

Ordinary Council

Business Paper

date of meeting: Wednesday 15 July 2020

location: Via Skype

time: 5.30pm

Community Vision

A sustainable high quality of life for all

Community Mission

Building the future together
People Place Health Education Technology

Council's Corporate Values

- ★ Sustainability
- ★ Excellence in Service Delivery
- ★ Consultation and Communication
- ★ Openness and Accountability
- ★ Community Advocacy

Community Themes

- ★ Leadership and Governance
- ★ Your Community Life
- ★ Your Business and Industry
- ★ Your Natural and Built Environment

Ordinary Council Meeting

Wednesday 15 July 2020

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Item: 01**Subject: ACKNOWLEDGEMENT OF COUNTRY**

"I acknowledge that we are gathered on Birpai Land. I pay respect to the Birpai Elders both past and present. I also extend that respect to all other Aboriginal and Torres Strait Islander people present."

Item: 02**Subject: LOCAL GOVERNMENT PRAYER**

Due to the current COVID-19 health emergency, the Prayer will not be held as part of this meeting.

Item: 03**Subject: APOLOGIES**

RECOMMENDATION

That the apologies received be accepted.

Item: 04**Subject: CONFIRMATION OF PREVIOUS MINUTES**

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on 1 July 2020 be confirmed.

PRESENT

Members:

Councillor Peta Pinson (Mayor)
Councillor Lisa Intemann (Deputy Mayor)
Councillor Rob Turner
Councillor Sharon Griffiths
Councillor Peter Alley
Councillor Geoff Hawkins
Councillor Lee Dixon

Other Attendees:

Acting General Manager & Director Corporate Performance (Rebecca Olsen)
Director Development and Environment (Melissa Watkins)
Director Infrastructure (Dan Bylsma)
Acting Director Strategy and Growth (Duncan Coulton)
Group Manager Governance (Michael Ferguson)
Governance and Legal Officer (Kirsty Callander)
Governance Support Officer (Bronwyn Lyon)

This meeting was held remotely and electronically through Skype
and is live streamed on Council's YouTube channel.
The meeting opened at 5:30pm.

01 ACKNOWLEDGEMENT OF COUNTRY

The Mayor opened the Meeting with an Acknowledgement of Country and welcomed all in attendance on line.

02 LOCAL GOVERNMENT PRAYER

Due to the current COVID-19 health emergency, the Local Government Prayer was not delivered as part of this meeting.

03 APOLOGIES

Nil.

04 CONFIRMATION OF MINUTES

RESOLVED: Alley/Dixon

That the Minutes of the Ordinary Council Meeting held on 17 June 2020 be confirmed with the following amendment:

Item 10.07 Making of Rates and Charges for 2020-2021, Adoption of the Fees and Charges and Revenue Policy for 2020-2021:

Councillor Alley left the meeting due to technical difficulties, the time being 6:59pm.

Councillor Alley returned to the meeting, the time being 7:00pm.

THE AMENDMENT WAS PUT AND LOST

The General Manager advised that Councillor Alley, via text message, indicated he was voting against the amendment.

Councillor Alley verbally confirmed his vote against the amendment as his technical difficulties were overcome.

CARRIED: 7/0
FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Pinson and Turner
AGAINST: Nil

05 DISCLOSURES OF INTEREST

Councillor Intemann declared a Non-Pecuniary, Less Than Significant Interest in Item 11.03 - Draft Bain Park Master Plan - Community Engagement, the reason being that Councillor Intemann is an ordinary member of the Wauchope Community Arts Council and has acted as returning Officer for its recent Annual General Meetings.

Mayor Pinson declared a Pecuniary Interest in Item 13.02 - Recommended Item from Coast, Estuary and Floodplain Advisory Sub-Committee - North Brother Local Catchments Flood Study - Draft Options Assessment Report, the reason being that Mayor Pinson has a family member with property in one of the flooding hotspots identified by the flood study.

06.01 NEWPORT AND BALLINA CANAL DREDGING

MOVED: Pinson

That Council:

1. Note there have been numerous complaints received from residents due to the dredging and beach replenishment being suspended in the Newport and Ballina canals due to lack of funds.
2. Note the dredging and beach replenishment of all other canals within the Settlement Shores Estate canal system have been undertaken and are nearing completion.
3. Note the Council correspondence sent to residents in preparation for dredging.
4. Note contractor correspondence sent to residents in preparation for dredging.
5. Note that dredging and beach replenishment was last undertaken in the canals of Newport and Ballina in 2006.
6. Request the General Manager seek a quotation and resource funds through the Strategic Reserves Fund for the purposes of completing the canal dredging and beach replenishment of Newport and Ballina canals.
7. Request the General Manager advise residents of the intended dredging and beach replenishment program for Newport and Ballina canals.

LOST: 3/4

FOR: Dixon, Griffiths and Pinson

AGAINST: Alley, Hawkins, Intemann and Turner

FORESHADOWED MOTION

RESOLVED: Intemann/Turner

That Council:

1. Note that the current dredging program is still to be completed.
2. Request the Acting General Manager conduct a briefing with Councillors and then report to the September 2020 Ordinary Council Meeting regarding the history of the Settlement Shores dredging program and the issues raised in the recent resident correspondence.

CARRIED: 5/2

FOR: Alley, Dixon, Hawkins, Intemann and Turner

AGAINST: Griffiths and Pinson

07 CONFIDENTIAL CORRESPONDENCE TO ORDINARY COUNCIL MEETING

There are no confidential attachments to reports for the Ordinary Council Meeting.

08 PUBLIC FORUM – MATTERS NOT ON THE AGENDA

Due to the current COVID-19 health emergency, Public Forum - Matters Not On The Agenda were not held as part of this meeting.

09 PUBLIC FORUM – MATTERS ON THE AGENDA

Due to the current COVID-19 health emergency, Public Forum - Matters On The Agenda were not held as part of this meeting.

Council invited the public to submit comments in relation to matters on the agenda in writing which were provided to Councillors prior to the meeting for the consideration of the Councillors.

10.01 STATUS OF REPORTS FROM COUNCIL RESOLUTIONS

RESOLVED: Griffiths/Intemann

That Council note the information contained in the Status of Reports from Council Resolutions report.

*CARRIED: 7/0
FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Pinson and Turner
AGAINST: Nil*

10.02 2020-2021 COUNCILLOR AND MAYORAL FEES

RESOLVED: Turner/Intemann

That in relation to Councillor remuneration for the 2020-2021 financial year, Council:

1. Note that Port Macquarie-Hastings Council has been reclassified as a Regional Centre under the revised categories of the Local Government Remuneration Tribunal.
 2. Pursuant to the provisions of section 248(2) of the Local Government Act 1993, set the annual fee payable to a Councillor (including the Mayor) for the financial year commencing 1 July 2020 to be \$24,320.
 3. Note that the role of a Councillor is defined in Section 232 of the NSW Local Government Act and is as follows:
 - (a) to be an active and contributing member of the governing body,
 - (b) to make considered and well informed decisions as a member of the governing body,
 - (c) to participate in the development of the integrated planning and reporting framework,
 - (d) to represent the collective interests of residents, ratepayers and the local community,
-

- (e) to facilitate communication between the local community and the governing body,
 - (f) to uphold and represent accurately the policies and decisions of the governing body,
 - (g) to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a councillor.
4. Pursuant to the provisions of section 249(3) of the Local Government Act 1993, Council set the additional annual fee payable to the Mayor for the financial year commencing 1 July 2020 to be \$60,080, in addition to the fee to the Mayor as Councillor (bringing the total combined fee payable to the Mayor to be \$84,400).
5. Note that the role of the Mayor is defined in Section 226 of the NSW Local Government Act and is as follows:
- (a) to be the leader of the council and a leader in the local community,
 - (b) to advance community cohesion and promote civic awareness,
 - (c) to be the principal member and spokesperson of the governing body, including representing the views of the council as to its local priorities,
 - (d) to exercise, in cases of necessity, the policy-making functions of the governing body of the council between meetings of the council,
 - (e) to preside at meetings of the council,
 - (f) to ensure that meetings of the council are conducted efficiently, effectively and in accordance with this Act,
 - (g) to ensure the timely development and adoption of the strategic plans, programs and policies of the council,
 - (h) to promote the effective and consistent implementation of the strategic plans, programs and policies of the council,
 - (i) to promote partnerships between the council and key stakeholders,
 - (j) to advise, consult with and provide strategic direction to the general manager in relation to the implementation of the strategic plans and policies of the council,
 - (k) in conjunction with the general manager, to ensure adequate opportunities and mechanisms for engagement between the council and the local community,
 - (l) to carry out the civic and ceremonial functions of the mayoral office,
 - (m) to represent the council on regional organisations and at inter-governmental forums at regional, State and Commonwealth level,
 - (n) in consultation with the councillors, to lead performance appraisals of the general manager,
 - (o) to exercise any other functions of the council that the council determines.
6. In the interests of optimising transparency within the community, request the General Manager include in all future reports to Council, which deal with Councillor and Mayor remuneration, the requirements of those roles as specified within the Local Government Act.

