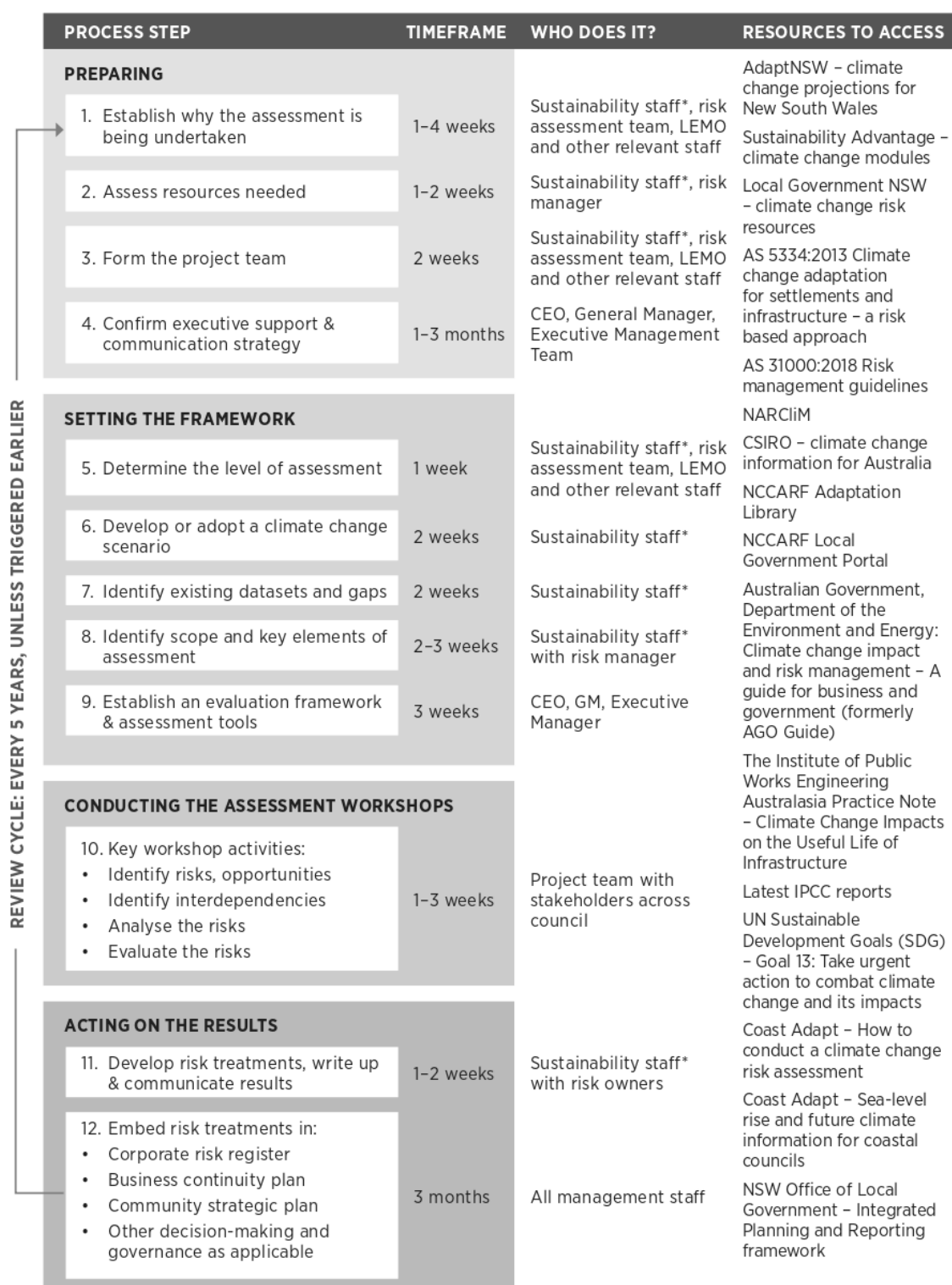


Figure 2 Climate change risk assessment process for councils in New South Wales

* While 'sustainability staff' is used in this figure the role is flexible and should reflect the functional area in council that has primary responsibility for climate change.

Preparing for a climate change risk assessment

Step 1: Establish why the assessment is being undertaken or reviewed

Establishing why a climate change risk assessment is needed helps determine its objectives and the level of assessment required. Reasons for undertaking a climate change risk assessment include, to:

- meet insurance obligations
- reduce liability
- mitigate costs
- plan budgets
- comply with regulations and program guidelines
- update existing plans and risk ratings
- work with other councils, government agencies and private providers
- clarify the nature of an identified risk
- submit grant and other funding applications
- address community concerns
- update a previous climate change risk assessment.

Step 2: Assess resources needed

Climate change risk assessments can be undertaken by internal staff, consultants and in partnership with other councils and external agencies. All require a commitment from the executive and general staff as well as human and financial resources.

An internal climate change risk assessment will need:

- one staff member to drive the process and document outcomes (project manager)
- representatives from different operational areas within council to inform the process
- resources to undertake workshops, host forums, and coordinate peer reviews and advisory groups.

An internally run assessment can help councils build on existing internal knowledge and also develop new expertise, which will be vital as climate change impacts increase. Staff with a sound knowledge of the local area, environmental conditions, council assets and operations, and risk assessment methodology are best suited to this project.

Some councils will choose to resource the risk assessment process internally, while others will engage external consultants. For those planning to use internal staff, there are many resources available to assist in building internal capability; for example, Local Government NSW has [examples of climate change adaptation planning](#), including climate change risk assessments.

For councils wishing to engage external consultants, the [guidelines for working with consultants](#) from CoastAdapt will be helpful and include advice on verifying their expertise and ensuring the project scope is clearly documented and agreed to by both parties.

Collaborating with other councils to develop joint climate change risk assessments, share information and resources, especially those with similar climates, population and land, can be cost-effective and help to ensure a more equitable, coordinated and consistent response across regions. Collaboration can also help identify and treat interdependency risks.

TIP: Building internal capability with consultants

Consultants can provide valuable assistance when undertaking a climate change risk assessment. By bringing best practice process and content, currency with the latest research and literature, up-to-date industry experience and case studies, a specialist consultant can bring a voice of authority to help councils tackle this complex challenge.

However, one of the key objectives of running this process is to ensure your council builds its own capability to assess, evaluate and address climate change risks. So, it is important to ensure the consultant facilitates knowledge transfer to the internal team and can mentor those likely to retain ongoing responsibility for the process. It may be worth including this teaching and mentoring capability in the request for quotation as part of the project scope.

- environmental managers
- communication and engagement specialists
- indigenous engagement
- homelessness engagement
- education officers
- frontline customer services.

Recruiting a mix of long-serving and less experienced staff to the team can help ensure succession and knowledge management strategies are successfully implemented, as well as engender wider support.

The project team can also be guided by a steering committee or advisory group, and include external stakeholders such as first responders, the chamber of commerce, traditional owners, resident action groups, subject matter experts, neighbouring councils, social service providers and representatives of agencies responsible for critical infrastructure in the area. Infrastructure representatives are particularly important when seeking to understand interdependencies such as water utilities, electricity utilities, Roads and Maritime Services.

Ideally, team members will be able to influence council decisions or be in a position to make decisions, supporting the implementation of climate change adaptations, based on their capacity to apply their expertise to the process.

Step 3: Form the project team

The climate change risk project team can be involved in a range of activities ranging from data provision and interpretation to identifying and evaluating risks.

Ideally, the project team will include representatives from all areas of the organisation including:

- executives
- planners and policy advisers
- asset and facilities managers
- operations managers (roads, water, sewer and parks)
- community service managers
- finance, IT and risk managers
- local emergency management officer (LEMO)
- legal counsel
- procurement
- service delivery managers
- parks managers

Step 4: Confirm executive support and communication strategy

Any organisation undertaking a major project is significantly more likely to succeed when it has a senior *champion* to give authority to the person or team responsible for its delivery. The champion is like the project's ambassador. They will promote its benefits and help manage hurdles should they arise. This is especially applicable when addressing climate change due to the complexity and timeframe of the risks, and the potentially politically sensitive nature of the topic. Local government climate change adaptation surveys show that general manager and other executive support is a top-rated enabler for developing climate change responses.

Climate change potentially affects all aspects of council business and ideally, managing associated

risks is part of everyday business processes via the IP&R framework (Figure 1), as well as staff and community engagement.

Once approved by senior management, a climate change risk assessment can be communicated more broadly through internal and external channels such as workshops, emails, mainstream and social media, newsletters and consultations. This communication is an important component of the overall process to ensure that senior managers and key staff understand what is being done and why. This will help make sure they are 'on board' when it comes time to invite them to workshops, answer questions and commit to actions required as a result of the risk assessment.

Regular updates can encourage awareness of planned actions and progress, leading to increased opportunities for informed participation in strategy development and positive engagement.

Setting the framework for assessment

Climate change risk assessment can require some additional considerations over and above a general risk assessment. It is suggested that existing frameworks used at council are checked against recommendations made in this document, and the ISO standards Risk management – Guidelines and Climate change adaptation for settlements and infrastructure – A risk based approach. Some councils have successfully adapted their existing risk framework to incorporate climate risks into a familiar process, which may be an approach to consider.

Thorough consideration of the climate change scenarios, the assessment scope and the evaluation framework will help optimise assessment results.

TIP: Sustainability Advantage

Many councils are members of the NSW Government's Sustainability Advantage program. Members of the program have access to support for climate change risk assessment and other sustainability-related objectives. While results depend on an organisation's own efforts, this membership-based program provides expertise, training and business tools such as:

- practical workshops
- a comprehensive range of guides, case studies and templates
- one-on-one specialist support
- facilitated networking and targeted seminars
- an extended network of like-minded organisations.

Step 5: Determine the level of assessment

Risk assessments need to be conducted at a level that is:

- appropriate for the scale of the risk and the nature of the decision
- consistent with the quality and amount of data or information available.

For example, initial research might help identify a number of risks, while a more detailed data-driven assessment can better analyse and evaluate a specific risk.

Climate change risk assessments mostly involve:

- using localised climate projections
- creating scenarios that can apply to different time periods
- considering environmental and social systems with complex relationships
- subject matter expertise
- using quantitative and qualitative research to produce outcomes that readily integrate into frameworks such as the IP&R – see Figure 1.

As mentioned in the introduction, this guide outlines a qualitative approach to risk assessment, due to the level of climate change data currently available at a council scale.

What is a qualitative assessment?

A qualitative risk assessment allows councils to develop an understanding of their risks from climate change in the face of uncertainty about the precise timing, location and amount of climate change. This type of assessment uses expert informed opinion to describe the magnitude of potential consequences and the likelihood these will occur, in order to understand the level of risk. Qualitative risk assessments are:

- relatively inexpensive to undertake
- potentially familiar to councils that already have risk assessment and management processes and established risk assessment templates
- more readily integrated with existing risk management processes
- more readily integrated into the IP&R framework
- able to highlight areas for possible detailed quantitative assessment.

With the uncertainty associated with future climate change impacts, it is generally impractical to do a quantitative assessment of all risks, as it is difficult to describe the likelihood and consequences numerically and requires many assumptions to be made.

New tools to assess and prioritise climate change risks are developing rapidly. Where more information on climate change impacts becomes available, these tools may be applied to generate more detailed analysis of risk and vulnerability.

Information about climate change projections and impacts is also updated regularly. The Department of Planning, Industry and Environment (DPIE) has developed regional climate change impact data, and councils should refer to the regional projections and impacts of climate change page on the [AdaptNSW website](#) for the latest information.

Other reliable sources of information on climate change impacts are included at the end of this guide, in Attachment 3.

Introducing some key concepts

Emissions scenarios and future levels of greenhouse gas in the atmosphere

An emissions scenario is an estimate of future emissions based on our understanding of natural sources of greenhouse gases and how much greenhouse gas will be released into the atmosphere by humans (based on assumptions about future socioeconomic trends).

Because it isn't clear exactly how global social and economic systems will respond to emissions reduction programs, a range of scenarios are used to describe possible future trends in emissions of greenhouse gases into the atmosphere.

Dealing with risk versus uncertainty

While it is clear the climate is changing, uncertainty remains about exactly how much it will continue to change. A large amount of this uncertainty comes from not knowing how much greenhouse gas will be released by humans into the future. Dealing with uncertainty can be a challenge but should not be seen as a barrier to adaptation planning and adapting to climate change.

Local councils are highly familiar with risk management. Framing climate change as a risk rather than an uncertainty can make it easier to facilitate assessments and resulting action plans. In addition to scenarios, documented recent examples of climate related threats to life, property and businesses in areas with similar populations, geography and land-use patterns, can help understanding.

Potential for abrupt changes

Climate changes may occur more rapidly and abruptly than currently modelled due to the intricacy of our climate system. The complexity and interrelationships between ocean, land, biosphere and atmospheric processes around the globe are likely to produce unexpected impacts, some of which are not yet fully understood or able to be adequately captured in modelling projections.

Shift from uncertainty to risk

Most people are used to dealing with the idea of 'risk'. It is the language of the insurance, health and national security sectors. For many audiences – politicians, business leaders or communities – talking about the risks of climate change is likely to be more effective than talking about the uncertainties.

Shifting from an 'uncertainty' to a 'risk' approach also makes it easier for people to weigh up the costs and benefits of inaction, rather than getting stuck in the perception that knowledge is still imperfect. Familiar, everyday examples of risk management offer useful comparisons and analogies; for example, the risk of a town flooding, a farmer's crops being destroyed, or a coastal building slipping into the ocean (Corner et al. 2015⁵).

⁵ Corner A, Lewandowsky S, Phillips M and Roberts O 2015, *The Uncertainty Handbook: A practical guide for climate change communicators*, University of Bristol, Bristol UK.

Step 6: Develop or adopt a climate change scenario

One way to address future uncertainty is to use climate change scenarios that describe possible changes to climate variables.

A climate change scenario does not present definitive statements about future climate change (see 'Assumptions and uncertainty' below). Instead, it presents a plausible future climate based on the best available science and a number of assumptions about:

- future levels of greenhouse gas in the atmosphere (the emissions scenario)
- the response of global average surface temperatures to increases in greenhouse gases
- local climate change as a result of changes to global average temperatures.

It is important to record and explain these assumptions in the risk assessment as they have an impact on the decisions made to manage the risk.

DPIE recommends that councils use the NARCLiM scenario as the basis for their climate change risk assessments. The model has been co-developed by DPIE to create [climate change snapshots](#) for NSW planning regions. It is a highly rigorous model that has been designed so that non-scientists can readily apply it to their decision-making in New South Wales.

The NARCLiM model – a high-level description

The NSW and ACT Regional Climate Modelling project (NARCLiM) is an ongoing collaboration between the NSW and ACT governments, UNSW, Sydney Water, Hunter Water, and the Sydney Catchment Authority. It is based on:

- 10 kilometre grids (so is very useful for local government applications)
- four global climate models (GCMs)
- three regional models
- IPCC AR4 (the fourth major assessment report for the United Nations Intergovernmental Panel on Climate Change, i.e. the best available climate science)
- a high emissions trajectory (SRES A2), which represents a continuation of current carbon-intensive economic activity. This is projected to result in warming of 3–4°C by 2100



- three-time periods: 1990 to 2009 (baseline), 2020 to 2039 (near future), and 2060 to 2079 (far future).

How was uncertainty addressed in the NARCLiM modelling?

Due to the many uncertainties involved in producing climate projections, NARCLiM provides a collection of 12 simulations, (rather than just one single projection), each using the [IPCC SRES A2 emissions scenario](#).

This approach provides robust regional climate projections that span the range of likely future changes in the climate of south-eastern Australia.

Three configurations of the Weather Research and Forecasting (WRF) model were run with four separate GCMs to produce an ensemble of 12-member runs. Refer to the [About NARCLiM](#) webpage for further details.

Step 7: Identify existing datasets and gaps

Identifying available datasets will help define the scope of the risk assessment and will also help identify any information gaps that need to be filled before the risk assessment can be undertaken. Relevant datasets contain the information needed to inform the risk assessment; for instance, what the current and projected population for the local government area is.

There is a large body of existing work that councils can access to assist in the risk assessment process. Resources that can assist in providing the data needed for the completion of a climate change risk assessment include:

- the [NSW Climate Data Portal](#), part of the NARClIM project, allows users to construct and submit data requests to extract regional data for relevant simulations, locations, time periods and climate variables
- knowledge of local climate related risk
- regional AdaptNSW [climate change snapshots](#)
- previous climate change risk assessments
- access to information on programs that manage risks; for example: coastal hazards such as erosion and inundation, projected sea level rise, flood and fire risks in the local government and surrounding areas, as well as other potential indicators of localised climate change such as prevalence of invasive species, and health risks such as mosquito-borne disease
- audit of council assets including class, location, maintenance and depreciation status as well as services provided
- audit of critical infrastructure and other services in the area
- local population and business profiles
- mapping of ecosystems, refugia, fauna and flora present in the council area, particularly endangered species, ecological communities and assemblages
- the Adapt NSW guide to [impacts of climate change](#)
- the IPCC [Fifth Assessment Report](#).

Coastal and floodplain risk management programs

The NSW Government works with councils to deliver coastal and floodplain risk management in New South Wales. Any studies undertaken by council to understand coastal and floodplain management risks will need to consider climate change impacts. Where this has been achieved the identified climate change risks and associated treatments can be incorporated into the climate change risk assessment. There are a number of other resources available that can further support councils to consider coastal and flood related risks; these include:

- [CoastAdapt](#) – an information delivery and decision support framework that addresses the risks presented by climate change and sea level rise, and what can be done to respond to those risks. CoastAdapt contains information and guidance to help people from all walks of life understand climate change and the responses available to manage the impacts.
- [NCCARF](#) – the National Climate Change Adaptation Research Facility, works to support decision-makers throughout Australia as they prepare for and manage the risks of climate change and sea level rise.

Councils should note that if using resources from CoastAdapt and NCCARF, their work may be based on different emissions scenarios to the NARClIM model. It is important to understand and communicate this when stating baseline assumptions in the climate change risk management plan.

Step 8: Identify the scope and key elements of the assessment

Best practice sees local government consider the risks climate change poses to all areas of responsibility, either through a single or series of assessments. Classifying risks by operations and service delivery will help promote a systematic and efficient approach to risk identification and establishes a clear ownership of and responsibility for management of the associated risks.

To define the scope of climate change risk assessments, operational activities, geographical area and organisational boundaries can be used as key elements, also known as functional areas, during the risk identification process. Table 1 sets out an example list of key elements based on organisational functions.

Table 1 Key elements for climate change risk assessment

Key elements	Examples of issues to be considered
Infrastructure and assets	Council buildings, stormwater, transport and water supply infrastructure, wastewater treatment facilities, bush and recreation reserves
Land-use planning and development	Assessment of development applications and planning instruments such as local environmental plans and zoning
Emergency management and natural disaster preparedness	Traffic management, business continuity, emergency response and recovery from storms, bushfires, heatwaves, etc.
Environment management and protection	Water quality, air quality, biodiversity and ecosystems, pests and weeds, solid waste management, energy management
Community services	Childcare, recreational facilities, waste services
Corporate services	Insurance, council functions, financial sustainability, communications, IT, human resources

Step 9: Establish the evaluation framework and risk assessment tools

The evaluation framework is used by the assessment team to evaluate and prioritise risks. It is designed so all team members have a common understanding of how risks will be assessed, to allow for comparable assessments against council's existing corporate risk framework.

The evaluation framework generally has four components:

- success criteria based on council corporate objectives
- a consequence scale identifying a range of possible outcomes if risk becomes reality
- a scale that scopes the likelihood of an event
- risk priority levels based on the consequence and likelihood relating to that risk.

Success criteria

To help gain further traction and emphasise the immediacy of the need to develop action plans, it is recommended assessments are developed in the context of the overarching goals of council and other documents that establish the organisation's strategic priorities (e.g. the community strategic plan).

Climate change risk assessments and subsequent adaptive strategies can help achieve and sustain corporate objectives such as:

- boosting the local economy as well as offering incentives to potential investors by promoting the protection of assets, infrastructure and service delivery that is resilient to extreme weather events and other ongoing impacts of climate change
- delivering better value to ratepayers by helping ensure council expenditure is responsive to short-term, climate-based emergency contingencies and long-term models of resilience that work with providers of critical infrastructure and services
- ensuring council actions are informed by best practice approaches and proven science for protecting the physical and natural environment

- enhancing and protecting lifestyle, amenity and local character
- responding to transparency and governance.

Assessment tools

The following three tools are adapted from conventional risk management practice and so will be familiar to many council managers and officers.

i. Likelihood scale

A likelihood scale assigns the likelihood of a risk occurring under the chosen climate change scenario. The following table is a demonstration of a likelihood scale that compares five likelihood ratings in the context of recurrent and single event risks.

Table 2 Likelihood ratings, from the DPIE Sustainability Advantage program

Likelihood	Recurrent risks	Single events
Almost certain	Could occur several times per year	More likely than not – probability greater than 50%
Likely	May arise about once per year	As likely as not – 50/50 chance
Possible	May arise once in 10 years	Less likely than not but still appreciable – probability less than 50% but still quite high
Unlikely	May arise once in 10 to 25 years	Unlikely but not negligible – probability low but noticeably greater than zero
Rare	Unlikely during the next 25 years	Negligible – probability very small, close to zero

When undertaking the risk analysis, it is important to remember that the likelihood refers to the likelihood of a risk event occurring under the chosen climate change scenario; that is, when considering the likelihood of the risk, it must be assumed that the scenario is certain to occur.

ii. Consequence ratings

Evaluating the consequences of a risk means asking, 'How bad is it likely to be?'. Risks can affect a council in different ways depending on objectives (success criteria) and the thresholds that define the various levels of consequence will vary from council to council.

Table 3 Example consequence rating, from the Australian Greenhouse Office guide (AGO 2006)

Rating	Consequence\ criteria				
	Public safety	Local economy and growth	Community and lifestyle	Environment and sustainability	Public administration
Catastrophic	Large numbers of serious injuries or loss of lives	Regional decline leading to widespread business failure, loss of employment and hardship	The region would be seen as very unattractive, moribund and unable to support its community	Major widespread loss of environmental amenity and progressive irrecoverable environmental damage	Public administration would fall into decay and cease to be effective
Major	Isolated instances of serious injuries or loss of lives	Regional stagnation such that businesses are unable to thrive and employment does not keep pace with population growth	Severe and widespread decline in services and quality of life within the community	Severe loss of environmental amenity and a danger of continuing environmental damage	Public administration would struggle to remain effective and would be seen to be in danger of failing completely
Moderate	Small numbers of injuries	Significant general reduction in economic performance relative to current forecasts	General appreciable decline in services	Isolated but significant instances of environmental damage that might be reversed with intensive efforts	Public administration would be under severe pressure on several fronts
Minor	Serious near misses or minor injuries	Individually significant but isolated areas of reduction in economic performance relative to current forecasts	Isolated but noticeable examples of decline in services	Minor instances of environmental damage that could be reversed	Isolated instances of public administration being under severe pressure
Insignificant	Appearance of a threat but no actual harm	Minor shortfall relative to current forecasts	There would be minor areas in which the region was unable to maintain its current services	No environmental damage	There would be minor instances of public administration being under more than usual stress but it could be managed

iii. Risk matrix

The design of this risk priority rating table will reflect the council's level of aversion to risk. If a council is risk-averse, the table will contain many cells which are rated 'high' or 'extreme' risk and, as such, must be dealt with quickly (given the risk response). Alternatively, where a council is more inclined towards risk-taking, many risks will be rated 'low' or 'medium', meaning they do not require urgent attention.

Councils that already have risk priority tables may find them appropriate to use, but they should consider whether the nature of the risks that result from climate change will warrant any change to their existing rating system.

If council does not have an existing risk matrix, the following matrix can be used.

Table 4 Risk rating matrix, from the DPIE Sustainability Advantage program

Consequences		Catastrophic	Major	Moderate	Minor	Insignificant
Likelihood	Almost certain	Extreme	Extreme	High	Medium	Medium
	Likely	Extreme	High	High	Medium	Low
	Possible	High	High	Medium	Medium	Low
	Unlikely	Medium	Medium	Medium	Low	Low
	Rare	Medium	Low	Low	Low	Low

Conducting the risk assessment workshop

It is recommended the key risk assessment activities are carried out as a single exercise in a workshop setting to ensure a consultative and inclusive process. The workshops ideally involve all members of the project team and a broad range of council staff from across all functional areas of council.

Module 3 of the [LGNSW Building Resilience to Climate Change](#) workshop package provides guidelines on how to run a workshop, including preparing materials, roles and responsibilities of a facilitator, and documenting results.

TIP: Accessing useful materials

[LGNSW](#) has many free online resources to assist the climate change risk assessment process such as a workshop package that includes:

- a template for a climate change action plan
- evaluation forms
- group activities and facilitation techniques
- PowerPoint presentations
- technical guidance and references
- risk assessment tools and templates
- step-by-step guide to facilitating structured workshops and meetings
- examples and case studies.

[AdaptNSW](#) also has a range of resources to support councils as they undertake this process, including:

- interactive maps by region
- information on the impacts of climate change
- Regional Vulnerability Assessments
- adaptation planning check lists.

For councils that are members of [Sustainability Advantage](#), there are many useful supporting materials available to you such as:

- how to write a risk statement
- workshop activity sheets
- regional climate snapshots
- implications of climate change check sheet
- risk management plan template.

Step 10: Key workshop activities

Identify risks and opportunities

Risks are identified by describing and listing how the climate change hazards from the chosen scenario or relevant regional snapshot from Step 6, could impact on each of the key elements of the organisation, identified in Step 8.

Reviewing previous climate change risk assessments, if they exist, will help identify if a risk has changed.

The risk assessment team should consider each of the risks posed to key organisational elements by each climate variable. There might be opportunities as well as negative outcomes as a result of climate change.

Each risk can be described in the following order:

- climate change hazard
- impact on a key element of council operations
- success criteria affected.

For example: 'Flooding and inundation [*hazard*] damaging council infrastructure [*impact*], which reduces public safety [*success criterion*]'.

The climate change hazard and impact on council operations might affect several success criteria. So that these risks can be more readily prioritised, it is important that each risk is identified and rated separately.

For example, flash flooding might have catastrophic consequences for public safety, but only moderate consequences for sustainability, and minor consequences for public administration.

Risk identification needs to include consideration of knock-on effects or incremental impacts of particular consequences, such as cascade and cumulative effects. For example, a direct risk could be flooding or inundation damaging council infrastructure, reducing public safety. An indirect risk would be flooding or inundation damaging state-owned roads, which in turn prevents council maintenance vehicles getting to problem areas.

Identify risk interdependencies

Identifying and understanding risk interdependencies is a relatively new part of the climate change risk assessment process. It can help capture and manage additional risks that whilst falling outside council's direct control, can still have a big impact on council's assets, operations and community. Strong stakeholder engagement is needed to understand and address interdependent risks as they are invariably multi-disciplinary with multiple owners. By identifying what these risks are and who has control to manage them, council can understand its risk exposure and required adaptation response.

Managing interdependencies is not new for councils in New South Wales. The crucial coordination role played by the local emergency management officer (LEMO) helps manage interdependent risks in times of emergency. Just like the ongoing engagement needed to develop and maintain an effective Local Emergency Management Plan, climate change risk interdependence requires coordination, active relationships and careful planning.

Example questions to ask in the assessment workshop:

- What critical infrastructure do we depend on, that is not under our control? Examples are stormwater, electricity, gas, roads, bridges, ICT, etc.
- What social infrastructure and services do we rely on that are not under our control? Examples are social housing, health care, etc.
- Who controls these?
- Are they managing climate change risks for that infrastructure?
- Could we collaborate to manage the risk?

The risk analysis table in Figure 4 below has an added column to a conventional analysis, to capture interdependencies that are identified in the analysis.

Understanding council's spheres of influence is very helpful when analysing risk interdependence. The model shown in Figure 3 is used by several NSW councils to articulate what comes under council's control, what it can influence, and what council neither controls nor influences, yet has concern over outcomes. This can be a very useful way of breaking down an interdependent risk and working towards a practical adaptation response.

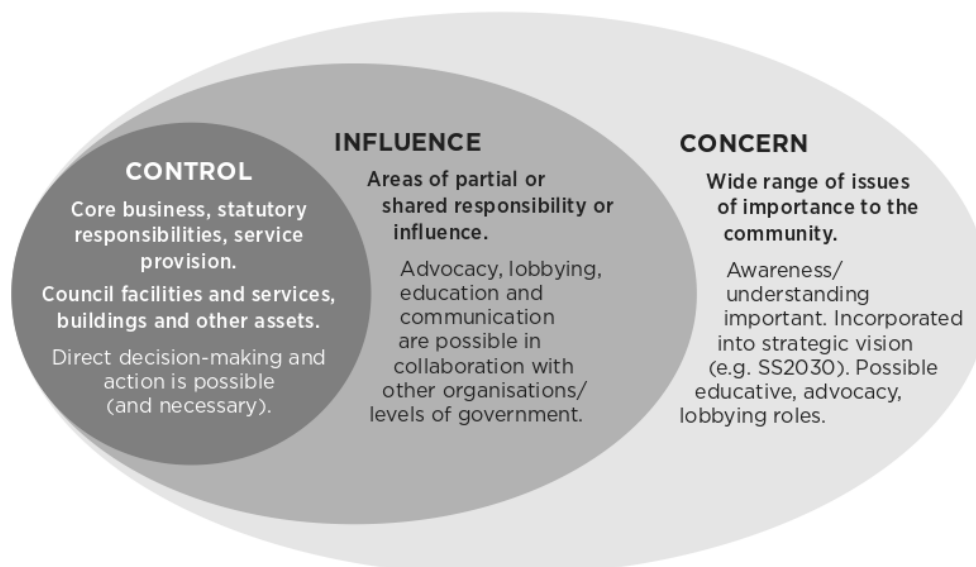


Figure 3 Spheres of influence diagram from *Adapting for Climate Change: A long term strategy for the City of Sydney*, also used by several other councils

Analyse the risks

Once identified, risks need to be systematically analysed using the framework and tools in Step 9. Risk is analysed by identifying the consequence and likelihood in the context of existing controls, enabling them to be prioritised.

When performing a climate change risk assessment, analysis of consequence and likelihood can be subjective, based on the team's opinion on whether a particular outcome will occur. This expert opinion needs to be supported by objective inputs such as accurate information on past events, case studies and peer reviewed literature.

Assumptions underlying the analysis need to be made clear.

Risks are analysed in the context of existing controls and magnitude of consequence and likelihood before a priority rating is assigned.

Analyse existing controls

During the risk assessment, it is assumed that the chosen climate change scenario is occurring. To analyse existing controls the risk assessment team identifies any current controls that would reduce the consequence or likelihood of each risk and their effectiveness. Only existing controls that are funded and do not need further work to be implemented should be considered in this stage.

For example, council might have planning controls that require buildings to be a certain height above the current flood level. This control is currently effective, but may be less so if climate change increases the intensity and frequency of rain. In this instance, the control's effectiveness rating will be low, in the context of the climate change risk assessment.

Analyse magnitude of consequence and likelihood

In this stage the magnitude of the consequence of an event and its likelihood of occurring are determined.

Consequence and likelihood are considered in the context of:

- the climate change scenario being considered
- existing controls to manage the risk.

Assign the risk priority rating

From the analysis of consequence and likelihood, the risk rating can be obtained using the risk priority table developed in Step 9; see Figure 4. This process is carried out for each risk, within the chosen climate change scenario. See Table 4 for a template matrix for analysing risks, including an example risk analysis.

Guidance on integrating the results of multiple scenarios can be found in Section 5.5 of the [AGO Guide](#).

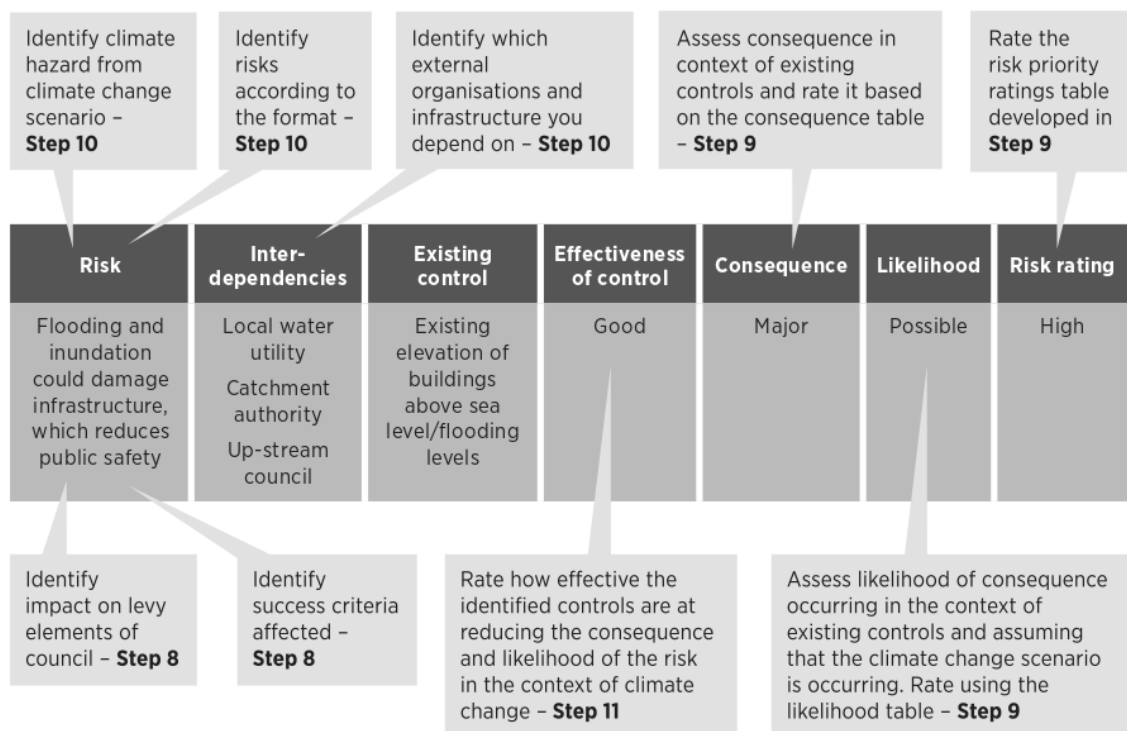


Figure 4 Annotated example risk analysis table – Step 10

Evaluate the risks

Evaluation helps to prioritise identified risks. Step 9 shows how to develop a priority rating for each risk of extreme, high, medium or low, based on likelihood and consequence scales. Here, all of the risks are put into one list and ordered by their priority, either by success criteria or aggregated risk exposure or risk rating.

Once any duplicates are eliminated, the first stage of evaluation is to adjust any risks that appear to be over or underestimated by checking that the risk priority ratings:

- are consistent with one another
- are logical
- sit within council's operational context.

Once all risk ratings are finalised, priority risks need to be placed in order, starting with those requiring the most urgent action and stating what that action would be. Ranking the priority risks is important as councils have finite resources and are unlikely to be able to address all risks simultaneously.

A single climate change hazard can pose multiple risks due to its impacts on a number of success criteria; see *Identify risks and opportunities* above. In this situation the evaluation can be simplified by ranking each success criteria and/or determining an aggregated rating. This will facilitate prioritisation and allow a council to understand the best way to respond to this climate change hazard.

Using the example from above of flash flooding, this may have a catastrophic consequence for public safety, but a moderate and minor consequence for sustainability and public administration, respectively. Where this is the case, the risk to public safety is the highest risk and is the priority.

Factors that can be considered in the evaluation include:

- Is it council's responsibility to mitigate the risk or is an emergency agency responsible?
- Is it council's responsibility to manage the risk?
- Can council make an effective contribution to finding a solution?
- What is the wider organisational context for the identified risks?
- What is council's tolerance for the risks?
- Are there any regulatory, legal or other requirements to consider?
- How much uncertainty is associated with the risk assessment?
- Is there likely to be any cost-effective way to address the risks, for example, adaptation responses that deal with multiple risks?
- Are there any information gaps?
- Is further work needed?

Acting on the results

Step 11: Develop risk treatments, and write up and communicate results

Adaptation and treating the risks

Acting on the results is vital; once the risks for council from climate change have been identified, the actions needed to treat the risks and adapt to the changing climate can be planned and delivered.

Adaptation to climate change is defined as an adjustment in natural or human systems in response to actual or expected climatic stimuli or their effects, which moderates harm or exploits beneficial opportunities. Risk treatments developed and implemented by an organisation in response to a climate change risk assessment can be regarded as a type of climate change adaptation.

The following can be considered when developing a response:

- aim for a balance between climate and non-climate risks; risks from climate change are not the only risks that councils face and treating them must be balanced against the need to treat non-climate risks
- manage priority climate change risks; focusing on high priority risks or areas with greater certainty will help to ensure a targeted adaptation effort
- use adaptive management that involves small, flexible, incremental changes based on regular monitoring and revision of plans based on information available at the time
- look for win/win or no regrets options
- avoid adaptation constraining decisions or maladaptation, by keeping future options open
- focus on cost-effective actions so council has a clear understanding of the costs, benefits and likely effectiveness of alternative adaptation options as well as the financial impacts of no action
- include some new ways to fund possible responses, including inviting investment from stakeholders potentially most affected by climate change
- review treatment strategies.

The process for identifying adaptation options can be similar to that used in the risk assessment, with the adaptation team including a cross section of council staff, with expertise in the risks identified, and external stakeholders such as neighbouring councils, and service and utility providers.

Steps include:

- reviewing existing risk controls to identify why current controls are insufficient
- identifying changes in thinking or new measures to overcome gaps.

Approaches to risk treatment can include:

- spreading the risk by ensuring adequate insurance
- making structural or engineering adjustments, such as building larger stormwater retention basins in response to a projected increased intensity of rainfall events
- amending council policies, strategies and plans to increase setback distances for fire management in development control plans or planned retreat strategies for vulnerable areas
- changing or developing institutional structures and decision-making systems by seeking input from external experts when making regional transport decisions in light of climate change
- further researching risk, such as developing more refined projections of rainfall to inform flood modelling accuracy
- providing education or behaviour change programs, such as professional development programs for asset management staff on climate change and asset planning, or community information packages on future flood risks and management controls.

While many of these examples build on existing emergency response and risk management systems, adaptation planning can include new ways of thinking about how more resilient communities can be designed and built using innovation and integrated solutions.

Climate change has potential implications for almost all council functional areas. Integrating climate change risk into existing corporate risk management systems and reporting frameworks, including business continuity planning, helps

ensure that climate related risk is considered in all local government decision-making processes.

The AGO Guide (AGO 2006) has detailed guidance on risk treatment approaches. See Attachment 3 for more information on adaptation and risk treatment. LGNSW also has examples of climate change adaptation case studies.

Vulnerability assessments

Vulnerability is the degree to which a system is susceptible to, or unable to cope with, adverse effects of climate change, including climate variability and extremes (IPCC 2007⁶).

It is determined by:

- exposure to climate hazards at a local scale
- sensitivity to climatic variability
- capacity to adapt.

A good starting place when seeking to understand local climate vulnerability is the DPIE-led Integrated Regional Vulnerability Assessments (IRVAs) by State Planning Region, which are:

- Central West Orana
- Far West
- Hunter Central Coast
- Illawarra Shoalhaven
- New England North West
- North Coast
- Riverina Murray
- South East
- Sydney.

Understanding vulnerability is central to identifying adaptation needs and developing associated policies. A vulnerability analysis helps local government explore the climate change risks to the community or analyse climate change risks in cooperation with other councils in the region. It can facilitate the analysis of more complex and socially driven elements of climate change risk that exist in an assessment.

Vulnerability assessment and risk assessment can be complementary processes. Vulnerability assessment looks inwards and measures the susceptibility of council to harm, whereas risk assessment looks outwards to assess the likelihood and consequence of a specified harm occurring.

Adding a vulnerability assessment to a risk assessment can further prioritise responses. For example, areas where a council faces medium risk but has high vulnerability call for more urgent action.

Reporting the results

Results of the climate change risk assessment need to be documented and ideally presented widely; to councillors, senior managers and other staff across the organisation, and if appropriate, partner agencies, local business and the wider community.

The climate change risk assessment report clearly identifies priority risks and documents methods used to identify, analyse and evaluate these risks. This provides an evidence base for the council to develop and implement an adaptation plan with identified actions, resources and timeframes. Developing adaptation strategies also provides opportunities for the risk assessment to be reviewed and updated.

⁶ IPCC 2007, 'Climate Change 2007: Impacts, adaptation and vulnerability', contribution of Working Group II to the *Fourth Assessment Report of the Intergovernmental Panel on Climate Change* (ML Parry, OF Canziani, JP Palutikof, PJ van der Linden and CE Hanson [eds]), Intergovernmental Panel on Climate Change, Cambridge University Press, Cambridge, United Kingdom and New York.

Step 12: Embed risk treatments

Embedding the treatment of the identified climate change risks is vital to the success of the assessment process. In addition to the relevant components of the IP&R framework (see Incorporating climate change risk into the IP&R framework on page 3) there are several key council documents that need to reflect what has been learned through the climate change risk assessment. These include the:

- Corporate Risk Register
- Business Continuity Plan
- Community Strategic Plan.

Council's decision-making processes must also reflect what has come out of the risk assessment. For example, is there a need to change existing governance to ensure the outcomes of the assessment continue to inform decision-making, or to change monitoring and reporting processes to include metrics and targets developed through the climate change risk assessment?

Embedding climate change risk into asset planning

Asset management is a systematic process to guide the planning, acquisition, operation and maintenance, renewal and disposal of assets, and is fundamental to overall council service delivery and planning.

An asset management strategy identifies assets critical to operations and risk management strategies for these assets. It includes actions needed to improve the asset management capability, projected resource requirements and timeframes.

A risk register can facilitate the integration of a climate change risk assessment into the asset management strategy. The register matches the level of risk with treatment options for affected assets; see Figure 5.

Climate Change Asset Risk Register									
Asset ID #	Asset type	Location	Climate risk	Asset risk timeframes			Win/Win and no regrets action	Future trigger/ timeframe	Treatment options
				Current	Short-term	Long-term			
123	Pump station	1 Smith Rd	Coastal erosion	Medium	High	Extreme	Monitor	When erosion escarpment is within Xkm of structure	Identify adaptation options
1234	Major road	Smith Rd	Flooding	Low	Medium	High	Monitor	When flooded X times a year	Identify adaptation options
12345	Minor road	50 Smith Rd	Coastal inundation	Low	Low	Medium	Monitor	When inundation X times a year	Identify adaptation options
123456	Water main	1 Steep Rd	Hillslope erosion	High	High	Extreme		Trigger activated – intervention required	
1234567	Remote IT trans-missions	435 Long Rd	Heat	Medium	High	Extreme	Monitor	Number of outages per year	

Figure 5 Example of a climate change asset risk register

The location of the asset, its age and condition, and adaptation measures currently in place, will affect climate change impact. [Practice Note 12.1: Climate Change Impacts on the Useful Life of Infrastructure](#) provides a methodology and guidance for asset managers on how to assess the impact of climate change on infrastructure useful life to the year 2100.

Resourcing strategy, delivery program and operation plan

Based on the IP&R framework, a resourcing strategy quantifies the financial commitment to implement strategies established in the community strategic plan and is critical to the planned and costed implementation of actions to reduce climate change risk.

Under this model, strategic financial planning is undertaken for a 10-year period, to accommodate longer-term infrastructure and planning commitments; however, actions needed to effectively implement a climate change risk assessment can extend beyond this 10-year cycle yet need to be reviewed at least every five years. Identified treatments of climate change risks are implemented through schedules and detailed project and budget planning established in the four-year delivery program and annual operational plans.

Ongoing review

As with any quality system, continuous monitoring and review are important to the climate change risk assessment process, as information is being continually updated. Once climate change risks have been fed into council's corporate risk management process, the review of climate risks will be included along with the review and monitoring of all council's risks.

Monitoring and review can:

- incorporate new climate change data
- check that controls are effective (what has worked and what hasn't?)
- include new information gained from events
- account for changes in context
- identify new risks and opportunities
- report back through the annual report process.

It is recommended that the risk assessment be reviewed on a regular basis; every five years or when triggered by the availability of new data or an event prompts the reassessment of council's risk management plans. Figure 6 references the climate change risk assessment stages (in Figure 2) in the form of a continuous improvement cycle, which is the final component of the risk assessment process.



Figure 6 The review cycle is a key part of successful climate change risk management

Attachment 1: Case studies – adaptation in action

CASE STUDY 1: Parkes Shire Council – Climate change risk assessment to inform critical infrastructure design

The proposed scheme aligns with council's commitment to incorporating climate change adaptation and mitigation into existing operations.

Parkes Shire Council is establishing a recycled water scheme (RWS) as part of its integrated water cycle management strategy (IWCMS). The RWS will help reinforce the water security and drought resilience of the Parkes water supply and reduce potable water consumption. The proposed scheme aligns with council's commitment to incorporating climate change adaptation and mitigation into existing operations. In 2014-15, funding was secured for an RWS, comprising an advanced water recycling facility and a recycled water rising main to distribute recycled water for municipal irrigation purposes within the township. If the scheme proves successful, additional connection options to other end users will be investigated in future phases.

To understand and design for climate change impacts on the planned infrastructure, council undertook a climate risk and adaptation assessment (CRAA) with the assistance of external consultants. The assessment was completed in line with the requirements outlined in AS 5334:2013 and the Infrastructure Sustainability Council of Australia (ISCA) rating scheme¹. Through a multi-stakeholder workshop and engagement process, and using NARCIIM projections from AdaptNSW, the CRAA identified climate effects relevant to the project and provided an assessment of the potential climate risks to the proposed works. The process also identified critical interdependencies on other infrastructure providers as well as appropriate risk management and adaptation measures to be incorporated into the construction and operation phases, to build the resilience of the proposed works to changing climate conditions.

The risk assessment identified that the proposed water infrastructure was vulnerable to climate hazards with extreme risk events including heat waves, flooding, extreme rainfall and bushfire. Adaptation options were identified, assessed and are in varying stages of implementation, to treat the identified very high and high risks for both the 2030 and 2070 time periods. The key risks revolved around:

- loss of power resulting from extreme events
- direct impacts of extreme weather on pumps and building structures

¹ [Infrastructure Sustainability Council of Australia \(ISCA\) Rating Scheme version 1.2](#) relating to Cli-1: Climate Change Risk Assessment and Cli-2: Adaptation Measures.



High quality recycled water will be used for open space irrigation around Parkes. Source: Parkes Shire Council

- risk to health and safety of staff needing to undertake work during extreme events, and
- isolation and/or loss of access to assets during extreme rainfall events, flood events or extreme storms.

The ability of each adaptation action to treat very high, high and medium risks was then tested in the residual risk assessment that was undertaken for the project. Each risk statement was reviewed with various adaptation actions applied to help treat and subsequently reduce the risk rating. In most instances, multiple adaptation actions could be applied to an individual risk, while a single adaptation action could also be applied to multiple risks.

As a result of the CRAA, no residual high or very high risks remained, and some operational procedures were identified that need to be updated or established.

CASE STUDY 2: Cumberland Council – Outdoor Ambient Air Temperature (OATH) Project

Council collaborated with Western Sydney University to install 100 heat sensors throughout the LGA, collecting air temperature readings at 10-minute intervals for three months during the summer of 2018–19.

This project was conceived to better understand the emerging issue of the urban heat island (UHI) effect in the Cumberland Council local government area (LGA) in Western Sydney. Council collaborated with Western Sydney University to install 100 heat sensors throughout the LGA, collecting air temperature readings at 10-minute intervals for three months during the summer of 2018–19, to identify microclimates and other locally-specific insights. The sensors logged data to enable analysis of the following:

- detailed analyses of day- and night-time temperatures
- detailed analyses of spatio-temporal variation of thermal regimes (ranking, etc.)
- geo-referenced maps of temperature distribution across the LGA
- geo-referenced streaming videos depicting daily/weekly evolution of air temperature variation
- special emphasis on analyses of data recorded during heat waves
- comparison of the ability of different tree species to affect ambient air temperatures.