CARRIED: 7/0

FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Pinson and Turner

AGAINST: Nil

10.03 REGIONAL TOURISM BUSHFIRE RECOVERY GRANTS PROGRAM - APPLICATIONS UPDATE

RESOLVED: Turner/Griffiths

That Council:

1. Note the successful application for \$25,000 for Artwalk 2020 event delivery under Stream 1 of the Regional Tourism Bushfire Recovery Grants Program;
2. Note feedback from Austrade regarding the requirement to scale back projects submitted under Stream 2 of the Regional Tourism Bushfire Recovery Grants Program; and
3. Note the re-submission of a scaled back Lumiere Bicentenary Project Stream 2 funding application on 30 June, including the allocation of \$65,000 of COVID-Recovery Transport and Community Infrastructure funding, should the application be successful.

CARRIED: 7/0

FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Pinson and Turner

AGAINST: Nil

11.01 PETITION - EDMUND BARTON STATUE

RESOLVED: Intemann/Alley

That Council:

1. Note receipt of the petition titled "Remove Edmund Barton from Town Green, Port Macquarie", and the evident community opinion on all sides of this matter.
2. Acknowledge that the Birpai people are the traditional custodians of this land.
3. Recognise that while Edmund Barton's role as Member of Parliament representing Hastings and Macleay and in forging the Federation of Australian states is acknowledged, it is also incumbent on Council to consider and respect Aboriginal history and identity in our decision making.
4. Request the Acting General Manager to commence discussions with the Local Aboriginal Land Councils, local Aboriginal persons and traditional owner groups to establish appropriate processes for ongoing consultation on issues and decisions relating to local Aboriginal heritage and culture, and to brief Councillors following those initial discussions.
5. Request the Acting General Manager to brief Councillors on the relationship between the Public Art Policy and the existing and proposed artworks for the Town Green and Bicentenary projects.

CARRIED: 7/0

FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Pinson and Turner

AGAINST: Nil

11.02 2021 BICENTENARY PLANNING UPDATE

RESOLVED: Turner/Hawkins

That Council:

1. Note the planning underway to mark the 2021 Bicentenary of European settlement in Port Macquarie;
2. Note the focus on ensuring an appropriate and inclusive range of activities that focus on our past, present and future community;
3. Considered the Flagstaff Hill Redevelopment project in the drafting of Council's 2021-22 budget as a key heritage project, whilst continuing to pursue suitable grant opportunities to plan and deliver the project.

CARRIED: 7/0

FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Pinson and Turner

AGAINST: Nil

11.03 DRAFT BAIN PARK MASTER PLAN - COMMUNITY ENGAGEMENT

Councillor Intemann declared a Non-Pecuniary, Less Than Significant Interest in this matter and remained in the room during the Council's consideration.

RESOLVED: Intemann/Griffiths

That Council:

1. Request the Acting General Manager to undertake further direct engagement with the following key stakeholders including the Wauchope Lions Club, Rotary Club of Wauchope, Wauchope Community Arts Council, and the Wauchope District Historical Society before finalising the draft Master Plan.
2. Resolve that interested Councillors also be invited to participate in any engagement as mentioned in point 1.
3. Request the Acting General Manager provide a further report to Council including any revisions to the draft Master Plan for further consideration and endorsement by Council before public exhibition of the draft Master Plan.

CARRIED: 7/0

FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Pinson and Turner

AGAINST: Nil

12 Your Business and Industry - Nil.

13.01 NOTICE OF MOTION - REVIEW OF FOOTPAVING OF ROADS POLICY

RESOLVED: Pinson/Alley

That Council request the General Manager to:

1. Commence a review of the Footpaving of Roads Policy.
2. Provide a Councillor briefing on the Footpaving of Roads Policy as part of the review process.
3. Table a further report to Council following the review of the policy.

CARRIED: 7/0

FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Pinson and Turner

AGAINST: Nil

13.02 RECOMMENDED ITEM FROM COAST, ESTUARY AND FLOODPLAIN ADVISORY SUB-COMMITTEE - NORTH BROTHER LOCAL CATCHMENTS FLOOD STUDY - DRAFT OPTIONS ASSESSMENT REPORT

Mayor Pinson declared a Pecuniary Interest in this matter, vacated the Chair and left the room and was out of sight during the Council's consideration, the time being 8:01pm.

The Deputy Mayor assumed the Chair.

RESOLVED: Alley/Griffiths

That Council:

1. Place the North Brother Flood Study - Draft Options Assessment Report on public exhibition for a minimum of 28 days commencing 13 July 2020.
2. Receive a further report detailing the submissions received from the public during the exhibition period at the conclusion of the exhibition period.

CARRIED: 6/0

FOR: Alley, Dixon, Griffiths, Hawkins, Intemann and Turner

AGAINST: Nil

The Mayor returned to the meeting at 8:07pm.

The Deputy Mayor vacated the Chair and the Mayor assumed the Chair.

14 ITEMS TO BE DEALT WITH BY EXCEPTION

Nil.

CONFIDENTIAL SESSION

RESOLVED: Alley/Hawkins

1. That pursuant to section 10A subsections 2 and 3 and 10B of the Local Government Act 1993 (as amended), the press and public be excluded from the proceedings of the Confidential Session of Council on the basis that items to be considered are of a confidential nature.
2. That Council move into Closed Session to receive and consider the following items:
 - Item 15.01 2020 Ironman Australia and 70.3
This item is considered confidential under Section 10A(2)(d(ii)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the Council.
3. That the resolutions made by Council in Confidential Session be made public as soon as practicable after the conclusion of the Confidential Session and such resolutions be recorded in the Minutes of the Council Meeting.

CARRIED: 7/0

FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Pinson and Turner

AGAINST: Nil

15.01 2020 IRONMAN AUSTRALIA AND 70.3

RESOLVED: Turner/Dixon

That Council:

1. Note the current status of planning and amended format for the re-scheduled of IRONMAN Australia and 70.3 on Sunday 13 September 2020.
2. Defer consideration of this matter until the Ordinary Council Meeting on 15 July 2020.
3. Consult with the local emergency services, Port Macquarie Base Hospital / Department of Health, local organising committee, Charles Sturt University regarding availability of student paramedics, and any other local stakeholders.
4. Note the event will not proceed without the further easing of COVID-19 restrictions by the NSW Government, and support from Destination NSW, Port Macquarie-Hastings Council and the local medical team.

CARRIED: 7/0

FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Pinson and Turner

AGAINST: Nil

RESOLVED: Alley/Dixon

That the Council Meeting be re-opened to the public.

CARRIED: 7/0
FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Pinson and Turner
AGAINST: Nil

The outcomes of the Confidential Session of the Ordinary Council were read to the meeting by the Group Manager Governance.

The meeting closed at 8:41pm.

.....
Peta Pinson
Mayor

Item: 05
Subject: DISCLOSURES OF INTEREST

RECOMMENDATION

That Disclosures of Interest be presented

DISCLOSURE OF INTEREST DECLARATION

Name of Meeting:	
Meeting Date:	
Item Number:	
Subject:	
I, the undersigned, hereby declare the following interest:	
<input type="checkbox"/> Pecuniary: Take no part in the consideration and voting and be out of sight of the meeting.	
<input type="checkbox"/> Non-Pecuniary – Significant Interest: Take no part in the consideration and voting and be out of sight of the meeting.	
<input type="checkbox"/> Non-Pecuniary – Less than Significant Interest: May participate in consideration and voting.	
For the reason that:	
Name: Signed:	Date:
Please submit to the Governance Support Officer at the Council Meeting.	