Mayor Greg Cummings said 'to know how hot it feels to residents, we need to record the air temperatures across the whole LGA. This is what the heat sensors are doing now. [The project] will help us create policies that keep residents cool and safe; contribute to future developments and planning controls; and understand the impact of heat on people's movements and use of public spaces.'



GPS locations of the heat sensors throughout the Cumberland LGA. Source: Cumberland Council GIS team

CASE STUDY 3: Burnett Catchment Flood Resilience Strategy – an interstate example of managing interdependent risks

The purpose of the project was to partner with local councils and organisations that have lived through significant disaster-led response and recovery challenges in recent years, to test a more people-centric approach to flood resilience.

The Queensland Reconstruction Authority facilitated a multi-stakeholder planning process in the Burnett catchment to build upon local leadership and hard lessons learnt in the region following the devastating floods of 2011 and 2013. The purpose of the project was to partner with local councils and organisations that have lived through significant disaster-led response and recovery challenges in recent years, to test a more people-centric approach to flood resilience.

This integrated approach to catchment planning was a new take on the traditional process of flood risk management. Completed in May 2018, it involved:

- Queensland Government – including state agencies and government-owned corporations
- Bundaberg Regional Council
- Cherbourg Aboriginal Shire Council
- North Burnett Regional Council
- South Burnett Regional Council
- community groups and non-government organisations.

Collaboration and integrated engagement were seen as critical to the development of this strategy due to the many organisations and jurisdictions impacted by flooding. The multi-disciplinary approach involved professionals from many fields including:

- mental health
- engineering
- land-use planning
- community and economic development
- disaster management
- transport
- environmental management
- communications.

Through a series of workshops, which at times involved experts (literally!) walking over large-scale maps of the catchment, the many stakeholders identified interdependent vulnerabilities and resilience measures that are central to the Flood Resilience Strategy.

Implementation of the strategy will now be overseen by the Wide Bay Burnett Regional Organisation of Councils (WBBROC), building on the actions and opportunities identified by the strategy. A Regional Resilience Officer has been funded from the National Disaster Resilience Program 2017-18 to coordinate the strategy on behalf of WBBROC.

A key learning of the work has been the importance of relationships in developing shared solutions to common problems, and for sustaining commitment to implementation over time.



Sharing issues and challenges in a common workspace – the stakeholders' 'backyard'. Source: Burnett Catchment Flood Resilience Strategy

A key learning of the work has been the importance of relationships in developing shared solutions to common problems, and for sustaining commitment to implementation over time. It involved different disciplines examining and discussing common issues, reaching consensus on actions, and identifying collective solutions that could be advanced either internally or through funded opportunities available at state or federal level.

The people-centred focus of developing the Burnett Catchment Flood Resilience Strategy highlighted that local energy and commitment, coupled with regional coordination of effort for efficiency, all supported by state-level resources and funding, is a model for future resilience planning and implementation across Queensland.

The learnings from the Burnett work are being further tested in other parts of Queensland through delivery of three other pilot projects, in the Central West, Mary River, and Fitzroy River regions. The pilots in these additional areas are adding to the body of knowledge around working together to develop shared solutions to common resilience problems.

Building on learnings from all four pilots, statewide rollout of similar regional resilience strategies is intended from January 2020 as part of continued delivery of Resilient Queensland 2018–21, the implementation plan for the Queensland Strategy for Disaster Resilience.

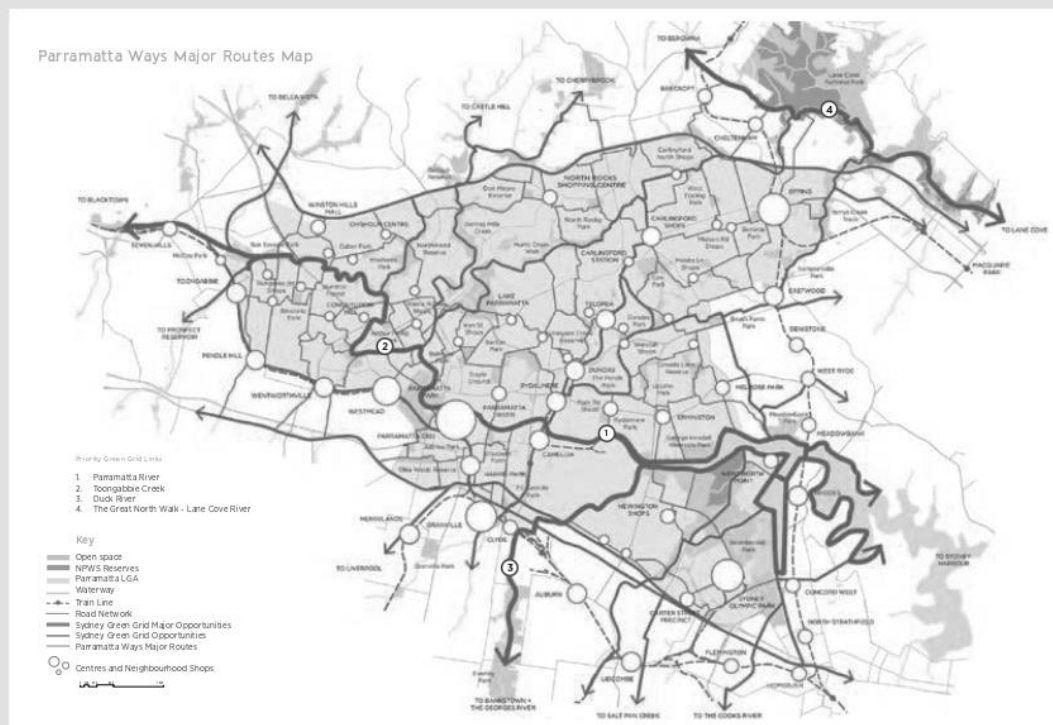
CASE STUDY 4: City of Parramatta – active transport strategy, Parramatta Ways

To make the city more walkable, council is working to better connect people to these places and support walking in their everyday journeys.

Parramatta Ways is a plan to improve walkability across Parramatta. Walkability is a measure of how pleasant and attractive an area is to walk. Internationally, it is recognised as one of the key aspects that make a city liveable. Anticipated co-benefits include:

- reduced urban heat island
- reduced flood risks
- carbon and energy savings
- increased biodiversity
- improved water-sensitive urban design (WSUD)
- improved resident and visitor wellbeing.

Parramatta has many great destinations such as parks, natural bushland and heritage sites that provide good reasons to walk. To make the city more walkable, council is working to better connect people to these places and support walking in their everyday journeys.



Parramatta Ways will create an extensive network of streetscapes and green corridors.

Source: Parramatta Ways Walking Strategy

Together these streetscapes and green corridors provide an opportunity to create an extensive network, tying together the places people live and work with great places to visit.

At the core of this strategy is the street network, the local corridors and footpaths that provide access to shops, schools, open space, transport options and community facilities. Some of the key destinations are also the urban creek and open space trails that form green corridors across Parramatta. Together these streetscapes and green corridors provide an opportunity to create an extensive network, tying together the places people live and work with great places to visit.

As a result, the Parramatta Ways Walking Strategy is not just about transport but also a plan for increasing urban greening, recreation and local centre amenity. It is about continuing to improve the quality of the LGA's streetscapes, open space and river corridors to make the city more attractive for walking.

To realise Parramatta Ways, council will bring together the existing programs of work and teams across council that are already delivering outcomes such as transport, streetscapes, urban greening, recreation, environment, place making, city activation, water-sensitive urban design, heritage, and urban heat island effect mitigation.

CASE STUDY 5: City of Penrith, adaptation in action – revision of the CBD drainage strategy

It also challenged a long-held local assumption that the Penrith CBD would not flood, as it sits 'above' the Nepean River.

In response to flooding events in the Penrith CBD, council undertook a review of its CBD drainage strategy. This involved revisiting a key flood risk management question: what level of stormwater damage is acceptable? It also challenged a long-held local assumption that the Penrith CBD would not flood, as it sits 'above' the Nepean River (as opposed to sitting within its floodplain and also being affected by the local overland flow flooding). The review was supported by a cost-benefit analysis of the existing and proposed drainage standard.

The council's engineering team benchmarked other regional cities (Liverpool, Parramatta, Gosford, North Sydney) to understand the standards applied by comparable councils, as well as looking further afield to Austroads and the Queensland Urban Drainage Manual. The team investigated a range of options and drainage system components, including:

- various detention basins in the catchment
- additional pipework
- flow deflection levees
- downstream control devices to address stormwater quality.

After a thorough review, council adopted an updated strategy in May 2015 which changed the drainage pipe capacity:

- from 5 to 10-year average recurrence interval (ARI) for residential areas, and
- from 20 to 50-year ARI for commercial, business and industrial areas.



Floodwaters lapping at the steps of the Penrith RSL Club. Source: [Penrith City Council Floodplain Management](#)

Attachment 2: Glossary

Adaptation	Adjustment in natural or human systems in response to actual or expected climatic stimuli or their effects, which moderates harm or exploits beneficial opportunities
Assessment team	The team that will be responsible for identifying and evaluating risks at the risk assessment workshop
Climate change scenario	A coherent, plausible but often simplified description of a possible future state of the climate as influenced by climate change. It is not a prediction about the future, but rather it provides a means of understanding the potential impacts of climate change
Event	Occurrence of change of a particular set of circumstances
Likelihood	Chance of something happening. Generally described in terms of probability or frequency. It can be expressed qualitatively or quantitatively
Risk	The effect of uncertainty on objectives
Risk assessment	The overall process of risk identification, analysis and evaluation
Risk analysis	A systematic process to understand the nature and level of risk based on the consequence of an event and the likelihood of that consequence
Risk evaluation	The process of comparing the level of risk identified in the risk analysis against risk criteria, to inform decisions about risk treatment
Vulnerability	The degree to which a system is susceptible to, and unable to cope with, adverse effects of climate change, including climate variability and extremes. Vulnerability is a function of the character, magnitude and rate of climate change and variation to which a system is exposed, its sensitivity and its adaptive capacity

Attachment 3: Relevant resources

Resource	Source	Link
IP&R framework	NSW Office of Local Government	www.olg.nsw.gov.au/councils/integrated-planning-and-reporting
AdaptNSW website	NSW Government	climatechange.environment.nsw.gov.au/
NSW Climate Data Portal	NSW Government	climatedata.environment.nsw.gov.au/
The Guide to Integrated Regional Vulnerability Assessment (IRVA) for Climate Change (OEH 2013 ¹)	NSW Government	www.environment.nsw.gov.au/resources/climatechange/130016IRVAGuide.pdf
Climate change risk resources and case studies	Local Government NSW	www.lgnsw.org.au/policy/planning-climate-change
How to conduct a climate change risk assessment	CoastAdapt	coastadapt.com.au/how-to-pages/how-to-conduct-a-climate-change-risk-assessment
Sea level rise information for all Australian Coastal Councils	CoastAdapt	coastadapt.com.au/sea-level-rise-information-all-australian-coastal-councils
NCCARF Adaptation Library	National Climate Change Adaptation Research Facility (NCCARF)	www.nccarf.edu.au/adaptation-library
NCCARF Local Government Portal	NCCARF	www.nccarf.edu.au/localgov/
Goal 13: Take urgent action to combat climate change and its impacts	United Nations Sustainable Development Goals (SDG)	www.un.org/sustainabledevelopment/climate-change/
Climate Change Impact and Risk Management – A Guide for Business and Government	Australian Department of the Environment and Energy	www.environment.gov.au/climate-change/adaptation/publications/climate-change-impact-risk-management
Practice Note 12.1: Climate Change Impacts on the Useful Life of Infrastructure	The Institute of Public Works Engineering Australasia (IPWEA)	www.ipwea.org/publications/ipweabookshop/pn12-1
Resources Portal and Common Reporting Framework	Global Covenant of Mayors for Climate Change & Energy	www.icleioceania.org/global-covenant-of-mayors-for-climate-energy
Climate-ready planning laws for NSW and beyond	Environmental Defenders Office NSW	issuu.com/envirodefenders/docs/edo_cc_report_singles/1?ff&e=35832012/68566748
Climate Change Litigation	Environmental Defenders Office NSW	www.edonsw.org.au/climate_change_litigation
AS/NZS ISO 31000:2018 Risk Management – Guidelines	Standards Australia via SAI Global	infostore.saiglobal.com/en-au/Standards/AS-ISO-31000-2018-1134720_SAIG_AS_AS_2680492/

¹ OEH 2013, Guide to Integrated Regional Vulnerability Assessment (IRVA) for Climate Change, NSW Office of Environment and Heritage, Sydney.

Resource	Source	Link
AS 5334:2013 Climate change adaptation for settlements and infrastructure – a risk based approach	Standards Australia via SAI Global	infostore.saiglobal.com/en-au/Standards/AS-5334-2013-119943_SAI_GAS_251367/
NSW Heat Vulnerability Index	NSW Government	datasets.seed.nsw.gov.au/dataset/3b59f3c4-51e2-40c3-af35-e7a7a63fd207
Risk Management Guidelines: Companion to AS/NZS 4360:2004 (AS/NZS 2005)	Standards Australia via SAI Global	www.saiglobal.com/PDFTemp/Previews/OSH/as/misc/handbook/HB436-2004(+A1).pdf
Emissions Scenarios: Summary for Policymakers	United Nations Intergovernmental Panel on Climate Change	www.ipcc.ch/site/assets/uploads/2018/03/sres-en.pdf
Assets and Risk Tool	100 Resilient Cities	www.100resilientcities.org/tools/assets-and-risk/

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Table of Port Macquarie-Hastings Council Sustainability initiatives

Sustainability Sector	Past	Current	Future (known)
Land Use Natural and built environment, food and agriculture.	<p><u>Natural Environment</u></p> <ul style="list-style-type: none"> Koala Plans of Management including: <ol style="list-style-type: none"> Mahers Headland Area 13 Thrumster Urban Release Area Area 14 Rainbow Beach Urban Release Area 48 property-specific KPOMs recorded between the period 2012 - 2019. Vegetation mapping (2012) Became the baseline for development of biodiversity strategy. Ecohealth Monitoring Program (2013-2018). Sea level rise mapping undertaken for the coast and estuaries (2014). Acid Sulphate Soil (ASS) mapping completed. Coast and Estuaries Management Sub Committee (1995) established. Flood Sub-Committee. 1995-1999 and beyond - strategic planning on many aspects of land-use, especially water, for example: 	<ul style="list-style-type: none"> Local Environmental Plan (2011) Development Control Plan (2013) <p><u>Natural Environment</u></p> <ul style="list-style-type: none"> Lost Plot community garden opened 2014. Biodiversity Strategy (2017-2030) adopted. Koala Recovery Strategy (2018) adopted. Manage KPOM's to adhere to legislative requirements. Vegetation Management Plans approved with 82 property-specific VMPS recorded. This helps ensure "Avoid, Minimise, Offset" philosophy (2014 - 2019). Coastal Management Plan (CMP) scoping document underway (June 2020). Endemic Street and Open Space Planting List developed. Port Macquarie-Hastings Council Flood Policy (2018) reviewed. This requires all flood studies to consider climate change (particularly sea level rise and rainfall intensity) over time, such as 20, 50 and 100-year. This is past, current and future requirements applied to modelling since the 1990's. 	<ul style="list-style-type: none"> Local Strategic Planning Statement (2020-2027) under development. Community Engagement Policy and Strategy updated plan under development. <p><u>Natural Environment</u></p> <ul style="list-style-type: none"> Draft Coastal Koala Plan of Management (2018). Provides a more cohesive plan to manage koala habitat and development at the landscape level. No net loss ecological report (2020). Lake Cathie Coastal Management Plan (CMP) (2021). CMP PMHC wide (circa 2023) These CMP's will consider climate change (in particular sea level rise) over time. Hastings wild deer management plan (2020). <p><u>Built Environment</u></p> <ul style="list-style-type: none"> Yippin Creek Precinct Planning Proposal. Fernbank Creek and Sancroix Structure Plan and Planning Proposal. Health and Education Precinct Planning Proposal.

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<ul style="list-style-type: none"> o Cowarra Dam in early 2000's, with provision to raise dam wall at later date; and o Protection of Port Macquarie Dam immediate catchment and provision to raise dam wall at later date. • Strategic planning regarding sewerage management in late 1990's saw 300 people attend an all-day workshop to decide whether or not to go to ocean outfall for Port Macquarie and Dunbogan. That was decided against in favour of intensive treatment and release into Kooloonbung Creek. • Feral animal control, such as fox, cat and rabbit control in some coastal areas. 	<ul style="list-style-type: none"> • Hibbard Precinct Flood Study (2019) completed. • Bushfire Risk Mitigation on Public Land Policy (2011) adopted. • Biosecurity environmental weed control programs (public and private land) implemented. • Public bushland management (700Ha under active management). • Bushland regeneration, weeds biosecurity underway. • Tree management including Tree Preservation Management. • Flying fox camp management plan. • Plan of Management for Kooloonbung Creek Nature Reserve Flying Fox colony (and annual monitoring of this colony) <p><u>Built Environment</u></p> <ul style="list-style-type: none"> • Urban Growth Management Strategy (2017-2036). • Health and Education Precinct Masterplan. • Airport Bio-certification Plan (2018). • Social Impact Assessment Policy. <p><u>Endorsed Community Plans</u></p> <ul style="list-style-type: none"> • Bonny Hills. 	<ul style="list-style-type: none"> • Airport Business Park Planning Proposal. • Draft Open Space Contributions Plan (2018). <p><u>Draft Community Plans</u></p> <ul style="list-style-type: none"> • Pappinbarra • Lighthouse, Transit Hill and Emerald Downs • North Shore • Lake Cathie • Port Macquarie-Hastings Region • Wauchope • Hastings Hinterland • Beechwood, Pembroke and neighbouring communities • Comboyne and Byabarra • Telegraph Point and surrounds • Thrumster, Lake Innes, Innes • Lake Ascot Park, Sovereign Hills.
<p><u>Built Environment</u></p> <p>Master planning:</p> <ol style="list-style-type: none"> 1. Foreshore Masterplan 2. Area 13 Thrumster Urban Release Area 3. Area 14 Rainbow Beach Urban Release Area 4. Area 15 Kew Urban Release Area 5. Settlement City Precinct 6. Sancroix Employment Precinct 7. John Oxley Drive 8. Wauchope Town Centre. 		

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	<p>The above master planning has avoided or offset important vegetation/habitat and ensuring corridor protection through strategic land use planning (e.g. Area 13/14/15 master planning).</p> <p>Facilitating urban consolidation to minimise sprawl and to maximise the use of the existing urban footprint and its infrastructure (e.g. Liveable Neighbourhoods Project)</p> <p>Assistance to landholders installing floodgates for Acid Sulphate Soil management.</p>		
Economy Economic development, tourism, and recreation.	Footpath and cycleway program.	<ul style="list-style-type: none"> Some elements have sustainable initiatives in the Urban Growth Management Strategy (2017-2036). Port Macquarie-Hastings Retail Strategy Review 2015. Health and Education Precinct Master Plan. Airport Masterplan. Recreation Action Plan (2017 - 2025). Cultural Plan (2018 - 2021). Greater Port Macquarie Destination Management Plan. Economic Development Strategy (2017 - 2021). 	<ul style="list-style-type: none"> Health and Education Precinct Planning Proposal. Airport Business Park. Rollout of Destination Management Plan (actions to concentrate on nature tourism and what makes the LGA stand apart (natural environment and koalas) and attract more events to the LGA & work with event owners to have attractive events). Art in Public Places Policy (2002) Updated Plan under development.
Education Waste, recycling, strategic	<ul style="list-style-type: none"> Membership in the International Council for Local Environment Initiatives (ICLEI), as part of the Cities for Climate Protection Program (mid 2000's). 	Website with sustainability initiatives including the Sustainable Living Guide. Biodiversity <ul style="list-style-type: none"> Biodiversity Strategy 2019. 	<ul style="list-style-type: none"> Strategic Planning Draft Fernbank Creek and Sancroix Structure Plan fact sheet and discussion paper. Koala Road strike education awareness program (2020-21).

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planning, and biodiversity.	<ul style="list-style-type: none"> Environmental education in local schools. Grants funded. Included waste related modules in primary schools, including topics on waste such as collect and process waste, organic material composting, and littering. 	<ul style="list-style-type: none"> Draft Coastal Koala Plan of Management. Koala Recovery Strategy 2018. Flying fox interpretive signage (Kooloonbung Creek). Planning for Koalas fact sheet. Biosecurity education awareness. <p><u>Waste and Recycling</u></p> <ul style="list-style-type: none"> Waste and resource recovery – Council working with schools. National Recycling Week – talks in Wauchope, Laurieton and Port Macquarie; website information; television adverts; brochures; fact sheets. <p><u>Strategic Planning</u></p> <ul style="list-style-type: none"> Yipin Creek Plan – fact sheet. 	<ul style="list-style-type: none"> Biosecurity education awareness (2020-21). Environmental education roadshow (2020-21). Commence Fire and Biodiversity Consortium for the PMHC LGA (FABCON) (2020).
Transport & Infrastructure Water, sewer, transport, and stormwater.	<ul style="list-style-type: none"> Footpath and cycleway program Integrated water management plan in Area 13 and Area 14 that considered stormwater and reclaimed water for domestic reuse, such as flushing toilets and gardens etc. Construction completed of village sewerage schemes (Herons Creek, Beechwood, and North Shore) to replace failing septic systems and prevent diffuse source water pollution. Water sensitive urban design. Council previously bought a number of Prius hybrid fleet vehicles. 	<ul style="list-style-type: none"> Reclaimed water plants and the provision of dual pipe networks to new urban areas to maximise water reuse. This is a significant sustainable initiative that is being rolled out. Maintenance of environmental flows in the Hastings River through water supply demand management strategies and infrastructure. This is a significant sustainable initiative to manage the health of the river and the quality of water received for drinking. Policy – Water Supply 2015 – adopted 2018 12 04. Draft Water Policy – 4.7 Reclaimed Water. 	<ul style="list-style-type: none"> Integrated Water Cycle Management (IWCN) Strategy (2020) <i>under development</i>. The IWCN will inform future water, sewerage and stormwater management opportunities Regional Integrated Transport Strategy

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	<ul style="list-style-type: none"> • Energy audits and upgrades of major facilities completed 2004 - 2008 as part of Council's former Greenhouse Action Strategy. • 4.5 star rated Council chambers (previous solar and VSD install projects). • Bulk change out of street lights to new energy efficient LED lighting. • Continued implementation of energy efficient LED lighting at Council operational facilities; and at community and commercial facilities. • Continued implementation of variable speed drive units as energy saving devices within council pump facilities. • LED street light changeover. 	<ul style="list-style-type: none"> • Port Macquarie-Hastings Bike Plan (2015). • Pedestrian Access and Mobility Management Plan (2015 & 2017). • Construction under way of 3 village sewerage schemes (Long Flat, Comboyne, Telegraph point) to replace failing septic systems and prevent diffuse source water pollution. 	<ul style="list-style-type: none"> • CPP – energy efficient lighting = reduced emissions; reduced cost; reduced maintenance. - fleet replacement with electric vehicles = reduced emissions, reduced maintenance. • Investigations into a 25GWh pa mid-scale solar PV i.e. to offset 100% of Council's electricity usage will be a current project, to be tabled at the Jul 2020 OCM (per Nov 19 OCM Minutes).
Energy	<ul style="list-style-type: none"> • Energy audits and upgrades of major facilities completed 2004 - 2008 as part of Council's former Greenhouse Action Strategy. • 4.5 star rated Council chambers (previous solar and VSD install projects). • Bulk change out of street lights to new energy efficient LED lighting. • Continued implementation of energy efficient LED lighting at Council operational facilities; and at community and commercial facilities. • Continued implementation of variable speed drive units as energy saving devices within council pump facilities. • LED street light changeover. 	<ul style="list-style-type: none"> • Long Term Energy Strategy comprising four components: <ol style="list-style-type: none"> 1. Council will aim to source 100% of its electricity from renewable sources by 2027. 2. Council will aim to implement one or more mid-scale solar projects, when this technology becomes cost efficient to install and operate, in the medium to long term. 3. Council will continue to implement appropriate energy efficiency initiatives (including but not limited to more small-scale solar projects) in the short to medium term. 4. Council will report on progress via the annual Operational Plan, an annual report to Council, and periodically obtain strategic advice to inform the organisation of relevant advances in renewable energy technology. • Council has committed to 5 key action items from the Partnership, which Council will strive to achieve. A number of these actions are already 	<ul style="list-style-type: none"> • CPP – energy efficient lighting = reduced emissions; reduced cost; reduced maintenance. - fleet replacement with electric vehicles = reduced emissions, reduced maintenance. • Investigations into a 25GWh pa mid-scale solar PV i.e. to offset 100% of Council's electricity usage will be a current project, to be tabled at the Jul 2020 OCM (per Nov 19 OCM Minutes).

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<p>being undertaken by Council under the Long Term Energy Strategy and Operational Plans. The 5 pledges follow as (adopted November 2018 Item 12.06):</p> <ol style="list-style-type: none"> 1. Install renewably energy (solar PV and battery storage) on council buildings. <i>Renewable Energy – Action 3</i> 2. Roll out energy efficient lighting (particularly street lighting) across the municipality. <i>Energy Efficient – Action 3</i> 3. Encourage sustainable transport use (public transport, walking and cycling) through Council transport planning and design. Substantial savings in transport energy use can be achieved by designing more compact cities with access to high quality public and active transport services and facilities. <i>Sustainable Transport – Action 3</i> 4. Set city-level renewable energy or emissions reduction targets and sustainable energy policies to provide a common goal and shared expectations for local residents and business. <i>Work Together and Influence – Action 1</i> 5. Set up meetings and attend events, such as the Community Energy Congress or Ready for 100 Summit, where like-minded cities can address common concerns and learn from other's 	
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		experience. <i>Work Together and Influence – Action 3).</i>
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Waste & Recycling	<ul style="list-style-type: none"> Organic Resource Recovery Facility (ORRF) at Caimcross - methane abatement form landfill. This was a first in NSW and diverted garden waste from landfill. There were trials of food waste at that time (circa 2000). Food waste recovery to ORRF introduced as mandatory for all households (2013). Introduced fortnightly red bin (general waste) collection to encourage people to use yellow/green bins (recycling and green waste) and therefore less waste in the red (general waste) bin, that is landfill (2014). Provided option for reduced size of red bin, with a pricing structure to encourage usage (2014). 	<ul style="list-style-type: none"> Waste Management Strategy (2017). The Hastings Family education campaign. Landfill gas trial. Concrete recycling, diverting this resource from landfill with intent to get good quality product for reuse. Previously managed by Bridle Group (mid 2000's - 2016), now by Council (2016 to present). Waste/recycling initiatives, such as marine litter grant; and waste section funds a ranger for dumping fines. 	<ul style="list-style-type: none"> Draft Waste Management and Minimisation Policy. Food waste diversion with a focus on commercial properties in the Port Macquarie CBD as a trial - this is part of the Waste Management Strategy.
Health & Wellbeing Health, safety, and risk management.		<ul style="list-style-type: none"> Social Impact Assessment Policy (2010). 2019 Mid Coast Bush Fire Risk Management Plan. Bushfire Risk Mitigation on Public Land Policy (2011). Wauchope, Laurieton and Port Macquarie Pedestrian and Mobility Access Plan. Beechwood, Comboyne, Long Flat, North Shore and Telegraph Point Pedestrian and Mobility Access Plan. Disability Inclusion Action Plan 2017 – 2021. 	<ul style="list-style-type: none"> Disability Inclusion Action Plan (2017 - 2021). Community Inclusion Action Plan (2019 - 2021) under development. PMHC Annual bushfire mitigation works program (2020).

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Finance & Governance Ethical investment, supply chain, goods and services, and quadruple bottom line reporting.	<ul style="list-style-type: none"> Community grants last round, \$5k to energy forever to put solar on Birpai Council. Council funding circa \$10k for Port Macquarie Hastings Sustainability Network (PMHSN) to run the inaugural sustainability showcase in 2019. Council support, such as funding and equipment, for local environmental groups including Seaside Scavenge, Coastal Warriors, Friends of Koolunbung, Landcare. PMHC Climate Change Operational Management Plan (2016). Funding of private landholder for riparian restoration. 	<ul style="list-style-type: none"> Sustainable Working Group with Council staff, externals and Councillors and 4 members from the public Port Macquarie Hastings Sustainability Network (PMHSN). Planning, Environment and Sustainability portfolio established (2017). Commercial Business Units Plans. Port Macquarie Hastings Council Investment Policy (2012). Procurement Strategy (2013). Procurement Policy (2013). Purchasing – preferred supplier register procedure (2004). Grant program Landcare funding program (this is past, current and future). 	<ul style="list-style-type: none"> Climate Change Risk Management Plan. From a risk management perspective - under the requirements of our insurer, we have to address their concerns about climate change risk. Council is planning to complete a new risk assessment in conjunction with the insurer, which will develop a Climate Change Management Plan that specifies the actions we will take over time in relation to Council planning and operations.
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Kooloonbung Creek
Flying-fox Camp Management Plan
Final
Adopted by Council June 2019

PORT MACQUARIE-HASTINGS COUNCIL



ecology / vegetation / wildlife / aquatic ecology / GIS



Acknowledgements

Port Macquarie-Hastings Council would like to thank everyone who participated in community consultation, with all comments considered in the development of this plan and incorporated where possible. Council acknowledges input by the New South Wales Office of Environment and Heritage to the Plan in developing the template upon which this Camp Management Plan is based, and Dr Peggy Eby who provided advice which was included in the template.



Acronyms and abbreviations

ABLV	Australian bat lyssavirus
BAM	Biodiversity Assessment Method
BC Act	<i>Biodiversity Conservation Act 2016</i> (NSW)
BDAR	Biodiversity Development Assessment Report
BFF	Black flying-fox (<i>Pteropus alecto</i>)
the camp	Kooloonbung Creek flying-fox camp
CE	Critically endangered
Council	Port Macquarie-Hastings Council
DoEE	Department of the Environment and Energy (Commonwealth)
DPI	Department of Primary Industries (NSW)
E	Endangered
EEC	Endangered Ecological Communities
EP&A Act	<i>Environmental Planning and Assessment Act 1979</i> (NSW)
EPA	Environment Protection Authority
EPBC Act	<i>Environment Protection and Biodiversity Conservation Act 1999</i> (Commonwealth)
FKCNP	Friends of Kooloonbung Creek Nature Park
GHFF	Grey-headed flying-fox (<i>Pteropus poliocephalus</i>)
the Guideline	Referral guideline for management actions in grey-headed and spectacled flying-fox camps 2015 (Commonwealth)
HeV	Hendra virus
KCPoM	Kooloonbung Creek Plan of Management 2012
LEP	Local Environmental Plan
LGA	Local Government Area
LGNSW	Local Government of New South Wales
LRFF	Little red flying-fox (<i>Pteropus scapulatus</i>)
MNES	Matters of national environmental significance
NFFMP	National flying-fox monitoring program



NPW Act	<i>National Parks and Wildlife Act 1974 (NSW)</i>
NPWS	National Parks and Wildlife Service (NSW)
OEH	Office of Environment and Heritage (NSW)
the Park	Kooloonbung Creek Nature Park
the Plan	this Camp Management Plan
POEO Act	<i>Protection of the Environment Operations Act 1997 (NSW)</i>
the Policy	Flying-fox Camp Management Policy 2015 (NSW)
SEPPs	State Environmental Planning Policies
SIS	Species impact statement
TEC	Threatened ecological community
V	Vulnerable



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1 Introduction

The Kooloonbung Creek Camp Management Plan (the Plan) provides Port Macquarie-Hastings Council (Council) with a framework for managing community impacts associated with flying-foxes roosting along Kooloonbung Creek, whilst ensuring flying-foxes and their ecological services are conserved.

Three species of flying-foxes occur in New South Wales (NSW):

- grey-headed flying-fox (*Pteropus poliocephalus*) (GHFF)
- black flying-fox (*P. alecto*) (BFF)
- little red flying-fox (*P. scapulatus*) (LRFF).

Kooloonbung Creek flying-fox camp (the camp) is mainly occupied by GHFF, and at times by BFF and the highly transient LRFF. All three species of flying-foxes, and their habitats, are protected under NSW legislation. The GHFF is also listed as Vulnerable under Commonwealth legislation, affording it additional protection.

Detail of relevant legislation and policy related to flying-foxes is provided in Appendix 1. Flying-fox ecology, species profiles and roost characteristics are provided in Appendix 2.

The Kooloonbung Creek camp is one of eight flying-fox camps in the Port Macquarie-Hastings local government area (LGA), monitored as part of the National Flying-fox Monitoring Program (NFFMP) (Figure 1).

1.1 Flying-foxes in urban areas

Flying-foxes are highly nomadic, moving across their range between a network of camps. Camps may be permanently occupied, seasonal, temporary or sporadic, and numbers can fluctuate significantly on a daily/seasonal basis. Flying-foxes may travel up to 100 km a night in search of food resources (nectar, pollen and fruit), and their occurrence within the region is tightly linked to flowering and fruiting of foraging trees. Typically, the abundance of resources within a 20–50 km radius of a camp site will be a key determinant of the size of a camp (SEQ Catchments 2012). However, understanding the availability of foraging resources is difficult because flowering and fruiting are not reliable every year and vary between locations (SEQ Catchments 2012). This highlights the need for a multi-faceted approach to management that is continually adapted as situations change or further research improves our understanding of flying-foxes and their management.

Living near a flying-fox camp can be challenging for communities, with impacts associated with noise, odour, faecal drop, damage to vegetation and concern about potential health risks. There are also challenges associated with management. State approval is required under legislation to manage a camp, and actions which may affect the GHFF must also adhere to federal policy. Attempts to relocate flying-foxes are extremely costly, and often splinter a camp to multiple undesirable locations that are difficult to predict. Flying-foxes will also regularly



attempt to recolonise their preferred camp site when resources are available, and it is not appropriate or possible to remove all of the flowering and fruiting trees that attract them to the region.

Flying-foxes appear to be roosting and foraging in urban areas more frequently. During a study of national flying-fox camp occupation, almost three quarters of the 310 active GHFF camps (72%) were located in urban areas, 22% on agricultural land and only 4% in protected areas (Timmiss 2017). Furthermore, the number of camps increased with increasing human population densities (up to ~4000 people per km²) (Timmiss 2017).

There are many possible drivers for this urbanising trend, as summarised by Tait et al. (2014):

- loss of native habitat and urban expansion
- opportunities presented by year-round food availability from native and exotic species found in expanding urban areas
- disturbance events such as drought, fires, cyclones
- human disturbance or culling at non-urban camps or orchards
- urban effects on local climate
- refuge from predation
- movement advantages, e.g. ease of manoeuvring in flight due to the open nature of the habitat or ease of navigation due to landmarks and lighting.

These drivers mean that flying-foxes are likely to continuing occupying the camp into the future. Favourable habitat and food resources within the local government area (LGA) mean that camps may also establish in new locations.

Regular stakeholder engagement during the development of this plan aims to ensure the values of the Port Macquarie community are considered, and concerns of residents who have been directly impacted are addressed.

1.2 Plan objectives

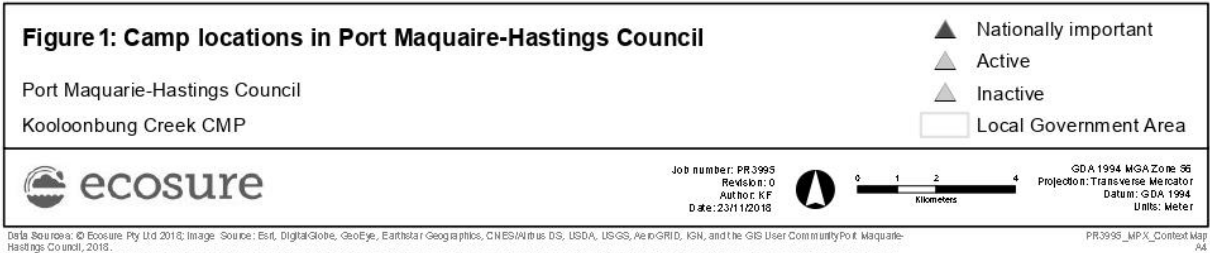
The Plan has been prepared in accordance with the NSW Flying-fox Camp Management Policy (2015) framework, administered by the Office of Environment and Heritage (OEH).

The objectives of this Plan are to:

- manage community impacts and concerns associated with the camp, whilst conserving flying-foxes and their habitat
- improve community understanding and appreciation of flying-foxes, including their critical ecological role
- enable land managers and other stakeholders to use a range of suitable management responses to sustainably manage flying-foxes



- effectively communicate with stakeholders during planning and implementation of management activities
- clearly outline the camp management actions that have been approved and will be utilised at the camp
- ensure camp management does not contribute to loss of biodiversity or increase threats to threatened species/communities
- ensure management actions are consistent with legislative responsibilities
- ensure flying-fox welfare is a priority during works
- ensure long-term conservation of flying-foxes in appropriate locations.



2 Context

2.1 Camp description

The camp is located within Kooloonbung Creek Nature Park (the Park) in Port Macquarie, along an estuarine waterway that includes Wrights Creek. The camp is bordered by residential areas to the east, west and south, a historical cemetery and recreational area adjoin the Park in the north.

Kooloonbung Creek camp meets the criteria for a Nationally Important camp under the Referral Guidelines for Management Actions in GHFF and SFF camps (DoE 2015) as it has contained over 10,000 GHFF for two consecutive years and 2,500 permanently or seasonally every year for the last 10 years (OEH 2017).

Vegetation within the camp mainly consists of:

- Broad-leaved Paperbark Swamp Woodland/Forest
- Grey Mangrove Woodland/Forest.



Figure 2 Kooloonbung Creek

Vegetation throughout the Park also consists of Broad-leaved Paperbark – Mixed Eucalypt Swamp Forest; Sand couch Saltmarsh Grassland and Swamp Oak Coastal Floodplain Wetland Forest (Figure 5). There are also a number of mown areas between residences and the Park (Figure 3).



Figure 3 Mown areas between the camp and residents

Figure 4 Boardwalk through mangroves

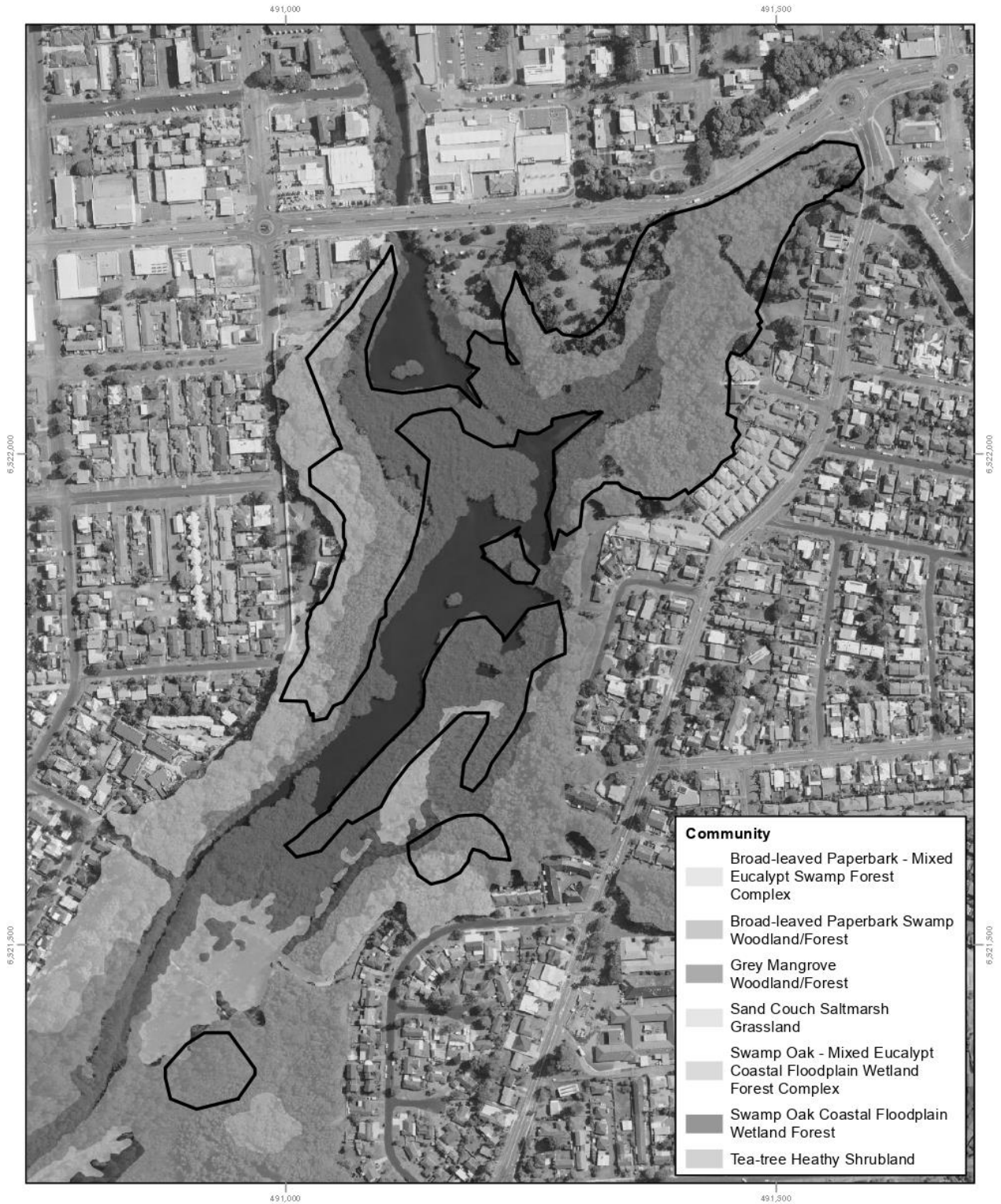



Figure 5: Vegetation communities

 Maximum camp extent

Port Macquarie-Hastings Council
Kooloonbung Creek CMP



Job number: PR3995
Revision: 0
Author: KF
Date: 26/11/2016



0 25 50 100
Metres

GDA 1994 MGA Zone 56
Projection: Transverse Mercator
Datum: GDA, 1994
Units: Meter

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In 1985, volunteer group Friends of Kooloonbung Creek Nature Park (FKCNP) formed with a goal to regenerate the natural bushland and make the Park accessible to the public. FKCNP in conjunction with Council have continued with ongoing bush regeneration and park maintenance as well as establishing facilities such as seats and interpretive signage. A public footpath and extensive boardwalk network (Figure 4) extend throughout the Park offering educational and recreational opportunities for cycling, walking or bird watching. Various interpretive signage exists through the Park (Figure 6), however the only flying-fox related messaging is “Flying Foxes at rest – please do not disturb” (Figure 7).

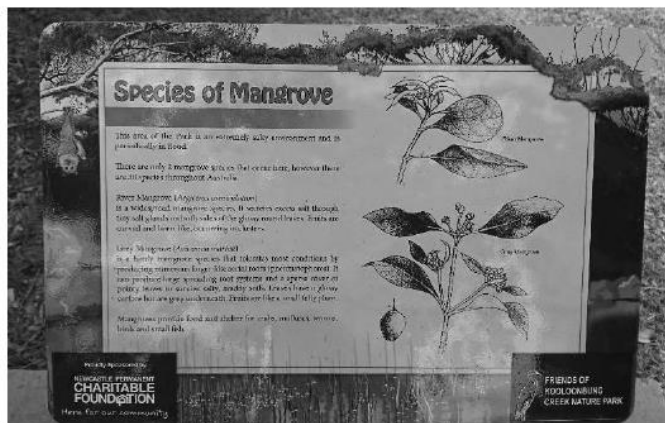


Figure 6 Friends of Kooloonbung interpretive signage



Figure 7 Council sign

A large number of pups on mothers was observed during the November site assessment by



Figure 8 GHFF resting in camp

Ecosure (Figure 8). The area occupied by flying-foxes during the November site assessment was 2.9 ha. The maximum known camp extent is 77.01 ha (PMHC 2018). Both are shown in Figure 11.

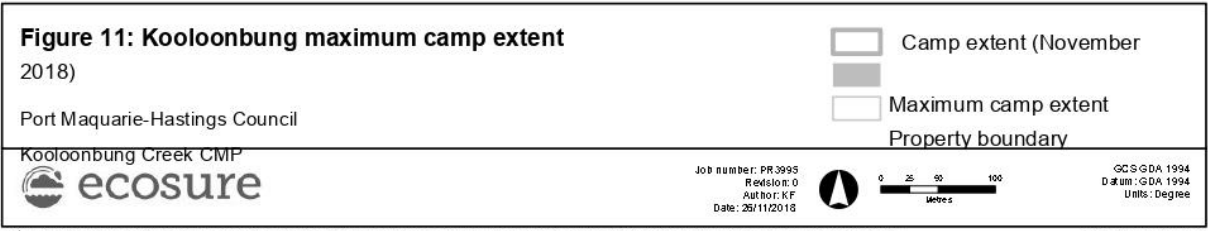
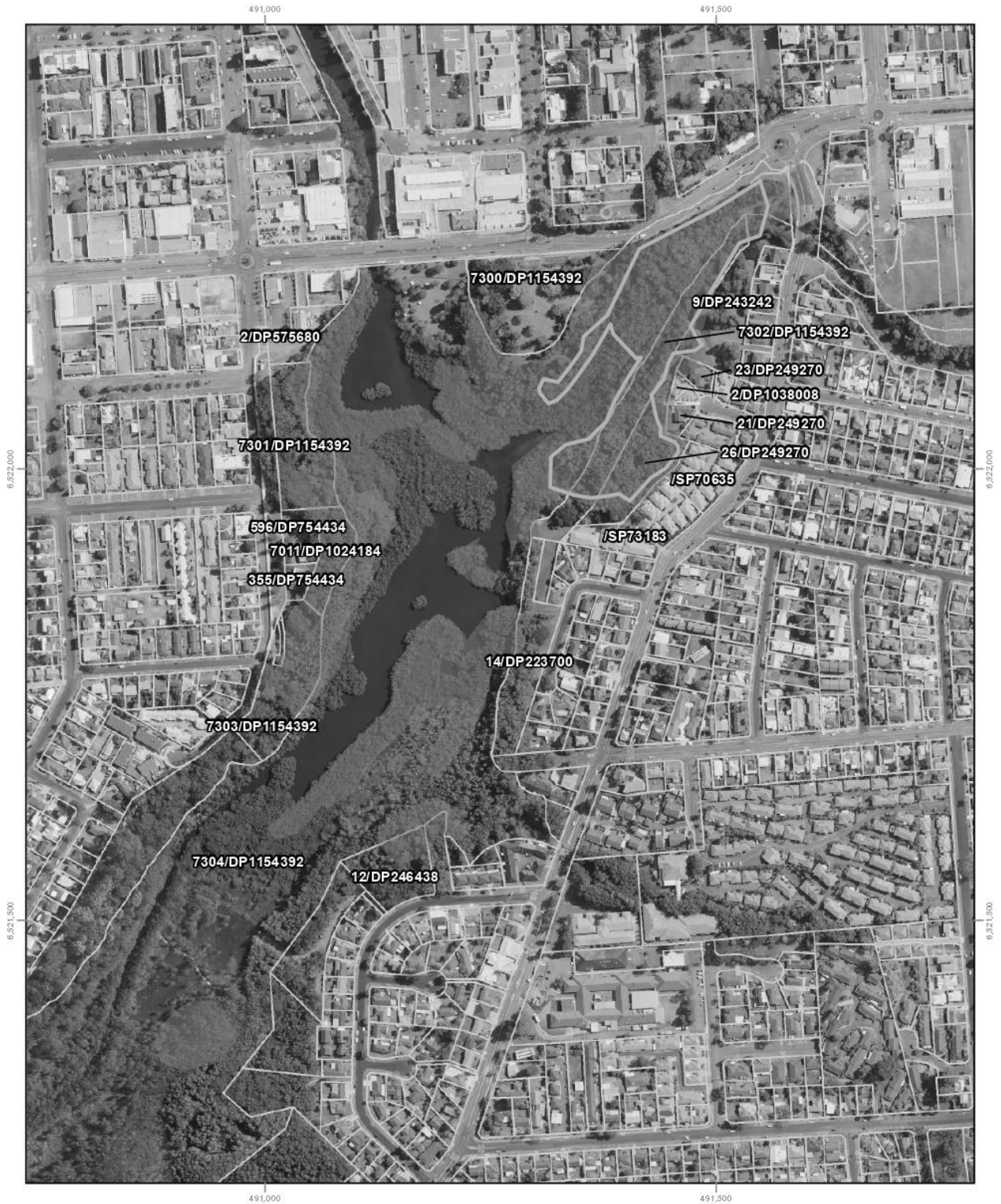
Whilst Figure 11 illustrates the maximum camp extent, and Figure 12 shows the changes in the area occupied seasonally by flying-foxes between the years 2015 and 2018.

Some properties on Glebe Close side of the camp have 5m of cleared vegetation in the asset protection zone, although a few properties still have vegetation from the reserve close to or overhanging boundaries (Figure 9). Hollingworth road side of the camp (Figure 10) provides a 15m road buffer plus a 15m vegetative buffer between homes and the maximum known camp extent on the western side of the Park.



Figure 9 Vegetation overhanging property boundaries

Figure 10 Hollingworth street acts as a buffer from roosting flying-foxes in the Park.



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PR3995_MPK_CampExtent
A4



Figure 12: Seasonal camp extents 2015-2018

Port Macquarie-Hastings Council
Kooloonbung Creek CMP



Job number: PR3995
Revision: 0
Author: K.F.
Date: 29/11/2018

GDA 1994 MGA Zone 56
Projection: Transverse Mercator
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2.2 Tenure

The camp is located on multiple land parcels including freehold, Council land and Crown land for which Council is appointed Trustee. Table 1 provides a list of properties that comprise the maximum camp extent. This will assist in identifying the location/s for potential management actions.

Table 1 Properties comprising the maximum camp extent. Lot and plans are mapped in Section 2.1.

Lot and DP	Tenure	Zoning
7300/DP1154392	Council	RE1 Public recreation (Historical cemetery)
7301/DP1154392	Council	E2 Environmental conservation
7302/DP1154392	Council	E2 Environmental conservation
7303/DP1154392	Council	E2 Environmental conservation
7304/DP1154392	Crown	E2 Environmental Conservation (Kooloonbung Creek Nature Park)
9/DP243243	Freehold	R2 Low Density Residential
21/DP249270	Freehold	R1 General residential
23/DP249270	Freehold	R1 General residential
26/DP249270	Council	RE1 Public recreation
7011/DP1024184	Council	E2 Environmental conservation (behind girl guides)
14/DP223700	Council	E2 Environmental conservation
12/DP246438	Freehold	E2 Environmental conservation
355/DP754434	Crown	E2 Environmental conservation
596/DP754434	Crown	E2 Environmental conservation
2/DP575680	Freehold	B2 Local centre
SP70635	Strata Freehold	R1 General residential
SP73183	Strata Freehold	R1 General residential
2/DP1038008	Freehold	R1 General residential

2.3 Other ecological values

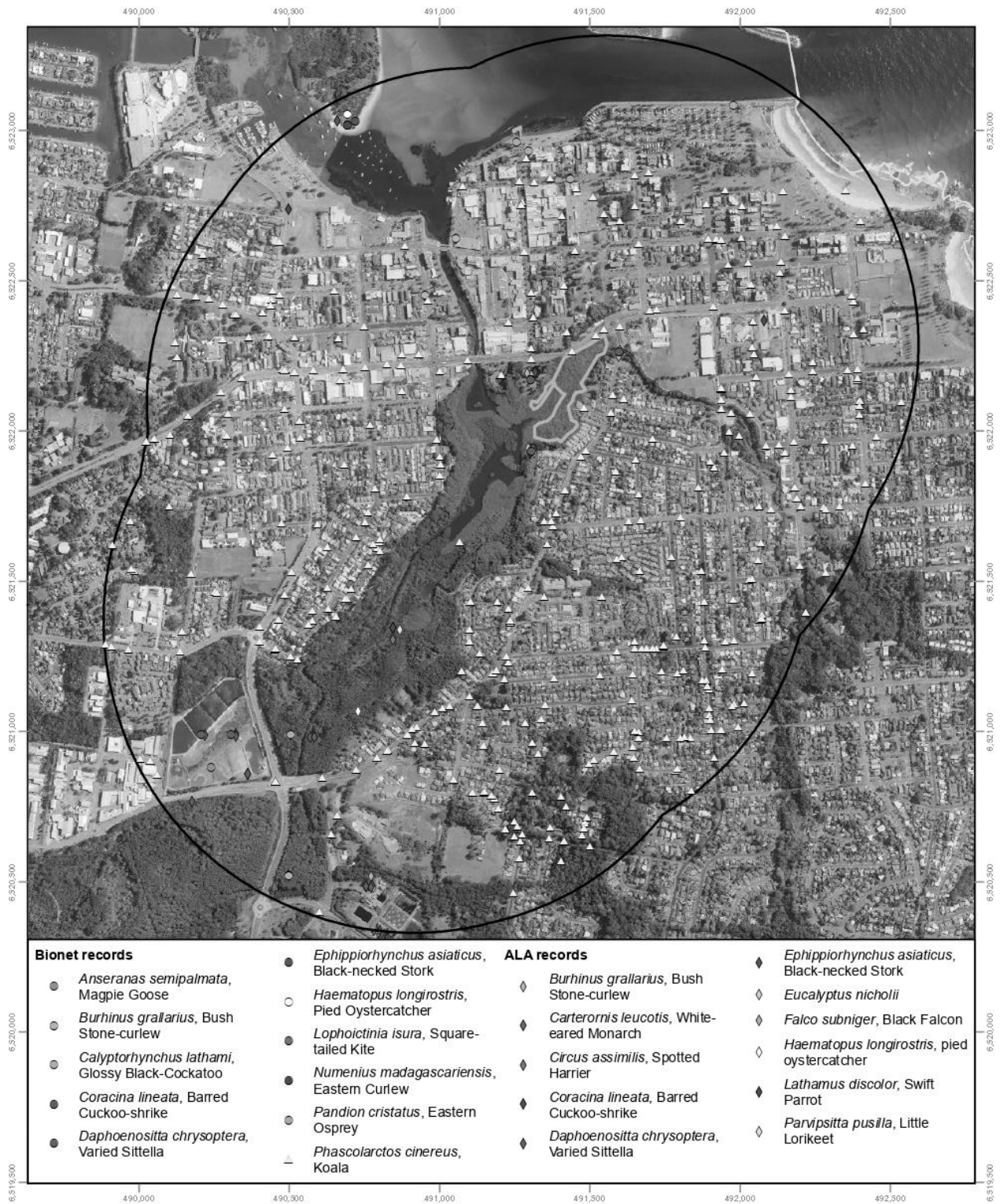
Thirty-three threatened species are known to occur or have been recorded within 1 km of Kooloonbung Creek camp (Table 2) (Figure 13). Migratory and marine species found within the area have been excluded from this list but are provided in Appendix 3. The Park also contains five threatened plant communities; subtropical coastal floodplain forest (Endangered Ecological Community {EEC}), freshwater wetlands on coastal floodplains (EEC), coastal saltmarsh (EEC), swamp oak floodplain forest (EEC) and coastal upland swamp (EEC) (PMHC 2012) (Figure 14).



Table 2 Other ecological values known to occur or recorded within 1km of the camp

Protection level	Source	Category	Values/significance	Details
Federal	NFFMP (DoEE 2018)	Nationally important camp	See definition Appendix 1.	Site meets criteria.
	Protected Matters Search Tool (DoEE 2018) Atlas of Living Australia 2019	Threatened species [^]	Regent Honeyeater (<i>Anthochaera phrygia</i>) (CE) Australasian Bittern (<i>Botaurus poiciloptilus</i>) (E) Red Knot (<i>Calidris canutus</i>) (E) Curlew Sandpiper (<i>Calidris ferruginea</i>) (CE) Lesser Sand Plover (<i>Charadrius mongolus</i>) (E) Eastern Curlew (<i>Numenius madagascariensis</i>) (CE) Fairy Prion (<i>Pachyptila turtur subantarctica</i>) (V) Spot-tailed Quoll (<i>Dasyurus maculatus maculatus</i>) (E) Koala (<i>Phascolarctos cinereus</i>) (V) <i>Allocasuarina thalassoscopia</i> (E)	10 species (2 mammals, 7 birds and 1 plant) known to occur within the area (SPRAT data not mapped)
State	Bionet (OEH 2018) Atlas of Living Australia 2019	Threatened species	Maggie Goose (<i>Anseranas semipalmata</i>) (V) Bush Stone-Curlew (<i>Burhinus grallarius</i>) (E) Glossy Black Cockatoo (<i>Calyptorhynchus lathami</i>) (V) White-eared Monarch (<i>Carterornis leucotis</i>) (V) Spotted Harrier (<i>Circus assimilis</i>) (V) Barred Cuckoo-shrike (<i>Coracina lineata</i>) (V) Varied Sittella (<i>Daphoenositta chrysoptera</i>) (V) Black-necked Stork (<i>Ephippiorhynchus asiaticus</i>) (E) Black Falcon (<i>Falco subniger</i>) (V) Pied Oystercatcher (<i>Haematopus longirostris</i>) (V) Swift Parrot (<i>Lathamus discolor</i>) (E) Square-tailed Kite (<i>Lophoictinia isura</i>) (V) Eastern Curlew (<i>Numenius madagascariensis</i>) (CE) Eastern Osprey (<i>Pandion cristatus</i>) (V) Little Lorikeet (<i>Parvipsitta pusilla</i>) (V) Koala (<i>Phascolarctos cinereus</i>) (V) Eucalyptus nicholii (V)	15 species (13 birds, 1 mammal and 1 plant) have been recorded within 1 km of camp
Local	KCPoM (2012)	Threatened species identified in the reserve	Black-necked Stork (<i>Ephippiorhynchus asiaticus</i>) (E) Black Bittern (<i>Ixobrychus flavicollis</i>) (V) Freckled Duck (<i>Stictonetta naevosa</i>) (V) Eastern Osprey (<i>Pandion cristatus</i>) (V) Little Bent-wing Bat (<i>Miniopterus australis</i>) (V) Eastern Bent-wing Bat (<i>Miniopterus schreibersii oceanensis</i>) (V) Eastern Freetail-bat (<i>Mormopterus norfolkensis</i>) (V) Southern Myotis (<i>Myotis macropus</i>) (V) Greater Broad-nosed Bat (<i>Scoteanax rueppellii</i>) (V) Biconvex paperbark (<i>Melaleuca biconvexa</i>) (V)	10 species identified in the park (not recorded in database searches)

[^] listing status: CE – Critically Endangered, EN – Endangered, VU – Vulnerable

**Figure 13: Bionet threatened species records**

Port Macquarie-Hastings Council
Kooloonbung Creek CMP

- 1 km buffer
- Camp extent (November 2018)
- Maximum camp extent



Job number: PR3995
Revision: 1
Author: KF
Date: 30/1/2019



GDA 1994 MGA Zone 56
Projection: Transverse Mercator
Datum: GDA, 1994
Units: Metre

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PR3995_MPK_ThreatenedSpecies
A4

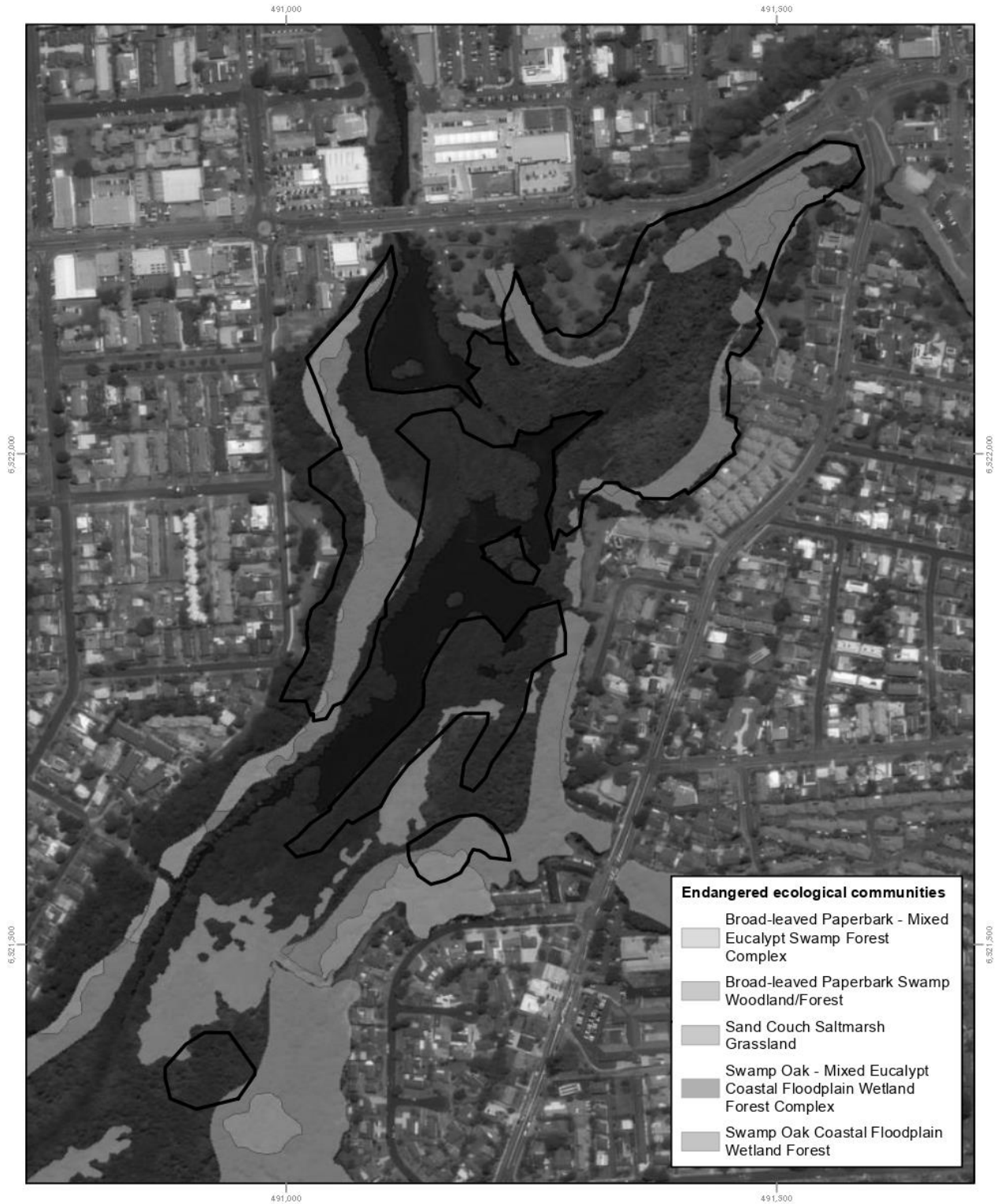


Figure 14: Endangered ecological communities

Port Maquarie-Hastings Council
Kooloonbung Creek CMP

Maximum camp extent

ecosure

Job number: PR3995
Revision: 0
Author: SR
Date: 26/11/2018

0 25 50 100
Metres

GDA 1994 MGA Zone 56
Projection: Transverse Mercator
Datum: GDA 1994
Units: Metre

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PR3995_MXP_EEC_A4



2.4 History of the camp

Flying-foxes arrived at the Kooloonbung Creek camp in the 1990s (PMHC 2012). Prior to this, flying-foxes had occupied Sea Acres Nature Reserve, approximately 3.5 km to the south east (Figure 1). The camp has recorded a maximum of 173,000 flying-foxes in January 2014 since quarterly monitoring began in 2012 as part of the NFFMP (OEH 2017). This influx mainly comprised the highly nomadic LRFF. Camp numbers are usually below 20,000 with some influxes over 100,000 flying-foxes in 2014 and 2016. As this site is a maternity camp, it is likely that some individuals have a strong site fidelity, returning year after year as part of seasonal migrations.

The GHFF population will generally move south within their range (see Appendix 2) in spring and summer, then return to the coastal forests of north-east NSW and south-east Queensland in winter (Ratcliffe 1932; Eby 1991; Parry-Jones & Augée 1992; Roberts et al. 2012). In autumn they occupy primarily coastal lowland camps. LRFF travel south within their range (see Appendix 2) to visit the coastal areas of south-east Queensland and NSW during the summer months.

The LRFF has the most nomadic distribution, strongly influenced by availability of food resources (predominantly the flowering of eucalypt species) (Churchill 2008), which means the duration of their stay in any one place is generally very short. LRFF travel south to visit the coastal areas of south-east Queensland and NSW during the summer months. Flying-foxes also occupy Brombin camp and two camps in Kendall: Bakers Creek and Logans crossing.

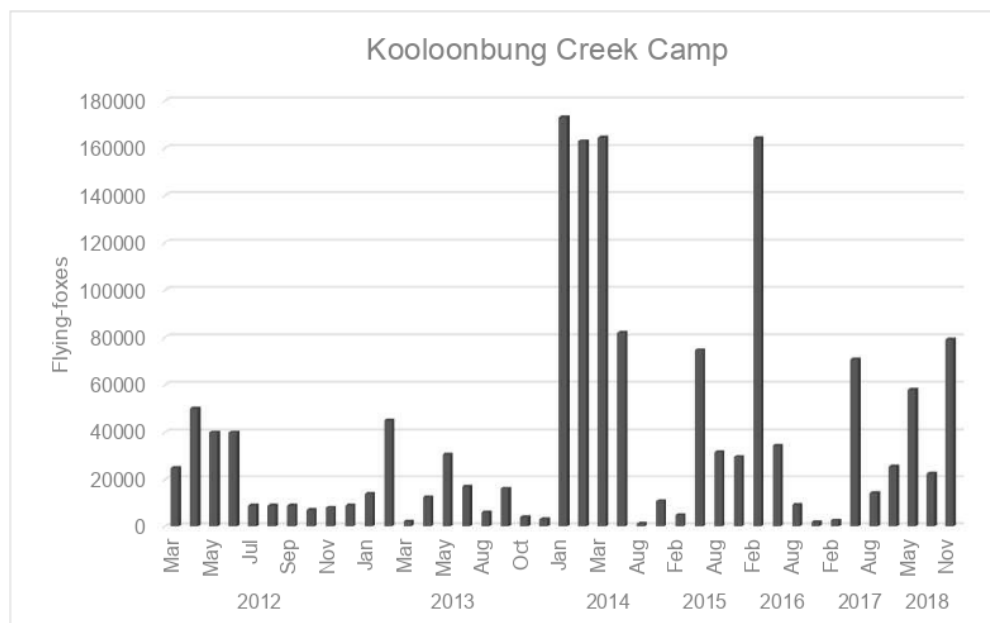


Figure 15 Numbers of flying-foxes at Kooloonbung Creek camp (Source: OEH 2017; PMHC 2018). Count methods are consistent with those described in Westcott et al. 2011.



2.5 Sensitive receptors

Sensitive receptors are those locations that host vulnerable people where risks need to be managed. Sensitive receptors (i.e. schools, hospitals with helipads, airports, equine facilities) within 2 km of the maximum camp extent and within 13 km for aerodromes are provided in Table 3 and Figure 16. Identifying sensitive receptors is necessary with regards to any management actions that could inadvertently cause the camp to splinter to undesirable or sensitive locations surrounding the camp.

Table 3 Sensitive receptors surrounding the camp

Sensitive receptor	Distance from maximum camp extent (m)
Port Macquarie community preschool	54
Hastings family day care	282
Port Macquarie public school	487
St Agnes primary school	660
Hastings Secondary College	869
Hastings preschool and long day care	1030
Hastings Secondary College Westport campus	1049
Portside preschool and long day care	1057
St Josephs primary school	1127
Westport public school	1342
MacKillop College	1420
St Peters primary school	1588
Hastings public school	1728
Port Macquarie race club	2332
Port Macquarie airport	3530

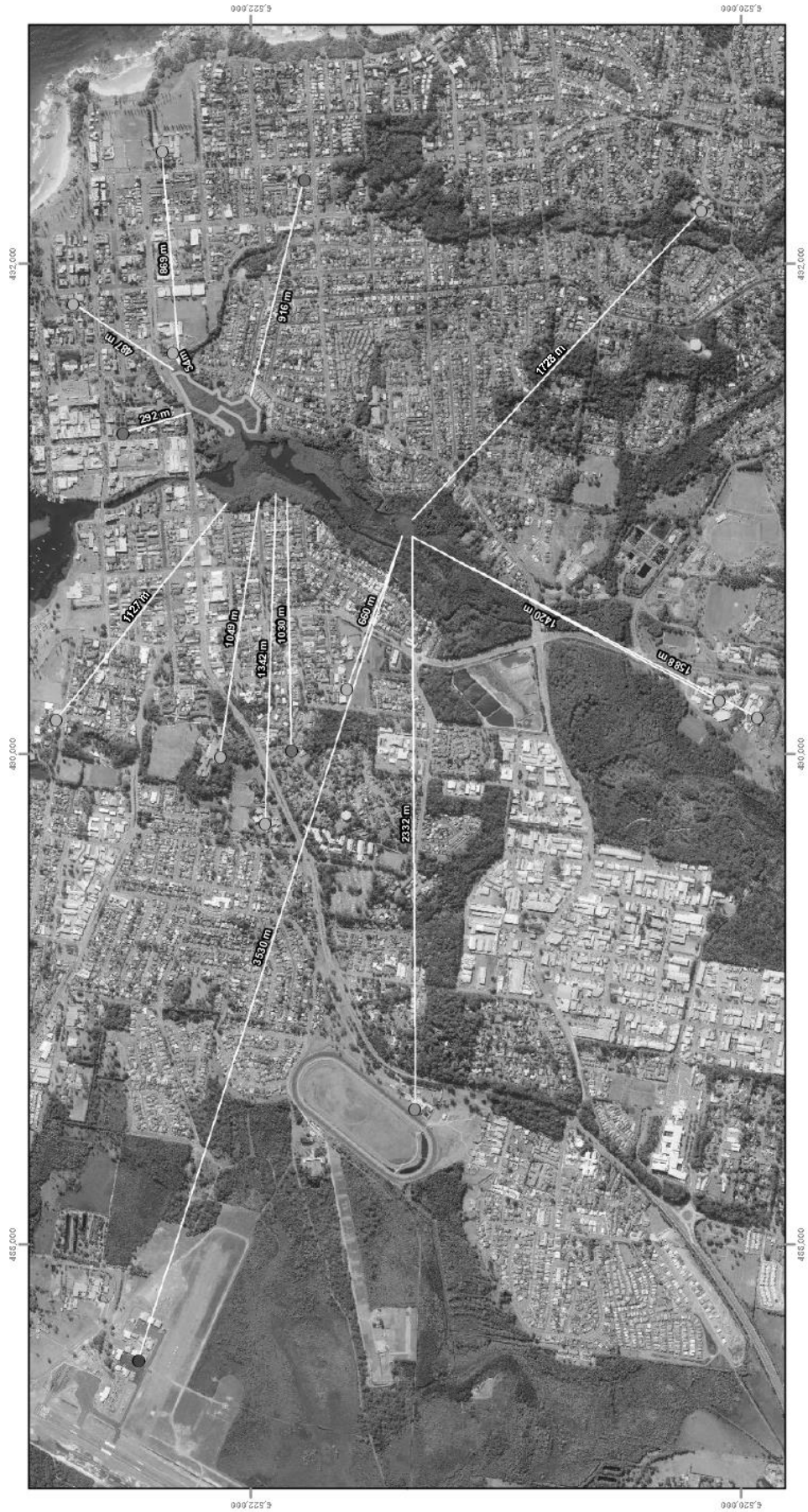


Figure 16: Sensitive receptors

Port Macquarie-Hastings Council
Kooloonbung Creek CMP



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2.6 Management to date

A number of plans have been developed for the park:

- Catchment Management Plan 1992
- Reserve Management Plan 1996
- Kooloonbung Creek Nature Park Plan of Management (KCPoM) (Port-Macquarie-Hastings Council 2012).

During the development of the 2012 KCPoM, Dr Peggy Eby provided a presentation on bat ecology to residents at a community forum. Council also provided an on-line survey and subsequent issues paper (PVHC 2012). The KCPoM produced a number of management actions to address flying-fox issues. Table 4 provides a review on the progress of actions outlined in the KCPoM for consideration within this Plan.

Bush fire management and weed removal also have consequences for roost occupation patterns, and vegetation removal may exacerbate the effects of Heat Stress Events (HSE). Friends of Kooloonbung (FOK) have been undertaking bush regeneration (Figure 17) in the Park since 1985, improving public access, facilities and providing interpretational signage. Although FOK signage includes a flying-fox logo/illustration, no signs with flying-fox ecology information were observed in the Park.

The Inaugural Committee Meeting for the Flying-fox Camp Management Plan was held on Tuesday 4th September 2018 opened by Mayor Peta Pinson, with attendance by the Community Consultative Committee and Ecosure. Residents were provided legislative background on flying-fox management and information regarding the ecological importance and behaviour of flying-foxes.

When Council commissioned the development of this Plan, two further community consultative meetings were scheduled. Outcomes of these meetings held on Wednesday 14 November 2018 and 12 December 2018 are provided in Section 3 Community Engagement.



Table 4 Progress of 2012 actions for flying-fox issues. Adapted from Table 2 and Appendix A KCPoM (PMHC 2012)

Management action	Actions to be taken	Progress	Ecosure review
Undertake monthly flying-fox habitat mapping and broad population size estimations	Fluctuations in population and roosting area monitored; roost boundaries adjacent to residents identified. Mapping uploaded to Council Website for Community access	Commenced: Council undertakes quarterly monitoring of camp and produces. The public is able to access this information on the interactive flying fox mapping tool on the Department of Environment and Energy's website. http://www.environment.gov.au/webgis-framework/apps/ffc-wide/ffc-wide.jsf	Highly informative and a beneficial action to continue. Enables temporal and spatial analysis for this Plan and future management.
Community Health Risk	Annual inspection of advisory signage. Annual check on recorded Lyssavirus, Hendra Virus, Menangle Virus and Leptospirosis infections	These actions have not been initiated	Educational messaging including prevention of risk is better than the collation of incident data alone. Residents should be informed that disease transmission is extremely low and vaccines are available for post exposure.
Community and Council monitoring of the Flying-fox population	Develop a web based community monitoring system and movements of flying foxes in the Park and to record complaints.	Commenced: Council undertake the census which records movements of the camp. Council website has not been updated with this information.	Update Council's webpage with quarterly monitoring of camp extent. Recording and promoting positive stories of rehabilitation, educational visits and tours or observations of fly outs (not just complaints).
Community education	Install signage on bats to inform park users to avoid contact and to not disturb them. Provide NSW Dept. of Health fact sheets for all Flying Fox diseases to adjacent residents.	Commenced: Some basic warning signage installed Facts sheets produced in 2013	Avoidance messaging on its own is inadequate and promotes negative attitudes and fear towards flying-foxes. Educational signage could be interwoven with indigenous values for flying-foxes. The bat logo/ illustration on Friends of Kooloonbung signage should be continued on future signage.



Management action	Actions to be taken	Progress	Ecosure review
Vegetation removal	Glebe Close (1st priority) Removal of vegetation within 10m of the Glebe Close properties. Hollingworth Street. (2nd Priority) Vegetation removal within the Hollingworth Street road reserve between Table Street and Koorong Avenue intersections (equates to a 25 - 30m buffer from residential properties). Vegetation removal within the Hollingworth Street Road Reserve between Ackroyd and Table Street intersections to the change of grade on roadside batter (equates to a 15m wide buffer from residential boundaries). Fischer Street (3rd Priority) Removal of overhanging branches back the trunk of trees that are within 10m of the Fischer Street property boundary.	Completed: 1st Priority in Glebe Close (figure 18) 2nd Priority Hollingworth Street	Trees overhanging properties in Glebe are mapped EECs (figure 17). The previously proposed buffer distances are considered adequate to provide relief from issues such as faecal drop to improve amenity. However, canopy area inside Kooloonburg Park must be considered with regards for the available roosting area for maximum number of bats. Noise and odour may need to be addressed using other management options such as improving building insulation and using air deodorisers. Important for residents to acknowledge the mobility of camp and the temporary nature of impacts in order to build resilience within community
Desk top assessment	Additional roosting site for the flying foxes	Not yet initiated	Whilst assessing suitable nearby vegetation may be beneficial for identifying potential habitat, it can not be guaranteed that flying-fox will take up alternative sites either temporarily or permanently.
Bush regeneration/ weed control	Proposed bush regeneration works zones	Ongoing	Any habitat improvement will benefit the flying-foxes however the timing of work zones ought to consider areas occupied by bats especially during breeding and summer months. Need to coordinate with Council mapping that shows seasonally occupied roost space. Do volunteers know what to do if they see a sick or injured bat?



Figure 17 Bush restoration works in the understory of the Park



Figure 19 Asset protection zone behind properties in Glebe Close



Figure 18 Vegetation mapped as EEC overhanging behind Glebe Close properties



3 Community engagement

3.1 Stakeholders

There are a range of stakeholders directly or indirectly affected by flying-foxes, or who are interested in management of the camp. Stakeholders include those shown in Table 5.

Table 5 Stakeholders of Kooloonbung Creek camp

Stakeholder group	Stakeholder	Interest/reported impacts
Community	Residents and business owners	The location of the camp within a residential area means there are many residents affected by amenity issues (e.g. noise, smell, faecal drop), including residents of: <ul style="list-style-type: none"> Glebe Close Gordon Street Hollingworth St Lake Road Anita Crescent Lake Road
	Conservation groups	Friends of Kooloonbung have been undertaking bush regeneration in the Park since 1985
	Indigenous community	Traditional owners have a general interest in flying-foxes, including the ecological services they provide and the potential for sustainable harvesting for food or medicinal purposes.
Industry	Horse owners and managers	Horse owners, equine facility managers and local vets should be aware that Hendra virus risk is associated with foraging flying-foxes (e.g. risk is present across the entire flying-fox range), and appropriate mitigation measures.
	Orchardists and fruit growers	Fruit growers may be impacted by flying-foxes raiding orchards and should have access to wildlife friendly netting information.
	Port Macquarie Airport	Airport managers have a responsibility to reduce the risk of wildlife-aircraft strike. Port Macquarie Airport is located 3.5 km to the west of Kooloonbung camp and should be consulted regarding any management that may influence flying-fox movements or behaviour.
Government	Port Macquarie-Hastings Council	Council is responsible for administering local laws, plans and policies, and appropriately managing assets (including land) for which it is responsible.
	OEI	OEI is responsible for administering state legislation relating to (among other matters) the conservation and management of native plants and animals, including threatened species and ecological communities.
	Commonwealth Department of the Environment and Energy (DoEE)	DoEE is responsible for administering federal legislation relating to matters of national environmental significance, such as the grey-headed flying-fox which roosts at Kooloonbung Creek camp.
	Local Government NSW (LGNSW)	LGNSW is an industry association that represents the interests of councils in NSW. LGNSW also administered funds under the NSW Flying-fox Grants Program.
Non-government organisations	Wildlife carers and conservation organisations	Wildlife carers and conservation organisations have an interest in flying-fox welfare and conservation of flying-foxes and their habitat.
	Researchers/universities/CSIRO	Researchers have an interest in flying-fox behaviour, biology and conservation.



3.2 Engagement methods and results

Extensive effort has been made to engage with the community in the development of this plan. The aim of the engagement was to:

- seek feedback from the community concerning the impact of flying-foxes and advice on potential mitigation options
- understand the impacts, positive and negative, directly and indirectly affecting the community
- share information and seek ideas about possible future management options
- correct misinformation and alleviate fears regarding health risks to people and domestic animals (see Appendix 4 for information about human and animal health)
- raise awareness about the ecological importance of flying-foxes.

During development of the Plan, three methods will be used to engage with the Port Macquarie community; an online survey, community consultation meetings and public exhibition of the draft Plan (Table 6).

Table 6 Community engagement methods

Engagement method	Key dates	Outcomes
Inaugural Committee Meeting	4 September 2018	21 attendees. Minutes of Flying-fox Camp Management Plan 2018 Inaugural Committee Meeting available from Council.
Community consultation meeting #2	14 November 2018	23 attendees provided feedback to Ecosure on their preferred management options for inclusion in the Plan.
Online survey	20-30 November 2018	Online survey results will be included in section 3.2.2
Community consultation meeting #3	12 December 2018	Outcomes of meeting included in section 3.2.1
Public exhibition of draft Plan	5 December 2018 – 11 February	Submissions received by Council on the draft Plan incorporated into the final plan
Community consultation meeting #4	27 February 2018	TBA

3.2.1 Community consultation meeting

Concerns reported by the Port Macquarie-Hastings community include:

- fear of disease transfer to humans and domestic animals
- excessive noise, particularly depriving sleep and contributing to other health issues, and reduced amenity
- odour entering homes and reduced lifestyle amenity
- faecal drop on vehicles and outdoor areas
- damage to vegetation.



Impacts reported by residents are confined to the northern extent of Kooloonbung Creek Nature Park, particularly behind properties on Glebe Close, the Glebe Terraces Villas and Grove Terraces and the northern most end of Lake Road (Figure 20).

Attendees at the consultation meeting on November 14, 2018 provided feedback to Ecosure on which camp management actions (Section 4) to prioritise or disregard. Attendees were also invited to suggest how or where best to implement those actions. Comments in 'Actions to Prioritise', 'Actions to Disregard' and 'How and Where to Implement' have come directly from the consultation committee (Appendix 7). Actions were attributed to a corresponding level of management outlined in Section 4.

Meeting 2 revealed that the committee preferred, or were interested in learning more about, the following management actions:

- education and awareness programs specifically:
 - removal of non-natives
 - information on flying-fox diseases
 - advice on tree trimming
 - banning barbed wire in residential areas
 - promoting wildlife friendly netting.
- property acquisition
- creating alternative habitat or roost site
- subsidies for water and power use
- buffers through tree trimming or removal
- canopy-mounted sprinklers.

Concerns regarding flying-fox disease need to be addressed as part of an educational strategy. One resident at the meeting enquired about bat dander. Dander is an airborne allergen associated with the shedding of fur, hair or feathers (ALA 2017). The two flying-fox diseases; Australian Bat Lyssavirus and Hendra Virus (Appendix 4) cannot be transmitted through air-borne particles. Suspected allergies to flying-fox dander should be treated the same way as reactions to other general allergens such as dust and pollen. It is also possible that allergies perceived to be associated with flying-foxes may be due to coinciding increases in flowering (and pollen) that attracted an increased number of flying-foxes.

Although some committee members indicated that signage had already been installed and was an action that could be disregarded, the current signage only states, 'do not disturb' and does not improve knowledge or awareness of flying-fox ecology or conservation.

Some attendees had concern for removal of vegetation and making sure that the Park's other values such as koala movement was not impeded through actions such as noise attenuation fencing. Endangered ecological communities mapped to the border of some property boundaries exclude the option of tree removal within asset protection zones according the



Council Development Control Plan (Appendix 1).

The committee is in favour of subsidies to assist with the costs associated with water for cleaning and high electricity use from air-conditioners due to not being able to open windows when the camp is emitting odour. A distance-based subsidy program could be created for residents to apply for financial assistance or professional advice regarding building insulation or double-glazed windows.

The third community consultative meeting discussed a dispersal scenario for the camp with reference to other Councils' dispersal results between 1990-2013 (Roberts and Eby 2013). Matters for consideration included financial cost, duration and resources required, likelihood of long-term success and, consequences of moving the camp to unknown or more problematic locations.

In 2013, Roberts and Eby summarised dispersals between 1990 and 2013:

- In all cases, dispersed animals did not abandon the local area.
- In 16 of the 17 cases, dispersals did not reduce the number of flying-foxes in the local area.
- Dispersed animals did not move far (63% of the time within 600m).
- In 85% of cases, new camps established nearby.
- In all cases it was not possible to predict where replacement camps would form.
- Conflict was often not resolved. In 71% of cases conflict still being reported either at the original site or within the local area years after the initial dispersal actions.
- Repeat dispersal was always required except where extensive vegetation removal occurred.

3.2.2 Survey responses

The community was invited to participate in an online survey linked to Council's website. The survey period was open for two weeks and contained 21 questions that comprised:

- flying-fox awareness (7 questions)
- flying-fox interaction (3 questions)
- flying-fox management (8 questions)
- respondent demographic (2 questions)
- open comment (1).

Results from the community survey are provided in Appendix 5.

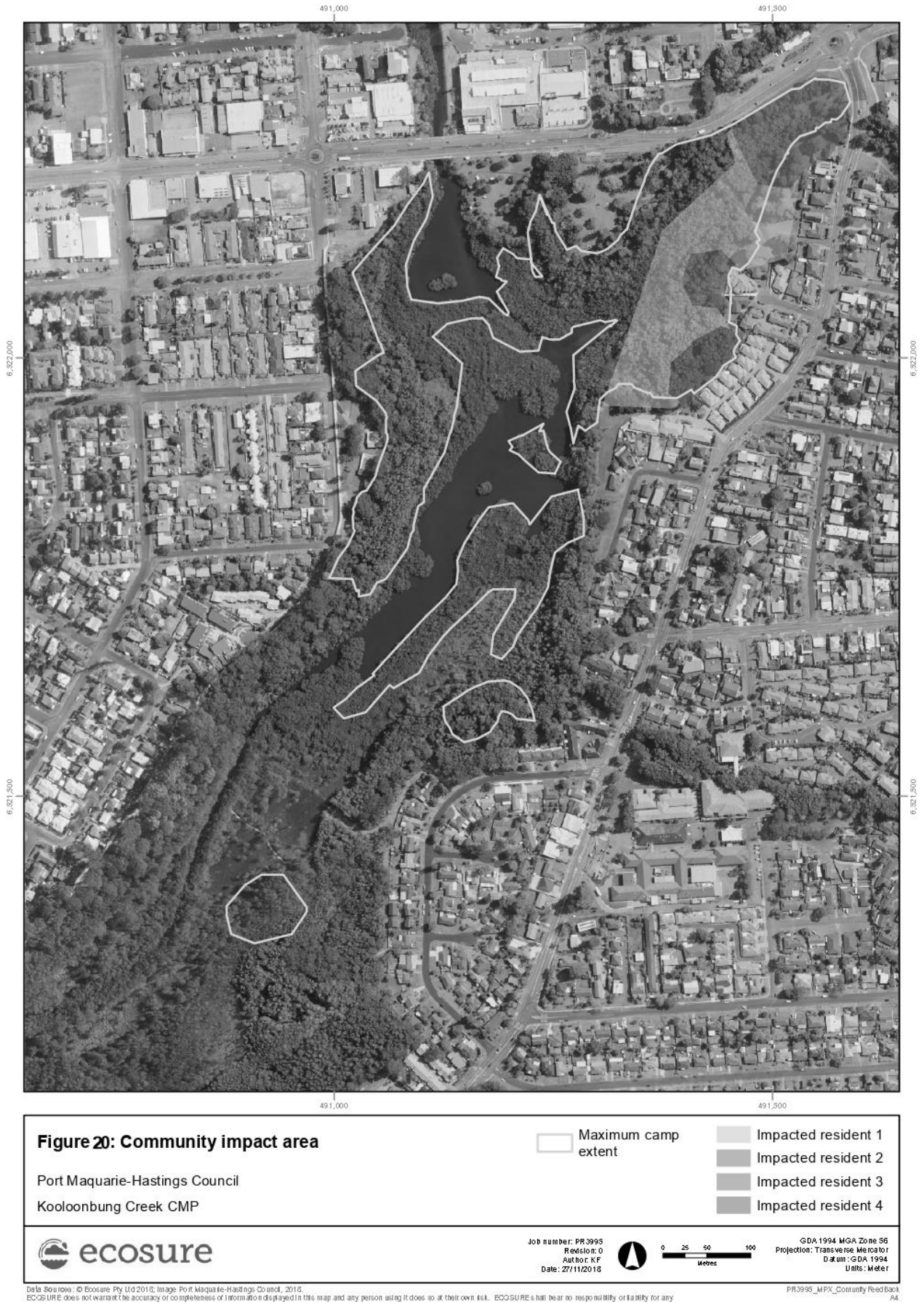
A total of 43 survey respondents answered all or some of the questions. Some questions were optional while others requested more details depending upon the response, e.g. if a respondent answered 'no' to 'is the protection of flying-foxes important to you as a community member?' they were then prompted to respond to questions about why they had responded



in this way i.e. why they did not consider the protection of flying-foxes important. There were also opportunities for respondents to provide additional information if their points of view were not included in the available options.

3.2.3 Public submissions on draft Plan

The public submission period for the draft Plan is 5 December 2018 – 11 February 2019.





4 Camp management options

Below is an overview of management options commonly used throughout NSW and Australia which were considered in the development of the Plan. These are categorised as Level 1, 2 or 3 in accordance with the Policy.

4.1 Level 1 actions: routine camp management

4.1.1 Education and awareness programs

This management option involves undertaking a comprehensive and targeted flying-fox education and awareness program to provide accurate information to the local community about flying-foxes.

Such a program would include information about managing risk and alleviating concern about health and safety issues associated with flying-foxes, options available to reduce impacts from roosting and foraging flying-foxes, an up-to-date program of works being undertaken at the camp, and information about flying-fox numbers and flying-fox behaviour at the camp.

Residents should also be made aware that faecal drop and noise at night is mainly associated with plants that provide food, independent of camp location. Staged removal of foraging species such as fruit trees and palms from residential yards, or management of fruit (e.g. bagging, pruning) will greatly assist in mitigating this issue.

Collecting and providing information should always be the first response to community concerns in an attempt to alleviate issues without the need to actively manage flying-foxes or their habitat. Where it is determined that management is required, education should similarly be a key component of any approach.

The likelihood of improving community understanding of flying-fox issues is high. However, the extent to which that understanding will help alleviate conflict issues is probably less so. Extensive education for decision-makers, the media and the broader community may be required to overcome negative attitudes towards flying-foxes.

It should be stressed that a long-term solution to the issue resides with better understanding flying-fox ecology and applying that understanding to careful urban planning and development.

An education program may include components shown in Figure 21.



Figure 21 Possible components of an education program

4.1.2 Property modification without subsidies

The managers of land on which a flying-fox camp is located would promote or encourage the adoption of certain actions on properties adjacent to or near the camp to minimise impacts from roosting and foraging flying-foxes:

- Create visual/sound/smell barriers with fencing or hedges. To avoid attracting flying-foxes, species selected for hedging should not produce edible fruit or nectar-exuding flowers, should grow in dense formation between two and five metres (Roberts 2006) (or be maintained at less than 5 metres). Vegetation that produces fragrant flowers can assist in masking camp odour where this is of concern.
- Manage foraging trees (i.e. plants that produce fruit/nectar-exuding flowers) within properties through pruning/covering with bags or wildlife friendly netting, early removal of fruit, or tree replacement.
- Cover vehicles, structures and clothes lines where faecal contamination is an issue, or remove washing from the line before dawn/dusk.
- Move or cover eating areas (e.g. BBQs and tables) within close proximity to a camp or foraging tree to avoid contamination by flying-foxes.



- Install double-glazed windows, insulation and use air-conditioners when needed to reduce noise disturbance and smell associated with a nearby camp.
- Follow horse husbandry and property management guidelines provided at the NSW Department of Primary Industries Hendra virus web page (DPI 2015a).
- Include suitable buffers and other provisions (e.g. covered car parks) in planning of new developments.
- Turn off lighting at night which may assist flying-fox navigation and increase fly-over impacts.
- Consider removable covers for swimming pools and ensure working filter and regular chlorine treatment.
- Appropriately manage rainwater tanks, including installing first-flush systems.
- Avoid disturbing flying-foxes during the day as this will increase camp noise.

The cost would be borne by the person or organisation who modifies the property; however, opportunities for funding assistance (e.g. environment grants) may be available for management activities that reduce the need to actively manage a camp.

4.1.3 Property modification subsidies

Fully funding or providing subsidies to property owners for property modifications may be considered to manage the impacts of the flying-foxes. Providing subsidies to install infrastructure may improve the value of the property, which may also offset concerns regarding perceived or actual property value or rental return losses.

The level and type of subsidy would need to be agreed to by the entity responsible for managing the flying-fox camp.

4.1.4 Service subsidies

This management option involves providing property owners with a subsidy to help manage impacts on the property and lifestyle of residents. The types of services that could be subsidised include clothes washing, cleaning outside areas and property, car washing or power bills. Rate reductions could also be considered.

Critical thresholds of flying-fox numbers at a camp and distance to a camp may be used to determine when subsidies would apply.

4.1.5 Routine camp maintenance and operational activities

Examples of routine camp management actions (permissible subject to animal welfare measures listed in Appendix 6) are provided in the Policy. These include:

- removal of tree limbs or whole trees that pose a genuine health and safety risk, as determined by a qualified arborist



- weed removal, including removal of noxious weeds under the *Noxious Weeds Act 1993*, or species listed as undesirable by a council
- trimming of understorey vegetation
- the planting of vegetation
- minor habitat augmentation for the benefit of the roosting animals
- mowing of grass and similar grounds-keeping actions that will not create a major disturbance to roosting flying-foxes
- application of mulch or
- removal of leaf litter or other material on the ground.

Protocols should be developed for carrying out operations that may disturb flying-foxes, which can result in excess camp noise. Such protocols could include limiting the use of disturbing activities to certain days or certain times of day in the areas adjacent to the camp and advising adjacent residents of activity days. Such activities could include lawn-mowing, using chainsaws, whipper-snippers, using generators and testing alarms or sirens.

4.1.6 Revegetation and land management to create alternative habitat

This management option involves revegetating and managing land to create alternative flying-fox roosting habitat through improving and extending existing low-conflict camps or developing new roosting habitat in areas away from human settlement.

Selecting new sites and attempting to attract flying-foxes to them has had limited success in the past, and ideally habitat at known camp sites would be dedicated as a flying-fox reserve. However, if a staged and long-term approach is used to make unsuitable current camps less attractive, whilst concurrently improving appropriate sites, it is a viable option (particularly for the transient and less selective LRFF). Supporting further research into flying-fox camp preferences may improve the potential to create new flying-fox habitat.

When improving a site for a designated flying-fox camp, preferred habitat characteristics detailed in Appendix 3 Alternative camp site investigation report Section 1.3 Roosting preferences should be considered.

Foraging trees planted amongst and surrounding roost trees (excluding in/near horse paddocks) may help to attract flying-foxes to a desired site. They will also assist with reducing foraging impacts in residential areas. Consideration should be given to tree species that will provide year-round food, increasing the attractiveness of the designated site. Depending on the site, the potential negative impacts to a natural area will need to be considered if introducing non-indigenous plant species.

The presence of a water source is likely to increase the attractiveness of an alternative camp location. Supply of an artificial water source should be considered if unavailable naturally, however this may be cost-prohibitive.

Potential habitat mapping using camp preferences and suitable land tenure can assist in initial



alternative site selection. A feasibility study would then be required prior to site designation to assess likelihood of success and determine the warranted level of resource allocated to habitat improvement.