(Refer to next page and the Code of Conduct)

Pecuniary Interest

- 4.1 A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause 4.3.
- 4.2 You will not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision you might make in relation to the matter, or if the interest is of a kind specified in clause 4.6.
- 4.3 For the purposes of this Part, you will have a pecuniary interest in a matter if the pecuniary interest is:
- (a) your interest, or
 - (b) the interest of your spouse or de facto partner, your relative, or your partner or employer, or
 - (c) a company or other body of which you, or your nominee, partner or employer, is a shareholder or member.
- 4.4 For the purposes of clause 4.3:
- (a) Your "relative" is any of the following:
 - i) your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - ii) your spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - iii) the spouse or de facto partner of a person referred to in paragraphs (i) and (i)
 - (b) "de facto partner" has the same meaning as defined in section 21C of the *Interpretation Act 1987*.
- 4.5 You will not have a pecuniary interest in relation to a person referred to in subclauses 4.3(b) or (c)
- (a) if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body, or
 - (b) just because the person is a member of, or is employed by, a council or a statutory body, or is employed by the Crown, or
 - (c) just because the person is a member of, or a delegate of a council to, a company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body.

Non-Pecuniary

- 5.1 Non-pecuniary interests are private or personal interests a council official has that do not amount to a pecuniary interest as defined in clause 4.1 of this code. These commonly arise out of family or personal relationships, or out of involvement in sporting, social, religious or other cultural groups and associations, and may include an interest of a financial nature.
- 5.2 A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.
- 5.3 The personal or political views of a council official do not constitute a private interest for the purposes of clause 5.2.
- 5.4 Non-pecuniary conflicts of interest must be identified and appropriately managed to uphold community confidence in the probity of council decision-making. The onus is on you to identify any non-pecuniary conflict of interest you may have in matters that you deal with, to disclose the interest fully and in writing, and to take appropriate action to manage the conflict in accordance with this code.
- 5.5 When considering whether or not you have a non-pecuniary conflict of interest in a matter you are dealing with, it is always important to think about how others would view your situation.

Managing non-pecuniary conflicts of interest

- 5.6 Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter. In the case of members of council staff other than the general manager, such a disclosure is to be made to the staff member's manager. In the case of the general manager, such a disclosure is to be made to the mayor.
- 5.7 If a disclosure is made at a council or committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes on each occasion on which the non-pecuniary conflict of interest arises. This disclosure constitutes disclosure in writing for the purposes of clause 5.6.
- 5.8 How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.
- 5.9 As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:
- a) a relationship between a council official and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the council official's extended family that the council official has a close personal relationship with, or another person living in the same household
 - b) other relationships with persons who are affected by a decision or a matter under consideration that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
 - c) an affiliation between the council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a council official's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation.
 - d) membership, as the council's representative, of the board or management committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the council and the organisation are potentially in conflict in relation to the particular matter
 - e) a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause 4.1
 - f) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.
- 5.10 Significant non-pecuniary conflicts of interest must be managed in one of two ways:
- a) by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
 - b) if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a council or committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29.
- 5.11 If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.
- 5.12 If you are a member of staff of council other than the general manager, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of your manager. In the case of the general manager, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of the mayor.
- 5.13 Despite clause 5.10(b), a councillor who has a significant non-pecuniary conflict of interest in a matter, may participate in a decision to delegate consideration of the matter in question to another body or person.
- 5.14 Council committee members are not required to declare and manage a non-pecuniary conflict of interest in accordance with the requirements of this Part where it arises from an interest they have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if they have been appointed to represent the organisation or group on the council committee.

SPECIAL DISCLOSURE OF PECUNIARY INTEREST DECLARATION

This form must be completed using block letters or typed.

If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.

By <i>[insert full name of councillor]</i>	
In the matter of <i>[insert name of environmental planning instrument]</i>	
Which is to be considered at a meeting of the <i>[insert name of meeting]</i>	
Held on <i>[insert date of meeting]</i>	
PECUNIARY INTEREST	
Address of the affected principal place of residence of the councillor or an associated person, company or body <i>(the identified land)</i>	
Relationship of identified land to councillor <i>[Tick or cross one box.]</i>	<input type="checkbox"/> The councillor has interest in the land (e.g. is owner or has other interest arising out of a mortgage, lease, trust, option or contract, or otherwise). <input type="checkbox"/> An associated person of the councillor has an interest in the land. <input type="checkbox"/> An associated company or body of the councillor has interest in the land.
MATTER GIVING RISE TO PECUNIARY INTEREST¹	
Nature of land that is subject to a change in zone/planning control by proposed LEP <i>(the subject land²)</i> <i>[Tick or cross one box]</i>	<input type="checkbox"/> The identified land. <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control <i>[Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]</i>	
Proposed change of zone/planning control <i>[Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]</i>	
Effect of proposed change of zone/planning control on councillor or associated person <i>[Tick or cross one box]</i>	<input type="checkbox"/> Appreciable financial gain. <input type="checkbox"/> Appreciable financial loss.

[If more than one pecuniary interest is to be declared, reprint the above box and fill in for each additional interest]

Councillor's Signature: **Date:**

This form is to be retained by the council's general manager and included in full in the minutes of the meeting

Last Updated: 3 June 2019

Important Information

This information is being collected for the purpose of making a special disclosure of pecuniary interests under clause 4.36(c) of the Model Code of Conduct for Local Councils in NSW (the Model Code of Conduct).

The special disclosure must relate only to a pecuniary interest that a councillor has in the councillor's principal place of residence, or an interest another person (whose interests are relevant under clause 4.3 of the Model Code of Conduct) has in that person's principal place of residence.

Clause 4.3 of the Model Code of Conduct states that you will have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative or because your business partner or employer has a pecuniary interest. You will also have a pecuniary interest in a matter because you, your nominee, your business partner or your employer is a member of a company or other body that has a pecuniary interest in the matter.

"Relative" is defined by clause 4.4 of the Model Code of Conduct as meaning your, your spouse's or your de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child and the spouse or de facto partner of any of those persons.

You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting at which the special disclosure is being made. The completed form must be tabled at the meeting. Everyone is entitled to inspect it. The special disclosure must be recorded in the minutes of the meeting.

¹ Clause 4.1 of the Model Code of Conduct provides that a pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter, or if the interest is of a kind specified in clause 4.6 of the Model Code of Conduct.

² A pecuniary interest may arise by way of a change of permissible use of land adjoining, adjacent to or in proximity to land in which a councillor or a person, company or body referred to in clause 4.3 of the Model Code of Conduct has a proprietary interest

Item: 07

**Subject: CONFIDENTIAL CORRESPONDENCE TO ORDINARY COUNCIL
MEETING**

Presented by: General Manager, Craig Swift-McNair

Alignment with Delivery Program

1.3.2 Build trust and improve Council's public reputation through transparency, good decision making and living Council's Values.

RECOMMENDATION

There are no confidential attachments to reports for the Ordinary Council Meeting.

Item: 08

Subject: PUBLIC FORUM – MATTERS NOT ON THE AGENDA

Due to the current COVID-19 health emergency, Public Forum - Matters Not On The Agenda will not be held as part of this meeting.

Item: 09**Subject: PUBLIC FORUM – MATTERS ON THE AGENDA**

Due to the current COVID-19 health emergency, Public Forum - Matters On The Agenda will not be held as part of this meeting.

However, residents may provide information in relation to matters on the agenda to Councillors by emailing councilmeeting@pmhc.nsw.gov.au or by contacting Councillors directly using the contact details found on Council's website. Any information provided will assist Councillors in their decision making capacity on those items on the agenda. All representations made to Councillors through the above email address must be received by Council no later than 4:30pm on the Monday prior to the meeting.

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

Item: 10.01

Subject: STATUS OF REPORTS FROM COUNCIL RESOLUTIONS

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

1.3.2 Build trust and improve Council's reputation through transparency, good decision making and living Council's Values.

RECOMMENDATION

That Council note the information contained in the Status of Reports from Council Resolutions report.

Discussion

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
Draft Glasshouse Plan 2020-2022 - post exhibition	11/12/2019 Item 10.10		DCP	Mar-20 Apr-20 May-20	15/07/20
Roadside Vegetation Management Policy - post exhibition	06/05/2020 Item 13.01		DI		15/07/20
Kenwood Drive Bridge, Lake Cathie - Concept Designs	03/06/2020 Item 13.05		DI		15/07/20
Taylor v PMHC - full costs incurred	03/06/2020 Item 15.01		DCP		15/07/20
Fernbank Creek and Sancrox Planning Investigation - Progress Report	18/03/20 Item 13.08		DSG		15/07/20
Lorne Road and Maria River Road - timelines for designs, funding, works	17/06/2020 Item 13.01		DI		15/07/20
Trialling Of Parklets In The Port Macquarie Town Centre	16/05/18 Item 10.02	Council is still working the relevant approvals	DSG		Aug-20

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
QFPM - Enforcement of Unlawful Activity Policy - findings of review	18/07/18 Item 09.07	Policy being drafted. Awaiting further advice and discussions with Councillors.	DDE	Dec-18 Feb-19 Mar-19 Apr-19 Jun-19 Jul-19 Aug-19 Oct-19 Feb-20 Apr-20 Jun-20	Aug-20
Land Acquisition Required as Part of the Long Flat Sewer Scheme - post exhibition	20/11/19 Item 13.13	Awaiting completion of required processes prior to exhibition.	DDE	Feb-20	Aug-20
Development Assessment Panel Charter Review - post exhibition	20/11/19 Item 13.10	Ongoing review of options underway	DDE	Mar-20 Apr-20 May-20 Jun-20	Aug-20
Water Supply Security Update Report	19/02/2020 Item 13.04		DI		Aug-20
Bushfire Recovery - Grant Funded Projects	19/02/2020 Item 10.21		DSG		Aug-20
Ocean Drive Duplication Project Update	20/05/2020 Item 13.02		DI		Aug-20
Investment Policy Review - Post Exhibition	20/05/2020 Item 10.07		DCP		Aug-20
Draft Coastal Management Program Scoping Plan - post exhibition	20/05/2020 Item 13.07	Still considering submissions	DDE		Aug-20
Draft Bain Park Master Plan - Community Engagement	01/07/2020 Item 11.03		DDE		Aug-20
Planning Proposal – Lot 2 DP1091253 Beach Street Bonny Hills	19/04/16 Item 12.02	Post-exhibition report and revised Planning Proposal (potentially) and re-exhibition	DDE	Sep-19 Nov-19 Feb-20 Apr-20 Jul-20	Sep-20

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
Canal Maintenance	18/10/17 Item 12.04	Works delayed 18mths.	DI	FY2018/2019 Jun-20	Sep-20
Council owned lots at North Shore - Progress of Sale	19/09/18 Item 09.24)	Council is currently in the process of obtaining DA's for the individual lots, prior to sale - this will provide assurance to future purchasers that the lots can be built on.	DSG	1/12/2019 Feb-20	Sep-20
Planning Proposal Request PP2011 - 9.3: The Ruins Way and South Blackwood, Port Macquarie	19/06/19 Item 13.06	Revised PP lodged and under assessment. Under negotiation	DDE	Aug-19 Sep-19 Nov-19 Feb-20 Apr-20 Jun-20 Jul-20	Sep-20
T-19-09 Supply and Delivery of Ready Mix Concrete - post negotiations	19/06/19 Item 15.04	Still negotiating	DI	Aug-19 Oct-19 Dec-19 Feb-20 May-20	Sep-20
T-19-10 Supply and Delivery of Road Construction Materials - post negotiations	19/06/19 Item 15.05	Still negotiating	DI	Aug-19 Oct-19 Dec-19 Feb-20 May-20	Sep-20
T-19-38 Supply and Delivery of Electrical Goods	16/10/2019 Item 15.01	Still negotiating	DI	Dec-19 Feb-20 May-20	Sep-20
Climate Change Risk Assessment - Update	18/03/2020 Item 13.06	Delayed de to COVID-19	DDE	Jul-17	Sep-20
Coast, Estuary and Floodplain Sub-Committee - Results of Membership EOI	17/06/2020 Item 13.04		DDE		Sep-20
Settlement Shores Dredging Program - history and recent issues raised	01/07/2020 Item 06.01		DI		Sep-20

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
North Brother Local Catchments Flood Study - Draft Options Assessment Report - post exhibition	01/07/2020 Item 13.02		DI		Sep-20
Draft s9.11 Airport Business Park Roads Contribution Plan	20/05/2020 Item 13.05		DDE		Oct-20
Planning Proposal (PP2016-10.1) Beach Street, Bonny Hills	17/06/2020 Item 13.03	PP to be revised and change of proponent	DDE	Sep-20	Oct-20
Planning Proposal (PP2017-11.1) The Chimneys, Homedale Road, Kew	17/06/2020 Item 13.03	Revised PP lodged	DDE	Sep-20	Oct-20
Future of Committees following establishment of Cultural Steering Group	19/04/17 Item 15.05	Priority item for the new CSG when adopted by Council following the EOI for membership Deferred due to COVID-19	DSG	Jun-17 Jul-17 Sep-17 Oct-17 Feb-18 Apr-18 Jul-18 Sep-18 Feb-19 Apr-19 May-19 Nov-19 Mar-20 Apr-20	Nov-20
Classification as "Operational" Land - 52 John Oxley Drive, Port Macquarie - post exhibition.	20/06/18 Item 14.05	On hold as per GM advice	DSG	Mar-20	Nov-20
Mid North Coast Joint Organisation - funding and related issues	06/05/2020 Item 10.01		GM		Nov-20
Markets Policy - Review	11/12/2019 Item 12.02		DSG		Dec-20
Site Specific Planning Proposal requests - progress report	17/06/2020 Item 13.03		DDE		Dec-20

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
Footpaving of Roads Policy - Review	01/07/2020 Item 13.01		DSG		Dec-20
MOU - Norfolk Island Regional Council - income and expenditure administration.	20/03/19 Item 09.02		GM		Feb-21
Developments, Public Place & Events Waste Minimisation and Management Policy - impacts, fees, feedback	03/06/2020 Item 13.01		DCP		May-21
Biodiversity Certification Assessment and Strategy - Port Macquarie Airport and Surrounding Land - viability and implications of the options for securing the required Blackbutt Tallowood dry grassy open forest and Koala habitat credits, prior to the clearing that creates the demand for those credits.	10/08/16 Item 12.01		DDE		2021 (estimate)
Tuffins Lane Sporting Fields - Terms of Agreement	14/12/16 Item 06.02	Awaiting Catholic Parish advice	GM	Oct-18 Mar-19 Apr-19 Jul-19 Dec-19 Jun-20	TBA
Port Macquarie Aquatic Facility - appointment of consultant for design works	17/06/2020 Item 12.02		DDE		TBA

Cyclic Reports

Report	Reporting Officer	Reporting Cycle	Month	Altered Report Date
Mayoral Discretionary Fund Allocations	GM	Monthly	Every	
Monthly Financial Update	DCP	Monthly	Every (except July)	
Investments	DCP	Monthly	Every	
Recommendations by the Mayor's Sporting Fund Sub-Committee	DSG	Monthly	Every	nil for July
Legal Fees - Update Report (19/09/18 - Item 09.16)	DCP	Quarterly	Feb, May, Aug, Nov	
Development Activity and Assessment System Performance	DDE	Quarterly	May, Aug, Nov, Feb	
Port Macquarie Health and Education Precinct - Update Report (06/05/2020 - Item 13.03)	DSG	Quarterly	Aug, Nov, Feb, May	
Operational Plan – Quarterly Progress	DCP	Quarterly	Nov, Feb, May, Aug	
Grant Application Status Report (21/08/19 - Item 11.02)	DSG	Biannual	Feb, Aug	
Glasshouse Strategic Plan Update	DCP	Biannual	Feb, Aug	
Digital Technology Project Status (16/08/17 - Item 09.18)	DCP	Biannual	Feb, Aug	
Delivery Program – Six Monthly Progress	DCP	Biannual	Mar, Sep	
Update on Site Specific Planning Proposal Requests	DDE	Biannual	Apr, Oct	
Management of Flying-Fox Colony in Kooloonbung Creek Nature Reserve - Biannual Progress Report (18/03/20 - Item 13.07)	DDE	Biannual	Jul, February	
Local Strategic Planning Statement (19/02/2020 - Item 10.22)	DSG	Biannual	Aug, Feb	
Mayoral and Councillor Fees (Setting of)	GM	Annually	May	
Long Term Energy Strategy – Progress	DDE	Biannual	May, Nov	
Economic Development Strategy - Progress (20/11/2013 - Item 10.03)	DSG	Biannual	May, Nov	
Port Macquarie-Hastings Destination Management Plan 2020-2024 (20/05/2020 - Item 12.01)	DSG	Annually	Jun-21	
Council Policy - Status	DCP	Annually	Jul	August
Recreation Action Plan – Status	DDE	Annually	Jul	August
UGMS - Annual Progress Report on Implementation and Status of Actions (20/06/18 - Item 12.07)	DSG	Annually	Jul	
Local Preference Policy Outcomes	DCP	Annually	Aug	