4.1.7 Provision of artificial roosting habitat

This management option involves constructing artificial structures to augment roosting habitat in current camp sites or to provide new roosting habitat. Trials using suspended ropes have been of limited success as flying-foxes only used the structures that were very close to the available natural roosting habitat. It is thought that the structure of the vegetation below and around the ropes is important.

4.1.8 Protocols to manage incidents

This management option involves implementing protocols for managing incidents or situations specific to particular camps. Such protocols may include monitoring at sites within the vicinity of aged care or child care facilities, management of compatible uses such as dog walking or sites susceptible to heat stress incidents (when the camp is subjected to extremely high temperatures leading to flying-foxes changing their behaviour and/or dying).

4.1.9 Participation in research

This management option involves participating in research to improve knowledge of flying-fox ecology to address the large gaps in our knowledge about flying-fox habits and behaviours and why they choose certain sites for roosting. Further research and knowledge sharing at local, regional and national levels will enhance our understanding and management of flying-fox camps.

4.1.10 Appropriate land-use planning

Land-use planning instruments may be able to be used to ensure adequate distances are maintained between future residential developments and existing or historical flying-fox camps. While this management option will not assist in the resolution of existing land-use conflict, it may prevent issues for future residents.

4.1.11 Property acquisition

Property acquisition may be considered if negative impacts cannot be sufficiently mitigated using other measures. This option will clearly be extremely expensive, however is likely to be more effective than dispersal and in the long-term may be less costly.

4.1.12 Do nothing

The management option to 'do nothing' involves not undertaking any management actions in relation to the flying-fox camp and leaving the situation and site in its current state.



4.2 Level 2 actions: in-situ management

4.2.1 Buffers

Buffers can be created through vegetation removal and/or the installation of permanent/semi-permanent deterrents.

Creating buffers may involve planting low-growing or spiky plants between residents or other conflict areas and the flying-fox camp. Such plantings can create a visual buffer between the camp and residences or make areas of the camp inaccessible to humans.

The Kooloonbung Creek camp exists in relatively narrow strips of vegetation around a treeless wetland and therefore it is necessary to devise a suitable buffer distance that provides relief for residents and avoids forcing flying-foxes into backyards or splintering the camp to other problematic locations, and maintains the ecological and amenity values of the vegetation. This requires consideration of the approximate total area of the camp, the area that would need to be modified/removed to create a suitable buffer, and whether there is an equivalent replacement area available in an appropriate location for the displaced flying-foxes.

Previous studies have recommended that vegetation buffers consisting of habitat not used by flying-foxes, should be 300 m or as wide as the site allows to mitigate amenity impacts for a community (SEQ Catchments 2012). Buffers need to take into consideration the variability of use of a camp site by flying-foxes within and across years, including large, seasonal influxes of flying-foxes. The usefulness of a buffer declines if the flying-fox camp is within 50 m of human habitation (section 4.2.1).

Buffers through vegetation removal

Vegetation removal aims to alter the area of the buffer habitat sufficiently so that it is no longer suitable as a camp. The amount required to be removed varies between sites and camps, ranging from some weed removal to removal of most of the canopy vegetation.

Any vegetation removal should be done using a staged approach, with the aim of removing as little native vegetation as possible. This is of particular importance at sites with other values (e.g. ecological or amenity), and in some instances the removal of any native vegetation will not be appropriate. Thorough site assessment will inform whether vegetation management is suitable (e.g. can impacts to other wildlife and/or the community be avoided?).

Removing vegetation can also increase visibility into the camp and noise issues for neighbouring residents which may create further conflict.

Suitable experts should be consulted to assist selective vegetation trimming/removal to minimise vegetation loss and associated impacts.

The importance of under- and mid-storey vegetation in the buffer area for flying-foxes during heat stress events also requires consideration.



Buffers without vegetation removal

Permanent or semi-permanent deterrents can be used to make buffer areas unattractive to flying-foxes for roosting, without the need for vegetation removal. This is often an attractive option where vegetation has high ecological or amenity value.

While many deterrents have been trialled in the past with limited success, there are some options worthy of further investigation:

Visual deterrents – Visual deterrents such as plastic bags, fluoro vests (GeoLINK 2012) and balloons (Ecosure, pers. comm.) in roost trees have shown to have localised effects, with flying-foxes deterred from roosting within 1–10 metres of the deterrents. The type and placement of visual deterrents would need to be varied regularly to avoid habituation. Potential for litter pollution should be considered and managed when selecting the type and placement of visual deterrents. In the absence of effective maintenance, this option could potentially lead to an increase in rubbish in the natural environment.

- Noise emitters on timers – Noise needs to be random, varied and unexpected to avoid flying-foxes habituating. As such these emitters would need to be portable, on varying timers and a diverse array of noises would be required. It is likely to require some level of additional disturbance to maintain its effectiveness, and ways to avoid disturbing flying-foxes from desirable areas would need to be identified. This is also likely to be disruptive to nearby residents.
- Smell deterrents – For example, bagged python excrement hung in trees has previously had a localised effect (GeoLINK 2012). The smell of certain deterrents may also impact nearby residents, and there is potential for flying-foxes to habituate.
- Canopy-mounted water sprinklers – This method has been effective in deterring flying-foxes during dispersals (Ecosure personal experience), and current trials in Queensland are showing promise for keeping flying-foxes out of designated buffer zones. This option can be logistically difficult (installation and water sourcing) and may be cost-prohibitive. Design and use of sprinklers need to be considerate of animal welfare and features of the site. For example, misting may increase humidity and exacerbate heat stress events, and overuse may impact other environmental values of the site.

Note that any deterrent with a high risk of causing inadvertent dispersal may be considered a Level 3 action.

4.2.2 Noise attenuation fencing

Noise attenuation fencing could be installed in areas where the camp is particularly close to residents. This may also assist with odour reduction, and perspex fencing could be investigated to assist fence amenity. Although expensive to install, this option could negate the need for habitat modification, maintaining the ecological values of the site, and may be more cost-effective than ongoing management.



4.3 Level 3 actions: disturbance or dispersal

4.3.1 Nudging

Noise and other low intensity active disturbance restricted to certain areas of the camp can be used to encourage flying-foxes away from high conflict areas. This technique aims to actively 'nudge' flying-foxes from one area to another, while allowing them to remain at the camp site.

Unless the area of the camp is very large, nudging should not be done early in the morning as this may lead to inadvertent dispersal of flying-foxes from the entire camp site. Disturbance during the day should be limited in frequency and duration (e.g. up to four times per day for up to 10 minutes each) to avoid welfare impacts. As with dispersal, it is also critical to avoid periods when dependent young are present (as identified by a flying-fox expert).

4.3.2 Dispersal

Dispersal aims to encourage a camp to move to another location, through either disturbance or habitat modification.

There is a range of potential risks, costs and legal implications that are greatly increased with dispersal (compared with in-situ management as above). See Appendix 6 for more details. These include:

- impact on animal welfare and flying-fox conservation
- splintering the camp into other locations that are equally or more problematic
- shifting the issue to another area
- impact on habitat value
- effects on the flying-fox population, including disease status and associated public health risk
- impacts to nearby residents associated with ongoing dispersal attempts
- excessive initial and/or ongoing capacity and financial investment
- negative public perception and backlash
- increased aircraft strike risk associated with changed flying-fox movement patterns
- unsuccessful management requiring multiple attempts, which may exacerbate all of the above.

Despite these risks, there are some situations where camp dispersal may be considered. Dispersal can broadly be categorised as 'passive' or 'active' as detailed below.

Passive dispersal

Removing vegetation in a staged manner can be used to passively disperse a camp, by gradually making the habitat unattractive so that flying-foxes will disperse of their own accord over time with little stress (rather than being more forcefully moved with noise, smoke, etc.).



This is less stressful to flying-foxes, and greatly reduces the risk of splinter colonies forming in other locations (as flying-foxes are more likely to move to other known sites within their camp network when not being forced to move immediately, as in active dispersal).

Generally, a significant proportion of vegetation needs to be removed in order to achieve dispersal of flying-foxes from a camp or to prevent camp re-establishment. For example, flying-foxes abandoned a camp in Bundall, Queensland once 70% of the canopy/mid-storey and 90% of the understorey had been removed (Ecosure 2011). Ongoing maintenance of the site is required to prevent vegetation structure returning to levels favourable for colonisation by flying-foxes. Importantly, at nationally important camps (Appendix 1) sufficient vegetation must be retained to accommodate the maximum number of flying-foxes recorded at the site.

This option may be preferable in situations where the vegetation is of relatively low ecological and amenity value, and alternative known permanent camps are located nearby with capacity to absorb the additional flying-foxes. While the likelihood of splinter colonies forming is lower than with active dispersal, if they do form following vegetation modification there will no longer be an option to encourage flying-foxes back to the original site. This must be carefully considered before modifying habitat.

There is also potential to make a camp site unattractive by removing access to water sources. However, at the time of writing this method had not been trialled so the likelihood of this causing a camp to be abandoned is unknown. It would also likely only be effective where there are no alternative water sources in the vicinity of the camp.

Active dispersal through disturbance

Dispersal is more effective when a wide range of tools are used on a randomised schedule with animals less likely to habituate (Ecosure pers. obs. 1997–2015). Each dispersal team member should have at least one visual and one aural tool that can be used at different locations on different days (and preferably swapped regularly for alternate tools). Exact location of these and positioning of personnel will need to be determined on a daily basis in response to flying-fox movement and behaviour, as well as prevailing weather conditions (e.g. wind direction for smoke drums).

Active dispersal will be disruptive for nearby residents given the timing and nature of activities, and this needs to be considered during planning and community consultation.

This method does not explicitly use habitat modification as a means to disperse the camp, however if dispersal is successful, some level of habitat modification should be considered. This will reduce the likelihood of flying-foxes attempting to re-establish the camp and the need for follow-up dispersal as a result. Ecological and aesthetic values will need to be considered for the site, with options for modifying habitat the same as those detailed for buffers above.

Early dispersal before a camp is established at a new location

This management option involves monitoring local vegetation for signs of flying-foxes roosting in the daylight hours and then undertaking active or passive dispersal options to discourage the animals from establishing a new camp. Even though there may only be a few animals



initially using the site, this option is still treated as a dispersal activity, however it may be simpler to achieve dispersal at these new sites than it would in an established camp. It may also avoid considerable issues and management effort required should the camp be allowed to establish in an inappropriate location.

It is important that flying-foxes feeding overnight in vegetation are not mistaken for animals establishing a camp.

Maintenance dispersal

Maintenance dispersal refers to active disturbance following a successful dispersal to prevent the camp from re-establishing. It differs from initial dispersal by aiming to discourage occasional over-flying individuals from returning, rather than attempting to actively disperse animals that have been recently roosting at the site. As such, maintenance dispersal may have fewer timing restrictions than initial dispersal, provided that appropriate mitigation measures are in place.

4.4 Unlawful activities

4.4.1 Culling

Culling is addressed here as it is often raised by community members as a preferred management method; however, culling is contrary to the object of the *Biodiversity Conservation Act* and will not be permitted as a method to manage flying-fox camps.

Culling was used in the early 1800's and into the 1920s.



4.5 Camp management options analysis

Table 7 provides an analysis of the camp management options described in Section 4 and their suitability for implementation at Kooloonbung Creek Camp. An appraisal is provided for the options to be either adopted, investigated further or disregarded within this plan.

Table 7 Camp management options analysis

Management options	Relevant impacts	Cost \$-\$\$\$ Low-high	Advantages	Disadvantages	Suitability for site
Level 1 options					
Education and awareness programs	Fear of disease Noise Smell Faecal drop	\$	Low cost, increasing awareness will help the community coexist with flying-foxes, providing options for landholders to reduce impacts is an effective long-term solution and can be undertaken quickly.	Education and advice itself will not mitigate all issues, and on its own would not be acceptable to the community. There appears to be some fears and concerns regarding disease risk that needs addressing. Ongoing education is a good way to manage expectations around achievable flying-fox management actions	Early consultation indicates the community is in favour of a range of educational tools and methods.
Property modification / service subsidies	Noise Smell Faecal drop Health/wellbeing Property devaluation Lost rental return	\$-\$\$	Property modification is one of the most effective ways to reduce amenity impacts of a camp without dispersal, relatively low cost, promotes conservation of FFs, can be undertaken quickly, will not impact on the site and may add value to the property. Property modification, such as glazing windows or installing insulation, will greatly assist with noise impacts inside residences and businesses. Installing shade sails, a car port or covering other affected areas will reduce the impacts of faecal drop.	May be cost-prohibitive for private landholders, however subsidies would assist.	Property modification can assist in reducing all amenity concerns, although may be cost prohibitive for residents – subsidies would assist. Appraisal: Adopt distance-based subsidies program.

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Management options	Relevant impacts	Cost \$-\$\$\$ Low-high	Advantages	Disadvantages	Suitability for site
			Council could provide car covers, clothesline covers, free hire of pressure cleaners or consider rate reductions to assist with faecal drop impacts.		
Odour reducing / masking plants	Noise Smell Health/wellbeing Property devaluation	\$	Planting dense screens and fragrant plants to assist with odour and noise. Provide for the trimming of vegetation to maintain a low growing form. Tall trees to be assessed and modified only by a suitably qualified arborist	May take time for plants to provide the desired effect. May not work effectively for residents located immediately next to the camp but would assist for residents living in the vicinity of the reserve	Residents could be encouraged to modify properties by planting dense screens and fragrant plants. If paired in conjunction with cleared buffers, could replace gaps with low shrubs to mitigate visual or odour impacts from camp.
Routine camp management	Health/well-being	\$	Weed removal has the potential to reduce roost availability and reduce numbers of roosting FFs.	Will not generally mitigate amenity impacts for nearby landholders.	Appraisal: Adopt Friends of Kooloobung and Council regularly undertake bush regeneration and maintenance in the Park
Alternative habitat creation	Noise Smell Faecal drop Health/wellbeing Property devaluation Lost rental return	\$\$-\$\$\$	If successful in attracting FFs away from high conflict areas, dedicated habitat in low conflict areas will mitigate all impacts and helps FF conservation. Rehabilitation of degraded habitat that is likely to be suitable for FF use could be a more practical and faster approach than habitat creation. Improving potential alternative camp habitat should be part of a medium-long term plan.	Generally costly, long-term approach so cannot be undertaken quickly, previous attempts to attract FFs to a new site have not been known to succeed.	Appraisal: Adopt (ongoing) Undertake a desktop investigation into nearby suitable flying-fox habitat and potential alternative camp sites. A risk assessment of the alternative sites against the current site would help in determining feasibility of moving the camp. Appraisal: Adopt



Management options	Relevant impacts	Cost \$-\$\$\$ Low-high	Advantages	Disadvantages	Suitability for site
Provision of artificial roosting habitat	Noise Smell Faecal drop Health/wellbeing Property devaluation Lost rental return	\$-\$\$	Artificial roosting habitat could be considered to supplement the narrow available roosting space between the wetland and residential properties	No guarantee that flying-foxes would use artificial habitat, but collaborating with a researcher on varying design options would increase the likelihood of success.	Not enough evidence to explore this as a viable option to support habitat restoration. Appraisal: Disregard
Protocols to manage incidents	Health/wellbeing Fear of disease	\$	Low cost, will reduce actual risk of negative human/pet-FF interactions, promotes conservation of FFs, can be undertaken quickly	Will not mitigate amenity impacts, but will reduce fear of disease.	Previous management actions (Table 4) recommended annual check on recorded Lyssavirus, Hendra Virus, Menangle Virus and Leptospirosis infections. Need to develop understanding of records or incidents and whether protocols are needed to reduce exposure to risk such as for staff, subcontractors or volunteers working in the Park. Appraisal: Investigate further
Research	Noise Smell Faecal drop Health/wellbeing Property devaluation Lost rental return	\$	Support research that improve understanding and more effectively mitigates impacts. Develop understanding of native flowering event in area.	Generally cannot be undertaken quickly, management trials may require cost input.	Not considered an urgent action at this site. Council will endeavour to stay up to date with contemporary research as it arises. Appraisal: Investigate further



Management options	Relevant impacts	Cost \$-\$\$\$ Low-high	Advantages	Disadvantages	Suitability for site
Appropriate land-use planning	Noise Smell Faecal drop Health/wellbeing Property devaluation Lost rental return	\$	Suitable planning for future development will reduce potential for future conflict. Identification of degraded sites that may be suitable for long-term rehabilitation for FFs could reduce impacts.	Will not generally mitigate current impacts.	Council may consider including additional management buffer zones within their codes in future planning scheme updates where properly documented and justified. Appraisal: Investigate further
Property acquisition	All for specific property owners Nil for broader community	\$\$\$	Option to lease properties back to community	Extremely expensive	Some consultation committee members wanted this option considered. Appraisal: Investigate further
Do nothing	Nil	Nil	No resource expenditure.	Will not mitigate impacts and would not be considered acceptable by impacted members of the community.	Not appropriate. Appraisal: Disregard
Level 2 options					
Buffers through vegetation removal	Noise Smell Health/wellbeing	\$-\$\$	Any vegetation removal should be done using a staged approach, with the aim of removing as little native vegetation as possible and only in vegetation directly affecting residents subject to a Vegetation Management Plan. Asset protection zones provide a buffering function in other areas of Kooloobung Creek where residents have not indicated high levels of impact.	Removing vegetation can also increase visibility into the camp and noise issues for neighbouring residents which may create further conflict. No certainty that removal of vegetation will improve condition for impacted residents. Vegetation removed too quickly could cause inadvertent dispersal.	TEC vegetation in KCNP also is protected by coastal SEPP. Biodiversity Values mapped will require a Biodiversity Development Assessment Report in accordance with a Biodiversity Assessment Method. Further assessment and offsetting of this vegetation may not bring the intended mitigation and should be investigated further. Appraisal: Investigate further
Buffers without vegetation removal – canopy-mounted	Noise Smell Health/wellbeing	\$\$	Canopy-mounted water sprinklers – This method has been effective in deterring flying-foxes from designated buffer zones in Queensland (Ecosure pers. comm.).	This option can be logistically difficult regarding installation and water sourcing. Could alter design using flagpole structures. Would	Some residents were in favour of this technique. TS licence require on private property or assessed under Part 5 EP&A Act on public land

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Management options	Relevant impacts	Cost \$-\$\$\$ Low-high	Advantages	Disadvantages	Suitability for site
sprinklers	Damage to vegetation or habitat			require guidelines regarding frequency and duration of use to mitigate exacerbating HSE effects.	Appraisal: Investigate further for boundary between Lot 26/DP249270 and 3/SP70635 and 3/SP73183
Noise attenuation fencing	Noise Smell Health/wellbeing Property devaluation Lost rental return/income	\$\$	Standard noise attenuation fencing is intended to alleviate amenity issues for residents. Advice from an acoustic consultant may provide site-specific alternatives (see Section 9).	Noise attenuation fencing is costly and can be considered unsightly for property fencing. Concerns regarding permeability of the landscape for animal movement particularly koalas. Area is also subject to some flooding	The committee did not show preference for this method. Appraisal: Disregard
Level 3 options					
Nudging	All	\$\$-\$\$\$	Can encourage flying-foxes to shift away from high conflict areas next to residential areas.	May lead to inadvertent dispersal if not done at the correct time, frequency or duration.	Level 2 management actions that have been proposed will serve to nudge flying-foxes away from high impact areas. Active nudging will only be considered if Level 2 actions are deemed to have been unsuccessful for the community.
Active dispersal	All at that site but not generally appropriate for amenity impacts only	\$\$\$	If successful can mitigate all impacts at that site.	Dispersal is rarely successful without significant vegetation removal (not appropriate at this location) or ongoing effort and excessive expenditure (e.g. several years and \$1M for Sydney Botanic Gardens). Flying-foxes will almost always continue to roost in the area (generally within 600m), and often splinter into several locations nearby (including many remaining at the original site) (e.g. a single camp	Appraisal: Investigate further This option is not considered appropriate at this site. Appraisal: Disregard

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Management options	Relevant impacts	Cost \$-\$\$\$ Low-high	Advantages	Disadvantages	Suitability for site
				permanently splintered to numerous sites as a result of dispersal in Maclean, including remaining at the original site).	

If flying-foxes are being unlawfully and intentionally disturbed, this should be reported to NSW Office of Environment and Heritage's Environment Line by calling 131 555. Native animals are protected under the BC Act 2016 and EPBC Act and there are penalties for people found guilty of an offence. Offences are dealt with before the Local Court or before the Land and Environment Court. The RSPCA (NSW) is legally able to prosecute infringements that directly contradict the *Prevention to Cruelty Act 1979*.



5 Planned management approach

Council will take a risk-based approach to management based on:

- potential health, safety, wellbeing and economic implications for the community
- likelihood of management success
- potential flying-fox welfare and conservation impacts
- cost of management, and who would contribute to these costs
- risk of splintering the camp to other locations that are equally or more problematic.

Management options provided herein are intended primarily to provide relief for residents living in close proximity to the camp. Management options have been staged to prevent exacerbating issues associated with the camp whilst ensuring the welfare of flying-foxes.

Management options for adoption or further investigation are outlined in Actions in Table 8 contingent on securing funds and staff resourcing levels. Funds for actions will be sourced via grants and Council commitments.

Table 8 along with proposed timing: short-term (within 12 months), medium-term (within 2 years) or long-term (within 3-5 years). Note also that all management, and routine maintenance, must be done in accordance with mitigation measures detailed in Appendix 6.

The proposed management approach considers feedback received during community engagement, with the community indicating a preference for those below.

N.B. All management must be consistent with legislation detailed in Appendix 1, and any other applicable legislation.

5.1 Level 1 management

Level 1 management actions include:

- education and awareness programs specifically:
 - options for property modification such as removal of non-native foraging vegetation
 - information on flying-fox diseases
 - wearing a hat when walking through the park to reduce contact with faecal drop
 - advice on tree trimming or odour masking plants on private properties
 - banning barbed wire in residential areas
 - promoting wildlife friendly netting.
- property acquisition
- creating alternative habitat or camp site



- subsidies for water and power use.

Misconceptions that flying-foxes are not threatened, are pests and about health risks can be reduced by adopting an education and awareness program to reduce misconceptions and appease fears. Residents are in favour of upgrading of the boardwalk to improve their enjoyment of and ability to use the park safely. This work will be undertaken as a separate item to this Plan.

A distance based subsidy program will be investigated to assist with cost associated cleaning and using air-conditioning. For instance, power rebates for residents living within 50m (Figure 22) and then within 100m. The community survey indicated a preference for driveway and roof cleaning.

Finding an alternative camp site for the flying-foxes to inhabit could be beneficial to residents living around Kooloonbung Creek. A desktop investigation of alternative flying-fox camp sites will be undertaken by Council along with a comparable risk assessment of alternative sites against Kooloonbung camp.

5.2 Level 2 management

Level 2 management actions include:

- buffers through tree trimming or removal
- canopy-mounted sprinklers.

Level 2 buffers may consist of a combination of vegetation removal and sprinklers where tree removal is not preferred or constrained by the presence of EECs (Figure 22). **Level 2 actions require OEH authorisation prior to commencing (Appendix 1). Additional approvals may also be required under other legislation (Appendix 1).** An arborist should be engaged to investigate which trees are suitable for trimming or removal in line with the aforementioned provisions.

The Code of Practice Authorising Flying-fox Camp Management Actions 2018 under the Biodiversity Conservation Regulation does not exempt Council from meeting its responsibilities under the *Biodiversity Conservation Act 2016* and *Environmental Planning and Assessment Act 1979*.

Due to the presence of EECs behind the villas in Lake Road, the installation of canopy-mounted sprinklers in this area may trigger the need for a threatened species 'test of significance' under the *Biodiversity Conservation Act 2016*. Alternative or innovative designs for the sprinkler installation may include using poles instead of attaching to sprinklers to trees, and locating the poles on the border of Council and private property to avoid impacts to the EEC.

5.2.1 Canopy-mounted sprinklers

Canopy sprinklers have been used successfully elsewhere to deter flying-foxes from areas of



conflict. It is not the intention to disperse flying-foxes away from the camp, but maintain a buffer between residents and the flying-fox camp.

Canopy sprinklers have been effectively used at several camps in south-east Queensland, with adjacent residents given the option to activate sprinklers for short periods during the day if flying-foxes enter the buffer zone. By limiting flying-foxes in the buffer zones (the high conflict areas), there was also less disturbance of the camp, which provided the secondary benefit of reduced noise, smell, daytime fly-overs and faecal drop. Residents report a sense of regained control, which combined with the increased distance to roosting flying-foxes achieved with the sprinklers, has greatly assisted in reducing conflict with the camp. It is recommended residents near the Kooloonbung Creek camp should be able to activate sprinklers when necessary (with consideration to guidelines below).

Provided that adequate water pressure can be achieved (with a pump station), each sprinkler should have approximately a 13-15 m reach (radius). Figure 22 shows approximate locations where four sprinklers are planned for installation as soon as practicable to minimise current conflict.

Note that consultation is still required with irrigation/sprinkler specialists to confirm feasibility at this site, however based on previous Ecosure experience this option should be achievable.

Installation costs for similar programs elsewhere, including all infrastructure and eight sprinklers, were approximately \$30,000. The majority of this cost is in infrastructure (pump shed, control board, plumbing, etc.) with individual sprinklers costing less than \$1,000. As such the installation of four sprinklers, and associated infrastructure (pump, control board, etc.) will cost an estimated \$20,000 (plus maintenance and operation costs, including ~100 L water/week/sprinkler).

5.2.1.1 Installation and operational considerations

Placement - Exact placement will be dependent on finding suitable location to install poles. These will be designed to withstand high wind and vegetation debris fall, and will be highly visible to flying-foxes to avoid collisions.

Water pressure – Water pressure must be firm so it is sufficient to deter flying-foxes, however must not risk injuring flying-foxes (or other fauna) or knocking an animal from the tree. Water misting should be minimised as this is unlikely to deter flying-foxes.

Noise – Sprinklers should release a jet of air prior to water, as an additional deterrent and to cue animals to move prior to water being released. The intention of the sprinklers is to make the buffer unattractive, and effectively 'train' individuals to stay out of the buffer area.

Potential for additional sprinklers – Infrastructure should accommodate additional sprinklers if possible should they be required in the future.

Residents involved in a similar approved trial elsewhere also reported noise impacts associated with the water hammer.



Access for maintenance/adjustments – Sprinklers should be designed and attached in a way that allows the easiest possible access for future maintenance, replacement and sprinkler head adjustments.

Sprinkler control – The system control station should allow independent programming of each individual sprinkler. The number of times per day each sprinkler is activated, duration of each activation and sequence of sprinkler activation needs to be fully adjustable (minutes and seconds programming required). The operational time of day also needs to be adjustable. Ideally water pressure to individual sprinklers could also be adjusted.

Sprinklers will operate on a random schedule, and in a staggered manner (i.e. not all sprinklers operating at the same time, to avoid excessive disturbance). Each activation will be for approximately 20 seconds per sprinkler. It is anticipated each sprinkler will be activated up to four times per hour between 0600 and 1700, totalling approximately 15 minutes run time per sprinkler per day. Sprinklers will not operate during fly-in or fly-out periods to avoid inadvertent dispersal.

Sprinkler settings will need to be changed regularly to avoid flying-foxes habituating, and to account for seasonal changes (e.g. not in the heat of the day during summer when they may be an attractant). Individual sprinklers may also need to be temporarily turned off depending on location of creching young, or if it appears likely that animals will be displaced to undesirable locations.

Flying-fox heat stroke generally occurs when the temperature reaches 42°C, however can occur at lower temperatures in more humid conditions (Bishop 2015). Given that humidity is most likely to be increased with water mist, if sprinkler design cannot limit mist, sprinklers may need to be turned off in higher temperatures (e.g. >30°C) to avoid exacerbating heat stress.

5.3 Level 3 management

Some people have an expectation that flying-foxes can be moved or controlled. Level 3 dispersal actions are extremely expensive, resource intense and very rarely successful in the long term due to flying-foxes returning year after year. Dispersal should only be considered once Level 1 and Level 2 management methods have been implemented and impacts have not been mitigated. OEH approval would be required.



Actions in Table 8 contingent on securing funds and staff resourcing levels. Funds for actions will be sourced via grants and Council commitments.

Table 8 Staged approach to management at Kooloonbung Creek flying-fox camp. Note all actions must be done in accordance with measures in Appendix 6. **Authorisation for Level 2 and 3 actions is required**, and additional approvals may be required under other legislation (see Appendix 1).

Management option	Management level	Appraisal	Action(s)	Timing	Estimated cost
Education and awareness programs	Level 1	Adopt	<ul style="list-style-type: none"> Increase community understanding and improve perceptions of flying-foxes. mail out flyers; disease risk; removal of non-natives in gardens (i.e. Cocos palms), removal of barbed wire fencing, using wildlife friendly netting produce webpage on Council's website summarising Council's approach to flying-fox management (or refer to sites such as http://littleaussiebat.com.au/health/) design and install signage promoting flying-fox ecology and conservation train staff on positive flying-fox messaging <p>Continue to consult with affected community members.</p>	Short term (within 12 months)	\$4,000 \$2,000 \$10,000 \$2,000 \$18,000
Property modification / service subsidies	Level 1	Adopt	<p>Investigate a subsidy program to assist with property modification for PMHC residents. The subsidy program will identify an eligibility matrix for subsidies based on the following parameters</p> <ul style="list-style-type: none"> location of flying-fox camp proximity to residential areas level of likely impacts from noise, odour, visibility <p>Rebates/subsidies will be offered for</p> <ul style="list-style-type: none"> water or electricity bills double glazed windows cleaning services car covers 	Short term (within 12 months)	\$20,000 \$5,000 \$25,000
Routine camp management	Level 1	Adopt (ongoing)	Friends of Kooloonbung have been undertaking bush regeneration in the Park since 1985.	(ongoing)	Friends of Kooloonbung in kind
Alternative habitat creation	Level 1	Adopt	Stage 1 - Undertake an investigation of nearby alternative flying-fox camp sites to determine feasibility of identified sites. This will include a risk	Short term	\$10,000 (assumes up to three sites, additional

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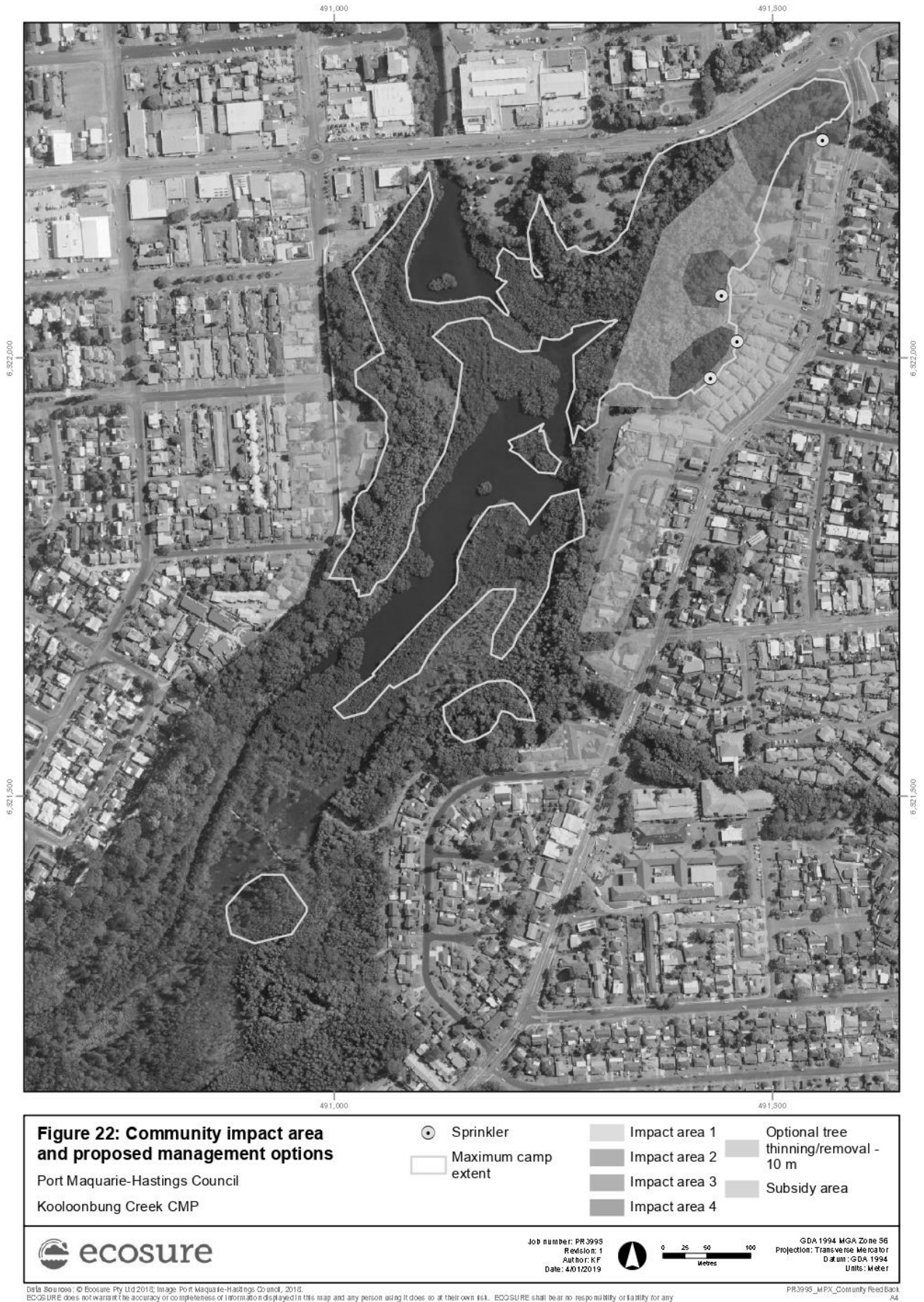
Management option	Management level	Appraisal	Action(s)	Timing	Estimated cost
			assessment to determine sensitive receptor areas, zoning conflicts and potential current and future use conflicts, assessment of current vegetation condition to determine what resource investment would be required to improve the sites suitability. Stage 2 – Select feasible sites for investment. Write plan of management / rehabilitation plans for selected sites. Stage 3 – Implementation of plans of management.	(within 12 months)	\$5,000 per additional site)
Canopy-mounted sprinklers	Level 2	Investigate further	Liaise with landholders and an irrigation specialist regarding feasibility and costs associated with installing canopy-mounted sprinklers in the buffer zone between Lot 26/DP249270 and 3/SP70635 and 3/SP73183 Design and frequency/ duration of use must also be considerate of animal welfare and other ecological values of the site. Level 2 action and so licence from OEH required prior to installing. Action may trigger a test of significance.	Medium term (within 2-3 years)	~ \$10,000 for each sprinkler including installation.
Buffers through vegetation trimming and removal	Level 2	Investigate further	Improve buffers for residents in high impact areas in Lots 3/SP70635 and 3/SP73183. An arborist should be engaged to investigate which trees are suitable for trimming or removal in line with Council's Planning Provisions. Level 2 action and authorisation from OEH required prior to commencing.	Long term (4-5 years after sprinklers deemed ineffective)	\$50,000 Estimate based on previous vegetation works
Protocols to manage incidents	Level 1	Investigate further	Previous management actions (Table 4) recommended annual check on recorded Lyssavirus: Hendra Virus, Menangle Virus and Leptospirosis infections. Develop understanding of records or incidents and whether protocols are needed to reduce exposure to risk such as for staff, subcontractors or volunteers working in the Park. Gather data during heat stress events and provide to researchers via https://www.animalecologylab.org/heat-stress-data-form.html	Short term (1-2 years)	Council in kind
Research	Level 1	Investigate further	Support research through continued flying-fox census data collection. Develop understanding of native flowering events in area.	Long term (ongoing)	Council in kind
Appropriate land-use planning	Level 1	Investigate further	Identification of zoning for FFs to mitigate impacts to residents.	Long term (within 3 years)	Council in kind

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Management option	Management level	Appraisal	Action(s)	Timing	Estimated cost
			Measures to avoid future impacts will be considered when assessing development applications.		



6 Evaluation and review

This Plan will be in operation for five years (2019-2023) with annual review of management actions set out in Section 5.

The following will trigger a reactive internal review of the Plan:

- completion of a management activity
- progression to a higher level of management
- changes to relevant policy/legislation
- new management techniques becoming available
- outcomes of research that may influence the Plan
- incidents associated with the camp.

Monitoring and reporting requirements are detailed in Section 7.

If the Plan is to remain current, a full review including stakeholder consultation and expert input will be undertaken in the final year of the Plan prior to being re-submitted to OEH.



7 Plan administration

7.1 Monitoring of the camp

Reports for Level 1 actions that comply with this Plan are not required to be submitted to OEH. It is recommended that Council keep internal records to allow the effectiveness of each management action to be evaluated.

Reports for Level 2 actions will be submitted to OEH one month after commencement of works and then quarterly in periods where works have occurred. Each report is to include:

- results of pre- and post-work population monitoring
- any information on new camps that have formed in the area
- further management actions planned to include a schedule of works
- an assessment of how the community responded to the works, including details on the number and nature of complaints before and after the works
- detail on any compensatory planting
- expenditure and contributors
- outcomes from evaluation and review (Section 6).

7.2 Responsibilities

Council is responsible for implementation of the Plan once it has been endorsed by OEH, licences have been obtained for Level 2 actions and resources have been allocated for implementation. Council will seek advice from OEH and other flying-fox experts as required during implementation.

Administration may also include determining residents' eligibility for subsidies for services such as arborist advice, vegetation trimming/removal and green waste removal or providing details of suppliers for canopy-mounted sprinklers.

All Council personnel, contractors and volunteers working in Kooloonbung Creek are responsible for complying with mitigation measures detailed in Appendix 6. Council will ensure non-Council staff and volunteers are aware of this responsibility and will provide assistance if required. All on-ground works towards implementation of this Plan, will be performed in accordance with a Safe Work Method Statement that includes risks and mitigation measures for working in a flying-fox camp.

7.3 Funding commitment

Council will commit available funds on an annual basis over the life of the five year Plan to implement actions in Table 8. Allocation of Council funding will be dependent on resources available and annual priorities. Council will also seek opportunities for funding through relevant grant programs, such as the NSW Flying-fox Grants Program.



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Appendix 1 Legislation

Local

Port Macquarie-Hastings Council Local Environmental Plan 2011

The Park is zoned E2 (Environmental Conservation). The objectives of this zone are to:

- *To protect, manage and restore areas of high ecological, scientific, cultural or aesthetic values.*
- *To prevent development that could destroy, damage or otherwise have an adverse effect on those values.*
- *To protect coastal wetlands and littoral rainforests.*
- *To protect land affected by coastal processes and environmentally sensitive land.*
- *To prevent development that adversely affects, or would be adversely affected by, coastal processes.*
- *To enable development of public works and environmental facilities where such development would not have an overall detrimental impact on ecological, scientific, cultural or aesthetic values.*

Port Macquarie-Hastings Development Control Plan 2013

For actions relating to trees and vegetations, the Tree Management Provisions in Port Macquarie-Hastings Council Development Control Plan 2013 apply to the reserve and any development in the Park by regulating the removal of trees requiring consent where exemptions do not apply.

Environmental Management Areas and Buffers must be considered in relation to potential vegetation works around the camp.

Development Provisions

- a) For coastal floodplain endangered ecological communities a minimum, fully vegetated buffer of 35m must be provided.*
- b) For Freshwater Wetland on Coastal Floodplain endangered ecological community a fully vegetated buffer of 100m is to be provided.*
- c) For all other endangered ecological communities, a fully vegetated buffer of 50m must be provided.*
- e) Fully vegetated buffers cannot contain road infrastructure or an asset protection zone.*



State

Flying-fox Camp Management Policy 2015

The Flying-fox Camp Management Policy 2015 (the Policy) has been developed to empower land managers, primarily local councils, to work with their communities to manage flying-fox camps effectively. It provides the framework within which OEH will make regulatory decisions. In particular, the Policy strongly encourages local councils and other land managers to prepare Camp Management Plans for sites where the local community is affected.

Flying-fox Camp Management 2018

OEH has prepared a Code of Practice under the *Biodiversity Conservation Regulation 2017* authorising camp management actions on public land. The code defines standards for effective and humane management of flying-fox camps.

Camp management actions can only be implemented under the Code in accordance with a camp management plan endorsed by the Environment Agency Head (i.e. OEH).

The objective of the code is to enable camp managers to act quickly if flying-fox camps are causing a concern on public land. If camp management actions are consistent with the code, a Biodiversity Conservation licence will not be required.

Biodiversity Conservation Act 2016

The purpose of the *Biodiversity Conservation Act 2016* (BC Act) is to maintain a healthy, productive and resilient environment for the greatest well-being of the community, now and into the future, consistent with the principles of ecologically sustainable development including conserving biodiversity, maintaining the diversity and quality of ecosystems, regulating human interactions with wildlife, and supporting conservation and threat abatement action to slow the rate of biodiversity loss and conserve threatened species and ecological communities in nature.

The Grey-headed Flying-fox is listed as a threatened species under the BC Act.

Part 2 Division 3 of the BC Act provides for the issuing of Biodiversity Conservation Licences to authorise the doing of an act likely to result in one or more of the following:

- a. harm or attempted harm to any animal that is of a threatened species or is part of threatened ecological community
- b. harm or attempted harm, dealing in, or liberating a protected animal
- c. the picking of any plant that is of a threatened species or is part of threatened ecological community
- d. picking or dealing in protected plants
- e. damage to declared areas of outstanding biodiversity value
- f. damage to any habitat of a threatened species or threatened ecological community.

Part 7 of the BC Act provides for the biodiversity assessment and approvals required under the *Environmental Planning and Assessment Act 1979* for development other than complying



development, activities and state significant development and infrastructure.

An assessment of impacts is required for any threatened species or threatened ecological community, or their habitats, that are likely to be harmed by the doing of an act proposed in the Plan.

Note: that the definition of 'harm' includes kill, injure or capture the animal, but does not include harm by changing the habitat of the animal, and attempt to harm an animal includes hunting or pursuing, or using anything, for the purpose of harming the animal. The definition of 'pick' includes to gather, take, cut, remove from the ground, destroy, poison, crush or injure the plant or any part of the plant. The definition of habitat includes an area periodically or occasionally occupied by a species or ecological community and the biotic and abiotic components of an area.

Local Government Act 1993

The primary purpose of this Act is to provide the legal framework for an effective, efficient and environmentally responsible, open system of local government. Most relevant to flying-fox management is that it also provides encouragement for the effective participation of local communities in the affairs of local government and sets out guidance on the use and management of community land which may be applicable to land which requires management of flying-foxes.

National Parks and Wildlife Act 1974

The *National Parks and Wildlife Act 1974* (NPW Act) provides for the conservation of nature, objects, places or features of cultural value and the management of land reserved under this Act. The Act protects Aboriginal objects and declared Aboriginal Places. An Aboriginal Heritage Impact Permit may be required under this Act to authorise camp management actions that may harm Aboriginal objects a declared Aboriginal Places.

Prevention of Cruelty to Animals Act 1979

It may be an offence under this Act if there is evidence of unreasonable/unnecessary torment associated with management activities. Adhering to welfare and conservation measures provided in Section 10.3 will ensure compliance with this Act.

Environmental Planning and Assessment Act 1979

The objects of the *Environmental Planning and Assessment Act 1979* (EP&A Act) are to encourage proper management, development and conservation of resources, for the purposes of the social and economic welfare of the community and a better environment. It also aims to share responsibility for environmental planning between different levels of government and promote public participation in environmental planning and assessment.

The EP&A Act is administered by the NSW Department of Planning and Environment.

Development control plans under the EP&A Act should consider flying-fox camps so that planning, design and construction of future developments is appropriate to avoid future conflict.



Development given consent under Part 4 or activities assessed under Part 5 of the EP&A Act do not require licensing under the BC Act. Consent and determining authorities are required to consider the impacts of such proposals on threatened species, threatened ecological communities, and their habitats in accordance with Part 7 of the BC Act.

Where development consent under Part 4 or assessment under Part 5 of the EP&A Act is not required, a licence under the BC Act may be required to authorise the doing of an act that harms protected animals, threatened species, or threatened ecological community, or which damages the habitat of a threatened species or ecological community. This includes the doing of an act likely to harm any flying-fox or damaging the habitat of grey-headed flying-foxes.

Where a proposal to manage a flying-fox camp involves the cutting down, destruction, lopping or removal of a substantial part of a tree or other vegetation that is not covered by a development consent or assessment under Part 5 it may still require authorisation. Depending on the land on which the vegetation occurs and the character of the vegetation, it may require an approval or a permit under the *State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017* (SEPP) or an approval under the *Local Land Services Act 2013*.

Where flying-fox camps occur or impact on private land, private land owners are advised to contact their local council to explore management options and the appropriate approval processes for addressing arising issues.

State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017

This policy aims to protect the biodiversity, and amenity values of trees, and other vegetation in non-rural areas of the State. A person must not cut down, fell, up root, kill, poison, ringbark, burn or otherwise destroy the vegetation, or lop or otherwise remove a substantial part of the vegetation to which this Policy applies without a permit granted by council, or in the case of vegetation clearing exceeding the biodiversity offset thresholds (as stated in Part 7 of the *Biodiversity Conservation Regulation 2017*), approval by the Native Vegetation Panel.

Proponents will need to consider whether the SEPP (Vegetation in Non-Rural Areas) applies to their proposal, and if any approvals under the BC Act.

Commonwealth

Environment Protection and Biodiversity Conservation Act 1999

The Commonwealth's EPBC Act provides protection for the environment, specifically matters of national environmental significance (MNES). A referral to the Commonwealth DoE is required under the EPBC Act for any action that is likely to significantly impact on an MNES.

MNES under the EPBC Act that relate to flying-foxes include:

- world heritage sites (where those sites contain flying-fox camps or foraging habitat)
- wetlands of international importance (where those wetlands contain flying-fox camps or foraging habitat)
- nationally threatened species and ecological communities.



The GHFF is listed as a vulnerable species under the EPBC Act, meaning it is an MNES. It is also considered to have a single national population. DoE has developed the Referral guideline for management actions in GHFF and SFF camps (DoE 2015) (the Guideline) to guide whether referral is required for actions pertaining to the GHFF.

The Guideline defines a nationally important GHFF camp as one that has either:

- contained $\geq 10,000$ GHFF in more than one year in the last 10 years, or
- been occupied by more than 2500 GHFF permanently or seasonally every year for the last 10 years.

Provided that management at nationally important camps follows the mitigation standards below, DoE has determined that a significant impact to the population is unlikely, and referral is not likely to be required.

Referral will be required if a significant impact to any other MNES is considered likely as a result of management actions outlined in the Plan. Self-assessable criteria are available in the Significant Impact Guidelines 1.1 (DoE 2013) to assist in determining whether a significant impact is likely; otherwise consultation with DoEE will be required.

Mitigation standards

The action must not occur if the camp contains females that are in the late stages of pregnancy or have dependent young that cannot fly on their own.

The action must not occur during or immediately after climatic extremes (heat stress event, cyclone event), or during a period of significant food stress.

Disturbance must be carried out using non-lethal means, such as acoustic, visual and/or physical disturbance or use of smoke.

Disturbance activities must be limited to a maximum of 2.5 hours in any 12-hour period, preferably at or before sunrise or at sunset.

Trees are not felled, lopped or have large branches removed when flying-foxes are in or near to a tree and likely to be harmed.

The action must be supervised by a person with knowledge and experience relevant to the management of flying-foxes and their habitat, who can identify dependent young and is aware of climatic extremes and food stress events. This person must make an assessment of the relevant conditions and advise the proponent whether the activity can go ahead consistent with these standards.

The action must not involve the clearing of all vegetation supporting a nationally-important flying-fox camp. Sufficient vegetation must be retained to support the maximum number of flying-foxes ever recorded in the camp of interest.

These standards have been incorporated into mitigation measures detailed in Section 10.3. If actions cannot comply with these mitigation measures, referral for activities at nationally important camps is likely to be required.