Report	Reporting Officer	Reporting Cycle	Month	Altered Report Date
Annual Report of the Activities of the Mayor's Sporting Fund	DSG	Annually	Sep	
Council Meeting Dates	GM	Annually	Sep	
Creation of Office - Deputy Mayor	GM	Annually	Sep	
Audit Committee Annual Report	DCP	Annually	Sep	
Annual Report of Disability Discrimination Act Action Plan	DSG	Annually	Sep	
Legislative Compliance Register	DCP	Annually	Sep	
Cultural Plan 2018 - 2021 - Implementation Progress Report (19/09/18 - Item 10.02)	DSG	Annually	Sep	
Koala Recovery Strategy Annual Report (19/09/18 - Item 12.05)	DDE	Annually	Sep	
Annual Disclosure of Interest Returns	GM	Annually	Oct	
Council's Annual Report	DCP	Annually	Nov	
Update Report - Impact of cost shifting for the previous financial year including any additional categories of cost-shifting that have been identified (21/10/15 - Item 09.04)	DCP	Annually	Nov	
Performance of Property Investment Portfolio 6-Monthly (20/11/19 - Item 10.17)	DSG	Annually	Nov	
Compliments and Complaints Annual Report	DSG	Annually	Dec	Aug-20
Code of Conduct Complaints Annual Report	DCP	Annually	Dec	

Attachments

Nil

Item: 10.02

Subject: MAYORAL DISCRETIONARY FUND ALLOCATIONS - 4 TO 30 JUNE 2020

Presented by: General Manager, Jeffery Sharp

Alignment with Delivery Program

1.5.1 Manage Council's financial assets and provide accurate, timely and reliable information.

RECOMMENDATION

That Council note the Mayoral Discretionary Fund allocations for the period 4 to 30 June 2020 inclusive.

Executive Summary

There have been no Mayoral Discretionary Fund allocations for the period 4 to 30 June inclusive.

Discussion

There have been no Mayoral Discretionary Fund allocations for the period 4 to 30 June 2020 inclusive.

Options

This report is for noting only.

Community Engagement & Internal Consultation

There has been no community engagement or internal consultation in relation to this report.

Planning & Policy Implications

There are no planning and policy implications in relation to this report. This report is provided to Council as per the requirements of the Mayoral Discretionary Fund Policy.

Financial & Economic Implications

There are no economic implications in relation to this report.

Any allocations that may have been made during this reporting period were funded from the Mayoral Discretionary Fund as included in the 2019-2020 Operational budget.

Attachments

Nil

Item: 10.03

Subject: COVID-19 RECOVERY - COMMUNITY PRIORITIES FOR RECOVERY EFFORT

Presented by: General Manager, Jeffery Sharp

Alignment with Delivery Program

1.3.2 Build trust and improve Council's reputation through transparency, good decision making and living Council's Values.

RECOMMENDATION

That Council:

- 1. Acknowledge the significant work undertaken by Council's COVID-19 Recovery Working Group since its inception on 23 April 2020.**
- 2. Note the provision of \$1,800,000 from the Federal Government under the Local Roads and Community Infrastructure program to assist a community-led recovery from COVID-19 by supporting local jobs, firms and procurement;**
- 3. Note the allocation by Council of COVID-19 Relief Reserve funding of \$1,492,870.**
- 4. Request the General Manager to provide a briefing to Councillors on the recommended priority projects and initiatives identified by the COVID-19 Working Group and the implications in respect of delivery including timing and resourcing; and**
- 5. Request the General Manager provide a report to the 12 August 2020 Council meeting outlining projects which can commence with the funding identified in Points 2 and 3.**

Executive Summary

The purpose of this report is to detail the significant work undertaken by the COVID-19 Recovery Working Group and other recent activity relating to Council efforts to support our local community and business in recovering from the COVID-19 Pandemic.

Since the World Health Organisation declared COVID-19 a worldwide pandemic on 11 March 2020, the Federal and State governments introduced a number of measures on a staged basis to slow the spread of the virus, including travel restrictions, border closures and implementation of strict social distancing requirements. Coming on the back of many difficult months during and after the 2019 bushfires, these unprecedented times saw immense challenges emerge for our communities.

As reported to previous meetings, Council has taken a number of measured precautions in line with Federal and State Government advice and although a number of services and facilities continue to be impacted, Council has continued to

provide its core services and facilities to the community albeit in different ways. This means that in addition to delivering essential services, Council has continued to maintain the community's assets and infrastructure, taking advantage of the reduced traffic and pedestrian movements whilst continuing to ensure important stimulus to the local economy.

The Federal and State governments have announced a vast range of stimulus measures to assist individuals and businesses throughout these uncertain times. Locally it was felt that the response to how our LGA could move forward through the pandemic recovery phase should be guided by the wide variety of stakeholders in our community. To that end, Council established a COVID-19 Recovery Working Group (RWG) for the purpose of bringing together community leaders from across the Port Macquarie- Hastings Local Government Area (LGA), to discuss how the local government area could successfully recover from the pandemic economically, socially, culturally and environmentally and to make recommendations for the priorities in our local region. This was in addition to Council's early implementation of a range of financial relief measures.

Since April, the RWG has worked to identify a range of priority initiatives, projects and actions that collectively, may assist our community to move forward from the pandemic. It is these priority initiatives, projects and actions that are detailed in this report. Members of the RWG have been highly engaged in the process and have volunteered many hours of their time to support Council and our community via this engagement process.

In addition, the report also notes the allocation made by Council to recovery with almost \$1.5m allocated to a COVID-19 relief reserve in addition to the recent Federal Government allocation to Council of \$1.8m under the Local Roads and Community Infrastructure Fund. The purpose of this funding is to assist a community-led recovery from COVID-19 by supporting local jobs, firms and procurement and presents an opportunity to deliver on some of the recovery priorities identified by the RWG.

Further information will be presented to the 12 August 2020 Council meeting, following a review of COVID-19 RWG priorities and other potential projects against the eligibility criteria.

Discussion

Council response to COVID-19

Clearly, the COVID-19 pandemic has had a major impact on the Australian and our local economy after several months of 'lockdown' and restrictions with lives and businesses slowly returning to normal.

At the 15 April 2020 Council meeting, Council resolved to implement a range of financial and other relief measures to assist the community. In addition, the resolution required that the General Manager establish a COVID-19 Recovery Working Group (RWG), for the purpose of bringing together community leaders from across the Port Macquarie- Hastings Local Government Area, to discuss how the local government area can successfully recover from the pandemic economically, socially, culturally and environmentally.

The objectives of the RWG are in line with the Charter, also adopted by Council at its 15 April meeting:

1. To provide and receive two-way feedback from the community on the most appropriate approaches and initiatives to assist the LGA to recover from the impacts of the COVID-19 shutdowns. These approaches and initiatives need to encompass economic, social and cultural aspects of the recovery.
2. To recommend to Council, appropriate approaches and initiatives in relation to recovery from the COVID-19 shutdowns, noting that the Working Group is not a decision-making body and can only make recommendations through the General Manager to Council for formal consideration.
3. To ensure that any approaches and initiatives to assist the LGA to recover from the COVID-19 shutdowns are done in line with any State and / or Federal government directives that may be applicable.

For information, a copy of the Council-adopted RWG Charter can be found at Attachment 1 to this report. The membership of the RWG is also provided at Attachment 2.

In accordance with the RWG Charter, this report forms a three-month review of the RWG.