Appendix 2 Flying-fox ecology & behaviour

Ecological role

Flying-foxes, along with some birds, make a unique contribution to ecosystem health through their ability to move seeds and pollen over long distances (Southerton et al. 2004). This contributes directly to the reproduction, regeneration and viability of forest ecosystems (DoE 2016a). It is estimated that a single flying-fox can disperse up to 60,000 seeds in one night (ELW&P 2015). Some plants, particularly *Corymbia* spp., have adaptations suggesting they rely more heavily on nocturnal visitors such as bats for pollination than daytime pollinators (Southerton et al. 2004).

GHFF may travel 100 km in a single night with a foraging radius of up to 50 km from their camp (McConkey et al. 2012) and have been recorded travelling over 500 km in two days between camps (Roberts et al. 2012). In comparison bees, another important pollinator, move much shorter foraging distances of generally less than one kilometre (Zurbuchen et al. 2010).

Long-distance seed dispersal and pollination makes flying-foxes critical to the long-term persistence of many plant communities (Westcott et al. 2008; McConkey et al. 2012), including eucalypt forests, rainforests, woodlands and wetlands (Roberts et al. 2006). Seeds that are able to germinate away from their parent plant have a greater chance of growing into a mature plant (EHP 2012). Long-distance dispersal also allows genetic material to be spread between forest patches that would normally be geographically isolated (Parry-Jones & Augee 1992; Eby 1991; Roberts 2006). This genetic diversity allows species to adapt to environmental change and respond to disease pathogens. Transfer of genetic material between forest patches is particularly important in the context of contemporary fragmented landscapes.

Flying-foxes are considered 'keystone' species given their contribution to the health, longevity and diversity among and between vegetation communities. These ecological services ultimately protect the long-term health and biodiversity of Australia's bushland and wetlands. In turn, native forests act as carbon sinks, provide habitat for other fauna and flora, stabilise river systems and catchments, add value to production of hardwood timber, honey and fruit (e.g. bananas and mangoes; Fujita 1991), and provide recreational and tourism opportunities worth millions of dollars each year (EHP 2012; ELW&P 2015).

Black flying-fox (*Pteropus alecto*)

Figure 23 Black flying-fox indicative species distribution, adapted from OEH 2015a

The black flying-fox (BFF) (Figure 23) has traditionally occurred throughout coastal areas from Shark Bay in Western Australia, across Northern Australia, down through Queensland and into NSW (Churchill 2008; OEH 2015a). Since it was first described there has been a substantial southerly shift by the BFF (Webb & Tidemann 1995). This shift has consequently led to an increase in indirect competition with the threatened GHFF, which appears to be favouring the BFF (DoE 2016a).

They forage on the fruit and blossoms of native and introduced plants (Churchill 2008; OEH 2015a), including orchard species at times.

BFFs are largely nomadic animals with movement and local distribution influenced by climatic variability and the flowering and fruiting patterns of their preferred food plants. Feeding commonly occurs within 20 km of the camp site (Markus & Hall 2004).

BFFs usually roost beside a creek or river in a wide range of warm and moist habitats, including lowland rainforest gullies, coastal stringybark forests and mangroves. During the breeding season camp sizes can change significantly in response to the availability of food and the arrival of animals from other areas.

Grey-headed flying-fox (*Pteropus poliocephalus*)

Figure 24 Grey-headed flying-fox indicative species distribution, adapted from OEH 2015a

The GHFF (Figure 24) is found throughout eastern Australia, generally within 200 kilometres of the coast, from Finch Hatton in Queensland to Melbourne, Victoria (OEH 2015d). This species now ranges into South Australia and has been observed in Tasmania (DoE 2016a). It requires foraging resources and camp sites within rainforests, open forests, closed and open woodlands (including melaleuca swamps and banksia woodlands). This species is also found throughout urban and agricultural areas where food trees exist and will raid orchards at times, especially when other food is scarce (OEH 2015a).

All the GHFF in Australia are regarded as one population that moves around freely within its entire national range (Webb & Tidemann 1996; DoE 2015). GHFF may travel up to 100 kilometres in a single night with a foraging radius of up to 50 kilometres from their camp (McConkey et al. 2012). They have been recorded travelling over 500 kilometres over 48 hours when moving from one camp to another (Roberts et al. 2012). GHFF generally show a high level of fidelity to camp sites, returning year after year to the same site, and have been recorded returning to the same branch of a particular tree (SEQ Catchments 2012). This may be one of the reasons flying-foxes continue to return to small urban bushland blocks that may be remnants of historically-used larger tracts of vegetation.

The GHFF population has a generally annual southerly movement in spring and summer, with their return to the coastal forests of north-east NSW and south-east Queensland in winter (Ratcliffe 1932; Eby 1991; Parry-Jones & Augee 1992; Roberts et al. 2012). This results in large fluctuations in the number of GHFF in NSW, ranging from as few as 20% of the total population in winter up to around 75% of the total population in summer (Eby 2000). They are widespread throughout their range during summer, but in spring and winter are uncommon in the south. In autumn they occupy primarily coastal lowland camps and are uncommon inland and on the south coast of NSW (DECCW 2009).

There is evidence the GHFF population declined by up to 30% between 1989 and 2000 (Birt 2000; Richards 2000 cited in OEH 2011a). There is a wide range of ongoing threats to the survival of the GHFF, including habitat loss and degradation, deliberate destruction associated



with the commercial horticulture industry, conflict with humans, infrastructure-related mortality (e.g. entanglement in barbed wire fencing and fruit netting, power line electrocution, etc.) and competition and hybridisation with the BFF (DECCW 2009). For these reasons it is listed as vulnerable to extinction under NSW and federal legislation (see Section 3).

Little red flying-fox (*Pteropus scapulatus*)



Figure 25 Little red flying-fox indicative species distribution, adapted from OEH 2015a

The little red flying-fox (LRFF) (Figure 25) is widely distributed throughout northern and eastern Australia, with populations occurring across northern Australia and down the east coast into Victoria.

The LRFF forages almost exclusively on nectar and pollen, although will eat fruit at times and occasionally raids orchards (Australian Museum 2010). LRFF often move sub-continental distances in search of sporadic food supplies. The LRFF has the most nomadic distribution, strongly influenced by availability of food resources (predominantly the flowering of eucalypt species) (Churchill 2008), which means the duration of their stay in any one place is generally very short.

Habitat preferences of this species are quite diverse and range from semi-arid areas to tropical and temperate areas, and can include sclerophyll woodland, melaleuca swamplands, bamboo, mangroves and occasionally orchards (IUCN 2015). LRFF are frequently associated with other *Pteropus* species. In some colonies, LRFF individuals can number many hundreds of thousands and they are unique among *Pteropus* species in their habit of clustering in dense bunches on a single branch. As a result, the weight of roosting individuals can break large branches and cause significant structural damage to roost trees, in addition to elevating soil nutrient levels through faecal material (SEQ Catchments 2012).

Throughout its range, populations within an area or occupying a camp can fluctuate widely. There is a general migration pattern in LRFF, whereby large congregations of over one million individuals can be found in northern camp sites (e.g. Northern Territory, North Queensland) during key breeding periods (Vardon & Tidemann 1999). LRFF travel south to visit the coastal areas of south-east Queensland and NSW during the summer months. Outside these periods



LRFF undertake regular movements from north to south during winter–spring (July–October) (Milne & Pavey 2011).

Reproduction

Black and grey-headed flying-foxes

Males initiate contact with females in January with peak conception occurring around March to April/May; this mating season represents the period of peak camp occupancy (Markus 2002). Young (usually a single pup) are born six months later from September to November (Churchill 2008). The birth season becomes progressively earlier, albeit by a few weeks, in more northerly populations (McGuckin & Blackshaw 1991), however out of season breeding is common with births occurring later in the year.

Young are highly dependent on their mother for food and thermoregulation. Young are suckled and carried by the mother until approximately four weeks of age (Markus & Blackshaw 2002). At this time, they are left at the camp during the night in a crèche until they begin foraging with their mother in January and February (Churchill 2008) and are usually weaned by six months of age around March. Sexual maturity is reached at two years of age with a life expectancy up to 20 years in the wild (Pierson & Rainey 1992).

As such, the critical reproductive period for GHFF is generally from August (when females are in final trimester) to the end of peak conception around April. Dependent pups are usually present from September to March (Figure 26).

Little red flying-fox

The LRFF breeds approximately six months out of phase with the other flying-foxes. Peak conception occurs around October to November, with young born between March and June (McGuckin & Blackshaw 1991; Churchill 2008) (Figure 26). Young are carried by their mother for approximately one month then left at the camp while she forages (Churchill 2008). Suckling occurs for several months while young are learning how to forage. LRFF generally birth and rear young in temperate areas (rarely in NSW).

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
GHFF												
BFF												
LRFF												

	Peak conception
	Final trimester
	Peak birthing
	Crèche (young left at roost)
	Lactation

Figure 26 Indicative flying-fox reproductive cycle.

Note that LRFF rarely birth and rear young in NSW. The breeding season of all species is variable between years and location, and expert assessment is required to accurately determine phases in the breeding cycle and inform appropriate management timing.



Heat stress events

Flying-foxes suffer from heat stress when the ambient temperature exceeds the physiological limits flying-foxes can endure for maintaining a comfortable body temperature (Bishop 2014). Flying-foxes are susceptible to heat stress due to their inability to sweat (Snayman et al 2012), therefore they need to expend energy on cooling mechanisms such as fanning. BFF are considered to be more susceptible to HSE than GHFF due to the southern expansion of their range with temperature extremes increasing in severity with latitude in eastern Australia (Welbergen et al 2008).



Appendix 3 Protected Matters



Australian Government
Department of the Environment and Energy

EPBC Act Protected Matters Report

This report provides general guidance on matters of national environmental significance and other matters protected by the EPBC Act in the area you have selected.

Information on the coverage of this report and qualifications on data supporting this report are contained in the caveat at the end of the report.

Information is available about [Environment Assessments](#) and the EPBC Act including significance guidelines, forms and application process details.

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[Summary](#)

[Details](#)

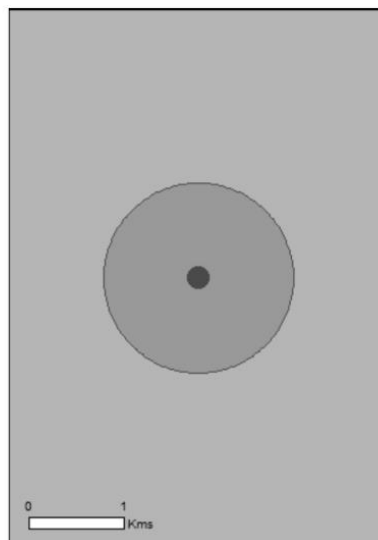
[Matters of NES](#)

[Other Matters Protected by the EPBC Act](#)

[Extra Information](#)

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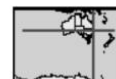
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Summary

Matters of National Environmental Significance

This part of the report summarises the matters of national environmental significance that may occur in, or may relate to, the area you nominated. Further information is available in the detail part of the report, which can be accessed by scrolling or following the links below. If you are proposing to undertake an activity that may have a significant impact on one or more matters of national environmental significance then you should consider the [Administrative Guidelines on Significance](#).

<u>World Heritage Properties:</u>	None
<u>National Heritage Places:</u>	None
<u>Wetlands of International Importance:</u>	None
<u>Great Barrier Reef Marine Park:</u>	None
<u>Commonwealth Marine Area:</u>	None
<u>Listed Threatened Ecological Communities:</u>	2
<u>Listed Threatened Species:</u>	52
<u>Listed Migratory Species:</u>	57

Other Matters Protected by the EPBC Act

This part of the report summarises other matters protected under the Act that may relate to the area you nominated. Approval may be required for a proposed activity that significantly affects the environment on Commonwealth land, when the action is outside the Commonwealth land, or the environment anywhere when the action is taken on Commonwealth land. Approval may also be required for the Commonwealth or Commonwealth agencies proposing to take an action that is likely to have a significant impact on the environment anywhere.

The EPBC Act protects the environment on Commonwealth land, the environment from the actions taken on Commonwealth land, and the environment from actions taken by Commonwealth agencies. As heritage values of a place are part of the 'environment', these aspects of the EPBC Act protect the Commonwealth Heritage values of a Commonwealth Heritage place. Information on the new heritage laws can be found at <http://www.environment.gov.au/heritage>

A [permit](#) may be required for activities in or on a Commonwealth area that may affect a member of a listed threatened species or ecological community, a member of a listed migratory species, whales and other cetaceans, or a member of a listed marine species.

<u>Commonwealth Land:</u>	2
<u>Commonwealth Heritage Places:</u>	None
<u>Listed Marine Species:</u>	61
<u>Whales and Other Cetaceans:</u>	1
<u>Critical Habitats:</u>	None
<u>Commonwealth Reserves Terrestrial:</u>	None
<u>Australian Marine Parks:</u>	None

Extra Information

This part of the report provides information that may also be relevant to the area you have nominated.

<u>State and Territory Reserves:</u>	None
<u>Regional Forest Agreements:</u>	1
<u>Invasive Species:</u>	35
<u>Nationally Important Wetlands:</u>	None
<u>Key Ecological Features (Marine)</u>	None

Details

Matters of National Environmental Significance

Listed Threatened Ecological Communities [Resource Information]

For threatened ecological communities where the distribution is well known, maps are derived from recovery plans, State vegetation maps, remote sensing imagery and other sources. Where threatened ecological community distributions are less well known, existing vegetation maps and point location data are used to produce indicative distribution maps.

Name	Status	Type of Presence
<u>Coastal Swamp Oak (Casuarina glauca) Forest of New South Wales and South East Queensland ecological community</u>	Endangered	Community likely to occur within area
<u>Lowland Rainforest of Subtropical Australia</u>	Critically Endangered	Community may occur within area

Listed Threatened Species [Resource Information]

Name	Status	Type of Presence
Birds		
<u>Anthochaera phrygia</u> Regent Honeyeater [82338]	Critically Endangered	Species or species habitat known to occur within area
<u>Botaurus poiciloptilus</u> Australasian Bittern [1001]	Endangered	Species or species habitat known to occur within area
<u>Calidris canutus</u> Red Knot, Knot [855]	Endangered	Species or species habitat known to occur within area
<u>Calidris ferruginea</u> Curlew Sandpiper [856]	Critically Endangered	Species or species habitat known to occur within area
<u>Charadrius mongolus</u> Lesser Sand Plover, Mongolian Plover [879]	Endangered	Foraging, feeding or related behaviour known to occur within area
<u>Dasyornis brachypterus</u> Eastern Bristlebird [533]	Endangered	Species or species habitat likely to occur within area
<u>Diomedea antipodensis</u> Antipodean Albatross [64458]	Vulnerable	Foraging, feeding or related behaviour likely to occur within area
<u>Diomedea antipodensis gibsoni</u> Gibson's Albatross [82270]	Vulnerable	Foraging, feeding or related behaviour likely to occur within area
<u>Diomedea epomophora</u> Southern Royal Albatross [89221]	Vulnerable	Foraging, feeding or related behaviour likely to occur within area
<u>Diomedea exulans</u> Wandering Albatross [89223]	Vulnerable	Foraging, feeding or related behaviour likely to occur within area

Name	Status	Type of Presence
<u>Diomedea sanfordi</u> Northern Royal Albatross [64456]	Endangered	Foraging, feeding or related behaviour likely to occur within area
<u>Erythrotriorchis radiatus</u> Red Goshawk [942]	Vulnerable	Species or species habitat likely to occur within area
<u>Grantiella picta</u> Painted Honeyeater [470]	Vulnerable	Species or species habitat may occur within area
<u>Limosa lapponica baueri</u> Bar-tailed Godwit (baueri), Western Alaskan Bar-tailed Godwit [86380]	Vulnerable	Species or species habitat likely to occur within area
<u>Limosa lapponica menzbieri</u> Northern Siberian Bar-tailed Godwit, Bar-tailed Godwit (menzbieri) [86432]	Critically Endangered	Species or species habitat may occur within area
<u>Macronectes giganteus</u> Southern Giant-Petrel, Southern Giant Petrel [1060]	Endangered	Species or species habitat may occur within area
<u>Macronectes halli</u> Northern Giant Petrel [1061]	Vulnerable	Species or species habitat may occur within area
<u>Numenius madagascariensis</u> Eastern Curlew, Far Eastern Curlew [847]	Critically Endangered	Species or species habitat known to occur within area
<u>Pachyptila turtur subantarctica</u> Fairy Prion (southern) [64445]	Vulnerable	Species or species habitat known to occur within area
<u>Rostratula australis</u> Australian Painted-snipe, Australian Painted Snipe [77037]	Endangered	Species or species habitat may occur within area
<u>Thalassarche bulleri</u> Buller's Albatross, Pacific Albatross [64460]	Vulnerable	Species or species habitat may occur within area
<u>Thalassarche bulleri platei</u> Northern Buller's Albatross, Pacific Albatross [82273]	Vulnerable	Species or species habitat may occur within area
<u>Thalassarche cauta cauta</u> Shy Albatross, Tasmanian Shy Albatross [82345]	Vulnerable	Species or species habitat may occur within area
<u>Thalassarche cauta steadi</u> White-capped Albatross [82344]	Vulnerable	Foraging, feeding or related behaviour likely to occur within area
<u>Thalassarche eremita</u> Chatham Albatross [64457]	Endangered	Species or species habitat may occur within area
<u>Thalassarche impavida</u> Campbell Albatross, Campbell Black-browed Albatross [64459]	Vulnerable	Species or species habitat may occur within area
<u>Thalassarche melanophrys</u> Black-browed Albatross [6472]	Vulnerable	Species or species habitat may occur within area
<u>Thalassarche salvini</u> Salvin's Albatross [64463]	Vulnerable	Foraging, feeding or related behaviour likely to occur within area
Fish		

Name	Status	Type of Presence
<u>Epinephelus daemeli</u> Black Rockcod, Black Cod, Saddled Rockcod [68449]	Vulnerable	Species or species habitat likely to occur within area
Frogs		
<u>Litoria aurea</u> Green and Golden Bell Frog [1870]	Vulnerable	Species or species habitat likely to occur within area
Insects		
<u>Argynnis hyperbius inconstans</u> Australian Fritillary [88056]	Critically Endangered	Species or species habitat likely to occur within area
Mammals		
<u>Chalinolobus dwyeri</u> Large-eared Pied Bat, Large Pied Bat [183]	Vulnerable	Species or species habitat likely to occur within area
<u>Dasyurus maculatus maculatus (SE mainland population)</u> Spot-tailed Quoll, Spotted-tail Quoll, Tiger Quoll (southeastern mainland population) [75184]	Endangered	Species or species habitat known to occur within area
<u>Petauroides volans</u> Greater Glider [254]	Vulnerable	Species or species habitat likely to occur within area
<u>Phascolarctos cinereus (combined populations of Qld, NSW and the ACT)</u> Koala (combined populations of Queensland, New South Wales and the Australian Capital Territory) [85104]	Vulnerable	Species or species habitat known to occur within area
<u>Potorous tridactylus tridactylus</u> Long-nosed Potoroo (SE mainland) [66645]	Vulnerable	Species or species habitat likely to occur within area
<u>Pseudomys novaehollandiae</u> New Holland Mouse, Pookila [96]	Vulnerable	Species or species habitat likely to occur within area
<u>Pteropus poliocephalus</u> Grey-headed Flying-fox [186]	Vulnerable	Roosting known to occur within area
Plants		
<u>Acronychia littoralis</u> Scented Acronychia [8582]	Endangered	Species or species habitat likely to occur within area
<u>Allocasuarina thalassoscopia</u> [21927]	Endangered	Species or species habitat known to occur within area
<u>Cryptostylis hunteriana</u> Leafless Tongue-orchid [19533]	Vulnerable	Species or species habitat likely to occur within area
<u>Euphrasia arguta</u> [4325]	Critically Endangered	Species or species habitat may occur within area
<u>Macadamia integrifolia</u> Macadamia Nut, Queensland Nut Tree, Smooth-shelled Macadamia, Bush Nut, Nut Oak [7326]	Vulnerable	Species or species habitat may occur within area
<u>Melaleuca biconvexa</u> Biconvex Paperbark [5583]	Vulnerable	Species or species habitat may occur within area
<u>Phaius australis</u> Lesser Swamp-orchid [5872]	Endangered	Species or species habitat may occur within area

Name	Status	Type of Presence
<u>Syzygium paniculatum</u> Magenta Lilly Pilly, Magenta Cherry, Daguba, Scrub Cherry, Creek Lilly Pilly, Brush Cherry [20307]	Vulnerable	Species or species habitat may occur within area
<u>Thesium australe</u> Austral Toadflax, Toadflax [15202]	Vulnerable	Species or species habitat likely to occur within area

Reptiles

<u>Caretta caretta</u> Loggerhead Turtle [1763]	Endangered	Species or species habitat known to occur within area
<u>Chelonia mydas</u> Green Turtle [1765]	Vulnerable	Species or species habitat known to occur within area
<u>Dermochelys coriacea</u> Leatherback Turtle, Leathery Turtle, Luth [1768]	Endangered	Species or species habitat known to occur within area
<u>Eretmochelys imbricata</u> Hawksbill Turtle [1766]	Vulnerable	Species or species habitat known to occur within area
<u>Natator depressus</u> Flatback Turtle [59257]	Vulnerable	Breeding likely to occur within area

Listed Migratory Species

[Resource Information]

* Species is listed under a different scientific name on the EPBC Act - Threatened Species list.

Name	Threatened	Type of Presence
Migratory Marine Birds		
<u>Anous stolidus</u> Common Noddy [825]		Species or species habitat likely to occur within area
<u>Apus pacificus</u> Fork-tailed Swift [678]		Species or species habitat likely to occur within area
<u>Calonectris leucomelas</u> Streaked Shearwater [1077]		Species or species habitat may occur within area
<u>Diomedea antipodensis</u> Antipodean Albatross [64458]	Vulnerable	Foraging, feeding or related behaviour likely to occur within area
<u>Diomedea epomophora</u> Southern Royal Albatross [89221]	Vulnerable	Foraging, feeding or related behaviour likely to occur within area
<u>Diomedea exulans</u> Wandering Albatross [89223]	Vulnerable	Foraging, feeding or related behaviour likely to occur within area
<u>Diomedea sanfordi</u> Northern Royal Albatross [64456]	Endangered	Foraging, feeding or related behaviour likely to occur within area
<u>Fregata ariel</u> Lesser Frigatebird, Least Frigatebird [1012]		Species or species habitat known to occur within area
<u>Fregata minor</u> Great Frigatebird, Greater Frigatebird [1013]		Species or species habitat likely to occur within area
<u>Macronectes giganteus</u> Southern Giant-Petrel, Southern Giant Petrel [1060]	Endangered	Species or species habitat may occur within area

Name	Threatened	Type of Presence
<u>Macronectes halli</u> Northern Giant Petrel [1061]	Vulnerable	Species or species habitat may occur within area
<u>Sternula albifrons</u> Little Tern [82849]		Species or species habitat may occur within area
<u>Thalassarche bulleri</u> Buller's Albatross, Pacific Albatross [64460]	Vulnerable	Species or species habitat may occur within area
<u>Thalassarche cauta</u> Tasmanian Shy Albatross [89224]	Vulnerable*	Species or species habitat may occur within area
<u>Thalassarche eremita</u> Chatham Albatross [64457]	Endangered	Species or species habitat may occur within area
<u>Thalassarche impavida</u> Campbell Albatross, Campbell Black-browed Albatross [64459]	Vulnerable	Species or species habitat may occur within area
<u>Thalassarche melanophris</u> Black-browed Albatross [66472]	Vulnerable	Species or species habitat may occur within area
<u>Thalassarche salvini</u> Salvin's Albatross [64463]	Vulnerable	Foraging, feeding or related behaviour likely to occur within area
<u>Thalassarche steadi</u> White-capped Albatross [64462]	Vulnerable*	Foraging, feeding or related behaviour likely to occur within area
Migratory Marine Species		
<u>Caretta caretta</u> Loggerhead Turtle [1763]	Endangered	Species or species habitat known to occur within area
<u>Chelonia mydas</u> Green Turtle [1765]	Vulnerable	Species or species habitat known to occur within area
<u>Dermochelys coriacea</u> Leatherback Turtle, Leathery Turtle, Luth [1768]	Endangered	Species or species habitat known to occur within area
<u>Dugong dugon</u> Dugong [28]		Species or species habitat may occur within area
<u>Eretmochelys imbricata</u> Hawksbill Turtle [1766]	Vulnerable	Species or species habitat known to occur within area
<u>Lamna nasus</u> Porbeagle, Mackerel Shark [83288]		Species or species habitat may occur within area
<u>Manta alfredi</u> Reef Manta Ray, Coastal Manta Ray, Inshore Manta Ray, Prince Alfred's Ray, Resident Manta Ray [84994]		Species or species habitat may occur within area
<u>Manta birostris</u> Giant Manta Ray, Chevron Manta Ray, Pacific Manta Ray, Pelagic Manta Ray, Oceanic Manta Ray [84995]		Species or species habitat may occur within area
<u>Natator depressus</u> Flatback Turtle [59257]	Vulnerable	Breeding likely to occur within area

Name	Threatened	Type of Presence
<u>Sousa chinensis</u> Indo-Pacific Humpback Dolphin [50]		Species or species habitat likely to occur within area
Migratory Terrestrial Species		
<u>Cuculus optatus</u> Oriental Cuckoo, Horsfield's Cuckoo [86651]		Species or species habitat may occur within area
<u>Hirundapus caudacutus</u> White-throated Needletail [682]		Species or species habitat known to occur within area
<u>Monarcha melanopsis</u> Black-faced Monarch [609]		Species or species habitat known to occur within area
<u>Monarcha trivirgatus</u> Spectacled Monarch [610]		Species or species habitat known to occur within area
<u>Myiagra cyanoleuca</u> Satin Flycatcher [612]		Species or species habitat known to occur within area
<u>Rhipidura rufifrons</u> Rufous Fantail [592]		Species or species habitat known to occur within area
Migratory Wetlands Species		
<u>Actitis hypoleucos</u> Common Sandpiper [59309]		Species or species habitat known to occur within area
<u>Arenaria interpres</u> Ruddy Turnstone [872]		Foraging, feeding or related behaviour known to occur within area
<u>Calidris acuminata</u> Sharp-tailed Sandpiper [874]		Species or species habitat known to occur within area
<u>Calidris canutus</u> Red Knot, Knot [855]	Endangered	Species or species habitat known to occur within area
<u>Calidris ferruginea</u> Curlew Sandpiper [856]	Critically Endangered	Species or species habitat known to occur within area
<u>Calidris melanotos</u> Pectoral Sandpiper [858]		Species or species habitat may occur within area
<u>Calidris ruficollis</u> Red-necked Stint [860]		Foraging, feeding or related behaviour known to occur within area
<u>Charadrius bicinctus</u> Double-banded Plover [895]		Foraging, feeding or related behaviour known to occur within area
<u>Charadrius mongolus</u> Lesser Sand Plover, Mongolian Plover [879]	Endangered	Foraging, feeding or related behaviour known to occur within area
<u>Gallinago hardwickii</u> Latham's Snipe, Japanese Snipe [863]		Foraging, feeding or related behaviour may occur within area
<u>Gallinago megala</u> Swinhoe's Snipe [864]		Foraging, feeding or related behaviour likely

Name	Threatened	Type of Presence
<u>Gallinago stenura</u> Pin-tailed Snipe [841]		to occur within area
<u>Limosa lapponica</u> Bar-tailed Godwit [844]		Foraging, feeding or related behaviour likely to occur within area
<u>Numenius madagascariensis</u> Eastern Curlew, Far Eastern Curlew [847]	Critically Endangered	Species or species habitat known to occur within area
<u>Numenius minutus</u> Little Curlew, Little Whimbrel [848]		Foraging, feeding or related behaviour likely to occur within area
<u>Numenius phaeopus</u> Whimbrel [849]		Foraging, feeding or related behaviour known to occur within area
<u>Pandion haliaetus</u> Osprey [952]		Breeding known to occur within area
<u>Pluvialis fulva</u> Pacific Golden Plover [25545]		Foraging, feeding or related behaviour known to occur within area
<u>Pluvialis squatarola</u> Grey Plover [865]		Foraging, feeding or related behaviour known to occur within area
<u>Tringa brevipes</u> Grey-tailed Tattler [851]		Foraging, feeding or related behaviour known to occur within area
<u>Tringa nebularia</u> Common Greenshank, Greenshank [832]		Species or species habitat known to occur within area
<u>Xenus cinereus</u> Terek Sandpiper [59300]		Foraging, feeding or related behaviour known to occur within area

Other Matters Protected by the EPBC Act

Commonwealth Land [\[Resource Information \]](#)

The Commonwealth area listed below may indicate the presence of Commonwealth land in this vicinity. Due to the unreliability of the data source, all proposals should be checked as to whether it impacts on a Commonwealth area, before making a definitive decision. Contact the State or Territory government land department for further information.

Name
Commonwealth Land - Australian Postal Commission
Commonwealth Land - Australian Telecommunications Commission

Listed Marine Species [\[Resource Information \]](#)

* Species is listed under a different scientific name on the EPBC Act - Threatened Species list.

Name	Threatened	Type of Presence
Birds		
<u>Actitis hypoleucos</u> Common Sandpiper [59309]		Species or species habitat known to occur within area
<u>Anous stolidus</u> Common Noddy [825]		Species or species habitat likely to occur within area

Name	Threatened	Type of Presence
<u>Apus pacificus</u> Fork-tailed Swift [678]		Species or species habitat likely to occur within area
<u>Ardea alba</u> Great Egret, White Egret [59541]		Species or species habitat known to occur within area
<u>Ardea ibis</u> Cattle Egret [59542]		Species or species habitat may occur within area
<u>Arenaria interpres</u> Ruddy Turnstone [872]		Foraging, feeding or related behaviour known to occur within area
<u>Calidris acuminata</u> Sharp-tailed Sandpiper [874]		Species or species habitat known to occur within area
<u>Calidris canutus</u> Red Knot, Knot [855]	Endangered	Species or species habitat known to occur within area
<u>Calidris ferruginea</u> Curlew Sandpiper [856]	Critically Endangered	Species or species habitat known to occur within area
<u>Calidris melanotos</u> Pectoral Sandpiper [858]		Species or species habitat may occur within area
<u>Calidris ruficollis</u> Red-necked Stint [860]		Foraging, feeding or related behaviour known to occur within area
<u>Calonectris leucomelas</u> Streaked Shearwater [1077]		Species or species habitat may occur within area
<u>Charadrius bicinctus</u> Double-banded Plover [895]		Foraging, feeding or related behaviour known to occur within area
<u>Charadrius mongolus</u> Lesser Sand Plover, Mongolian Plover [879]	Endangered	Foraging, feeding or related behaviour known to occur within area
<u>Charadrius ruficapillus</u> Red-capped Plover [881]		Foraging, feeding or related behaviour known to occur within area
<u>Diomedea antipodensis</u> Antipodean Albatross [64458]	Vulnerable	Foraging, feeding or related behaviour likely to occur within area
<u>Diomedea epomophora</u> Southern Royal Albatross [89221]	Vulnerable	Foraging, feeding or related behaviour likely to occur within area
<u>Diomedea exulans</u> Wandering Albatross [89223]	Vulnerable	Foraging, feeding or related behaviour likely to occur within area
<u>Diomedea gibsoni</u> Gibson's Albatross [64466]	Vulnerable*	Foraging, feeding or related behaviour likely to occur within area
<u>Diomedea sanfordi</u> Northern Royal Albatross [64456]	Endangered	Foraging, feeding or related behaviour likely to occur within area

Name	Threatened	Type of Presence
<u>Fregata ariel</u> Lesser Frigatebird, Least Frigatebird [1012]		Species or species habitat known to occur within area
<u>Fregata minor</u> Great Frigatebird, Greater Frigatebird [1013]		Species or species habitat likely to occur within area
<u>Gallinago hardwickii</u> Latham's Snipe, Japanese Snipe [863]		Foraging, feeding or related behaviour may occur within area
<u>Gallinago megala</u> Swinhoe's Snipe [864]		Foraging, feeding or related behaviour likely to occur within area
<u>Gallinago stenura</u> Pin-tailed Snipe [841]		Foraging, feeding or related behaviour likely to occur within area
<u>Haliaeetus leucogaster</u> White-bellied Sea-Eagle [943]		Species or species habitat known to occur within area
<u>Heteroscelus brevipes</u> Grey-tailed Tattler [59311]		Foraging, feeding or related behaviour known to occur within area
<u>Hirundapus caudacutus</u> White-throated Needletail [682]		Species or species habitat known to occur within area
<u>Limosa lapponica</u> Bar-tailed Godwit [844]		Species or species habitat known to occur within area
<u>Macronectes giganteus</u> Southern Giant-Petrel, Southern Giant Petrel [1060]	Endangered	Species or species habitat may occur within area
<u>Macronectes halli</u> Northern Giant Petrel [1061]	Vulnerable	Species or species habitat may occur within area
<u>Merops ornatus</u> Rainbow Bee-eater [670]		Species or species habitat may occur within area
<u>Monarcha melanopsis</u> Black-faced Monarch [609]		Species or species habitat known to occur within area
<u>Monarcha trivirgatus</u> Spectacled Monarch [610]		Species or species habitat known to occur within area
<u>Myiagra cyanoleuca</u> Satin Flycatcher [612]		Species or species habitat known to occur within area
<u>Numenius madagascariensis</u> Eastern Curlew, Far Eastern Curlew [847]	Critically Endangered	Species or species habitat known to occur within area
<u>Numenius minutus</u> Little Curlew, Little Whimbrel [848]		Foraging, feeding or related behaviour likely to occur within area
<u>Numenius phaeopus</u> Whimbrel [849]		Foraging, feeding or related behaviour known to occur within area

Name	Threatened	Type of Presence
<u>Pachyptila turtur</u> Fairy Prion [1066]		Species or species habitat known to occur within area
<u>Pandion haliaetus</u> Osprey [952]		Breeding known to occur within area
<u>Pluvialis fulva</u> Pacific Golden Plover [25545]		Foraging, feeding or related behaviour known to occur within area
<u>Pluvialis squatarola</u> Grey Plover [865]		Foraging, feeding or related behaviour known to occur within area
<u>Rhipidura rufifrons</u> Rufous Fantail [592]		Species or species habitat known to occur within area
<u>Rostratula benghalensis (sensu lato)</u> Painted Snipe [889]	Endangered*	Species or species habitat may occur within area
<u>Sterna albifrons</u> Little Tern [813]		Species or species habitat may occur within area
<u>Thalassarche bulleri</u> Buller's Albatross, Pacific Albatross [64460]	Vulnerable	Species or species habitat may occur within area
<u>Thalassarche cauta</u> Tasmanian Shy Albatross [89224]	Vulnerable*	Species or species habitat may occur within area
<u>Thalassarche eremita</u> Chatham Albatross [64457]	Endangered	Species or species habitat may occur within area
<u>Thalassarche impavida</u> Campbell Albatross, Campbell Black-browed Albatross [64459]	Vulnerable	Species or species habitat may occur within area
<u>Thalassarche melanophris</u> Black-browed Albatross [66472]	Vulnerable	Species or species habitat may occur within area
<u>Thalassarche salvini</u> Salvin's Albatross [64463]	Vulnerable	Foraging, feeding or related behaviour likely to occur within area
<u>Thalassarche sp. nov.</u> Pacific Albatross [66511]	Vulnerable*	Species or species habitat may occur within area
<u>Thalassarche steadi</u> White-capped Albatross [64462]	Vulnerable*	Foraging, feeding or related behaviour likely to occur within area
<u>Tringa nebularia</u> Common Greenshank, Greenshank [832]		Species or species habitat known to occur within area
<u>Xenus cinereus</u> Terek Sandpiper [59300]		Foraging, feeding or related behaviour known to occur within area
Mammals		
<u>Dugong dugon</u> Dugong [28]		Species or species habitat may occur within area
Reptiles		

Name	Threatened	Type of Presence
<u>Caretta caretta</u> Loggerhead Turtle [1763]	Endangered	Species or species habitat known to occur within area
<u>Chelonia mydas</u> Green Turtle [1765]	Vulnerable	Species or species habitat known to occur within area
<u>Dermochelys coriacea</u> Leatherback Turtle, Leathery Turtle, Luth [1768]	Endangered	Species or species habitat known to occur within area
<u>Eretmochelys imbricata</u> Hawksbill Turtle [1766]	Vulnerable	Species or species habitat known to occur within area
<u>Natator depressus</u> Flatback Turtle [59257]	Vulnerable	Breeding likely to occur within area
Whales and other Cetaceans		[Resource Information]
Name	Status	Type of Presence
Mammals		
<u>Sousa chinensis</u> Indo-Pacific Humpback Dolphin [50]		Species or species habitat likely to occur within area

Extra Information

Regional Forest Agreements [Resource Information]

Note that all areas with completed RFAs have been included.

Name	State
<u>North East NSW RFA</u>	New South Wales

Invasive Species [Resource Information]

Weeds reported here are the 20 species of national significance (WoNS), along with other introduced plants that are considered by the States and Territories to pose a particularly significant threat to biodiversity. The following feral animals are reported: Goat, Red Fox, Cat, Rabbit, Pig, Water Buffalo and Cane Toad. Maps from Landscape Health Project, National Land and Water Resources Audit, 2001.

Name	Status	Type of Presence
Birds		
<u>Acridotheres tristis</u> Common Myna, Indian Myna [387]		Species or species habitat likely to occur within area
<u>Anas platyrhynchos</u> Mallard [974]		Species or species habitat likely to occur within area
<u>Carduelis carduelis</u> European Goldfinch [403]		Species or species habitat likely to occur within area
<u>Columba livia</u> Rock Pigeon, Rock Dove, Domestic Pigeon [803]		Species or species habitat likely to occur within area
<u>Lonchura punctulata</u> Nutmeg Mannikin [399]		Species or species habitat likely to occur

Name	Status	Type of Presence
within area		
Passer domesticus House Sparrow [405]		Species or species habitat likely to occur within area
Pycnonotus jocosus Red-whiskered Bulbul [631]		Species or species habitat likely to occur within area
Streptopelia chinensis Spotted Turtle-Dove [780]		Species or species habitat likely to occur within area
Sturnus vulgaris Common Starling [389]		Species or species habitat likely to occur within area
Turdus merula Common Blackbird, Eurasian Blackbird [596]		Species or species habitat likely to occur within area
Frogs		
Rhinella marina Cane Toad [83218]		Species or species habitat known to occur within area
Mammals		
Bos taurus Domestic Cattle [16]		Species or species habitat likely to occur within area
Canis lupus familiaris Domestic Dog [82654]		Species or species habitat likely to occur within area
Felis catus Cat, House Cat, Domestic Cat [19]		Species or species habitat likely to occur within area
Feral deer Feral deer species in Australia [85733]		Species or species habitat likely to occur within area
Lepus capensis Brown Hare [127]		Species or species habitat likely to occur within area
Mus musculus House Mouse [120]		Species or species habitat likely to occur within area
Rattus norvegicus Brown Rat, Norway Rat [83]		Species or species habitat likely to occur within area
Rattus rattus Black Rat, Ship Rat [84]		Species or species habitat likely to occur within area
Vulpes vulpes Red Fox, Fox [18]		Species or species habitat likely to occur within area
Plants		
Alternanthera philoxeroides Alligator Weed [11620]		Species or species habitat likely to occur within area
Anredera cordifolia Madeira Vine, Jalap, Lamb's-tail, Mignonette Vine, Anredera, Gulf Madeiravine, Heartleaf Madeiravine, Potato Vine [2643]		Species or species habitat likely to occur within area

Name	Status	Type of Presence
Asparagus aethiopicus		
Asparagus Fern, Ground Asparagus, Basket Fern, Sprengi's Fern, Bushy Asparagus, Emerald Asparagus [62425]		Species or species habitat likely to occur within area
Asparagus plumosus		
Climbing Asparagus-fern [48993]		Species or species habitat likely to occur within area
Cabomba caroliniana		
Cabomba, Fanwort, Carolina Watershield, Fish Grass, Washington Grass, Watershield, Carolina Fanwort, Common Cabomba [5171]		Species or species habitat likely to occur within area
Chrysanthemoides monilifera		
Bitou Bush, Boneseed [18983]		Species or species habitat likely to occur within area
Chrysanthemoides monilifera subsp. rotundata		
Bitou Bush [16332]		Species or species habitat likely to occur within area
Eichhornia crassipes		
Water Hyacinth, Water Orchid, Nile Lily [13466]		Species or species habitat likely to occur within area
Genista sp. X Genista monspessulana		
Broom [67538]		Species or species habitat may occur within area
Lantana camara		
Lantana, Common Lantana, Kamara Lantana, Large-leaf Lantana, Pink Flowered Lantana, Red Flowered Lantana, Red-Flowered Sage, White Sage, Wild Sage [10892]		Species or species habitat likely to occur within area
Pinus radiata		
Radiata Pine Monterey Pine, Insignis Pine, Wilding Pine [20780]		Species or species habitat may occur within area
Rubus fruticosus aggregate		
Blackberry, European Blackberry [68406]		Species or species habitat likely to occur within area
Sagittaria platyphylla		
Delta Arrowhead, Arrowhead, Slender Arrowhead [68483]		Species or species habitat likely to occur within area
Salvinia molesta		
Salvinia, Giant Salvinia, Aquarium Watermoss, Kariba Weed [13665]		Species or species habitat likely to occur within area
Senecio madagascariensis		
Fireweed, Madagascar Ragwort, Madagascar Groundsel [2624]		Species or species habitat likely to occur within area

Caveat

The information presented in this report has been provided by a range of data sources as acknowledged at the end of the report.

This report is designed to assist in identifying the locations of places which may be relevant in determining obligations under the Environment Protection and Biodiversity Conservation Act 1999. It holds mapped locations of World and National Heritage properties, Wetlands of International and National Importance, Commonwealth and State/Territory reserves, listed threatened, migratory and marine species and listed threatened ecological communities. Mapping of Commonwealth land is not complete at this stage. Maps have been collated from a range of sources at various resolutions.

Not all species listed under the EPBC Act have been mapped (see below) and therefore a report is a general guide only. Where available data supports mapping, the type of presence that can be determined from the data is indicated in general terms. People using this information in making a referral may need to consider the qualifications below and may need to seek and consider other information sources.

For threatened ecological communities where the distribution is well known, maps are derived from recovery plans, State vegetation maps, remote sensing imagery and other sources. Where threatened ecological community distributions are less well known, existing vegetation maps and point location data are used to produce indicative distribution maps.

Threatened, migratory and marine species distributions have been derived through a variety of methods. Where distributions are well known and if time permits, maps are derived using either thematic spatial data (i.e. vegetation, soils, geology, elevation, aspect, terrain, etc) together with point locations and described habitat; or environmental modelling (MAXENT or BIOCLIM habitat modelling) using point locations and environmental data layers.

Where very little information is available for species or large number of maps are required in a short time-frame, maps are derived either from 0.04 or 0.02 decimal degree cells; by an automated process using polygon capture techniques (static two kilometre grid cells, alpha-hull and convex hull); or captured manually or by using topographic features (national park boundaries, islands, etc). In the early stages of the distribution mapping process (1999-early 2000s) distributions were defined by degree blocks, 100K or 250K map sheets to rapidly create distribution maps. More reliable distribution mapping methods are used to update these distributions as time permits.

Only selected species covered by the following provisions of the EPBC Act have been mapped:

- migratory and
- marine

The following species and ecological communities have not been mapped and do not appear in reports produced from this database:

- threatened species listed as extinct or considered as vagrants
- some species and ecological communities that have only recently been listed
- some terrestrial species that overfly the Commonwealth marine area
- migratory species that are very widespread, vagrant, or only occur in small numbers

The following groups have been mapped, but may not cover the complete distribution of the species:

- non-threatened seabirds which have only been mapped for recorded breeding sites
- seals which have only been mapped for breeding sites near the Australian continent

Such breeding sites may be important for the protection of the Commonwealth Marine environment.

Coordinates

-31.436161 152.908569

Acknowledgements

This database has been compiled from a range of data sources. The department acknowledges the following custodians who have contributed valuable data and advice:

- [Office of Environment and Heritage, New South Wales](#)
- [Department of Environment and Primary Industries, Victoria](#)
- [Department of Primary Industries, Parks, Water and Environment, Tasmania](#)
- [Department of Environment, Water and Natural Resources, South Australia](#)
- [Department of Land and Resource Management, Northern Territory](#)
- [Department of Environmental and Heritage Protection, Queensland](#)
- [Department of Parks and Wildlife, Western Australia](#)
- [Environment and Planning Directorate, ACT](#)
- [Birdlife Australia](#)
- [Australian Bird and Bat Banding Scheme](#)
- [Australian National Wildlife Collection](#)
- [Natural history museums of Australia](#)
- [Museum Victoria](#)
- [Australian Museum](#)
- [South Australian Museum](#)
- [Queensland Museum](#)
- [Online Zoological Collections of Australian Museums](#)
- [Queensland Herbarium](#)
- [National Herbarium of NSW](#)
- [Royal Botanic Gardens and National Herbarium of Victoria](#)
- [Tasmanian Herbarium](#)
- [State Herbarium of South Australia](#)
- [Northern Territory Herbarium](#)
- [Western Australian Herbarium](#)
- [Australian National Herbarium, Canberra](#)
- [University of New England](#)
- [Ocean Biogeographic Information System](#)
- [Australian Government, Department of Defence](#)
- [Forestry Corporation, NSW](#)
- [Geoscience Australia](#)
- [CSIRO](#)
- [Australian Tropical Herbarium, Cairns](#)
- [eBird Australia](#)
- [Australian Government – Australian Antarctic Data Centre](#)
- [Museum and Art Gallery of the Northern Territory](#)
- [Australian Government National Environmental Science Program](#)
- [Australian Institute of Marine Science](#)
- [Reef Life Survey Australia](#)
- [American Museum of Natural History](#)
- [Queen Victoria Museum and Art Gallery, Inveresk, Tasmania](#)
- [Tasmanian Museum and Art Gallery, Hobart, Tasmania](#)
- Other groups and individuals

The Department is extremely grateful to the many organisations and individuals who provided expert advice and information on numerous draft distributions.

Please feel free to provide feedback via the [Contact Us](#) page.

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Appendix 4 Human and animal health

Human and animal health

Flying-foxes, like many animals, carry pathogens that may pose human health risks. Many of these are viruses which cause only asymptomatic infections in flying-foxes themselves but may cause significant disease in humans or other animals that are exposed. In Australia, the most well-defined of these include Australian bat lyssavirus (ABLV), Hendra virus (HeV) and Menangle virus. Specific information on these viruses is provided below.

Excluding those people whose occupations require contact with bats, such as wildlife carers and vets, human exposure to ABLV, HeV and Menangle virus, their transmission and frequency of infection is extremely rare. HeV infection in humans requires transfer from an infected intermediate equine host (i.e. close contact with an infected horse) and spread of the virus directly from bats to humans has not been reported.

These diseases are also easily prevented through vaccination, personal protective equipment, safe flying-fox handling (by trained and vaccinated personnel only) and appropriate horse husbandry. Therefore, despite the fact that human infection with these agents can be fatal, the probability of infection is extremely low, and the overall public health risk is also judged to be low (Qld Health 2016).

Disease and flying-fox management

A recent study at several camps before, during and after disturbance (Edson et al. 2015) showed no statistical association between HeV prevalence and flying-fox disturbance. However, the consequences of chronic or ongoing disturbance and harassment and its effect on HeV infection were not within the scope of the study and are therefore unknown.

The effects of stress are linked to increased susceptibility and expression of disease in both humans (AIHW 2012) and animals (Henry & Stephens-Larson 1985; Aich et. al. 2009), including reduced immunity to disease.