Taking into consideration some of the key topics discussed at early RWG meetings, three sub-working Groups were formed to focus on specific issues. Additionally, some issues were referred to Council's existing Steering Groups (with expanded memberships to include additional RWG members for this period), such as the Economic Development Steering Group (EDSG) and the Cultural Steering Group (CSG) for further discussion. The groups established were as follows:

Sub/Steering Group & Chair	Focus
Tourism (Janette Hyde, President, Greater Port Macquarie Tourism Association)	Focused on initiatives to support tourism industry recovery and bring back domestic tourists in a very competitive domestic tourism market. This group included representatives from hospitality, accommodation, and tours and attractions operators and related businesses.
Community Wellbeing (Jane Evans, EDSG member and Adjunct Senior Lecturer, Charles Sturt University)	Focused on resilience, mental health, domestic & family violence, aged persons, persons with disability, indigenous community support, youth, vulnerable, volunteers and incorporating the key theme of creating a feeling of safety.
Learning (Kate Wood-Foye, Director External Engagement, Charles Sturt University Port Macquarie)	Focused on learning and development opportunities, employment pathways, and in particular supporting the newly unemployed and the underemployed.
Cultural Steering Group (Cr Rob Turner)	Focused on how we support local creative industries who have been particularly hard hit by the pandemic, and encourage our community and visitors to support them moving forward

Sub/Steering Group & Chair	Focus
Economic Development Steering Group (Cr Rob Turner)	<p><u>Capital Works:</u> With a focus on what projects are currently planned and what projects could potentially be brought forward into 20-21 & 21-22 to further stimulate our economy, along with considerations as to how we can build infrastructure that is sustainable and takes into account social benefit and our environment.</p> <p><u>Support for Local Business:</u> This was about all industry sectors (including retail & hospitality) and issues such as procurement and support for local suppliers, cutting red tape, and ensuring opportunity for outdoor dining.</p> <p><u>Township Beautification:</u> Linked to capital works, the focus of these discussions have been around beautification works around the entire LGA.</p>

Provided at Attachment 3 are reports from each sub-group Chair outlining the nature of their work, the high engagement of members and their desire to work with Council to deliver projects and initiatives that will support our community as COVID-19 recovery is underway.

RWG Recommended Priorities

Working with staff, the RWG determined there was value in establishing a framework to consider various initiatives, projects and actions. Each sub working group and steering group used a prioritisation matrix for their specific focus areas. A copy of the prioritisation matrix and the guidance notes relating to the matrix can be found as attachments to this report (refer attachments 4 and 5).

The Groups recognised that recovery will take time. To that end, each Group considered initiatives that could be rolled out immediately, over the next 2 years, or potentially even longer. Those deemed to be most 'deliverable', (should opportunity be available to fund/resource), were assessed using the prioritisation matrix. It should be noted that in some instances there were a range of projects discussed that, whilst important, were not deemed to be adequately developed/planned to deliver in the near future. These have been retained by staff for future consideration in Council's Operational Planning process and future grant opportunities.

Given the diverse nature of the projects identified (both in dollar value and potential focus/impact area), it was determined not to assess sub group priorities against each other, but present each list for consideration on own merits.

Township beautification projects are not included as a separate list, as the Group noted any range of beautification works around the LGA would be of value. Similarly, support for local business initiatives are also not prioritised. Instead, these have been/are being considered under a range of mechanisms: inclusion in the Tourism/CSG priorities, others in the 20 May 2020 COVID-19 Pandemic Update report (refer Procurement Initiatives attachment) and others require further

development/definition of what is proposed (eg incentives for investing, doing business here). A continued conversation on this final matter has been taken up in the Economic Development Steering Group.

The table below outlines each Group's priority projects for Council consideration. Note the funding estimates indicated, do not include anticipated costs for staff project management and overheads. This will be further quantified and discussed at the Councillor briefing referenced at recommendation 4 to this report.

TOURISM

Rank	Project	Proposed action	Est funding required
1	DMP Product Development Stage 2	Secure funding for stage 2 of the Destination Product Development Project to leverage gains made through stage 1 (bushfire funded) for local distribution and amplify promotions through relevant trade networks.	\$80,000
2	Additional Investment in tourism PR and Marketing	Additional funding to support enhanced PR and Marketing opportunities to drive visitation.	\$150,000
3	VFR Program development	Development and implementation of an annual Visiting Friends and Relatives Programme to maximise the value of this significant visitor segment.	\$25,000
4	Website Trail Development	Development of themed regional trails, development of functionality and inclusion on the destination website for promotion.	\$30,000
5	Tourism Signage Strategy Development & Implementation	Secure funding to develop and implement a Tourism Signage Strategy for the region to raise awareness and provide wayfinding to Tourism related activities and businesses.	\$150,000
6	Rural Lands Strategy Development	Commence the review of Council's strategic approach to rural lands use with a view to updating the LEP to facilitate activation of the hinterland.	\$120,000

COMMUNITY WELLBEING

Rank	Project	Proposed action	Est funding required
1	Information and Assurance Portal	Council led Portal for information regarding COVID safety, internally and externally focussed	Council staff time to support using Council website

Rank	Project	Proposed action	Est funding required
2	Advocacy for COVID Specific Funding	Advocate for funding for local services to provide ongoing support for the community that have or may have been impacted by COVID-19 to ensure a connected community".	Council staff time
3	PMH Cares	Continue to develop a network of Community Champions to support and connect our community. Provide training and collateral to Champions to assist in them assisting the community.	\$5,000

LEARNING

Rank	Project	Proposed action	Est funding required
1	Website Information & promotions	Online Web Resource with expertly collated information to support these individuals relaunch themselves to market whether in employment or business. Online web resource housed on PMHC website and Pop Ups further supported by a council communications campaign shared out by all learning group members to maximize reach and direct users to services.	Council staff time
2	Reboot, Refresh, Restart Covid Careers' Pop-ups	A mobile/pop up learning/development/employment triage service for newly/underemployed people to provide swift, easy and effective access and guidance to skills, tools and resources needed to get back into work or assist start-up of a small business.	\$15,000
3	HESF Reconnecting Youth Pilot Program	Proposed 3 year innovative 'concierge style' tailored support program to test the effectiveness of an holistic case management approach to reduce youth disengagement. Underpinned by holistic case management principles, it will assist young people in navigating the pathway between the services and programs needed to engage them in education, training, employment and life in general.	tbc

ARTS, CULTURE AND CREATIVE INDUSTRIES

Rank	Project	Proposed action	Est funding required
1	Grant writing workshops for industry	Council funded/facilitated professional development on Grant writing	\$15,000

Rank	Project	Proposed action	Est funding required
2	Advocacy for Grants	Provide/advocate and facilitate grants and funding to support the region's small to medium sized creative and cultural businesses and non-profit organisations to invest in online and e-commerce capabilities, take part in training and professional development, and develop creative content.	-
3	Content development and marketing	Support and promote local artists and creatives through content development and positive messaging, amplify to targeted audiences locally and across Destination marketing channels and activities. Develop content profiling local artists and creatives, encourage all local creative businesses to create free website listings and to collaborate with other creative and tourism related businesses for cross promotion.	\$80,000
4	Artwalk delivery	Support the development and delivery of ArtWalk as a key activation to provide economic and development opportunities for creative and cultural businesses and individuals in the region. For 2020, this additional funding would support the early activation of vacant shopfronts in the lead up to and during the event. For 2021, further development of the event concept and delivery. 2020 Artwalk funding required \$20,000, 2021 Artwalk funding required \$20,000	\$20,000 (for next 2 years)
5	Networking and mentoring	Facilitate opportunities under the iCreate program for local networking events for cultural sectors to support mentoring, local affordable business skills programs and business development advisory services, including at creative hubs.	\$50,000
6	Creative and Arts Trails development	Development of themed regional creative and art trails, including development of functionality and featuring on the destination website. Deliver a springboard Arts Trail Event/Weekend to launch the Arts Trail/s and support artists and creatives before Christmas.	\$45,000
7	Program to encourage use of vacant commercial spaces	Support use of vacant commercial spaces and under-utilised Council assets for pop up exhibitions and sales outlets for local creatives. Develop a 'Renew' program to encourage access to vacant premises, encourage and facilitate networks and connections between Commercial shop owners and local creatives across the LGA for 12 months.	\$80,000

CAPITAL WORKS

1	Big Ticket Items (full or gap funding needed)	Sub-Group Recommendation	Potential Action/Scope	Est funding required
	Town Green West & Foreshore Bicentennial Walk Projects	Refer TCMP recommendation to 15 July Council meeting; (refer priority section plan and estimates)	Town Green West upgrade scheduled to commence August 2020 with existing budget \$2.0M. Bring forward additional \$0.4M for Town Green West playground. Bring forward additional project stages (namely Town Green West Link, Town Wharf, William Street Underpass, Kooloonbung Creek North and Gordon Street Pedestrian Underpass) to be included in FY20/21 and 21/22 Operational Plan. Construct Town Green West Link, Town Wharf Car Park and William Street Underpass sections in 2020/21 at cost \$1.3M and Kooloonbung Creek North and Gordon Street Pedestrian Underpass at cost \$1.4M.	\$3.1m
2	Ocean Drive Duplication	Proceed as planned - seek commitment for funding shortfall	Address funding shortfall and delivery resourcing, commence construction. Proceed as planned with discussion with Federal Government regarding funding gap.	\$30Million
3	Hastings Regional Sports Complex	Include footpaths (2) in scope and bring forward additional works	Fund and deliver Stage 1 scope commencing 2020/21 at cost \$13M. Will require additional investment of \$11M. Bring forward Stage 2 scope of works, which could commence 2021/22 at cost \$13M.	\$55m
4	Boundary St Upgrade Design & Construction	Monitor opportunities for construction funding	Proceed to construction phase in FY21/22	\$20m+
5	Lake Road Duplication (Ocean Drive to Central Road)	Resolve boundary adjustment with National Parks and Wildlife Service	Complete traffic study; resolve boundary adjustment with National Parks and Wildlife Service; design and construct	\$20m

Big Ticket Items (full or gap funding needed)		Sub-Group Recommendation	Potential Action/Scope	Est funding required
Shovel ready (but not funded in 20/21 OP for construction)				
1	Hastings River Drive Upgrade (Hughes Place to Boundary St)	Monitor for grant opportunities	Construction - estimated 12 month duration	\$11Million
2	John Oxley Drive Upgrade	Monitor for grant opportunities	Construction ready in 2021 - estimated 18 month duration.	\$15Million
Projects partially funded in the 20/21 Operational Plan - could bring forward additional works				
1	Coastal Walk	Assess against Road and Community Infrastructure Fund \$1.8m and other grant opportunities	Design and construct additional stages. Current budget of approx. \$650,000 for renewal of walk between Marine Rescue building and Town Beach North in 20/21 OP. Additional funding of \$300,000 could extend walkway lighting to breakwall in 20/21. Further additional funding of \$1M could enable design finalisation and construction for Pacific Drive segment (as bypass route for northern end Shelly Beach) to be completed by end of 2021/22 year.	\$1.95m
2	Timber Bridge Replacements	Proceed as planned	Proceed as planned with repairs and renewals with \$2.1Million allocated in 20/21 OP. Any additional funds could bring one or two renewals forward from 21/22.	\$4.2m
3	Thrumster Sports Fields	Take opportunities to accelerate to works	\$600,000 allocated for detailed design and approvals - yet to commence. The adopted project plan indicates potential for commencement of construction February 2022, subject to approved design programme. Also subject to funding being brought forward and/or grant funding.	\$20m

Big Ticket Items (full or gap funding needed)		Sub-Group Recommendation	Potential Action/Scope	Est funding required
4	Port Macquarie Aquatic Facility	Proceed as planned , monitor grant opportunities for next stages	Design consultant expected to be engaged October 2020. It is unlikely that construction could commence until 2022/23 at the earliest should sufficient funds be available.	\$60m+
5	Lorne Road Sealing	Proceed as planned , monitor grant opportunities for next stages	Proceed as planned with project scoping and concept design. \$200,000 allocated in 20/21. Due to design requirements it is unlikely any works can be brought forward.	\$20m+
6	Thrumster Sewerage Treatment Plant	Prioritise completion of pre-construction approvals and next steps	Proceed as planned with project scoping study and commencing concept design. Design input is required from options assessment being undertaken as part of the Integrated Water Cycle Management Strategy (IWCM). Due to the requirement for IWCM input unlikely any works can be brought forward.	\$60m+
7	Bril Bril Road Sealing	Proceed as planned	Proceed as planned with investigations and designs with \$450,000 allocated in 20/21 OP. Due to design requirements it is unlikely any works can be brought forward.	\$6m to \$8m
Other projects - potential for new/additional spend				
1	CBD Wifi (Wauchope, Laurieton, expand Port)	Prioritise roll out in Laurieton and Wauchope before Port Macquarie	Procure and install wifi infrastructure, supported by the Council network	\$40,000
2	Beach to Beach	Proceed as planned , monitor grant opportunities for next stages	Complete detailed design and approvals including Environmental Impact Study (EIS) over next 12 months and then commence construction of section D3 moving onto other sections as funding permits	\$9m
3	Footpaths	Assess against Road and Community Infrastructure	Bring forward additional footpath priorities and extend scopes of paths in the 20/21 program, in accordance with	\$800,000

Big Ticket Items (full or gap funding needed)		Sub-Group Recommendation	Potential Action/Scope	Est funding required
		Fund \$1.8m and other grant opportunities - address strategic/missing linkages, and community plan	Community Plan and other identified needs. \$500,000 allocated in 20/21 OP.	
4	HEP Boardwalk Cycleway	Assess against Road and Community Infrastructure Fund \$1.8m and other grant opportunities	Environmental planning, finalise right of carriageway, finalise design and construction, with CSU contribution of \$250k (total project \$670k)	\$420,000
5	Cycleways	Assess against Road and Community Infrastructure Fund \$1.8m and other grant opportunities - prioritising PMH bike plan and community plan priorities	As identified in the Port Macquarie Bike Plan and Community Plans	\$1m
6	Long term energy strategy initiatives	Monitor grant opportunities to fund solar PV for airport terminal as priority	Street Lighting upgrades programmed by Essential Energy for 22/23.	\$140k (airport solar pv)
7	Lake Cathie Foreshore Reserve Master Plan - Stage 2 works	Assess against Road and Community Infrastructure Fund \$1.8m and other grant opportunities	Construction of 2m wide pathway connection between new amenities and the bridge, new accessible picnic shelters and bbq facilities, installation of outdoor showers and a shade structure over existing playground. Works could be completed during 2020/21.	\$280k
Advocacy projects				
	PM Breakwall Upgrade (TfNSW)	Advocate NSW Government to design and deliver upgrade, using Council concept plan as basis	Advocate NSW Government to design and deliver upgrade, using Council concept plan as basis	\$5m+

Big Ticket Items (full or gap funding needed)	Sub-Group Recommendation	Potential Action/Scope	Est funding required
Kendall Showgrounds	Advocate for funding for measures to encourage increased overnight stays	Installation of RV effluent dump point to encourage tourism.	10,000
Section 60 Reclaimed approvals fast tracking	Advocacy to NSW Government.	Infrastructure upgrades underway at Bonny Hills STP as part of s60 approval for Area 14.	
Wauchope River Festival	Advocate for funding support for Wauchope Chamber of Commerce River Festival development and delivery	Advocate for funding support for Wauchope Chamber of Commerce River Festival development and delivery	

It is evident that the RWG prioritised projects list is very large and Council's ability to action these projects will be limited by funding availability (as addressed in the next section of this report and potential grants from other levels of government) and the ability to use existing or allocate new project management resources - noting an already significant capital works program has been adopted by Council for the current financial year.

It is important to note that the instructions given to the RWG were to not be concerned in the initial stages of the costs or the viability of these initiatives, as the aim was to brainstorm a range of issues that were important for the recovery of the community and once these were documented, Council would give consideration to how these priorities might play out in line with priorities already adopted by Council and any further funding available. To enable consideration of each identified priority, staff have worked to include estimated budgets (where required) for each initiative and detail the opportunity that may or may not be available to deliver the project (or part there-of) in the current or next financial year. Further consideration of project management resourcing will also be required, as Council considers projects which may be able to commence with identified funding.

Next steps

It is proposed that a Councillor briefing be held in the immediate future to focus on next steps, specifically:

1. which of the RWG recommended projects could be commenced using identified funding;
2. consideration of broader Council delivery, resourcing and funding implications; and
3. consideration of the ongoing monitoring of progress of the recovery priorities and projects.

It is proposed that following the briefing, a further report making recommendations on each of the above be presented to the 12 August 2020 meeting of Council.

Funding options for Recovery Priorities

In addition to the (almost) \$1.5m allocated to reserves, Council has also recently been allocated \$1.8m under the Federal Government's Local Roads and Community Infrastructure Program. This Program (\$500m nationwide) aims to assist a community-led recovery from COVID-19 by supporting local jobs, firms, and procurement.

The intended outcomes are to:

- provide stimulus to protect and create local short-term employment opportunities through funded projects; and
- deliver benefits to communities, eg improved road safety, accessibility & visual amenity.

A key criteria for the Federal Government funding is that projects must be additional to the Council works program for 20-21, and must be delivered by 30 June 2021.

Under the Program guidelines, there are a range of roads, footpath, cycleways and other community infrastructure projects eligible for funding. At a meeting of the RWG on 1 July 2020, the Program and associated guidelines were discussed and the Group expressed a strong desire for their recently established priorities to be a focus for Council's use of these funds e.g. footpaths, cycleways, landscaping and beautification measures. A further report will be presented to the 12 August 2020 Council meeting taking into account both RWG and staff assessment. Early identification of priorities for this funding and submission of our proposed works program to the Department of Infrastructure, Transport, Regional Development and Communications, will enable more time for project approval, finalisation of funding deed, and project delivery before the 30 June 2021 deadline.