Therefore, it can be assumed that management actions which may cause stress (e.g. dispersal), particularly over a prolonged period or at times where other stressors are increased (e.g. food shortages, habitat fragmentation, etc.), are likely to increase the susceptibility and prevalence of disease within the flying-fox population, and consequently the risk of transfer to humans.

Furthermore, management actions or natural environmental changes may increase disease risk by:

- forcing flying-foxes into closer proximity to one another, increasing the probability of disease transfer between individuals and within the population.
- resulting in abortions and/or dropped young if inappropriate management methods are used during critical periods of the breeding cycle. This will increase the



likelihood of direct interaction between flying-foxes and the public, and potential for disease exposure.

- adoption of inhumane methods with potential to cause injury which would increase the likelihood of the community coming into contact with injured/dying or deceased flying-foxes.

The potential to increase disease risk should be carefully considered as part of a full risk assessment when determining the appropriate level of management and the associated mitigation measures required.

Australian bat lyssavirus

ABLV is a rabies-like virus that may be found in all flying-fox species on mainland Australia. It has also been found in an insectivorous microbat and it is assumed it may be carried by any bat species. The probability of human infection with ABLV is very low with less than 1% of the flying-fox population being affected (DPI 2013) and transmission requiring direct contact with an infected animal that is secreting the virus. In Australia three people have died from ABLV infection since the virus was identified in 1996 (NSW Health 2013).

Domestic animals are also at risk if exposed to ABLV. In 2013, ABLV infections were identified in two horses (Shinwari et al. 2014). There have been no confirmed cases of ABLV in dogs in Australia; however, transmission is possible (McCall et al. 2005) and consultation with a veterinarian should be sought if exposure is suspected.

Transmission of the virus from bats to humans is through a bite or scratch but may have potential to be transferred if bat saliva directly contacts the eyes, nose, mouth or broken skin. ABLV is unlikely to survive in the environment for more than a few hours, especially in dry environments that are exposed to sunlight (NSW Health 2013).

Transmission of closely related viruses suggests that contact or exposure to bat faeces, urine or blood does not pose a risk of exposure to ABLV, nor does living, playing or walking near bat roosting areas (NSW Health 2013).

The incubation period in humans is assumed similar to rabies and variable between two weeks and several years. Similarly, the disease in humans presents essentially the same clinical picture as classical rabies. Once clinical signs have developed the infection is invariably fatal. However, infection can easily be prevented by avoiding direct contact with bats (i.e. handling). Pre-exposure vaccination provides reliable protection from the disease for people who are likely to have direct contact with bats, and it is generally a mandatory workplace health and safety requirement that all persons working with bats receive pre-vaccination and have their level of protection regularly assessed. Like classical rabies, ABLV infection in humans also appears to be effectively treated using post-exposure vaccination and so any person who suspects they have been exposed should seek immediate medical treatment. Post-exposure vaccination is usually ineffective once clinical manifestations of the disease have commenced.

If a person is bitten or scratched by a bat they should:

- wash the wound with soap and water for at least five minutes (**do not scrub**)



- contact their doctor immediately to arrange for post-exposure vaccinations.

If bat saliva contacts the eyes, nose, mouth or an open wound, flush thoroughly with water and seek immediate medical advice.

Hendra virus

Flying-foxes are the natural host for Hendra virus (HeV), which can be transmitted from flying-foxes to horses. Infected horses sometimes amplify the virus and can then transmit it to other horses, humans and on two occasions, dogs (DPI 2014). There is no evidence that the virus can be passed directly from flying-foxes to humans or to dogs (AVA 2015). Clinical studies have shown cats, pigs, ferrets and guinea pigs can carry the infection (DPI 2015a).

Although the virus is periodically present in flying-fox populations across Australia, the likelihood of horses becoming infected is low and consequently human infection is extremely rare. Horses are thought to contract the disease after ingesting forage or water contaminated primarily with flying-fox urine (CDC 2014).

Humans may contract the disease after close contact with an infected horse. HeV infection in humans presents as a serious and often fatal respiratory and/or neurological disease and there is currently no effective post-exposure treatment or vaccine available for people. The mortality rate in horses is greater than 70% (DPI 2014). Since 1994, 81 horses have died, and four of the seven people infected with HeV have lost their lives (DPI 2014).

Previous studies have shown that HeV spillover events have been associated with foraging flying-foxes rather than camp locations. Therefore, risk is considered similar at any location within the range of flying-fox species and all horse owners should be vigilant. Vaccination of horses can protect horses and subsequently humans from infection (DPI 2014), as can appropriate horse husbandry (e.g. covering food and water troughs, fencing flying-fox foraging trees in paddocks, etc.).

Although all human cases of HeV to date have been contracted from infected horses and direct transmission from bats to humans has not yet been reported, particular care should be taken by select occupational groups that could be uniquely exposed. For example, persons who may be exposed to high levels of HeV via aerosol of heavily contaminated substrate should consider additional PPE (e.g. respiratory filters), and potentially dampening down dry dusty substrate.

Appendix 5 Survey results

The highest proportion of respondents were not aware of the community engagement for the development of the 'Kooloonbung Creek Nature Park Plan of Management' in 2012 (17) while the remaining had participated (11) or did know about it but had not participated (15) (Figure 1).

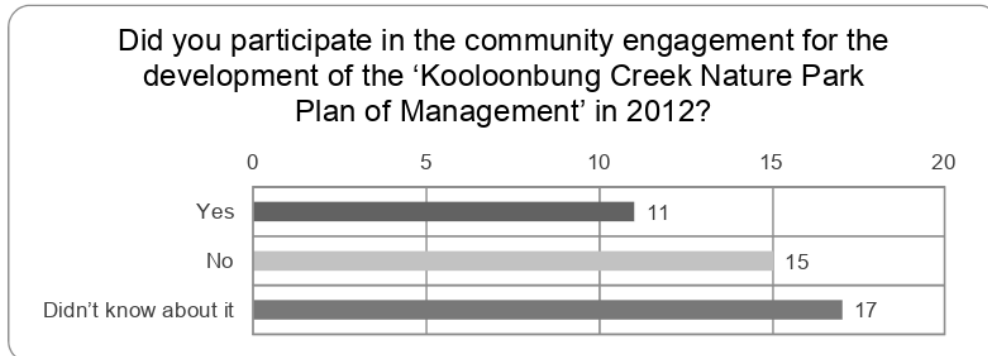


Figure 27 Responses regarding participation in the development of 'Kooloonbung Creek Nature Park Plan of Management' in 2012

Survey responses indicated that the majority were aware that the camp constitutes a Nationally Important Camp providing critical habitat (69.7% answered yes, 11.6% responded no and 18.6% did not care) (Figure 2).

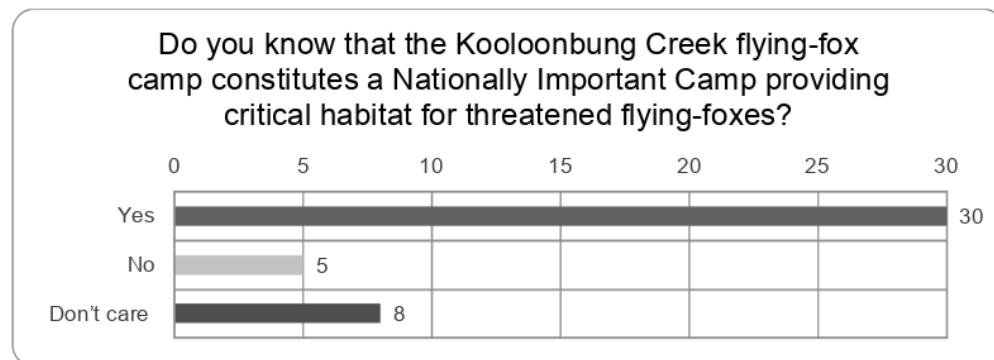


Figure 28 Knowledge of the classification of the camp as a Nationally Important Camp

The majority of respondents were aware that flying-foxes are a protected native species (39, 92.8%) while the remaining didn't care (Figure 3).

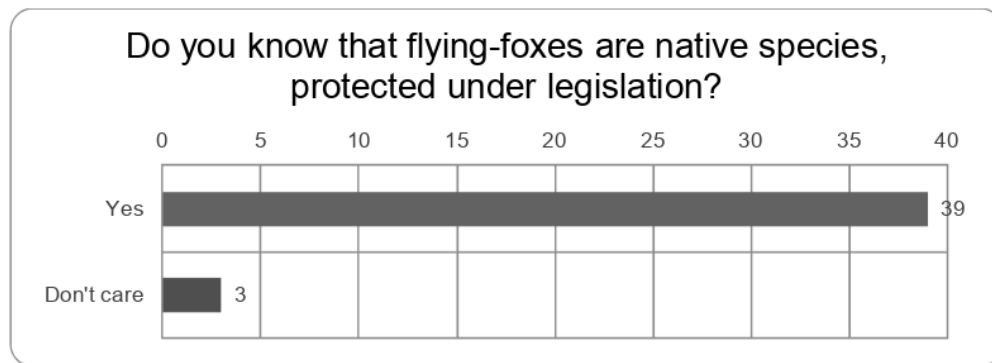


Figure 29 Knowledge of the status of flying-foxes

Similar results were provided regarding the species' role in long distance seed dispersal and pollination (86% answered yes, 6.9% responded no, 6.9% didn't care or understand the question). The majority of respondents are aware that disease can be prevented by not handling flying-foxes and through appropriate horse husbandry (83.3%), with the remaining answering no (Figure 4). When asked if the respondents knew that the GHFF is the main species of flying-fox that uses the Kooloonbung creek camp site, 60.9% responded positively, while 21.9% did not know, and 17.1% didn't care.

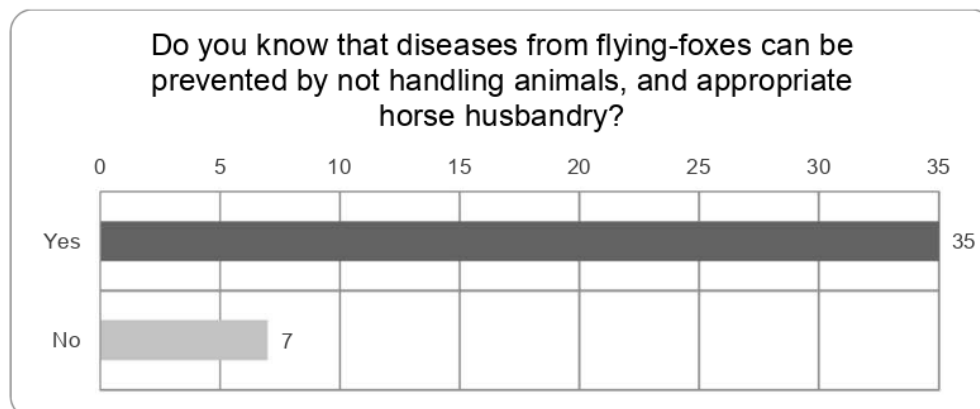


Figure 30 Disease from flying-foxes

Survey results indicated a majority of respondents held positive feelings towards the protection of flying-foxes (62.8%), with 37.2% indicating that it is not important to them (Figure 5).

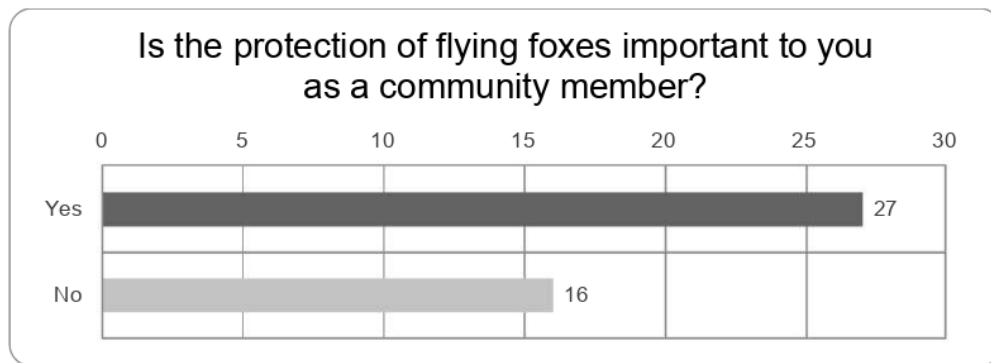


Figure 31 Protection of flying-foxes

54.7% of respondents indicated that their experience or interaction with flying-foxes in the Port Macquarie area has been negative, 35.7% responded positively and 1% were neither positive nor negative (Figure 6).

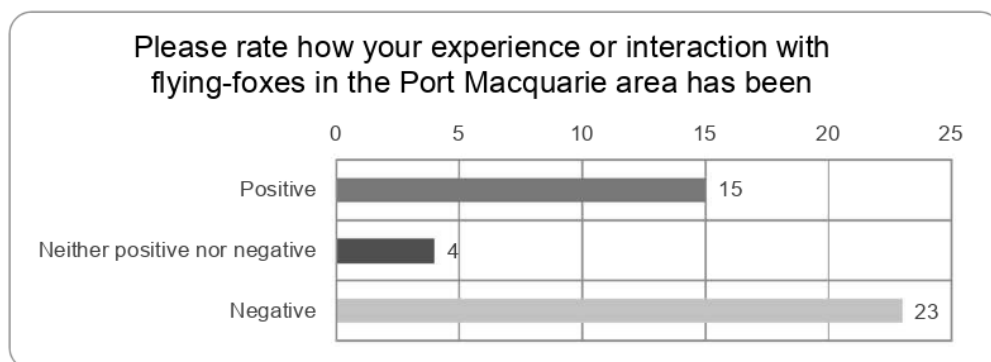


Figure 32 Experience with flying-foxes

Respondents who indicated that they are negatively impacted (23), were being most impacted around the home. These respondents identified the majority of impacts related to smell, excrement and noise (Figure 7). Twelve respondents (who selected 'other' in the survey) added 'quality of life', 'constant health issues', 'isolation due to family and friends not wanting to visit' and 'destruction of habitat for other species i.e. small birds' being of concern.

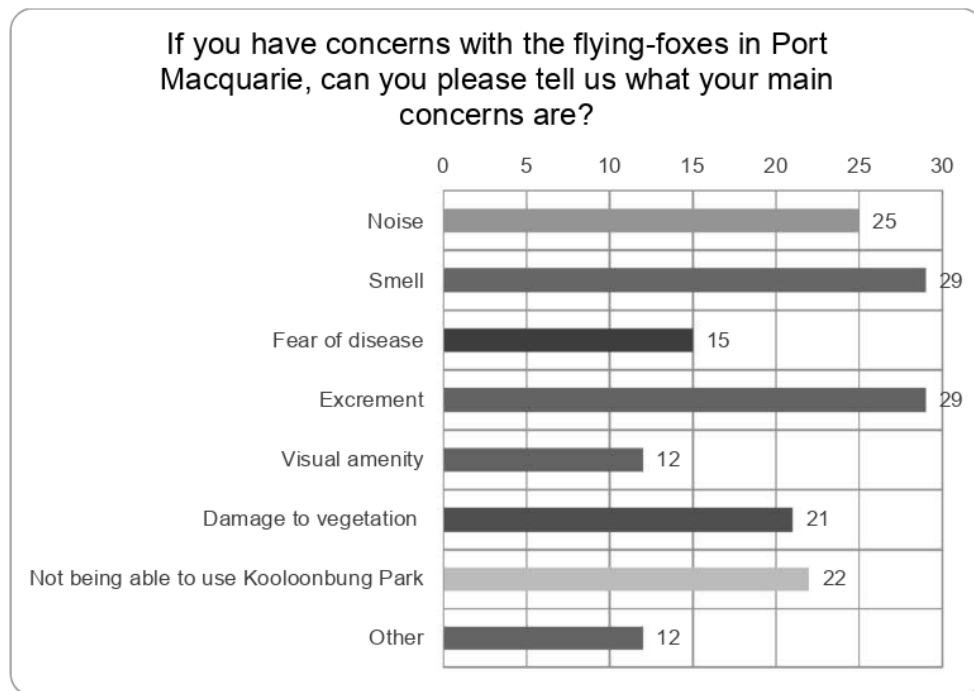


Figure 33 Main concerns about flying-foxes

In relation to costs associated with any management actions, the majority of respondents answered that it was moderately important that it was of low cost to ratepayers (48%), while 33% considered this not at all important, and 19% responded as very important (Figure 8).

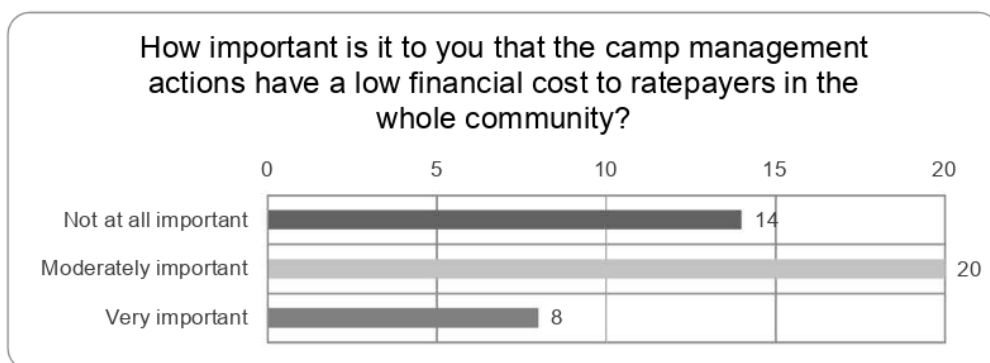


Figure 34 Financial impacts to ratepayers

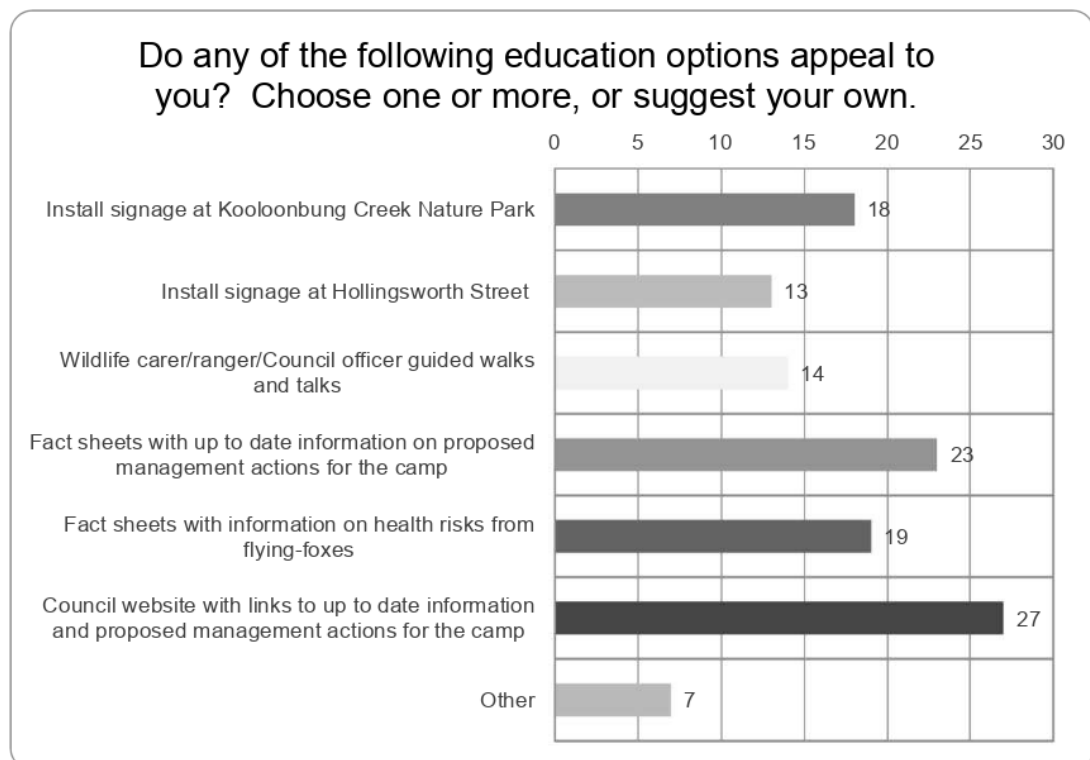


Figure 35 Educational options

Respondents were asked to choose one or more education options, or suggest their own. 'Council websites with links to up to date information and proposed management actions for the camp' received the highest number of votes (64%). The second-most highly rated option was 'fact sheets with up to date information on proposed management actions for the camp' (54%). All other options received similar ranking priority (Figure 9). Other suggested options were, 'action to reduce noise/removing the bats', 'cull a proportion of the flying-fox population' and for 'Friends of Kooloonbung Creek Nature Park' (FKCNP) to take guided walks through the park.

The majority of the respondents identified as 'not living within 100 metres of the camp' (67.4%). All (14) respondents answered 'no' when asked if more information was required concerning plants that may be attracting flying-foxes to their backyard. Of those 14 respondents, when asked 'Would receiving service subsidies help in reducing flying-fox impacts on your property if funding assistance was provided in some way?'; 9 answered 'yes' and 5 responded 'no'.

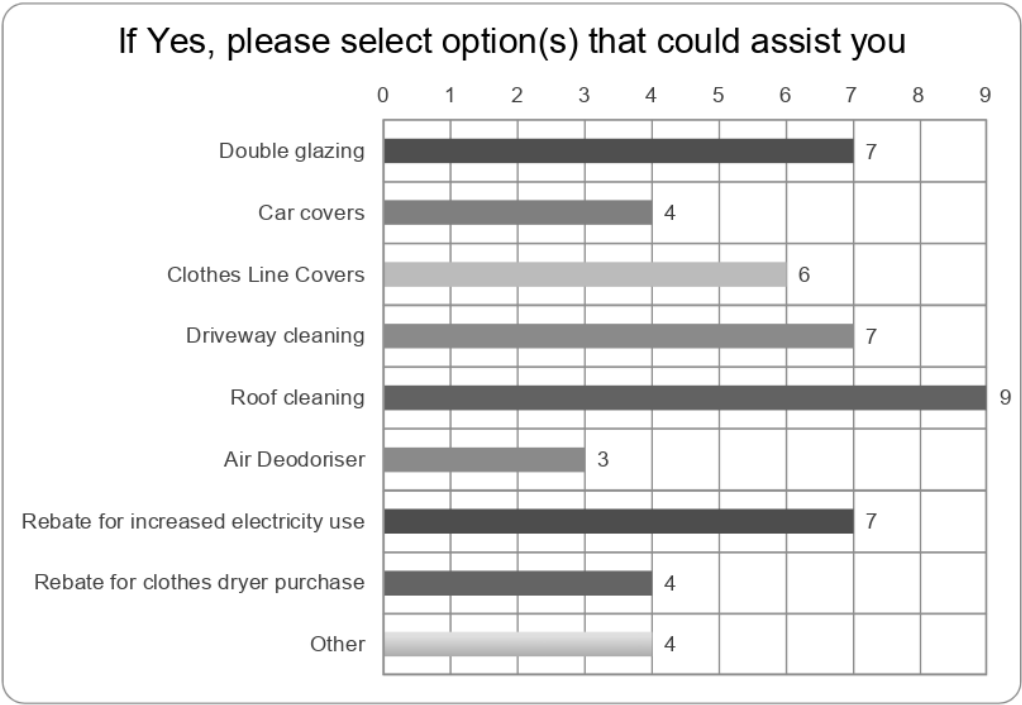


Figure 36 Management options to assist

In regards to which options could assist residents if funding assistance was provided in some way; roof cleaning had the most selections (9 selections from each of the 9 respondents) (Figure 10). The next rated options after roof cleaning were 'double glazing', 'driveway cleaning' and 'rebate for increased electricity use' with 7 votes each. Four respondents (who selected 'other' in the survey) added water rebate for hosing off outdoor areas, rebate for air-conditioner installation or solar panels to reduce electricity costs when residences must be closed due to odour/noise and rebate for regular cleaning of solar panels.

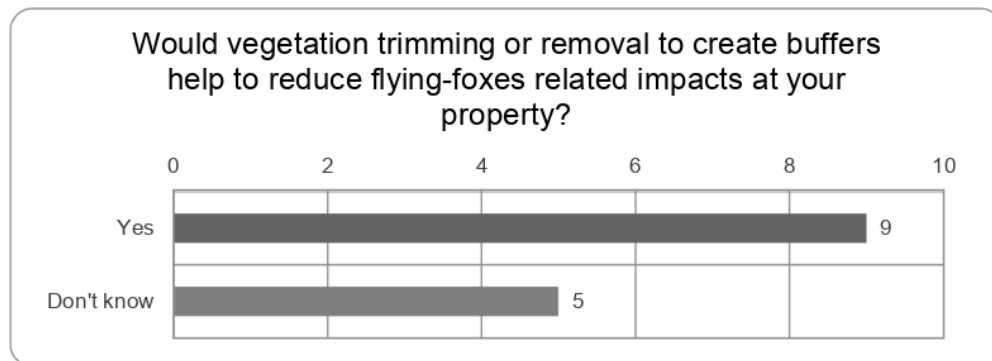


Figure 37 Buffer creation to reduce flying-fox related impacts

The majority of respondents (64.3%) answered 'yes' to would vegetation trimming or removal to create buffers would help to reduce flying-fox related impacts at their property (Figure 11). Nine respondents (who selected 'yes') added what street they live on to the survey. Addresses included; Lake Road, Glebe Close, Fischer Street and Anita Crescent.

Respondents who indicated that they are interested in learning more about management options (39), were most interested in managing impacts to amenities. Respondents selected 'improving the boardwalk to prevent slipping' as the most preferred management option (Figure 12). Nineteen respondents were interested to learn about canopy-mounted sprinklers.

Fourteen respondents (who selected 'other' in the survey) added "*relocate the colony*", "*change conditions to move flying-fox elsewhere*", "*clear roosting trees along the cutting path through Kooloonbung so that the walkway and bridge can be used without the fear of slipping in excrement*", "*replant flying-fox roosts trees to replace those lost during the nudging process*", "*cull numbers of flying-fox*", "*minimise the camp size*", "*relocate the camp to state forests and national parks*", "*clear the area of trees due to bushfire concerns*", "*smoke bombs, low humming motors*" and "*develop an eradication program*".

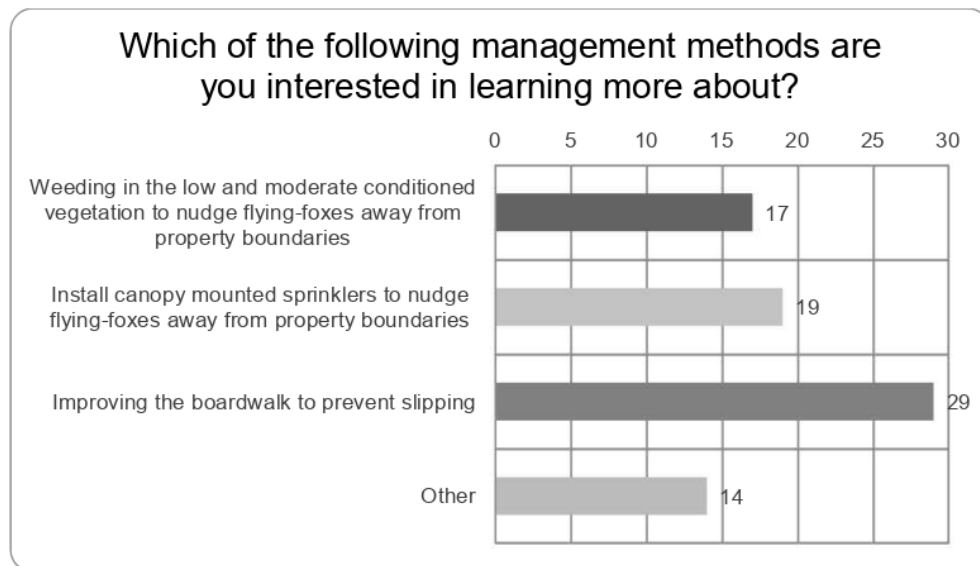


Figure 39 Management options that participants are interested in learning

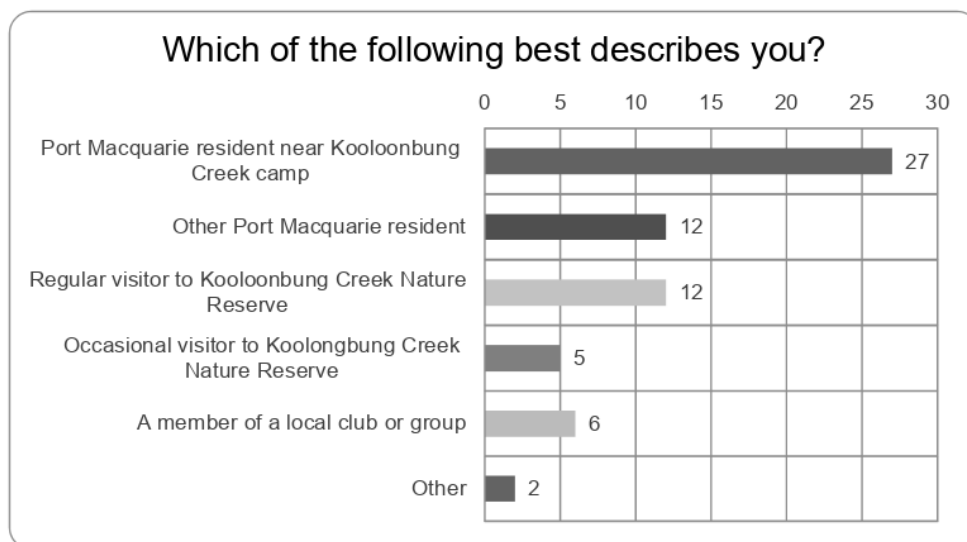


Figure 38 Survey distribution.

'Port Macquarie resident near Kooloonbung Creek camp' was the highest response group in the survey (62.8%) (Figure 13). 62.8% of participants were aged 50-75, 18.6% were 36-50, 13.9% were 76+ and 18-35 and >18 were both 2.3% of the participants.



Table 9 Responses to question; Do any of the proposed management options not appeal to you? And if so which ones and for what reason?

Response type	Respondents comments
Remove flying-fox	<i>"Just get rid of the problem".</i>
Remove flying-fox	<i>"NONE - get rid of them. All of these management options cost money and don't solve the problem".</i>
Remove flying-fox	<i>"Rebates for water, double glazing, etc. I want population reduced and none of the options listed will achieve that".</i>
Remove flying-fox	<i>"Weeding - can't see how this helps unless it involves removal of future roosting & paper bark tree seedlings".</i>
Remove flying-fox	<i>"I would to have them removed as the smell is repulsive".</i>
Remove flying-fox	<i>"In Kooloonbung there are 2 endangered things. The bat camp & the rainforest, & only one of those species can be moved & or minimised. One of your options mystifies me, what do you mean by weeding ?? To my mind bats are not what you would classify as ground foragers".</i>
Remove flying-fox	<i>"None of the service subsidies required if bat colony persuaded to live elsewhere. Financial grants, if I understand correctly, were made to combat the problems we have. Why was no action taken? Personally, I think incompetency at a higher level should not be left unuttered. Trimming, pruning to create a buffer would only hasten the demise of our beautiful arboreal world...We don't need to axe the rain forest the bats execute the demise effortlessly".</i>
Remove flying-fox	<i>"I lived in Albury before moving to Port Macquarie. We had a colony of bats move into the Botanic Gardens. The council was given permission to move the bats to another location. This was done by making a lot of noise each morning with power tools, banging tin lids etc. The bats moved to another location that was not near any homes. I feel that the people who live near the bats must find the smell unbearable".</i>
Remove flying-fox	<i>"Sydney moved their population along, we can do the same, within the guidelines set out by N.S.W Gov. We do not propose to killing the bats, just moving them on to a less populated area".</i>
Remove flying-fox / cull	<i>"as above remove them completely or cull them. The national parks condone culling of brumbies and we are allowed to cull Kangaroos why is the fox different? they have a far worse impact".</i>
Remove flying-fox / cull	<i>"Don't see how it will work as the smell and flying foxes will still be there with the above options".</i>
Remove flying-fox / cull	<i>"Remove them completely. Thats it - get them out of there".</i>
Remove flying-fox / cull	<i>"No.... none of these address the real issue. Management is not on my agenda! Eradication is.... is is feasible and achievable!".</i>
Management method	<i>"This community problem has been well known for many years and the time has come for proactive responses. Council already has the views of 10,000 residents who have Petitioned for action. This survey must recognise those voices. Options limited to information about PROPOSED management actions are insufficient. Citizens now also need to know what has actually been done and how effective (or not) that has been". "Education alone does not solve the issue"</i>
Management method	<i>"Sprinklers - water costs money".</i>
Management method	<i>"Canopy-mounted sprinklers sounds like it would require a lot of infrastructure to be</i>



Response type	Respondents comments
	<i>installed, this may be expensive and require vegetation to be removed or disturbed".</i>
Management method	<i>"Sprinklers or any other method that negatively impacts the bats' bodies, habitat or flight paths should not be used as this is a threatened species that needs as much protection as we can give it. While the bats like to roost above water, being wet could reduce their ability to keep warm and perhaps to fly and to forage. Peggy Eby told us that they are extremely loyal to their roost and are unlikely to desert it in spite of interference by humans. They occupy only a tiny part of the town and they "pay rent" in the form of the ecosystem services they deliver"</i>
Management method	<i>"FKCNP are already involved with the other management methods listed above".</i>

Table 10 Further comments to survey from participants

Theme	Respondents comment
Relocate flying-fox	<i>"Relocate them to a nonresidential or recreational area if possible".</i>
Relocate flying-fox	<i>"It is my understanding that the colony was moved from the Sea Acres NP in the eighties, because the NPWS did not like having them around. Back then, Kooloonbung Creek Nature Reserve was beautiful, with no fruit bat colony established until the Sea Acres 'eviction'. Additionally, back in those days, the water in Kooloonbung Creek was more brackish than it is now. The ever-increasing discharge of treated effluent into Kooloonbung Creek has diluted the naturally-occurring brackish water in the inter-tidal zone. This has provided the colony with a ready supply of drinking water that has provided the foundation for the fruit bat colony to grow more than it otherwise might have been. The fruit bat colony has ruined the amenity of a beautiful area, and it is my opinion that they should be moved from that location. Council should at least salinate the water they discharge into the creek so that it does not alter the natural state of the inter-tidal zone".</i>
Relocate flying-fox	<i>"I want Council \$ spent on reducing population of FFs in KCR, not on education or writing management reports with no tangible outcomes".</i>
Relocate flying-fox	<i>"Don't hold much hope of a council solution to relocating bats, there are avenues for this, but think the problem has become too complicated for this council. Another tourist venue destroyed in PM, only ones these days are the khaki hat brigade. No longer a tranquil spot for wedding photos etc. used to be a wonderful walk through boardwalk with visitors, no longer!"</i>
Relocate flying-fox	<i>"I am sure the bats will move on to another site when it suits them, when is another question".</i>
Relocate flying-fox	<i>"Please do something urgently, they have moved and settled into our area in the last 12 months"!!</i>
Relocate flying-fox	<i>"GET RID OF THEM!!!!!! WE WANT OUR ENVIRONMENT BACK SO WE CAN USE IT AND BE SAFE".</i>
Relocate flying-fox	<i>"I have excrement drop on my house and driveway. There are palm trees, next door, which attract the bats. The removal of these non-native plants would help, in my case. The decline of smaller native birds is very noticeable, since the bats took over the reserve. I will not use the boardwalk, since the bats took over. It used to be a special place for me. My visitors cannot enjoy the renovated picnic area, because of the noise, smell and the excrement. There have been cases where other N.S.W Councils have moved the bats on, we should be able to do the same".</i>
Engagement process	<i>"How is the community to comment if they do not happen to log into the website. I have not seen any notification in the local paper.</i>



Theme	Respondents comment
	<i>As a resident who has already expressed concern on these issues it is important to know that community engagement has been openly sought before the deadline closes".</i>
Engagement process	<i>"Proof read your surveys before sending them out! Too repetitive".</i>
Engagement process / relocate flying-fox	<i>"Your survey is false and deliberately based on lies at worst, misinformation at best. There are plenty of colonies that can be studied in this area, Wingham to Kempsey, and NSW Govt will assist with funding to relocate inappropriately located colonies. The time frame for this survey seems very short, deliberately structured to sabotage the effectiveness of this exercise. You should be ashamed. Don't you understand your responsibility as a council servant".</i>
Park closure	<i>"e.g Singleton area - They had to close their Park & some Businesses due to flying foxes? is this going to happen in Port Macquarie and who pays for this? Our main street and area will be abandon".</i>
Health problems	<i>"This year has caused health problems which I have discussed with my G.P. I am a non-smoker. I have a permanent cough and have been under great stress through lack of/disturbed sleep, sore ears from the use of ear plugs and general depression at not being able to enjoy the lifestyle in our own backyard. Our interstate visitors are not keen to return to Port because of the strong bat smell in this area; commenting on why a beautiful holiday destination is so spoilt by the stench of the flying foxes..... Word gets around!"</i>
Flying-fox advocate	<i>"I would like to see the retention of this naturally occurring FF population within KCNP. As a rate-payer with a 17 year affiliation with the Park, I know that the FF population numbers and species are variable, and truly hope that no drastic action is taken to remove the colony to appease relatively short-term residents who chose to live next to a bushland area and wildlife corridor".</i>
Flying-fox advocate	<i>"if people had the opportunity to interact like the koala hospital they would realise there is more to them than the smell".</i>
Flying-fox advocate	<i>"To have a colony of wild animals within the township is an asset and already a tourist attraction which could be better managed and promoted. How about a Flying Fox Cafe nearby with fruit specialties on the menu, souvenirs and photos? Let's promote these gentle, intelligent and intriguing animals the way we promote our koalas. We need more signage to educate people about the bats' role in making our forests. Encourage people to wash their hands and clean their shoes after walking through, while explaining the facts about possible disease risks to address fear and disinformation. Replacing the timber boardwalk with the same black fibreglass mesh used at Sea Acres and parts of Kooloonbung would greatly improve safety and allow droppings to wash off because they can make the boardwalk slippery. If walkers are still concerned about droppings, suggest they use an umbrella or choose an alternative walking route, e.g. beside Lake Road. The proximity of homes to the bat roost is due to development being permitted too close to the creek: this is the fault of humans, not the bats, which are suffering from habitat loss throughout their range, exacerbated by climate change".</i>
Flying-fox advocate	<i>"FKCNP strongly support the protection of the Flying Fox camp in Kooloonbung Creek NP. Although some trees may be adversely affected by the FF's, there is also much evidence of regenerating native plants in the Reserve as a result of the FF foraging through and beyond the Reserve. FKCNP recognises the critical role that FF's play in maintaining healthy ecological processes in native forests. Having said this our group acknowledges the significant issues affecting immediate neighbours to the Reserve and is keen to work with Council and these residents to develop management actions which may alleviate some of the problems faced by the residents while at the same time minimising major disturbance to the FF camp".</i>
Flying-fox advocate	<i>"I think the Bats are wonderful creatures who have a vital role to play in the Eco System & I hope we have a win win situation for both bats & man in this survey".</i>
Support for reserve	<i>"Please save the Reserve....it is unique to Port Macquarie and should be available for all to enjoy".</i>



Theme	Respondents comment
Support for education	<i>"I applaud the educational approach adopted by the council, education is the best option to work with people who live in the area".</i>
Support for education	<i>"We have neighbors that purposely disturbed the bats regularly making banging sounds with pots and pans and whistles they wake the bats in the day it's really annoying as the bats are usually fine sleeping in the day, when they are right at our back fence I have to use the dryer or hang clothes inside but I'm happy having the bats there in fact I believe we are lucky to be able to live near them and have a duty to protect them as we are the ones who have destroyed allot of their natural habitat anyway. Just wish there was more education for those who live on the creek and penalties for those who disturb the bats".</i>
Support for education	<i>"I understand the difficult nature of flying fox camps in close proximity to houses but very strongly support community education regarding the importance of these species on long term forest health as well as the least invasive methods to gently nudge them away from roosting close to homes".</i>
Council responsiveness	<p><i>"1 - This community problem has been well known for many years and the time has come for proactive responses. Spending more years on education without action to control the adverse impacts is not sufficient. Council already has the views of 10,000 residents who have Petitioned for action. This survey/report to Council must also recognise those very patient voices.</i></p> <p><i>2 - The cost of attending to the problem has to be considered in the same way that all worthwhile Council initiatives are considered in the Budget - cost effective activity that addresses a recognised need. Looking for a 'low financial cost' as this survey suggests should not be the approach for any project - identifying best value outcomes is important.</i></p> <p><i>3 - Intending to seek funding from the State Government, without mentioning in this survey, the relevance of the State Government's Code seems odd.</i></p> <p><i>4 - To engage, in the future, only with the community 'around a camp' is limiting. Flying-foxes have impacted the broader community including tourism operators, community groups and walkers. Broader engagement is required.</i></p> <p><i>5 - Engaging and educating community members is inadequate where it relates only to some input and little after that.</i></p> <p><i>Council should commit to:</i> <i>informing the community of decisions taken;</i> <i>planned actions and timeframes;</i> <i>performance measures</i> <i>and the results of the actions. A considered management plan could do this.</i></p> <p><i>6 - All the options identified in the NSW Government's Draft Code of Practice Authorising Flying-Fox Camp Management Actions 2018 including the many practical options not identified in this survey, must be considered".</i></p>
Council responsiveness	<i>"I encourage Council to effectively deal with this problem in the near future as residents, particularly those close to Kooloonbung Creek, have suffered the effects for far too long".</i>
Council responsiveness	<i>"We hold council totally responsible for the terrible situation we are now in. If council had acted many years ago we would not be in this position. council now needs to act with URGENCY".</i>
Council responsiveness	<p><i>"Yes, please get on with it, please don't just have this survey for some people in Council to justify their job or position, & seem to say, look what we are doing to help. You can if you wish, contact me if you need any clarification on my thoughts.</i></p> <p><i>Thank you for the opportunity</i></p>



Appendix 6 Standard measures to avoid impacts to flying-foxes

The following mitigation measures will be complied with at all times during implementation of any activities within or immediately adjacent the camp.

- All personnel will be appropriately experienced, trained and inducted. Induction will include each person's responsibilities under this Plan.
- All personnel will be briefed prior to the action commencing each day and debriefed at the end of the day.
- Works will cease and OEH consulted in accordance with the 'stop work triggers' section of the Plan.
- Large crews will be avoided where possible.
- The use of loud machinery and equipment that produces sudden impacts/noise will be limited. Where loud equipment (e.g. chainsaws) is required they will be started away from the camp and allowed to run for a short time to allow flying-foxes to adjust.
- Activities that may disturb flying-foxes at any time during the year will begin as far from the camp as possible, working towards the camp gradually to allow flying-foxes to habituate.
- Any activity likely to disturb flying-foxes so that they take flight will be avoided during the day during the sensitive GHFF/BFF birthing period (i.e. when females are in final trimester or the majority are carrying pups, generally August – December) and avoided altogether during crèching (generally November/December to February). Where works cannot be done at night after fly-out during these periods, it is preferable they are undertaken in the late afternoon close to or at fly-out. If this is also not possible, a person experienced in flying-fox behaviour will monitor the camp for at least the first two scheduled actions (or as otherwise deemed to be required by that person) to ensure impacts are not excessive and advise on the most appropriate methods (e.g. required buffer distances, approach, etc.).
- OEH will be immediately contacted if LRFF are present between March and October or are identified as being in final trimester / with dependent young.
- Non-critical maintenance activities will ideally be scheduled when the camp is naturally empty. Where this is not possible (e.g. at permanently occupied camps) they will be scheduled for the best period for that camp (e.g. when the camp is seasonally lower in numbers and breeding will not be interrupted, or during the non-breeding season, generally May to July).
- Works will not take place in periods of adverse weather including strong winds, sustained heavy rains, in very cold temperatures or during periods of likely population stress (e.g. food bottlenecks). Wildlife carers will be consulted to determine whether the population appears to be under stress.



- Works will be postponed on days predicted to exceed 35°C (or ideally 30°C), and for one day following a day that reached $\geq 35^{\circ}\text{C}$. If an actual heat stress event has been recorded at the camp or at nearby camps, a rest period of several weeks will be scheduled to allow affected flying-foxes to fully recover. See the OEH fact sheet on Responding to heat stress in flying-fox camps.
- Any proposed variations to works detailed in the Plan will be approved, in writing, by OEH before any new works occur.
- OEH may require changes to methods or cessation of management activities at any time.
- Ensure Level 2 management actions and results are recorded to inform future planning. See the OEH fact sheet on Monitoring, evaluating and reporting.

Vegetation trimming/removal (if required)

- Dead wood and hollows will be retained on site where possible as habitat.
- Vegetation chipping/mulching is to be undertaken as far away from roosting flying-foxes as possible (at least 100 m).

Canopy vegetation trimming/removal (if required)

Prior to works

- Trees to be removed or lopped will be clearly marked (e.g. with flagging tape) prior to works commencing, to avoid unintentionally impacting trees to be retained.

During works

- Any tree lopping, trimming or removal is undertaken under the supervision of a suitably qualified arborist (minimum qualification of Certificate III in Horticulture (Arboriculture) who is a member of an appropriate professional body such as the National Arborists Association) (e.g. Highland Arbor; Chris Watchirs).
- Trimming will be in accordance with relevant Australian Standards (e.g. AS4373 Pruning of Amenity Trees), and best practice techniques used to remove vegetation in a way that avoids impacting other fauna and remaining habitat.
- No tree in which a flying-fox is roosting will be trimmed or removed. Works may continue in trees adjacent to roost trees only where a person experienced in flying-fox behaviour assesses that no flying-foxes are at risk of being harmed. A person experienced in flying-fox behaviour is to remain on site to monitor, when canopy trimming/removal is required within 50 metres of roosting flying-foxes.
- While most females are likely to be carrying young (generally September – January) vegetation removal within 50 metres of the camp will only be done in the evening after fly-out, unless otherwise advised by a flying-fox expert.
- Tree removal as part of management will be offset at a ratio of at least 2:1. Where threatened vegetation removal is required, the land manager will prepare an Offset



Strategy to outline a program of restoration works in other locations (in addition to existing programs). The strategy will be submitted to OEH for approval at least two months prior to commencing works.

Bush regeneration

- All works will be carried out by suitably qualified and experienced bush regenerators (i.e. Landcare groups), with at least one supervisor knowledgeable about flying-fox habitat requirements (and how to retain them for Level 1 and 2 actions) with knowledge regarding working under a camp.
- Vegetation modification, including weed removal, will not alter the conditions of the site such that it becomes unsuitable flying-fox habitat for Level 1 and 2 actions.
- Weed removal should follow a mosaic pattern, maintaining refuges in the mid- and lower storeys at all times.
- Weed control in the core habitat area will be undertaken using hand tools only (or in the evening after fly-out while crècheing young are not present).
- Species selected for revegetation will be consistent with the habitat on site, and in buffer areas or conflict areas should be restricted to small shrubs/understorey species to reduce the need for further roost tree management in the future.

Stop work triggers

Management activities in or near Kooloonbung Creek camp will cease and will not recommence without consulting OEH if:

- any of the animal welfare triggers occur on more than two days during the program, such as unacceptable levels of stress (Table 10)
- there is a flying-fox injury or death
- a new camp/camps appear to be establishing
- impacts are created or exacerbated at other locations
- there appears to be potential for conservation impacts (e.g. reduction in breeding success identified through independent monitoring)
- standard measures to avoid impacts cannot be met.
- Management may also be terminated at any time if:
 - unintended impacts are created for the community around the camp
 - allocated resources are exhausted.



Table 11 Planned action for potential impacts during any works under or near the camp. A person with experience in flying-fox behaviour (as per Appendix 6) will monitor for welfare triggers and direct works in accordance with the criteria below.

Welfare trigger	Signs	Action
Unacceptable levels of stress	If any individual is observed: <ul style="list-style-type: none"> - panting - saliva spreading - located on or within 2 m of the ground 	Works to cease for the day.
Fatigue	In-situ management <ul style="list-style-type: none"> - more than 30% of the camp takes flight - individuals are in flight for more than 5 minutes - flying-foxes appear to be leaving the camp 	In-situ management Works to cease and recommence only when flying-foxes have settled* / move to alternative locations at least 50 m from roosting animals.
Injury/death	<ul style="list-style-type: none"> - A flying-fox appears to have been injured/killed on site (including aborted foetuses) - dependent/crèching young present and adults likely to take flight or abandoned camp 	Works to cease immediately and OEH notified AND rescheduled OR adapted sufficiently so that significant impacts (e.g. death/injury) are highly unlikely to occur, as confirmed by an independent expert OR stopped indefinitely and alternative management options investigated.



Appendix 7 Community feedback

Table 12 Community feedback from consultative meeting 2

Level	Theme	Actions to prioritise	Actions to disregard	How or where to implement
1	Education and awareness	Information on removal of non-natives		Friends of Kooloonbung do this in Park however, need to educate residents of home removal of weeds including tobacco and Cocos palm
		<i>Kooloonbung Friends educate at schools</i>		
		Update information sheets on flying-fox disease		
		Tourism		
		Information on removal of non-native		Particularly those that are sources of bat food
		Signage at Kooloonbung Park		
		Ban barbed wire in residential areas and black monofilament netting		Promote wildlife friendly netting
		Priority – facts sheets on flying-fox disease risk <ul style="list-style-type: none"> - Information on council website - Advice on tree trimming Medium – signage at Kooloonbung Creek <ul style="list-style-type: none"> - Wildlife educator - Information on removal of non-natives 		
		Information on removal of non-native Advice on tree trimming or removal		Removal of blossoming trees close to housing Removal of roosting trees close to housing
		Information on removal of non-native Advice on tree trimming or removal	Signage in Kooloonbung Fact sheets on flying-fox disease risk information on council website wildlife educator at schools or clubs	
			Signage already there	



Level	Theme	Actions to prioritise	Actions to disregard	How or where to implement
			Signage not required	
			Wildlife educator	
	Property acquisition	priority		
		✓✓		Must be at top of market value so as not disadvantage residents
	Level 1		Level 1 management actions mostly completed refer 2012 KCPoM	
	Create alternative habitat	✓		Alternative camp corner of Lake Road and Ocean Drive – mostly paperbark vegetations
	Create alternative roost sites	Priority		Look at expanding planting at the Hatch as Alternative Roost Site
	Subsidies	Air-conditioning – who pays power bill?		
		High pressure hosing		but more to do with sound and important to have shock value
		Car / clothes line / pool covers priority		
		Air deodorisers, high pressure hosing, air -conditioning, double glazed windows all priorities		rate and electricity subsidies
		Car / clothes line / pool covers, Air deodorisers, high pressure hosing, air -conditioning, double glazed windows		
		High pressure hosing – consider for cleaning back patio		
		Subsidies for all air-conditioning		
		Water subsidy for daily washdown		
		Water subsidy should be in place		
		High pressure hosing, air-conditioning, double-glazed windows		Would consider this a good option to try. Would allow us to breath at



Level	Theme	Actions to prioritise	Actions to disregard	How or where to implement
				night. Think this would assist with noise control to help us get some sleep and could actually have visitors at our home
		Double-glazed windows would help with noise		
			Air deodorisers – impossible as the smell covers a huge area outside making living on back areas impossible	
			Car / clothes line / pool covers	
2	Buffers	Canopy-mounted sprinklers useful to shift bats near around homes		Near affected homes
		Canopy-mounted sprinkler; idle diesel generator motor; air compressor noise		
		Canopy-mounted sprinkler high priority seems to have worked in other areas		
		Canopy-mounted sprinkler		
		Canopy-mounted sprinkler, vegetation trimming and removal		Need to address tree choice. Less roosting trees and food sources in the park. There are huge areas of blossom down the road in the industrial area.
		Will consider canopy-mounted sprinkler, vegetation trimming, vegetation removal and acoustic barrier		
		Canopy-mounted sprinkler and vegetation removal		Bats within 5 metres of back fence in tall paperbark trees
		Vegetation trimming - maybe		
			Vegetation removal not feasible otherwise compromise reserve values	
			Removal of a narrow band of trees would affect other wildlife	



Level	Theme	Actions to prioritise	Actions to disregard	How or where to implement
			Barriers could affect movement of koalas	
		Acoustic barrier but shock value as with Royal Melbourne Botanical Gardens		
				Concerned that shadiest roost area left is along the rear of houses – other areas have lost canopy cover and therefore heat stress concern



Revision History

Revision No.	Revision date	Details	Prepared by	Reviewed by	Approved by
00	4/12/2018	PR3995 Kooloonbung Creek Camp Management Plan	Emily Hatfield, Senior Wildlife Biologist	Jess Bracks, Principal Wildlife Biologist	
01	04/01/2018	PR3995 Kooloonbung Creek Camp Management Plan.DR2	Emily Hatfield, Senior Wildlife Biologist	Julie Whelan, Senior Environmental Scientist	
02	06/03/2019	PR3995 Kooloonbung Creek Camp Management Plan.DR3	Emily Hatfield, Senior Wildlife Biologist	Jess Bracks, Principal Wildlife Biologist	
03	22/03/2019	PR3995 Kooloonbung Creek Camp Management Plan.DR4	Emily Hatfield, Senior Wildlife Biologist	Jess Bracks, Principal Wildlife Biologist	

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Fernbank Creek & Sancrox Planning Investigation Area

Landholder Information Session Summary Notes

The following summary notes were taken during the Fernbank Creek / Sancrox Planning Investigation Landholder Information Session, held at Council's Port Macquarie Customer Service Centre, 17 Burrawan Street Port Macquarie, on 6 February 2020.

Within the notes below:

Q/C = Landholder Question or Comment

R = Council Officer Response

Questions / Comments and Responses

Q/C. What is the difference between the Investigation Area in the Discussion Paper and the Study Area mentioned in previous Structure Plans?

R. The Investigation Area in the Discussion paper is based on an overlay of the Greater Sancrox Structure Plan 2015 Study Area, with the individual urban growth areas identified within Council's Urban Growth Management Strategy and surrounding property boundaries. In addition, as part of the process for defining the Investigation Area, significant known land and ownership constraints and opportunities have also been taken into consideration as detailed within the Discussion Paper.

This line is intended to create a boundary for planning investigations to allow Council to undertake assessments in the preparation of a Structure Plan. The Investigation Area boundary has been included in the Discussion Paper to seek feedback and this line can be amended within a Structure Plan where appropriately justified.

Q/C. 'Our property was outside of Council's [Urban Growth Management Strategy Potential Long Term Growth Area] boundaries, but is inside the Planning Investigation Area boundary in the Discussion Paper. Is this a mistake?'

R. As indicated above, as part of the process for defining the Investigation Area, the Investigation area boundary was based on an overlay of the Greater Sancrox Structure Plan 2015 Study Area, the individual urban growth areas identified within Council's UGMS, surrounding cadastral boundaries and significant known land and ownership constraints and opportunities. There are therefore some differences in the proposed Investigation Area and those shown in the UGMS.

Q/C. There are no formal boat ramps between Wauchope and Fernbank Creek. Could this be addressed through the planning investigation?

R. Boating access has been raised within the Discussion Paper and could be considered further within a Structure Plan.

Q/C. How might a Structure Plan be affected by a Planning Proposal that has already been lodged for part of the investigation area?

R. An existing Planning Proposal could be assessed by Council's Land Use Planning Team concurrently

with the preparation of a Fernbank Creek and Sancrox Structure Plan. Planning Proposal Documents could be used to help inform a Structure Plan for the wider area. Further studies for the wider Investigation Area would however need to be undertaken in addition to any information which has been prepared for existing Planning Proposals.

Q/C. Will the development of a Structure Plan be undertaken completely in-house by Council?

R. While much of the work to inform a Structure Plan could be undertaken in-house, specialist consultants would likely be required to provide advice on issues such as traffic, transport and ecology.

Q/C. What will the minimum lot size for a specific parcel of land be?

R. Minimum lot sizes could be investigated as part of a Structure Plan. Current investigations are looking into the potential for smaller (urban type) lot sizes in residential areas then were originally envisaged as part of previous rural residential investigations for the area. These investigations are being undertaken in consideration of the potential future growth requirements of the area. However, there are likely to be a mix of minimum lot sizes recommended within the precinct based on the opportunities and constraints of specific sections of the Investigation Area and community feedback.

Q/C. When will the Thrumster Sewerage Treatment Plant be constructed?

R. An Environmental Impact Statement (EIS) is currently being prepared for this project and construction is expected to commence in the next 3-5 years.

Q/C. What is the timing for rezoning?

R. A Structure Plan would identify precincts for more detailed rezoning investigation. Timing will most likely be influenced by market demand and service and infrastructure sequencing.

Q/C. Will all landholders have to agree to proceed with a rezoning, or will landholders be able to apply to rezone individual parcels of land separately?

R. This will likely be investigated further as part of a Structure Plan. A precinct or combined approach would be encouraged, rather than rezoning applications being progressed on a site-by-site basis.



Fernbank Creek & Sancrox Planning Investigation Area

'Pop Up Session' Summary Notes

The following notes were taken during the Fernbank Creek and Sancrox Planning Investigation 'Pop Up' session held at Sovereign Place Town Centre, 15 Chancellors Drive (Sovereign Hills), Thrumster on 12 February 2020.

Within the notes below:

Q/C = Public Question or Comment

R = Council Officer Response

Public feedback

Q/C Having residential areas within Fernbank Creek would provide a better flow and connection with nearby existing residential areas, in comparison to being disjointed by industrial land.

R. Noted.

Q/C A 'traffic light table' was provided by a member of the public to a Council Officer. This table assessed the development constraints and opportunities of urban investigation areas within the Fernbank Creek / Sancrox precinct.

R. The 'traffic light' table was noted and the constraints and opportunities of the area as detailed within the table were discussed.

Q/C Concerns regarding existing and potential future impacts of the operation of the Sancrox Quarry were raised by numerous stakeholders.

R. Noted. Potential impacts associated with the Sancrox Quarry would be investigated further as part of a Structure Plan.

Q/C Against high density residential areas. Dislike of narrow streets and 'cookie cutter' houses.

R. Noted.

Q/C We should have more public transport. More frequent and smaller buses may be more practical as a public transportation option in comparison to large buses.

R. Noted. Public transport options would be investigated further as part of a Structure Plan.

Q/C The Wrights Road intersection is a problem.

R. Noted. Traffic and transport issues would be investigated further as part of a Structure Plan.

Q/C Industrial land uses should be moved to the west of the Port Macquarie Urban Area.

R. Noted.

Q/C The area needs a news agency, reliable taxi service and post office.

R. Noted. Potential land uses and transport options would be considered as part of a Structure Plan.

Q/C More readily available, convenient public transport options should be made available for elderly residents. There should also be a bus service to the airport.

R. Noted. Potential transport options would be considered as part of a Structure Plan.

Q/C Preservation of existing trees is important.

R. Noted. Biodiversity and landscape aspects and impacts would be investigated further within a Structure Plan.

Q/C Can I build an additional house at the back of my property once the planning investigation is completed?

R. While this specific scale of development is not directly considered as part of the Structure Plan process, planning provisions such as land zoning and minimum lot size are intended to be investigated further as part of a Structure Plan. This may facilitate different types of development in the future.

Q/C What is the minimum lot size within a rural residential zone?

R. Generally, a minimum lot size of 8000 square metres is applied to large lot residential zoned areas that are not sewered, and 4000 square metres is applied to large lot residential zoned areas that are sewered.

Q/C Could the public exhibition time be made longer?

R. The 28 day exhibition period was based on the timeframe for community participation requirements for similar types of planning documents as detailed within the *Environmental Planning and Assessment Act 1979*. This was intended to allow adequate time for the material to be considered, while also ensuring the timely progression of planning investigations.

Q/C Existing traffic issues exist on Fernbank Creek Road.

R. Noted. Traffic and transport issues would be investigated further as part of a Structure Plan.

Q/C Existing issues with mobile phone reception at Thrumster was raised.

R. Noted. Telstra have, and would continue to be consulted in relation to the Planning Investigation. However, existing technical issues should be raised directly with Telstra.

Q/C Is Council going to rezone my land when the Structure Plan is adopted?

R. The Structure Plan would recommend precincts for further detailed rezoning investigations. However, it would likely be the responsibility of landowners to pursue rezoning of their land.

Q/C We moved from Lighthouse Beach to Le Clos Ver Dunn for a rural residential lifestyle. Prefer future rural residential rather than residential development at Sancrox.

R. Noted. Future land uses would be considered as part of a Structure Plan.

Q/C What traffic access arrangements are proposed for future residential west of the recently approved Highway Service Centre (HSC)?

- R. At the time of amending the Local Environmental Plan to permit the HSC use, Roads and Maritime Services advised that access to future residential land in this location would need to be via the proposed Billabong Drive/Oxley Highway roundabout access to the HSC. This matter would require further detailed consideration as part of any respective rezoning investigation.

AGENDA

ORDINARY COUNCIL

18/03/2020

Submission	<title>	Issue
1.	Paul and Clara Koch	<p>In relation to achieving Council's vision for the Local Government Area "A sustainable high quality life for all."</p> <ul style="list-style-type: none"> - Do not let property developers be the ones that decide what the best housing options are. - Be brave and research what modern developments are taking place in medium to high density living in Europe. - Tie greenspace, overland stormwater disposal and non-vehicular transport opportunities together to create natural corridors within residential zones linking to other areas. - Protect and enhance the natural corridors currently used by native wildlife. <p>In relation to what transport options should be considered</p> <ul style="list-style-type: none"> - A high quality electric bus / small rail service. - Multiuse paths that link this future development with Port Macquarie, [Charles Sturt University] CSU and the [Health and Education Precinct] HEP with extra consideration for bicycles. - Park and ride for residents coming to Port Macquarie from Wauchope for work and shopping. - Fernbank Creek Road does not provide safe carriage for local residents with the current traffic movements this narrow road experiences now. <p>In relation to which housing types would best cater for the future residents</p>

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AGENDA

ORDINARY COUNCIL

18/03/2020

Submission <title>	Issue
	<ul style="list-style-type: none"> - The current housing being provided in the Sovereign Hills / Thrumster is not sought by the submitter due to stated factors such as aspect, narrow roads and small lots. Higher density residential development is suggested to maximise open space and protect the environment. <p>In relation to livability considerations</p> <ul style="list-style-type: none"> - Quality accessible open public spaces within or adjacent to community facilities is sought. <p>In relation to balancing conservation and development</p> <ul style="list-style-type: none"> - Good quality open spaces that consider and protect the natural environment will not only provide health benefits to local residents and create a sense of place, they will also encourage motorists using the nearby Pacific Motorway to stop and support the commercial enterprises in the area. <p>In relation to your vision for the Sancrox and Fernbank Creek Planning Investigation Area</p> <ul style="list-style-type: none"> - Good quality medium to high density housing. - Transport links to Port Macquarie that do not rely on private vehicular transport. - Quality greenspaces that consider existing wildlife corridors and provide links. - Sensitive industrial development which retains mature trees easily accessed from the Pacific Motorway. <p>In relation to other constraints and opportunities that exist in the Planning Investigation Area</p>

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		<ul style="list-style-type: none"> - Many of the [residents] in the Fernbank Creek area have lived in the area for an extended period and do so due to the large block sizes and rural living. Getting them to sell could prove to be a considerable constraint. - Any future expansion of the Sancrox quarry is going to have a negative impact on any future plans for this area. - The recent expansion of the Pacific Motorway has seen a significant increase in traffic noise due to the road surface and HGV [heavy] vehicles using air breaks to reduce their speed as they pass under Frogs Road. Sound barriers may be needed to mitigate this road noise, allowing quality housing to be provide in this area. - The area is currently used by local flying instructors as a night flight path. If this industry continues to grow this may be an issue.
	Response/ Comment:	<p>In relation to housing types, housing density, open greenspace, stormwater disposal, natural corridors and public transport opportunities, the information contained within the submissions received would be considered along with other government and best practice urban planning guidance to recommend how each of these aspects might interact within a Structure Plan.</p> <p>Road and transport opportunities and constraints would be considered in consultation with Transport for New South Wales during the development of a Structure Plan, along with the integration of this transport with pedestrian and cycle links. This would include consideration of constraints associated with Fernbank Creek Road.</p> <p>Industrial land use within the area is also proposed to be reviewed as part of a Structure Plan, along with vegetation conservation and management.</p>

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Submission <title>		Issue
		<p>The potential expansion of the Sancrox Quarry, along with existing potential impacts and the presence of mineral resources would be considered as part of a Structure Plan.</p> <p>Traffic noise from the Pacific Motorway and aviation noise would be identified as a potential constraint for further investigation within a Structure Plan.</p>
2.	Tori Petherick	<p>In relation to achieving Council's vision for the Local Government Area "A sustainable high quality life for all."</p> <p>Ensuring the appropriate infrastructure is in place to allow high speed internet and making this accessible to existing areas of Sancrox.</p> <p>Multiple parks linked with safe bike paths, basketball hoops, tennis courts, off leash dog park etc. to encourage an active community.</p> <p>Safe pedestrian access to the state forest for cycling/walking etc.</p> <p>In relation to what transport options should be considered</p> <p>Safe cycle paths, eventually a link to sovereign place would be ideal. With a greater availability of walking and cycling paths the reliance on road transportation will be decreased.</p> <p>In relation to which housing types would best cater for the future residents</p> <p>The large lot residential feel of Sancrox should be maintained for quality of life, marketability, connectivity and environment.</p> <p>In relation to livability considerations</p> <p>Most important will be large open spaces and parks with sporting facilities within walking distance to populated</p>

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Submission <title>	Issue
	<p>areas for sport, fitness, healthy lifestyles and a greater community sense of involvement and general happiness. Linking these parks with walking/cycle paths will ensure community activity while reducing reliance on road transportations and related costs.</p> <p>In relation to balancing conservation and development</p> <p>Conservation of the environment requires the majority of highlighted areas to maintain mostly large lot residential land.</p> <p>In relation to your vision for the Sancrox and Fernbank Creek Planning Investigation Area</p> <p>Multiple large block residential estates.</p> <p>In relation to other constraints and opportunities that exist in the Planning Investigation Area</p> <p>The potential for access via Zanardis Lane for traffic access to potential properties in the highlighted area next to Zanardis Lane (western section of the Planning Investigation Area).</p>
Response/ Comment:	<p>In relation to recreation space and facilities, housing types, housing density (including potential large lot residential areas), open space and environmental conservation areas, the information contained within the submissions received would be considered along with other government and best practice urban planning guidance to recommend how each of these aspects might interact within a Structure Plan.</p> <p>Communication and services infrastructure would be considered within a Structure Plan, in consultation with relevant service providers.</p> <p>Road and transport opportunities and constraints would be considered in consultation with Transport for New South Wales during the development of a Structure Plan, along with the integration of this transport with pedestrian and cycle links</p>

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Submission <title>		Issue
		<p>(including possible connections to 'town centre' areas such as Sovereign Place). This would include consideration of opportunities and constraints associated with Zanardis Lane.</p> <p>While it is noted that larger lot sizes combined with high level public services and facilities is suggested within this submission, it can be noted that such high level services and facilities can be difficult to achieve in areas with low population density. This matter is intended to be investigated further as part of the development of a Structure Plan.</p>
3.	ARTHUR J WEHLOW	<p>In relation to achieving Council's vision for the Local Government Area "A sustainable high quality life for all."</p> <p>The general approach in principal appears to be sound. We would like to have our email address registered to receive further information. It was only by chance that we became aware of the proposed Planning Investigation Area and do wonder how many other who reside within the are not aware of the proposal.</p>
	Response/ Comment:	<p>This email address will be registered to receive further information.</p> <p>Feedback from the community in relation to the Fernbank Creek and Sancrox Planning Investigation Area Discussion Paper was sought through:</p> <ul style="list-style-type: none"> - Addressed letters and fact sheets posted to landholders within and adjoining the Planning Investigation Area, - A landholder workshop / presentation at Council's Port Macquarie Customer Service Centre on 6 February 2020, - Provision of information on Council's website, - Advertisement in local print media on 22 and 29 January and 5 and 12 February 2020; and - A 'pop up' session held at Sovereign Place Town Centre, Thrumster on 12 February 2020. <p>Additional community consultation is proposed to be undertaken during the preparation of a Structure Plan and in relation to any</p>

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		<p>subsequent planning proposal or relevant development application.</p> <p>Consideration will be given to undertaking targeted consultation with all property owners along Fernbank Creek Road in relation to future community consultation associated with this matter, in addition to existing wider public consultation as detailed under the heading 'Community Engagement and Internal Consultation' within this report.</p>
4.	Lisa Potter	<p>In relation to achieving Council's vision for the Local Government Area "A sustainable high quality life for all."</p> <p>Please do not make Fernbank Creek the same as Thrumster or Sovereign Hills, to maintain rural farming uniquely close to Port Macquarie.</p> <p>In relation to what transport options should be considered</p> <p>If development is inevitable, a cycle pathway and footpath along Fernbank Creek Road is imperative.</p> <p>In relation to which housing types would best cater for the future residents</p> <p>Limit sites to acreage blocks i.e. 5 acres, similar to King Creek.</p> <p>In relation to your vision for the Sancrox and Fernbank Creek Planning Investigation Area</p> <p>Maintain rural feel. Large acre blocks. Reduction of use of Fernbank Creek road as a thoroughfare and encourage use of winery drive as main connection to Hastings River drive. Could closing one end of the road be a possibility?</p>
	Response/ Comment:	In relation to housing types, housing density (including potential large lot residential / rural areas), the information contained within the submissions received would be considered along with

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Submission <title>		Issue
		<p>other government and best practice urban planning guidance to recommend how each of these aspects might interact within a Structure Plan.</p> <p>Road and transport opportunities and constraints would be considered in consultation with Transport for New South Wales during the development of a Structure Plan, along with the integration of this transport with pedestrian and cycle links. This would include consideration of constraints associated with Fernbank Creek Road.</p>
5.	Michael Potter	<p>In relation to achieving Council's vision for the Local Government Area "A sustainable high quality life for all." Leave it alone and intact.</p> <p>In relation to what transport options should be considered Cycleways to town.</p> <p>In relation to which housing types would best cater for the future residents No change to current. If there must be development, it should continue to be rural properties to maintain our local culture and community. NO more boxy suburbs please.</p> <p>In relation to liveability considerations Chief element - not overcrowding the joint.</p> <p>In relation to balancing conservation and development Port Macquarie and surrounds does not need more residents. There is a baby boomer bulge about to downsize, die or move in to aged care. This will increase available dwellings for newcomers and working age people. We do not need more suburbs.</p>

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Submission <title>		Issue
		<p>In relation to your vision for the Sancrox and Fernbank Creek Planning Investigation Area</p> <p>My vision for the Fernbank Creek area where I live is a rural community with a quiet road. Its what we had before you botched winery drive. Don't jam more houses here.</p> <p>Don't continue to sell out the community you represent to line the pockets of already rich developers.</p> <p>You haven't fixed the Oxley Highway situation yet - its already congested, why on earth do you think adding more people to the west of the area is a good idea? If I were you I would prioritise improving the lot of people who ALREADY LIVE HERE and pay your wages.</p> <p>Additional comments on the Discussion Paper</p> <p>Don't kid yourself that this is about housing affordability. New developments don't offer cheap housing as the developers are maximising the profit they can make on their land +++. If you are serious about helping poorer Hastings residents find housing why don't you put a regulation in that forces new developments to also contain community housing? The presence of community housing within a development would likely keep these property prices lower and allow a broader section of the existing community to live comfortably in our region.</p>
	Response/ Comment:	In relation to housing types, housing density (including potential large lot residential / rural areas), the information contained within the submissions received would be considered along with other government and best practice urban planning guidance to

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		<p>recommend how each of these aspects might interact within a Structure Plan.</p> <p>Road and transport opportunities and constraints would be considered in consultation with Transport for New South Wales during the development of a Structure Plan, along with the integration of this transport with pedestrian and cycle links. This would include consideration of opportunities and constraints associated with Fernbank Creek Road, Winery Drive and the Oxley Highway.</p> <p>Population projections for Port Macquarie and the wider Local Government Area (taking into account factors such as births, deaths and migration) as detailed within the Discussion Paper indicate future population growth. Council is planning now to ensure sufficient infrastructure and services are available for our projected growing population.</p> <p>Housing affordability is discussed within Council's Urban Growth Management Strategy and will also be considered within Council's draft Housing Strategy which is currently being developed. Relevant measures to influence housing affordability as detailed within the UGMS and Housing Strategy would be considered in the development of a Structure Plan.</p>
6.	Michael Robinson	<p>In relation to achieving Council's vision for the Local Government Area "A sustainable high quality life for all."</p> <p>Encouraging native plants and animals as much as possible. Reintroduction of plant species that have dwindled in numbers.</p> <p>In relation to what transport options should be considered</p> <p>Regular public buses. Automated automobiles.</p> <p>In relation to which housing types would best cater for the future residents</p> <p>High density to prevent too much land being used for housing. High density = people closer together = more community feeling = people see their</p>

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Submission <title>		Issue
		<p>neighbours. Also public housing for low income workers.</p> <p>In relation to liveability considerations</p> <p>High density housing is the way forward. If planned properly.</p> <p>In relation to balancing conservation and development</p> <p>Make it a well connected green parkland tourist and weekend go-to spot.</p>
	<p>Response/ Comment:</p> <p>In relation to recreation space and facilities, housing types, housing density, open space and environmental conservation areas, the information contained within the submissions received would be considered along with other government and best practice urban planning guidance to recommend how each of these aspects might interact within a Structure Plan.</p> <p>Road and transport opportunities and constraints would be considered in consultation with Transport for New South Wales during the development of a Structure Plan, along with the integration of this transport with pedestrian and cycle links.</p>	
7.	Patricia Robyn Lamont	<p>In relation to achieving Council's vision for the Local Government Area "A sustainable high quality life for all."</p> <p>I think that the last draft urban growth strategy plans outlined certain areas which benefited certain people being B1, B2 and B3. This benefit needs to be spread, if possible. I wish to be included in the area. I disagree with my land [being] noted as important farmland.</p> <p>In relation to what transport options should be considered</p> <p>I would like you to undertake input into the proposed service centre noise issues for surrounding residents and higher density traffic and roundabouts.</p>

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Submission <title>		Issue
		<p>Bushland Drive will be affected seriously with traffic and noise as it runs from Oxley Highway to Sancrox Road so needs to be dealt [so that] that current occupiers are happy with [the outcomes].</p> <p>In relation to which housing types would best cater for the future residents</p> <p>I think this should range from small housing lots in some areas to larger residential blocks.</p> <p>In relation to balancing conservation and development</p> <p>Leaving out an individual lot such as mine will make it stand alone and I find this unfair.</p> <p>In relation to your vision for the Sancrox and Fernbank Creek Planning Investigation Area</p> <p>Medium to larger lots</p> <p>In relation to other constraints and opportunities that exist in the Planning Investigation Area</p> <p>Traffic from Oxley Highway will be over congested with another roundabout at Billabong Drive, especially in peak hours and there has been nothing to address noise with proposed development.</p>
	<p>Response/ Comment:</p>	<p>All areas within the defined study area are intended to be considered in relation to potential future conservation and development, including the subject property.</p> <p>It is noted that the North Coast Regional Plan (NCRP) has identified land in the south east and north of the Investigation Area as Important Farmland, including the subject property. Any areas identified within the NCRP as Important Farmland, which have not been identified as an Investigation Area for Urban or Employment Land in the NCRP and are proposed for urban use</p>

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Submission <title>		Issue
		<p>would require further assessment during the development of a Structure Plan. This would ensure that any proposed change in land use does not impact upon the viability of important farmland resources, where applicable.</p> <p>Vegetation within the Investigation Area is proposed to be further considered within a Structure Plan, along with potential bushfire risk.</p> <p>Potential land use and traffic noise impacts are proposed to be further considered as part of the development of a Structure Plan.</p> <p>In relation to housing types and housing density, the information contained within the submissions received would be considered along with other government and best practice urban planning guidance to recommend how each of these aspects might interact within a Structure Plan.</p> <p>Road and transport opportunities and constraints would be considered in consultation with Transport for New South Wales during the development of a Structure Plan.</p>
8.	Emily Bullus	<p>In relation to achieving Council's vision for the Local Government Area "A sustainable high quality life for all."</p> <p>By not allowing the quarry to be running for another 30 years and increasing its holding area to literally my back fence.</p> <p>With the current growth as outlined in the plan, increasing the quarry will place it right in the middle of the outer suburbs. The noise pollution and the effect that this will have on our environment is far greater than the effect of housing.</p> <p>In relation to what transport options should be considered</p> <p>I am certainly not keen on the idea of a fast train.</p> <p>Improved road surfaces would allow people in this area better access to the town centre. Most people in the</p>

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Submission <title>	Issue
	<p>Sancrox region own a number of vehicles, public transport is not high on the agenda at present.</p> <p>In relation to which housing types would best cater for the future residents</p> <p>Stand alone dwelling on large rural residential blocks.</p> <p>In relation to liveability considerations</p> <p>Liveability of a community would mean no quarry expansion!! Wider roads catering to the large number of cyclists we have on Sancrox and Rawden Island Roads would also be beneficial.</p> <p>In relation to balancing conservation and development</p> <p>Avoid the quarry expansion first! My new families health and happiness will be at stake. Acreages allow for the growth of the area while still allowing for native animals to move freely. Our valuable river ecosystem will also be bordered by the quarry expansion, with run off causing pollution.</p> <p>The new industrial area will facilitate economic growth and it has been designed tastefully.</p> <p>In relation to your vision for the Sancrox and Fernbank Creek Planning Investigation Area</p> <p>I agree 100% with the vision detailed within the Structure Plan! This vision is why I moved here to start a family. Not to have a giant quarry on my back door.</p> <p>In relation to other constraints and opportunities that exist in the Planning Investigation Area</p>

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Submission <title>		Issue
		<p>The quarry expansion. It will be detrimental to the overall plan for the Fernabank Creek and Sancrox area.</p> <p>In relation to other constraints and opportunities that exist in the Planning Investigation Area</p> <p>You know my views on the quarry. Please help us keep our house and land as our home!!!</p>
	<p>Response/ Comment:</p> <p>It is noted that the Department of Planning, Industry and Environment is currently assessing and is the determining authority in relation to the proposed Sancrox Quarry Expansion (SSD-7293). Notwithstanding, the existing and potential future use of this site would be considered as part of a Structure Plan in terms of potential impact on surrounding properties and the requirement for any subsequent management measures to be implemented.</p> <p>Existing and potential future transport considerations including pedestrian, cyclist, road, rail and other public transport would be assessed in consultation with Transport for New South Wales as part of the development of a Structure Plan. This would include information received following the public exhibition of the associated Discussion Paper.</p> <p>In relation to housing types, housing density, environmental conservation and other land use types, the information contained within the submissions received would be considered along with other government and best practice urban planning guidance to recommend how each of these aspects might interact within a Structure Plan.</p>	
9.	Scott Walker	<p>In relation to achieving Council's vision for the Local Government Area "A sustainable high quality life for all."</p> <p>As you would know, the local Government Area is a growing retirement, tourism and holiday locale. I believe we need to keep it this way and NOT to introduce new land zonings that are incompatible with the area.</p>

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Submission <title>		Issue
		<p>In relation to what transport options should be considered</p> <p>Distance from beaches and central business district to Sancrox area are the prime transport considerations. I believe that private vehicle[s] will remain the prime mode of transport and then a regular bus service is the best public transport option.</p> <p>In relation to which housing types would best cater for the future residents</p> <p>It is primarily a rural area and I believe that the best style of development is the mixture of small holdings with some larger holdings.</p> <p>In relation to liveability considerations</p> <p>Public open spaces and housing diversity are most important to me.</p> <p>In relation to balancing conservation and development</p> <p>I believe the best conservation practice is to preserve what we have already indicated as significant habitat areas and corridors.</p> <p>In relation to your vision for the Sancrox and Fernbank Creek Planning Investigation Area</p> <p>My vision is get rid of the unnecessary Sancrox quarry that is almost exhausted under it's current operation and utilise this beautiful part of the shire for the quiet enjoyment and future of our people and critters. However, I have grave fears that this will not occur.</p>
	<p>Response/ Comment:</p>	<p>In relation to housing types, housing density, open space, environmental conservation, other land use types and subsequent potential land use zones, the information contained</p>

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Submission <title>		Issue
		<p>within the submissions received would be considered along with other government and best practice urban planning guidance to recommend how each of these aspects might interact within a Structure Plan.</p> <p>Existing and potential future transport considerations including pedestrian, cyclist, road, rail and other public transport would be assessed in consultation with Transport for New South Wales as part of the development of a Structure Plan. This would include information received following the public exhibition of the associated Discussion Paper.</p> <p>It is noted that the Department of Planning, Industry and Environment is currently assessing and is the determining authority in relation to the proposed Sancrox Quarry Expansion (SSD-7293). Notwithstanding, the existing and potential future use of this site would be considered as part of a Structure Plan in terms of potential impact on surrounding properties and the requirement for any subsequent management measures to be implemented.</p>
10.	Cassegrain	<p>In relation to achieving Council's vision for the Local Government Area "A sustainable high quality life for all."</p> <p>Take too long and too much effort to articulate. But in summary. Recognise that the competent sector of a democracy that undertake 'PLANNING' is the private sector. The public sector by its 'raison d'etre' is fundamentally prohibited from being a competent planner. The public sectors role is to sit back and make absolute sure the Private Sector is absolutely HONEST. That means take all risk, pay all costs. The public sector must protect the private sector from each other. If the public sector understood and practised this Cost of Living would drop by the order of 75%. Public sector prime role is to protect Private Property Rights NOT dilute them.</p>

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Submission <title>	Issue
	<p>In relation to what transport options should be considered</p> <p>Proper planning of Sancrox Fernbank Creek area would incorporate "Electric People movers" Easy to provide for under competent planning.</p> <p>In relation to which housing types would best cater for the future residents</p> <p>High Rise with continuance nature reserve fronting all high rise. Back of high rise are people movers. People prefer HIGH RISE than urban sprawl. Poof value of unit (with no view) in Eastern Suburbs worth 10 x times same unit on 1000m2 block in West Sydney. WHY? Because of 'position'. You can not have position and urbane spraw. 1000 yr old villages still very viable throughout Europe are 3 to 4 story high and built on hill tops so residential and commercial activity mitigate encroachment on native forest and agriculture land. 10 x 25 - story high rise with a foot print of 2 ha can accommodate ~3,000 + all services no cars required Surround Golf, nature reserves, places of employment. Urban Sprawl proposed zoning = 1,000ha, cars, no nature reserve no golf.</p> <p>In relation to liveability considerations</p> <p>Your plan is to have ongoing renovation. You should plan for 200 years not 30 or 40. But Public sector can not because it involves risk and only private sector should take risk.</p> <p>In relation to balancing conservation and development</p> <p>Study deep the H2000 concept. It is in the library. Read the task force</p>

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Submission <title>		Issue
		<p>comments. See me to answer the task force negative comments. Than learn and apply.</p> <p>In relation to your vision for the Sancrox and Fernbank Creek Planning Investigation Area</p> <p>See above</p> <p>In relation to other constraints and opportunities that exist in the Planning Investigation Area</p> <p>The Sancrox Quarry is not a significant regional resource, for the supply of material for the construction industry. It's continuation is in conflict with adjoining land uses. It was designed to have ceased operation around 2005. It is overdue for rehabilitation. The Counsel must not vary the approved depth. Resource of hard rock is zero. It must not be allowed to extend on adjoin land. Refer to all Submissions to SSDA 7293.</p>
	<p>Response/ Comment:</p> <p>Various matters raised within this submission in relation to public and private sector interaction are unable to be addressed within this report or as part of the subject Planning Investigation.</p> <p>Existing and potential future transport considerations including pedestrian, cyclist, road, rail and other public transport would be assessed in consultation with Transport for New South Wales as part of the development of a Structure Plan. This would include information received following the public exhibition of the associated Discussion Paper.</p> <p>In relation to built urban form, housing types, housing density, open space, recreation, environmental conservation, other land use types and subsequent potential land use zones, the information contained within the submissions received would be considered along with other government and best practice urban planning guidance to recommend how each of these aspects might interact within a Structure Plan.</p> <p>Council's aim to maintain approximately 15 years supply of residential zoned land to meet anticipated housing demand as</p>	

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Submission <title>		Issue
		<p>detailed within Council's Urban Growth Management Strategy may be reviewed during Council's next review of the Urban Growth Management Strategy.</p> <p>Reference to the H2000 concept is noted. Council's strategic conservation and development investigations are currently undertaken in accordance with the relevant New South Wales Government and Council strategies and plans, including the New South Wales Government's North Coast Regional Plan and Council's Urban Growth Management Strategy. While other best practice information and guidelines are generally used to inform the strategic planning process, the existing strategic planning framework is proposed to be applied in relation to the subject investigations.</p> <p>It is noted that the Sancrox Quarry has been identified as an important mineral resource within Council's Urban Growth Management Strategy. Consultation in relation to the significance of this site would be undertaken with the New South Wales Government's Department of Planning, Industry and Environment as part of the development of a Structure Plan. In addition, it is noted that the Department of Planning, Industry and Environment is currently assessing and is the determining authority in relation to the proposed Sancrox Quarry Expansion (SSD-7293). Notwithstanding, the existing and potential future use of this site would be considered as part of a Structure Plan in terms of potential impact on surrounding properties and the requirement for any subsequent management measures to be implemented.</p>
11.	Vanda Jarzabek	<p>In relation to achieving Council's vision for the Local Government Area "A sustainable high quality life for all."</p> <p>Protect the Native Bushland (including corridors), rainforest and waterways to help negate [the] massive loss [caused] by [the] bushfires of 2019 and 2020.</p> <p>In relation to what transport options should be considered</p> <p>Fast train for east coast including Port Macquarie.</p>

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Submission <title>	Issue
	<p>In relation to which housing types would best cater for the future residents</p> <p>Houses on blocks of 600 sq metres plus, NOT 400-500 sq metre land sizes.</p> <p>NOT clearing development sites fully.</p> <p>In relation to liveability considerations</p> <p>Conserving natural environments, flora and fauna. Keeping the area attractive and amenable to tourists and locals alike.</p> <p>Disallow Industrial development.</p> <p>Reject and stop Hanson Quarry Expansion.</p> <p>Create more Water Reservoir and protect water catchment areas.</p> <p>In relation to balancing conservation and development</p> <p>Re-plant cleared areas</p> <p>Avoid town-house style overcrowding developments.</p> <p>Create attractive public spaces and housing diversity and community spaces.</p> <p>In relation to your vision for the Sancrox and Fernbank Creek Planning Investigation Area</p> <p>Clean and Green with only Retail and light Industrial</p> <p>Peaceful retain bushland feel, and keep attractive to Tourism.</p> <p>Accessible by good roads.</p> <p>Local Buses.</p> <p>Interstate access by fast train.</p>

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Submission <title>		Issue
		<p>Adequate community services.</p> <p>Decentralise Lake Rd industrial to a clean industrial park between Wacuhope and Port Macquarie while NOT impacting directly on residential zones.</p> <p>Prefer Rural Residential areas be in small pockets retaining bushland between and planting to keep rural feel.</p> <p>Avoid Industrial operations that adversely impact residential way of life.</p> <p>Halt expansion of Hanson Quarry. The Quarry should cease and the area, which is the entrance to Port Macquarie, should be rehabilitated to best reflect the natural and touristic nature of Port Macquarie region.</p> <p>In relation to other constraints and opportunities that exist in the Planning Investigation Area</p> <p>Yes, See attached doc on SSD 7293 [submission substantially in relation to the proposed Sancrox Quarry expansion].</p>
	<p>Response/ Comment:</p>	<p>In relation to built urban form, housing types, housing density, community services, open space, recreation, environmental conservation, environmental corridors and other land use types, the information contained within the submissions received would be considered along with other government and best practice urban planning guidance to recommend how each of these aspects might interact within a Structure Plan.</p> <p>Existing and potential future transport considerations including pedestrian, cyclist, road, high speed rail, busses and other public transport would be assessed in consultation with Transport for New South Wales as part of the development of a Structure Plan. This would include information received following the public exhibition of the associated Discussion Paper.</p> <p>It is noted that the Sancrox Quarry has been identified as an important mineral resource within Council's Urban Growth Management Strategy. Consultation in relation to the</p>

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Submission <title>			Issue
		significance of this site would be undertaken with the New South Wales Government's Department of Planning, Industry and Environment as part of the development of a Structure Plan. In addition, it is noted that the Department of Planning, Industry and Environment is currently assessing and is the determining authority in relation to the proposed Sancrox Quarry Expansion (SSD-7293). Notwithstanding, the existing and potential future use of this site would be considered as part of a Structure Plan in terms of potential impact on surrounding properties and the requirement for any subsequent management measures to be implemented.	
12.	Anthony Thorne on behalf of Cassegrain Enterprises Pty Ltd	<p>The purpose of this submission is to confirm the Cassegrain Enterprises Pty Ltd Cassegrain Enterprises Pty Ltd (CEPL's) support Council's decision to proceed with the Structure Planning for the residential land investigation area, including their property within Urban Investigation Area A1 (UIA A1).</p> <p>CEPL support the establishment of the north/south links between the existing and proposed release areas on the eastern side of the Pacific Highway. It is considered that the early identification and establishment of the transport links between urban release areas is the most effective approach to minimise additional congestion on existing roads.</p> <p>The review of the existing industrial zoning to consolidate residential uses on the eastern side of the Pacific Highway between Thrumster URA and the UIA A1 is supported, along with the employment /industrial uses on the western side of the Pacific Highway.</p> <p>The location of the subject property and the adjoining properties owned by Jindalee Sancrox Pty Ltd (formerly Le Clos Francois) within the UIA A1 is suitable for future connection to the proposed new Sewerage Treatment</p>	

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		<p>Plant to the north on PMHC's Thrumster landholding.</p> <p>Given the existing water supply system in the area, UIA A1 is well-placed with respect to the key servicing issues of road access, sewerage services and water supply.</p> <p>The environmental principle of prioritising residential development within existing cleared areas can be applied within the UIA A1 given its primary previous use of viticulture and the lack of existing native vegetation.</p>
	Response/ Comment:	Noted.
13.	Anthony Thorne on behalf of the Hore family	<p>The submission confirms the landowners support of Council's decision to proceed with the Structure Planning for the residential land investigation area, including their properties within Urban Investigation Area B2 (UIA B2).</p> <p>Council has been provided with a Preliminary Concept Plan of the consolidated landholding to inform the potential residential yield from the subject properties within the UIA B2.</p> <p>Council has been informed on further investigation of infrastructure capacity required to service UIA B2 based on the projected potential residential yield shown on the above Preliminary Concept Plan, particularly in relation to the future planning of the precinct based sewer infrastructure.</p>
	Response/ Comment:	Noted.

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14. Love Project Management	<p>This submission outlines the significant history and background regarding planning investigations applying the subject site (Bushlands Drive, Area B1 within Council's Urban Growth Management Strategy).</p> <p>This submission seeks residential zoning of the subject land due to stated factors such as the area having no significant environmental constraints, being in close proximity to the existing Thrumster urban area and other existing services and facilities and the opportunity to integrate development of the site into other required services such as sewer.</p> <p>The submission states that Council has a significant opportunity at this time to support local business operations and implement a reticulated sewer strategy for this precinct. It is stated that this would remove the costly, short term solution that business operations are about to embark on.</p> <p>In conclusion, the submission states that in order to facilitate the matters outlined in the submission, the scope of the next stages in this planning matter should include:</p> <ol style="list-style-type: none"> 1. The opportunity for Council to facilitate the efficient provision of a reticulated sewer network over an integrated precinct which includes the existing Billabong Zoo, the new Highway Service Centre and the proposed residential development of Bushland Drive; 2. Recognition that the rapid development of the Thrumster / Sovereign Hills Estate has provided a significant demand for the residential development of the Bushland Drive

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		<p>precinct. It is now economically viable to undertake residential development of the land, particularly with regard to the proximity of existing and developing services and facilities at Sovereign Hills Estate, the potential for a very short term reticulated sewer network which integrates with existing and approved developments, and the upgrade of the Billabong Drive / Oxley Highway intersection which facilitates vehicular access in and out of the proposed residential precinct of Bushland Drive;</p> <p>3. The implementation of Council's resolution that this area is identified for immediate investigation and planning assessment. The residents of Bushland Drive have been subjected to planning investigations and significant costs over a period of almost twenty years. There are numerous Council resolutions which have identified this precinct as suitable for more intensive urban zoning investigations and there is a need to move forward with greater time efficiencies than previously experienced; and</p> <p>4. Any non residential landuses adjoining or adjacent to the Bushland Drive residential precinct, should provide for a buffer area within the non residential landuse. The residential precinct of Bushland Drive should not be burdened with the provision of buffers to non complementary adjoining landuses.</p>
	<p>Response/ Comment:</p>	<p>The purpose of the subject Discussion Paper is to consider the opportunities and constraints of the Fernbank Creek and Sancrox Planning Investigation Area to cater for the long term future growth of Port Macquarie.</p> <p>The information contained within the Discussion Paper is intended to assist stakeholders in considering the various</p>

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		<p>aspects of the proposal and to provide feedback. The Discussion paper states that this feedback would be used in the development of the Fernbank Creek and Sancrox Planning Investigation Area Structure Plan, which is the next step in the planning process.</p> <p>Given the above, it is recommended that the information provided within this submission be considered in the development of a Fernbank Creek and Sancrox Planning Investigation Area Structure Plan.</p>
15.	Change.org	<p>The submission states that the Port Macquarie Community started a petition on Change.org and listed Council as a decision maker. It invited Council to learn more about Port Macquarie Community's petition and how Council can respond in relation to the proposed expansion of the 'Port Macquarie Sancrox Mine'.</p>
	Response/ Comment:	<p>It is noted that the Department of Planning, Industry and Environment is currently assessing and is the determining authority in relation to the proposed Sancrox Quarry Expansion (SSD-7293). Notwithstanding, the existing and potential future use of this site would be considered as part of a Structure Plan in terms of potential impact on surrounding properties and the requirement for any subsequent management measures to be implemented.</p>
16.	Debra King	<p>Concerns raised in this submission include that commercial and tourist development would not best suit this area due to bush fire and flooding issues. The submission also raises concerns with regard to pedestrian and cyclist safety in relation to Fernbank Creek Road and a statement that future development will urgently need to address pedestrian, school children and cyclists safety.</p> <p>The submission states that the proposal would create an immense increase in traffic along Fernbank Creek Road which would create a huge impact to</p>

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		<p>residents in relation to noise and loss of peaceful nature (in addition to the impacts listed above).</p> <p>The submission recommends that the area to be rezoned should be from the cassegrain / Winery Drive roundabout to Hastings River Drive to allow all owners to benefit from increased land value and potential subdivision, 'not just the few investor/developers who have purchased the land identified and obviously persuing this zone change for personal financial gain'.</p>
	<p>Response/ Comment:</p>	<p>Considerations such as flooding, bushfire and amenity have been broadly investigated within the Discussion Paper. It is proposed that these considerations are investigated in further detail as part of the development of a Structure Plan.</p> <p>Existing and potential future traffic and transport considerations including pedestrian, cyclist, road and other public transport (including potential impact to Fernbank Creek Road) would be assessed in consultation with Transport for New South Wales as part of the development of a Structure Plan. This would include information received following the public exhibition of the associated Discussion Paper.</p> <p>It is noted that much of the area between the Winery Drive roundabout and Hastings River Drive is subject to mapped flooding or environmental constraints. As such, it can be noted that Area A1 has been identified for potential future growth as it generally does not contain these constraints.</p>
17.	Jared Smith	This resident has made a submission in relation to 576 Fernbank Creek Road and is not interested in development.
	<p>Response/ Comment:</p>	<p>The subject property has been partly identified for potential future growth within Council's Urban Growth Management Strategy. Sections of this property are generally free from environmental and development constraints. Notwithstanding, consideration of exclusion of this property from future development would be undertaken during the development of a Structure Plan in consultation with the subject landholder.</p>

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18. Maxine Abi-Saab	<p>The submitter opposes rezoning of the Sancrox/Fernbank Creek area.</p> <p>Reasons for this opposition include sighting of various endangered, vulnerable and other species in the 30 years that the submitter has lived in the Sancrox Area.</p> <p>The submitter states the main threats facing species such as the Squirrel Gliders, Powerful Owl, Brush Tail Phascogale are loss of habitat.</p> <p>The submitter states that a study done in 2011 by Biolink documented at least ten threatened fauna species occurring within the Planning Investigation Area, including the masked and powerful owls.</p> <p>The submitter questions how the suggestions of Biolink are going to be upheld and how the 'unique environment is going to be preserved', if Sancrox is going to be subjected to High Density living.</p> <p>The submitter states that Old Growth nesting trees of one of the Powerful Owls has recently been cut down for the Sub division known as "La Cros VerDun", directly behind the submitters property, even though it was noted as the home of a Powerful Owl.</p> <p>The submitter references Council's "Tree Preservation Order" and questions if Council is serious about this. The submitter states that surely, there must be areas left intact to allow these endangered species to live & possibly build back some of their numbers?</p> <p>The submitter states that Council, State & Federal Government have a moral duty of care to protect the flora & fauna</p>

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		<p>that are remaining in unique areas such as Sancrox.</p> <p>The submitter states that they have owned horses for the past 40 years, have moved to Sancrox from Sydney to live in a rural residential area 32 years ago in order to enjoy horses in their back yard and have lived in the same residence ever since. The submitter raises concerns about the ongoing viability of enjoying this lifestyle and trees planted for fauna.</p> <p>The submitter states that with the rezoning of the area there will be minimal trees, cats, dogs, hundreds of cars that already kill thousands of vulnerable & endangered species each day across Australia.</p> <p>The submitter states that 11,000 homes that are planned for the Sovereign Hill/Thrumster area means approximately 22,000 cars, not including the traffic that will be experienced when the La Cros Ver Dun area is developed.</p> <p>The submitter states that with the relentless development that Port Macquarie is experiencing there will be nothing left that is unique in the area. Without the trees & the endangered fauna the "uniqueness" and beauty is gone. There is nothing "unique" about Concrete & "Berber", it just becomes Urban Sprawl.</p>
	<p>Response/ Comment:</p>	<p>Ecological considerations are intended to be further assessed as part of the development of a Structure Plan, to ensure areas of high environmental value are identified and any subsequent management measures are recommended. This assessment would include consultation with relevant Government departments including the Department of Planning, Industry and Environment.</p>

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		<p>Existing and potential future traffic and transport considerations would be assessed in consultation with Transport for New South Wales as part of the development of a Structure Plan. This would include information received following the public exhibition of the associated Discussion Paper.</p> <p>Housing and amenity considerations are also proposed to be assessed in the development of a Structure Plan.</p>
19.	Mr Terry O'Connor	<p>In relation to achieving Council's vision for the Local Government Area "A sustainable high quality life for all."</p> <p>The submitter reinforces the importance of the healthy active by design principals in achieving happiness within the community.</p> <p>In relation to what transport options should be considered</p> <p>Buses locally, coaches to Port Macquarie and cars for the family to get to work and pleasure.</p> <p>In relation to which housing types would best cater for the future residents</p> <p>Single story open living to enjoy nature in and out of homes.</p> <p>In relation to liveability considerations</p> <p>As previously discussed. Integration, connectivity, multi-functionality and participation.</p> <p>In relation to balancing conservation and development</p> <p>Simple rules and regulations.</p>
	Response/ Comment:	<p>Noted.</p> <p>Existing and potential future traffic and transport considerations including public transport would be assessed in consultation with Transport for New South Wales as part of the development of a</p>

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		<p>Structure Plan. This would include consideration of information received following the public exhibition of the associated Discussion Paper.</p> <p>Housing and amenity considerations are also proposed to be assessed in the development of a Structure Plan.</p>
20.	A W McLennan and J L King	<p>The submitter states that Council needs to consider that the majority of property owners in the Sancrox Area have chosen to be part of a rural community because they do not want to live in a high density residential setting and that the majority of Sancrox residents do not support residential rezoning. The submitter states that Council must consider that in all likelihood, established parks and protected areas identified in all areas are already insufficient to sustain global biodiversity and that the role of private land is going to be crucial to the successful conservation of the flora and fauna.</p> <p>The submitter has outlined that road construction is likely to cause disruption to the local community during construction of development.</p> <p>The potential for irreparable damage to the environment within the study area has been outlined within the submission along with a question of 'will Council undertake a comprehensive estimation of road and construction cost and determine who will benefit from the destruction of our local environment'.</p> <p>The submitter has questioned whether Council has considered the impact of a shift in global economic conditions which could leave our region with no environment and rows of empty houses due to mortgage foreclosures. The submitter has questioned whether Council have forecast employment and business opportunities to determine</p>

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	<p>whether further residential development can be supported.</p> <p>The submitter has outlined that Council must ensure that any planned development does not in any way impact the river system, and must take into account development of low lying areas as unsuitable for residential housing along with water security.</p> <p>The submitter has stated that for a Vision Statement to be credible, it must be more than just words. The submitter has stated that Council has not demonstrated an effective, transparent, community consultative communications strategy, or responded to environmental concerns and breeches in a way that instils trust by the residents. The submitter has stated that our Vision for the area is for the Community to maintain its rural lifestyle and protect the environment from those who are happy to destroy it for financial gain.</p> <p>The submitter has stated that one of the benefits of living in Sancrox is that we already live in a place that offers a sense of place and community. High density living, regardless of how many community gardens are established, will completely destroy the Sancrox ecology. Given current climate change conditions, Council should be considering a complete moratorium of land clearing, particularly in Sancrox given existing wildlife corridors and recent woodland destruction due to bushfires.</p> <p>The submission has stated that Council need to clarify why the Discussion Paper has not identified the Potential High Environment issues within [a northern portion of the Planning</p>

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Submission <title>		Issue
		<p>Investigation Area]. The submission states that numerous written communications to both Council and the EPA [in relation to a potential breach of environmental legislation] have not resulted in direct communication by Council's Environmental Department.</p> <p>The submitter has stated that the cost to the Sancrox Environment and Community far outweighs the financial gain of the few based on a simple forecast of future demand.</p>
	<p>Response/ Comment:</p>	<p>Quantification of required development infrastructure costs is proposed to be undertaken during the development of a Structure Plan. This information would inform the preparation of a development contributions framework for the area in order to ensure a funding and delivery program is in place for public infrastructure prior to development being undertaken.</p> <p>Assessment of residential supply and employment land supply and demand is intended to be undertaken as part of the development of a Structure Plan.</p> <p>Existing and potential future traffic and transport considerations including public transport would be assessed in consultation with Transport for New South Wales as part of the development of a Structure Plan. This would include consideration of information received following the public exhibition of the associated Discussion Paper.</p> <p>Water security, potential impacts to waterways, flooding and drainage is proposed to be further investigated as part of the development of a Structure Plan.</p> <p>Amenity and housing aspects of the proposal have been included within the planning investigation Discussion Paper and are proposed to be investigated in further detail as part of the development of a Structure Plan.</p> <p>In relation to referenced potential environmental breaches as detailed within this submission, as previously advised by Council Staff, Council is not the relevant delegated authority to respond to this matter, which falls within the delegation of the New South Wales Government's Local Land Services.</p>

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Submission <title>		Issue
		Areas of potential high environmental value illustrated within Figure 16 of the Discussion Paper have been taken from the North Coast Regional Plan. It is intended that further ecological investigations would be undertaken as part of the development of a Structure Plan.
21.	Angela Keating	<p>The submitter states that current industrial zoned land on Wambuyn Drive would be better zoned as Residential as it connects directly to College rise and would be better suited as residential in terms of supplying links to college rise, existing mains and sewer connections and the fact that there is enough industrial land earmarked on the west of the highway to sustain future growth.</p> <p>If [the above landholders] land was rezoned to residential, the submitter has stated that they would like to propose a band of parkland around the E2 zoned areas to preserve the environment and reduce residential impacts on the E2 habitat. The submitter has stated that exclusion fencing should also be erected to prevent residents entering the E2 zone as there is already illegal use occurring such as motorbikes, hunting, fires and 4wding in the area.</p> <p>The submitter has stated that development of land for high density residential would mean that Fernbank Creek Road would need significant upgrading to sustain more traffic. In addition, if the proposed roads were built to connect Thrumster to Fernbank Creek Road, it would put even more pressure on the base hospital bottleneck leading into town which would in turn encourage higher use of Fernbank Creek Road as a faster way into town.</p> <p>The submission questions <i>'would services such as town water and sewer</i></p>

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Submission <title>		Issue
		<p><i>be made available to existing residents of Fernbank Creek Road?'</i></p> <p>The submission questions <i>'would pathways and cycleways be made available to fernbank creek road?'</i></p> <p>The submission states that if the state government approves the Sancrox quarry expansion, this will affect the future growth plans within the Fernbank Creek and Sancrox area due to the proximity to the quarry expansion. Residents & businesses will face (more than they already do) fly rock, noise, vibration, dust and traffic disturbances and land values will be affected as a result of the expansion.</p> <p>The submitter questions <i>'I am currently zoned as Ru1. If our land is rezoned to Residential, will this affect my rights to run my business operation and use the land under RU1 rules?'</i></p> <p>The submission concludes provision of overall support for future growth but would like to see a lot of land set aside for rural use, recreation, parkland, pathways, cycleways and see block sizes larger than College Rise and Sovereign Hills. The submitter questions <i>'Would it be possible to have a blend of rural residential and high density residential subdivisions? It would be a shame to lose the rural feel of the area. As a community we have the right to say enough is enough when it comes to urban sprawling and too much high density growth.'</i></p>
	Response/ Comment:	Existing and potential future traffic and transport considerations, including public transport (including potential impacts to Fernbank Creek Road and the wider road network) would be assessed in consultation with Transport for New South Wales as part of the development of a Structure Plan. This would include

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		<p>consideration of information received following the public exhibition of the associated Discussion Paper.</p> <p>Amenity, housing, open space, infrastructure and servicing, environmental conservation and land use zoning aspects of the proposal have been included within the planning investigation Discussion Paper and are proposed to be investigated in further detail as part of the development of a Structure Plan.</p> <p>It is noted that the Department of Planning, Industry and Environment is currently assessing and is the determining authority in relation to the proposed Sancrox Quarry Expansion (SSD-7293). Notwithstanding, the existing and potential future use of this site would be considered as part of a Structure Plan in terms of potential impact on surrounding properties and the requirement for any subsequent management measures to be implemented.</p> <p>Change in land use zoning will not impact upon an existing approved development on land within the Investigation Area.</p>
22.	Anonymous	<p>In relation to achieving Council's vision for the Local Government Area "A sustainable high quality life for all."</p> <p>By keeping the area as a rural residential area, taking into consideration environmental conservation, existing lifestyle and need for a growing community.</p> <p>In relation to what transport options should be considered</p> <p>Traffic issues at Thrumster and Lake Innes need to be addressed before the development of areas such as Sancrox.</p> <p>In relation to which housing types would best cater for the future residents</p> <p>Rural residential only.</p> <p>In relation to liveability considerations</p>

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Submission <title>		Issue
		<p>Support local businesses. An expansion of our current local hospital would be beneficial.</p> <p>In relation to balancing conservation and development</p> <p>Seeing beyond the near future, including infrastructure, water supply and jobs to cater for development.</p> <p>In relation to your vision for the Sancrox and Fernbank Creek Planning Investigation Area</p> <p>To remain the beautiful landscaped areas that they are.</p> <p>In relation to other constraints and opportunities that exist in the Planning Investigation Area</p> <p>Must manage flood and bushfire risk, particularly the one road in and one road out configuration at Fernbank Creek.</p> <p>Additional comments in relation to the Discussion Paper</p> <p>Consider locals who do not wish to be forced out of their quite lifestyles.</p>
	<p>Response/</p> <p>Comment:</p>	<p>Amenity, housing, open space, employment, infrastructure and servicing, environmental conservation and land use zoning aspects of the proposal have been included within the planning investigation Discussion Paper and are proposed to be investigated in further detail as part of the development of a Structure Plan.</p> <p>Environmental risks such as flooding and bushfire are proposed to be considered in further detailed in the development of a Structure Plan.</p> <p>In relation to potential hospital expansion, NSW Health have been consulted in relation to the Discussion Paper and would be consulted during the development of a Structure Plan to confirm existing and future services and requirements.</p>

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Submission <title>		Issue
		Existing and potential future traffic and transport considerations including public transport (including potential impacts to Fernbank Creek Road and the wider road network) would be assessed in consultation with Transport for New South Wales as part of the development of a Structure Plan. This would include consideration of information received following the public exhibition of the associated Discussion Paper.
23.	Anonymous	<p>The submitter questions Council's position to have 15 year supply of development land available. This is in relation to both the type of lifestyle current residents want to enjoy and the ability to maintain and look after what we already have.</p> <p>The submitter questions Council's position to have reasonable certainty for builders, developers and government regarding return on investment, particularly in relation to up-front infrastructure costs. It is stated that the more development that happens, the more infrastructure that is needed, so this is a self-fulfilling prophecy.</p> <p>The submitter questions how additional traffic can be managed in relation to commuters in and out of the central business district and uncertainty regarding the orbital road proposal.</p> <p>The submitter states that adding so many residences so close to waterways surely increases the risk of pollution to them, particularly in relation to sewerage management, chemical used in gardens, pollution from roads etc and raises flood concerns.</p> <p>The submitter questions the ability to maintain rural activities, including burn offs as needed, having livestock and their manure etc.</p> <p>The submitter states that if the area was to have an increase in population, this means the cost of bringing infrastructure in these areas up to speed to match other densely populated</p>

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	<p>areas will be worn by the local area. The submitter uses the example of the current national broadband network.</p> <p>The submitter has stated that there are only 2 roads in and out of Sancrox and questions what happens in an emergency when large amounts of people have to quickly exit.</p> <p>In relation to wildlife, the submission states that a few species have been raised, the impact dismissed and that this development would have a huge impact on them. In addition, the remaining land not being developed will have huge numbers of wild animals pushed onto them, this damages the ecosystem and can lead to animals suffering from malnutrition and death. It also unfairly affects the owners of this remaining land.</p> <p>The submitter has raised the following question; <i>'Council's vision for the Port Macquarie-Hastings Local Government Area: 'A sustainable high quality of life for all'. Have you asked current residents what this looks like for them? Many residents chose to live in this area because of the laid back outdoors lifestyle provided by the area. going through the LGA and turning all possible development land into tiny house blocks with very small yards, overcrowding , traffic jams no parking, roads in disrepair hardly sounds like the quality life people are after. You may be delivering what attracts people to move out of big cities to these areas as they quality of life standard is very low, but you are not delivery what current residents want and need.'</i></p> <p>The submitter questions the validity of the consultation process for the Greater Sancrox Structure Plan, stating that they have been a landholder since 2010 and have had no engagement, consultation or notice of development in</p>

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		<p>Sancrox. The submitter states that the only way they became aware was a Facebook post one day before the consultation and that this appears to happen regularly and it leads residents to believe Council is doing this on purpose to remove the likelihood of negative feedback.</p> <p>The submitter highlights the substandard condition of local roads within the investigation area and questions the existing vehicle capacity of this network as well as its ability to cope with increased traffic from development.</p> <p>The submitter questions what will be done for residents whose land is not in the development area, they will suffer all the consequences but see no benefits? The submitter also questions if any of the money Council obtains through developing this land would be used to better the lives of the remaining residents.</p>
	<p>Response/ Comment:</p>	<p>Council's position to have 15 year supply of development land available and to have reasonable certainty for builders, developers and government regarding return on investment, particularly in relation to up-front infrastructure costs has been adopted within Council's Urban Growth Management Strategy. Certainty in relation to upfront infrastructure costs refers to undertaking strategic planning to identify future infrastructure challenges and ensuing mechanisms are in place to collect development contributions to deliver required community infrastructure.</p> <p>Amenity, housing, land use conflict, infrastructure (including road infrastructure) and servicing and the potential environmental impacts of the proposal have been included within the planning investigation Discussion Paper and are proposed to be investigated in further detail as part of the development of a Structure Plan.</p> <p>Environmental hazards such as bushfire and flooding have been included within the planning investigation Discussion Paper and are proposed to be investigated in further detail as part of the development of a Structure Plan.</p>

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		<p>Ecological considerations are intended to be further assessed as part of the development of a Structure Plan, to ensure areas of high environmental value are identified and appropriate management measures recommended. This assessment would include consultation with relevant Government departments including the Department of Planning, Industry and Environment.</p> <p>Consultation undertaken prior to the development of the subject Discussion Paper is detailed within relevant planning investigation documents such as the Greater Sancroix Structure Plan Issues Paper (October 2011) and the Greater Sancroix Structure Plan (February 2015).</p> <p>In addition to the consultation mentioned within this submission, feedback from the community in relation to the subject Discussion Paper and associated Fact Sheet was sought through:</p> <ul style="list-style-type: none"> - Addressed letters and fact sheets posted to landholders within and adjoining the Planning Investigation Area, - A landholder workshop / presentation at Council's Port Macquarie Customer Service Centre on 6 February 2020, - Provision of information on Council's website, - Advertisement in local print media on 22 and 29 January and 5 and 12 February 2020; and - A 'pop up' session held at Sovereign Place Town Centre, Thrumster on 12 February 2020. <p>Additional community consultation is proposed to be undertaken during the preparation of a Structure Plan and in relation to any subsequent planning proposal or relevant development application.</p> <p>With regard to the provision of infrastructure and services in relation to any new development, a significant purpose of the subject planning investigation is to consider potential community infrastructure and service needs during the strategic planning process. Early identification and costing of these requirements allows Council to develop plans to ensure development contributions are collected to deliver community services and infrastructure.</p>
24.	Bob Preston	The submitter states; <i>'my feedback has been compromised by the short timeframe required for responses so I</i>

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	<p><i>reserve the right to lodge further submissions.'</i></p> <p>In relation to achieving Council's vision for the Local Government Area "A sustainable high quality life for all."</p> <p>I agree with council's vision. However, to deliver this a step change is required in strategic thinking, planning and execution. Planning to date and subsequent developments indicate we will not deliver the vision due to almost unbridled insensitive planning and development outside the Planning Investigation Area.</p> <p>We require excellence in planning that actually delivers on the ever-increasing value in our society in respect of the environment as a whole that maintains sustainability, amenity, quality of life, sense of place and high-level protection of the surrounding natural environment.</p> <p>I refer to the Greater Sancrox Structure Plan 2014 - 2034 - Appendix 1 – Concept Subdivision Plan 2012 as being an appropriate plan, maintaining low-density development on large lot residential and qualify that the Bushlands Drive area suggestion of extension to industrial and general residential should not be permitted and remain in large lot residential zoning.</p> <p>In relation to what transport options should be considered</p> <p>Permission to significantly increase population in the study area should be withheld until suitable forward planning and infrastructure is in place to meet actual and future demand.</p>

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	<p>Notwithstanding the above, I would recommend consideration be given to;</p> <ul style="list-style-type: none"> - Designated busways corridors on main arterials. - Designated tram corridors on main arterials. - Parking areas in public transport pickup areas. - Designated bus stops with shelters throughout the study area and at study area road interfaces with main arterials. - Bring existing study area roads and intersections up to a universally high standard. - Electric vehicle charging stations at relevant locations. <p>In relation to which housing types would best cater for the future residents</p> <p>Residents' sense of place is closely tied to the natural beauty of the Port Macquarie area concurring with the vision of council. This is fast disappearing given the clear felling, destruction of habitat, urban sprawl and considerable traffic congestion we are currently witnessing.</p> <p>Council should seriously consider satellite developments that are more regionalised across the local government area as opposed to urban sprawl. With substantial green zones that buffer against reduction in the environment and lifestyle we value.</p> <p>In relation to liveability considerations</p> <p>Current Livability - Quality of Life, Sense of Place and the Surrounding Natural Environment in the study area to date is excellent, other than the poor standard of roads. However, the</p>

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	<p>community wellbeing existing and future is threatened by the proposed Hanson Quarry Expansion, which I strongly object to.</p> <p>More public open spaces and parks with appropriate facilities need to be incorporated in the area inclusive of a public hall / community centre. The study area, given the increased population within the context of large lot residential, should be connected by walkways, not roadside footpaths alone to increase the amenity of the area and maintain connectivity and quality of life within a rural setting.</p> <p>Existing larger dams should also be retained for public amenity and wildlife sanctuary.</p> <p>In relation to balancing conservation and development</p> <p>The key requisite is excellence in planning that delivers on the ever-increasing value in our society of the environment as a whole that maintains sustainability, amenity, quality of life, sense of place and high-level protection of the surrounding natural environment.</p> <p>Given the decimation of the koala population in the local government area and statewide, I would suggest an immediate recovery strategy for the designated and wider areas in the study area. This should be immediately actioned and included in the planning instruments as a matter of urgency.</p> <p>In relation to your vision for the Sancrox and Fernbank Creek Planning Investigation Area</p> <p>My vision is that we deliver a step change in thinking, planning and execution. Excellence in planning that</p>

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		<p>delivers on the ever-increasing value in our for society in respect of the environment as a whole that maintains sustainability, amenity, quality of life, sense of place and high-level protection of the surrounding natural environment.</p> <p>In relation to other constraints and opportunities that exist in the Planning Investigation Area</p> <p>Water Security - The recent drought has highlighted the knife-edge that the local government area is on in respect of meeting the water demands of the existing let alone predicted population. A reliance on localised reservoirs is not sustainable given that the river flows and existing off creek dam storage that supplies reservoirs is not likely to be sufficient even for the existing population given the predicted changes in climate. Until water security inclusive of the existing population and proposed developments is completely assured, no consideration to proceed should be given for further development at Sancrox.</p> <p>Global Warming, Deforestation, Climate Change - The challenges of the above are now well recognized. I would suggest that the overall strategy and planning should included recognition and the development of a highly effective plan to address the multiple associated threats. Not to do so would be an abrogation of social responsibility.</p>
	<p>Response/ Comment:</p>	<p>The 28 day exhibition period for the subject Discussion Paper was based on the timeframe for community participation requirements for similar types of planning documents as detailed within the <i>Environmental Planning and Assessment Act 1979</i>. This was intended to allow adequate time for the material to be considered, while also ensuring the timely progression of planning investigations.</p>

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		<p>Housing types, open space, sustainability, amenity, quality of life, community facilities and services and sense of place and protection of the surrounding natural environment (including Koala Habitat) have been considered within the subject Discussion Paper and are intended to be further investigated in the development of a subsequent Structure Plan.</p> <p>Existing and potential future traffic and transport considerations including public transport and pedestrian connectivity would be assessed in consultation with Transport for New South Wales as part of the development of a Structure Plan. This would include consideration of information received following the public exhibition of the associated Discussion Paper.</p> <p>It is noted that the Department of Planning, Industry and Environment is currently assessing and is the determining authority in relation to the proposed Sancrox Quarry Expansion (SSD-7293). Notwithstanding, the existing and potential future use of this site would be considered as part of a Structure Plan in terms of potential impact on surrounding properties and the requirement for any subsequent management measures to be implemented.</p> <p>Water security and climate change have been considered within the subject Discussion Paper and are intended to be further investigated in the development of a subsequent Structure Plan.</p>
25.	Bruce Thompson	<p>This submission is substantially in relation to the proposed Sancrox Quarry expansion.</p> <p>The submission references content within the Discussion Paper in relation to the quarry.</p> <p>The submission urges Council Staff and Councillors to assess Hanson's responses to community concerns in a positive manner and impress it on the Department of Planning, Industry and Environment so our community gets the right outcome.</p>
	Response/ Comment:	<p>It is noted that the Department of Planning, Industry and Environment is currently assessing and is the determining authority in relation to the proposed Sancrox Quarry Expansion (SSD-7293). Notwithstanding, the existing and potential future</p>

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		<p>use of this site would be considered as part of the Structure Plan in terms of potential impact on surrounding properties and the requirement for any subsequent management measures to be implemented.</p> <p>Content within the Discussion Paper relates to the identification of this mineral resource within relevant planning strategies such as Council's Urban Growth Management Strategy. Consideration of this resource as part of a subsequent Structure Plan would be necessary in order to progress required strategic planning assessments and satisfy the relevant Ministerial Directions and strategic planning guidelines in relation to this matter.</p>
26.	Claude Cassegrain	<p>This submission is made with regard to Section 4.9 of the Discussion paper titled 'Mineral Resources'. The submission infers that the Discussion Paper has been developed from the view point of the current owners. The submission states that considering the obvious incompatibility of the Sancrox Quarry, continuing its operation by extending from Lot 353 DP 754434 on to Lot 2 DP574308, with the surrounding residential and industrial land, the protection of this resource I submit should have little if any priority.</p>
	Response/ Comment:	<p>It is noted that the Department of Planning, Industry and Environment is currently assessing and is the determining authority in relation to the proposed Sancrox Quarry Expansion (SSD-7293). Notwithstanding, the existing and potential future use of this site would be considered as part of a Structure Plan in terms of potential impact on surrounding properties and the requirement for any subsequent management measures to be implemented.</p> <p>Content within the Discussion Paper relates to the identification of this mineral resource within relevant planning strategies such as Council's Urban Growth Management Strategy. Consideration of this resource as part of a subsequent Structure Plan would be necessary in order to progress required strategic planning assessments and satisfy the relevant Ministerial Directions and strategic planning guidelines in relation to this matter. Without this consideration, any future planning proposal</p>

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		within this area is unlikely to meet minimum strategic planning assessment requirements as directed by the New South Wales Government.
27.	Daniel Francis	The submission states that as part of any development west of Port Macquarie, there needs to be upgrades to the Oxley Highway at the junction of Major Innes and Lake Roads. It is stated that the traffic at certain times of day is becoming ridiculous and additional housing is only going to make this worse.
	Response/ Comment:	Existing and potential future traffic and transport considerations would be assessed in consultation with Transport for New South Wales as part of the development of a Structure Plan. This would include consideration of information received following the public exhibition of the associated Discussion Paper with the intention of identifying existing challenges and developing appropriate management measures.
28.	Daniel Provost	<p>This submission is in relation to the strategy surrounding the submitter's property and the zoning possibilities.</p> <p>If there is a need for residential expansion, the submission suggests that the area between Fernbank Creek Road and Sovereign Hills (currently zoned for industrial purposes) is in a better position for a residential or semi rural subdivision than having an industrial subdivision. It would be connected to College Rise, would be consistent with the area and there seems to be a large number of industrial subdivisions around.</p> <p>The submitter states that the only way they would support any type of expansion is if there is adequate expansion of water storage capacity (we are on level 4 water restrictions and putting further demand on this resource, which is inadequate for our current</p>

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		<p>population, is in my view negligent), sewerage processing and reclaimed infrastructure.</p> <p>If a residential subdivision went through the submitter also requests sufficient fencing of the E2 allocated area behind their property and a buffer between any houses and the E2 zone. The submitter states that there has been significant bushfires, and substantial clearing throughout the area and it would be, in their view, disastrous to risk and / or cause any more damage to the bush land around the site.</p> <p>The submitter also notes the proposal to expand the Sancrox Quarry and encourages Council to oppose this development application to the State Government based on potential impacts to nearby residents and the environment.</p> <p>The submitter also raises a request to progress conversations with Council in relation to connection of their property to mains water.</p>
	<p>Response/ Comment:</p>	<p>Potential land use zones, in consideration of factors such as connectivity and nearby land uses would be considered as part of the development of a Structure Plan.</p> <p>Water security, environmental risks including bushfire and environmental management measures would be further considered as part of the development of a Structure Plan.</p> <p>It is noted that the Department of Planning, Industry and Environment is currently assessing and is the determining authority in relation to the proposed Sancrox Quarry Expansion (SSD-7293). Notwithstanding, the existing and potential future use of this site would be considered as part of the Structure Plan in terms of potential impact on surrounding properties and the requirement for any subsequent management measures to be implemented.</p>

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		The request in relation to mains sewer has been referred to Council's infrastructure planning team.
29.	H.A. Mackay on behalf of Jindalee Sancrox Pty. Ltd	<p>The submission states that Jindalee Sancrox Pty Ltd is the owner of most of the lots in the former Le Clos Francoise vineyard development on Fernbank Creek Road and is very supportive of Council's progression to develop a Structure Plan for the area.</p> <p>The submitter is also pleased to see that Council has extended the boundaries of the Investigation Area to include properties to the west and the south of the original A1 [Fernbank Creek potential future growth] area. The submitter sees the additional area as a significant benefit to the future of Port Macquarie as it allows (and requires) planning investigation of the greater Fernbank Creek area and the connection to existing and proposed urban development to the south.</p> <p>The submitter expresses that while being supportive of Council's move to develop a Structure Plan for the Sancrox/Fernbank Creek area, they are concerned that part of the Sancrox area is encouraged by Council to submit a site specific planning proposal in parallel with the progression of the Structure Plan and the precedence this may set for other properties / landholders.</p>
	Response/ Comment:	Noted.
30.	Hazel Wilkes	In relation to achieving Council's vision for the Local Government

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		<p>Area "A sustainable high quality life for all."</p> <p>Leave farm lands as they are (576 Fernbank Creek Road specifically).</p> <p>In relation to what transport options should be considered</p> <p>Leave as is.</p> <p>In relation to which housing types would best cater for the future residents</p> <p>If changes are to be made to Fernbank Creek, cut lots into 2 to 5 10 acre lots, still have the feel of the country.</p> <p>In relation to liveability considerations</p> <p>Leave Fernbank Creek as healthy living.</p> <p>In relation to balancing conservation and development</p> <p>Port Macquarie has lots of land for growth, Fernbank Creek is not needed. 576 Fernbank Creek Road is too beautiful to destroy.</p> <p>In relation to your vision for the Sancrox and Fernbank Creek Planning Investigation Area</p> <p>Stay as is.</p>
	<p>Response/ Comment:</p> <p>Housing types, amenity, quality of life and sense of place have been considered within the subject Discussion Paper and are intended to be further investigated in the development of a subsequent Structure Plan.</p> <p>Land within the Fernbank Creek locality, including 576 Fernbank Creek Road has been partly identified for potential future growth within Council's Urban Growth Management Strategy. Sections of 576 Fernbank Creek Road are generally free from environmental and development constraints. Notwithstanding, consideration of exclusion of 576 Fernbank Creek Road from</p>	

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		future development would be undertaken during the development of a Structure Plan in consultation with the subject landholder.
31.	Julie Ho	<p>The submission states that the Discussion Paper does not take into account that a decision is pending on SSD 7293 (proposed Sancrox Quarry Expansion) and that the Discussion paper provides an indication that Council has already decided to protect the quarry.</p> <p>The submission states:</p> <ul style="list-style-type: none"> - Sancrox Quarry expansion proposal has been criticised for invoking state significant development status. - Issues relevant to the Planning Investigation may be dealt with at a Public Hearing (in relation to the proposed Sancrox Quarry expansion). The Council Planning Investigation process is compromised, because it cannot predict the future of the Sancrox quarry that sits between A1 (the area set to be developed first), B1 and B3. - Environment (including climate change) has become a top priority with the unprecedented weather events and fires of 2019-20 (including impacts to air quality, bushland, koalas and damage to the local economy). In developing Fernbank Creek and Sancrox, remaining wildlife habitat has to be conserved. How to do this was documented in the Greater Sancrox Structure Plan 2014, with its well-researched [Environmental Impact Statement] EIS, and is reiterated on page 29 of the Discussion Paper. It includes developing areas that are

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		<p>already cleared; maintaining vegetation cover and type for threatened species; maintaining wildlife corridors; revegetating buffers and waterways; retaining large trees and hollow bearing trees.</p> <ul style="list-style-type: none"> Resource that is subject of SSD 7293 (Sancrox Quarry expansion) overlaps Land with Potential High Environmental Value.
	<p>Response/ Comment:</p>	<p>It is noted that the Department of Planning, Industry and Environment is currently assessing and is the determining authority in relation to the proposed Sancrox Quarry Expansion (SSD-7293). Notwithstanding, the existing and potential future use of this site would be considered as part of a Structure Plan in terms of potential impact on surrounding properties and the requirement for any subsequent management measures to be implemented.</p> <p>Content within the Discussion Paper relates to the identification of this mineral resource within relevant planning strategies such as Council's Urban Growth Management Strategy.</p> <p>Consideration of this resource as part of a subsequent Structure Plan would be necessary in order to progress required strategic planning assessments and satisfy the relevant Ministerial Directions and strategic planning guidelines in relation to this matter. Without this consideration, any future planning proposal within this area is unlikely to meet minimum strategic planning assessment requirements as directed by the New South Wales Government.</p> <p>Environmental hazards such as bushfire and flooding have been included within the planning investigation Discussion Paper and are proposed to be investigated in further detail as part of the development of a Structure Plan. This includes investigation of potential climate change exacerbation of these impacts.</p> <p>Ecological considerations are intended to be assessed as part of the development of a Structure Plan to ensure areas of high environmental value are identified and a management measures are subsequently recommended. This assessment would include consultation with relevant Government departments including the Department of Planning, Industry and Environment</p>

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		and consideration of previous ecological studies undertaken for the area.	
32.	Michael Mowle on behalf of Gary and Marg Murcott	<p>The submission provides a description of the land use history in relation to Lot 100 DP 1228060. This land is also known as Fernbank Park, which is partly an approved industrial subdivision.</p> <p>The submission states that the subject parcel of land is the only highway industrial land on the eastern side of the Pacific Highway.</p> <p>The submitter states that the subject land would be better suited as residential land rather than industrial land as:</p> <ul style="list-style-type: none"> - The recently constructed Sancrox Interchange now provides a local connection to the potential future industrial land on the western side of the Pacific Highway. - The land use would be consistent with the adjoining Sovereign Hills development. - There is more than sufficient zoned industrial land to meet demand. - Any future demand for industrial land could be accommodated within the potential future industrial site on the western side of the Pacific Highway. - Current residential land supply calculations are inaccurate due to environmental constraints on some residential zoned land, meaning that some of this land may never be developed. Another factor is additional uptake of land in Thrumster that has not yet been taken into consideration in these calculations. Rezoning the subject land to residential would provide an 	

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		<p>additional 250 lots which would contribute to addressing the shortfall of residential land due to the above factors.</p> <ul style="list-style-type: none"> - The site would be an important link between the potential future growth area at Fernbank Creek (Area A1) and the existing Thrumster urban area. - The site can be readily serviced in relation to sewer, electricity and NBN [broadband internet]. - The site has already been subject to past development suitability assessments to investigate matters such as ecology.
	Response/Comment:	Noted. Factors such as those mentioned within this submission are intended to be considered in the development of a Structure Plan.
33.	Michael Mowle on behalf of Eccleacre Pty Limited	<p>The submitter provides support for proceeding with the Structure Plan process.</p> <p>The submission provides a description of the planning investigation history in relation to the subject land (which is located off Rawdon Island Road) between 2006 and the present day.</p> <p>The submission requests rezoning of the subject land to Large Lot Residential R5. The following justification is provided:</p> <ul style="list-style-type: none"> - R5 zoning would be more compatible with adjacent land uses. - The subject land is a small allotment with potential yield of 10 lots, so this would not create land supply issues. - The topography is not suited to Residential R1 due to a number of

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		<p>steep vegetated gullies between ridges.</p> <ul style="list-style-type: none"> - Large lot residential would maintain the rural character of the area. - This land use would be more compatible with the recently upgraded adjacent Oxley Highway with lower density and more ability to deal with road noise and topography.
	<p>Response/ Comment:</p>	<p>Noted. Factors such as those mentioned within this submission are intended to be considered in the development of a Structure Plan.</p>
34.	Sharon Clements	<p>In relation to achieving Council's vision for the Local Government Area "A sustainable high quality life for all."</p> <p>By ensuring there are enough amenities and services in the area to cover development.</p> <p>In relation to what transport options should be considered</p> <p>Regular bus service.</p> <p>In relation to which housing types would best cater for the future residents</p> <p>Large blocks for families and the outdoors.</p> <p>In relation to liveability considerations</p> <p>Need for public open and community space (including shops, café and tavern). This would provide sense of community and belonging.</p> <p>In relation to balancing conservation and development</p>

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Submission <title>		Issue
		<p>Larger blocks with trees and open space.</p> <p>In relation to your vision for the Sancrox and Fernbank Creek Planning Investigation Area</p> <p>Development of the area should all be completed at the same time and not in stages. This will ensure services are on offer and can make it viable for the people who run them.</p> <p>In relation to other constraints and opportunities that exist in the Planning Investigation Area</p> <p>Many residents would like to see this proceed and with the industrial area expanding, it would give workers the ability to live close to work where they could commute by bike.</p> <p>In relation to additional comments</p> <p>I would like to see larger blocks than what is available in Sovereign Hills to provide open space.</p>
	<p>Response/ Comment:</p>	<p>Housing and land use types, open space, amenity, quality of life, development staging, community facilities and services and sense of place have been considered within the subject Discussion Paper and are intended to be further investigated in the development of a subsequent Structure Plan.</p> <p>Existing and potential future traffic and transport considerations, including public transport and cyclist connectivity would be assessed in consultation with Transport for New South Wales as part of the development of a Structure Plan. This would include consideration of information received following the public exhibition of the associated Discussion Paper.</p>
35.	Tony Thorne on behalf of Cassegrain Enterprises Pty Limited	The submission confirms Cassegrain Enterprises Pty Ltd's support of Council's decision to proceed with the Structure Planning and provides a brief history of land use investigations in relation to the site.

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Submission <title>		Issue
	Response/ Comment:	Noted.
36.	Tony Thorne on behalf of Expressway Spares	<p>The submission:</p> <ul style="list-style-type: none"> - Confirms the Landowners support of Council's decision to proceed with the Structure Planning for the Sancrox Structure Plan, including their properties within a future potential Light Industrial Investigation Area (LIIA) on the western side of the Pacific Highway at Sancrox. - Provides Council with a Preliminary Concept Plan of the subject landholding to inform the potential employment lands yield from the subject properties within the LIIA. - Informs Council's further investigations of infrastructure capacity required to service Sancrox Precinct generally, based on the road linkages and sewer strategy shown on a provided Preliminary Concept Plan. - Provides Council with details of site-specific biodiversity and koala habitat assessments undertaken on the land. - Provides Council with details of current primary production and private native forestry activities undertaken on the land and questions the designation of part of the LIIA as Important Farmland.
	Response/ Comment:	<p>Noted. Potential land use zones, servicing and infrastructure would be further considered as part of the development of a Structure Plan.</p> <p>Figures 16 and 18 of the Discussion Paper illustrate areas of Potential High Environmental Value and Important Farmland respectively as specified within the North Coast Regional Plan.</p>

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		These constraints are intended to be further assessed and verified as part of the development of a Structure Plan.
37.	Tony Thorne on behalf of M and A Hazenveld	This submission seeks inclusion of the subject land (51, 53 & 54 DP 776844 and Lot 3 DP 236807 - Key Highway Gateway Site as identified within Council's Urban Growth Management Strategy) within the Fernbank Creek and Sancrox Structure Plan. The submission states that it is essential that future planning for the Sancrox Structure Plan includes consideration of the servicing and access requirements for the subject site. Attachments 2 & 3 to the submission provide details of the Sancrox Sewer Services Strategy, which has been developed to illustrate servicing of the subject site.
	Response/ Comment:	Noted. The subject land is included within the proposed study area as illustrated within Figure 20 of the Discussion Paper.
38.	Tony Thorne on behalf of Blair Developments Pty Limited	The submission confirms the subject landowners support of Council's decision to proceed with the Structure Planning for the residential land investigation area and provides a brief history of land use investigations in relation to the subject site (Lot 1 DP1244871 and Lot 6 DP 628131, with frontages to both the Oxley Highway and Rawdon Island Road).
	Response/ Comment:	Noted. Potential land use zones would be further considered as part of the development of a Structure Plan.
39.	Hastings Birdwatchers	The submission commends Port Macquarie Hastings Council for their overall approach, which is of avoiding areas of high biodiversity when planning for developments.

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		<p>The submission stresses the importance of all remaining areas of unburnt habitat to the survival and recovery of native species.</p> <p>The submission makes the following statements in relation to balancing conservation and development:</p> <ul style="list-style-type: none"> - All development must be restricted to cleared land. - All areas of mapped High Environmental Value (figure 16, page 28) should be protected. - All hollow-bearing trees should be protected. - Isolated native trees, especially large trees, should be retained. - The use of existing roads should be encouraged and should not be put through E2 lands. <p>Consideration should also be given to saving the large trees that line Fernbank Creek Road.</p> <ul style="list-style-type: none"> - All threatened fauna should be protected. - All corridors should be protected, as proposed. - Given the changing climate and the experience of the recent bushfires, consideration should be given to avoiding bushland areas when approving housing developments. <p>The submission also expresses concern that the use of offsets could be part of future developments in this area and discourages this approach.</p>
	<p>Response/ Comment:</p>	<p>Noted. Ecological considerations are intended to be assessed as part of the development of a Structure Plan to ensure areas of high environmental value are identified and a management measures are subsequently recommended. Environmental hazards such as bushfire are also proposed to be assessed as part of a Structure Plan to identify areas that may be unsuitable for development and recommend management measures to</p>

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		minimise the risk of such hazards. This assessment would include consultation with relevant Government departments including the Department of Planning, Industry and Environment.
40.	Transport for New South Wales	It is requested that the next stage of the planning process (the Structure Plan) include an updated traffic study to identify likely traffic impacts on the classified (State) roads; the impact on any and all affected intersections and the surrounding road network. This will also assist us in understanding the needs of the road networks in the area. We would be happy to review that study and provide comment to assist Council.
	Response/ Comment:	Noted. It is intended that a traffic study would be prepared to inform a Structure Plan for the Investigation Area.
41.	Essential Energy	Strictly based on the documents submitted, Essential Energy has no comments to make at this time arising from the proposal. However, the electricity supply to any proposed development in this area would be serviced through either the existing network or new electrical infrastructure from the existing Rocks Ferry zone substation, located at Wauchope, and the proposed new Sovereign Hills zone substation, located at Thrumster, adjacent to TransGrid's bulk supply point substation. As more detailed information in relation to the proposed development is available, it is recommended that Essential Energy is consulted for further comments.
	Response/ Comment:	Noted.

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<p>42. Department of Planning, Industry and Environment</p>	<p>Every Council in NSW is required to prepare a Local Strategic Planning Statement (LSPS) which sets out the 20-year vision for land use in their local area.</p> <p>As the LSPS identifies the vision and priorities for land use, it would be appropriate to include this project as a planning priority. Any proposed changes to Council's existing approved land use framework under the NCRP and UGMS should also be firstly considered through the LSPS process before proceeding to the structure plan.</p> <p>The Discussion Paper identifies that many of the investigation areas are constrained by a range of factors and that significant investigation will be required to determine whether the land is suitable to cater for long term growth in Port Macquarie. In particular, the proposed Area B1 and light industrial investigation area appear to be entirely constrained to such an extent that they may not be suitable for more intensive development.</p> <p>It is recommended that the following matters are addressed in the Structure Plan:</p> <ul style="list-style-type: none"> - Sequence and staging of release. - Quarry lifespan: In addition to investigating the potential impacts of the Sancrox Quarry, the projected lifespan should be established to assist with the sequence of land release. - Ecology: The State Government is committed to the long term goal of increasing koala populations across NSW. The relationship between the bushfire requirements for future development and ecology as a

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		<p>whole will be a critical consideration for this project.</p> <ul style="list-style-type: none"> - Light industrial lands: If the proposed suitability of the long term light industrial investigation area to the east of Area B1 can be demonstrated, the strategic structure planning for it and the surrounding lands should be undertaken in a holistic manner to avoid introducing any additional incompatible land uses or constraints. <p>Council should also ensure that the future structure plan is consistent with State Environmental Planning Policies, section 9.1 Ministerial Directions and the North Coast Regional Plan.</p>
	<p>Response/ Comment:</p>	<p>The subject planning investigation can be considered during the LSPS development process. Council Staff intend to clarify with the Department that the development of the subject Structure Plan should occur in parallel with the development of Council's LSPS.</p> <p>The subject sequence and staging, land use (including the use of the subject quarry and its associated lifespan), ecology and environmental risk would be considered in further detail through the development of a Structure Plan.</p> <p>In addition to the above, relevant State Environmental Planning Policies, Section 9.1 Ministerial Directions and the provisions of the North Coast Regional Plan would be considered in further detail through the development of a Structure Plan.</p>

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Planning,
Industry &
Environment

IRF20/659

Mr Craig Swift-McNair
General Manager
Port Macquarie-Hastings Council
PO BOX 84
PORT MACQUARIE NSW 2444

Dear Mr Swift-McNair

Thank you for the opportunity to review and comment on the Discussion Paper for the Fernbank Creek and Sancrox Planning Investigation Areas.

It is noted that the Discussion Paper has been prepared to inform the Fernbank Creek and Sancrox Planning Investigation Area Structure Plan and responds to the approval issued by the Department for the Port Macquarie-Hastings Urban Growth Management Strategy (UGMS) 2036.

As you are aware, every Council in NSW is required to prepare a Local Strategic Planning Statement (LSPS) which sets out the 20-year vision for land use in their local area.

As the LSPS identifies the vision and priorities for land use, it would be appropriate to include this project as a planning priority which can then be used to justify any amendments to the Port Macquarie-Hastings Local Environmental Plan 2011. Any proposed changes to Council's existing approved land use framework under the North Coast Regional Plan and UGMS should also be firstly considered through the LSPS process before proceeding to the structure plan.

The Discussion Paper identifies that many of the investigation areas are constrained by a range of factors and that significant investigation will be required to determine whether the land is suitable to cater for long term growth in Port Macquarie. In particular, the proposed Area B1 and light industrial investigation area appear to be entirely constrained to such an extent that they may not be suitable for more intensive development.

Having regard to some of the identified constraints, it is recommended that the following matters are addressed in the Structure Plan:

- Sequence and staging of release: The timeframe and/or trigger for release of each area should be investigated and nominated to identify and ensure that the delivery is coordinated to maintain an appropriate, but not excessive land supply, along with adequate and timely provision of infrastructure.

- Quarry lifespan: In addition to investigating the potential impacts of the Sancrox Quarry, the projected lifespan should be established to assist with the sequence of land release, including development within Areas A1, B1 and B3.
- Ecology: The State Government is committed to the long term goal of increasing koala populations across NSW. Protecting the remaining koala population in Port Macquarie after recent bushfires is important, and the relationship between the bushfire requirements for future development and ecology as a whole will be a critical consideration for this project.
- Light industrial lands: If the proposed suitability of the long term light industrial investigation area to the east of Area B1 can be demonstrated, the strategic structure planning for it and the surrounding lands should be undertaken in a holistic manner to avoid introducing any additional incompatible land uses or constraints.

Council should also ensure that the future structure plan is consistent with State Environmental Planning Policies, section 9.1 Ministerial Directions and the North Coast Regional Plan.

If you have any more questions, please contact Ms Lucy Walker, Planning Officer, Northern Region, at the Department on 5778 1402.

Yours sincerely



21-2-2020

Jeremy Gray
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Local and Regional Planning