Options

Council may resolve in line with the recommendations included in this report or resolve in some other manner.

Community Engagement and Internal Consultation

40 plus community leaders from across the Port Macquarie-Hastings LGA have formed the RWG representing key industry sectors, regions and diverse community interests. The RWG has met on a regular basis since late April 2020.

Members of the Group have been highly engaged to date and spoken very positively of the ability to support Council and our community via this engagement process. Staff recognise and greatly appreciate the time that these community members have volunteered and their willingness to dedicate many hours to the work of the Group.

Internal consultation has taken place with a range of Council staff including the Senior Leadership team, the Mayor and Councillors, who have participated in the RWG since April 2020.

Planning and Policy Implications

There are no direct planning or policy implications in relation to this report, however, any future funding and implementation of COVID-19 recovery initiatives may require consideration, including amendments that may be required to the adopted 2020/2021 Operational Plan.






Financial and Economic Implications

Council has not been immune from the financial impacts of the pandemic with an estimated impact of \$8.6 million across last financial year and the current financial year. This is comprised of lost revenue, and the funding of relief measures. Council has reduced reserves and decreased operational expenditure to assist in offsetting this impact. Council has also allocated almost \$1.5 million into a reserve to fund recovery initiatives.

The funds placed in reserve, in addition to the \$1.8m Local Roads and Community Infrastructure Funding from the Federal Government, are available to fund recovery initiatives.

It is well recognised by Council and the COVID-19 Recovery Working Group that many of the initiatives identified by the RWG have the potential to stimulate the local economy, support local business and industry, jobs and our community.

Attachments

1.  COVID-19 Recovery Working Group Charter - Adopted - 15 April 2020
2.  COVID-19 RWG Membership List
3.  Chairpersons' Summaries - COVID 19 Recovery Working Group
4.  COVID-19 Initiative Prioritisation Framework - June 2020
5.  COVID-19 Initiative Prioritisation Scoring Worksheet - June 2020

Item: 10.04

Subject: RECRUITMENT OF THE GENERAL MANAGER

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

1.3.1 Provide effective leadership and equity.

RECOMMENDATION

That Council:

1. **Convene a General Manager Recruitment Selection Panel for the purpose of recruitment for the vacant position of General Manager.**
2. **Determine that Mayor Peta Pinson, Deputy Mayor Lisa Intemann and at least one other Councillor (yet to be determined) represent Council on the panel, noting that both male and female members must be represented in the selection panel.**
3. **Determine that the recruitment consultant be a non-voting member of the General Manager Recruitment Selection Panel.**
4. **Delegate to the General Manager Recruitment Selection Panel the tasks of:**
 - a) **Determination of a recruitment company to facilitate the recruitment of the General Manager**
 - b) **Development of a recruitment brief and information packs**
 - c) **Shortlisting of candidates for initial round of face to face interviews**
 - d) **Conducting initial round of face to face interviews**
 - e) **Shortlisting of candidates for final round interviews**
5. **Note that the recommendations of the General Manager Recruitment Selection Panel will be the subject of a future report to Council.**

Executive Summary

With the recent resignation of Council's General Manager, Craig Swift-McNair, Council must now commence the task of recruitment to fill the vacant General Manager position. It is recommended that a General Manager Selection Panel be convened and delegated tasks to facilitate this recruitment process.

Discussion

As previously mentioned, Council's former General Manager, Craig Swift-McNair resigned from Council effective 30 June 2020. This role is critical to the success of the organisation and accordingly, it is recommended that Council engage a recruitment company with experience in recruiting local government General Managers to assist in the facilitation of the recruitment process.

In accordance with section 334 of the Local Government Act 1993 the governing body is responsible for the appointment of the General Manager. Due to the busy

schedules of Councillors it is recommended that a General Manager Selection Panel be convened comprising the Mayor, Deputy Mayor and other interested Councillors to enable the process to commence quickly without the need to schedule meetings and recruitment tasks around all Councillors' availability. Specifically, this Panel is recommended to be delegated the authority to:

1. Determine a recruitment company to facilitate the recruitment of the General Manager
2. Develop a recruitment brief and information packs
3. Shortlist candidates for initial round of face to face interviews
4. Conduct initial round of face to face interviews
5. Shortlist candidates for final round interviews

It is also proposed that the recruitment consultant facilitating this process on behalf of Council be a non-voting member of the panel to assist panel members in their selection panel duties.

Once the final round interviews have been determined by the Selection Panel, the process shall be completed by Council as a whole and the General Manager Selection Panel will be dissolved.

Options

Council may resolve to accept the recommendation as it is presented, amend it in some way or propose an alternate motion.

Community Engagement and Internal Consultation

Internal consultation has occurred between the following staff members:

- Director Corporate Performance
- Group Manager Organisational Performance
- Group Manager Governance

Planning and Policy Implications

There are no planning and policy implications in relation to this report.

Financial and Economic Implications

There are no financial and economic implications in relation to this report.

Attachments

Nil

Item: 10.05

Subject: REQUEST FOR LEAVE OF ABSENCE - COUNCILLOR GEOFF HAWKINS

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

1.4.4 Promote the visibility and profile of Councillors through improved access by the community.

RECOMMENDATION

That Council grant leave of absence for Councillor Geoff Hawkins for the period 8 August 2020 until 16 August 2020 inclusive, which includes the Ordinary Meeting of Council scheduled 12 August 2020.

Executive Summary

Council has received a request for leave of absence from Councillor Geoff Hawkins for the period 8 August 2020 until 16 August 2020 inclusive. During this period one (1) Ordinary Meeting of Council is scheduled.

Discussion

Council has received a request for leave of absence from Councillor Geoff Hawkins. The Councillor's request conforms with clause 5.4 of Council's Code of Meeting Practice.

Councillor Hawkins has requested leave of absence for the period 8 August 2020 until 16 August 2020 inclusive. The reason for the Councillor's request is that he will be outside of the local government area and unable to attend to official Council duties during this time.

During the requested leave of absence period one (1) Ordinary Meeting of Council is scheduled on 12 August 2020.

Options

Council can:

1. Adopt the recommendation.
2. Refuse leave of absence.

Community Engagement and Internal Consultation

Internal Consultation

- General Manager.
- Group Manager Governance.

Planning and Policy Implications

The Councillor's request conforms with clause 5.4 of Council's Code of Meeting Practice.

Financial and Economic Implications

Nil.

Attachments

Nil

Item: 10.06

Subject: INVESTMENTS - JUNE 2020

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

1.5.1 Manage Council's financial assets and provide accurate, timely and reliable information.

RECOMMENDATION

That Council note the Investment Report for the month of June 2020.

Executive Summary

- Total funds invested as at 30 June equals \$308,018,006.
- Interest for the month of June was \$590,973.
- The year-to-date investment income of \$7,902,122 represents 98% of the revised annual investment income budget of \$8,035,747.
- Council's total investment portfolio performance for the financial year to date was 1.84% above the benchmark (2.69% against 0.85%), benchmark being the Bank Bill reference rate as at 30 June 2020.

The following outlines the significant points outlined in the attached Monthly Report (Attachment 1), as provided by Council's investment advisors:

- Council's portfolio has met compliance requirements and outperformed benchmarks during the month.
- Over the past 12 months, the portfolio has returned +2.69% p.a., outperforming bank bills by 1.84% p.a. and more than 4 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.
- The RBA's stance on the official cash rate is that it will remain unchanged at its emergency level of 0.25% until its objectives of full employment and inflation are reached, with rates to be low for a very long period of time.
- The RBA also noted that there have not been any signs of stress in the financial system from the COVID-19 crisis because, unlike during the Global Financial Crisis, the banks have cash and are well capitalised.
- Given the above, the biggest risk to Council's portfolio is decreasing interest income as interest rates drop significantly, as opposed to loss of capital.
- With official interest rates now at the RBA's effective zero bound, the priority should be to lock in any attractive medium-longer dated fixed deposits that may still be available.
- It is recommended to consider increasing the allocation to liquid senior floating rate notes.

Discussion

Council has engaged Imperium Markets to provide both an investment management platform and investment advisory service. This decision was based on the need to provide more rigour and transparency around investment choices and to provide a sound framework to support the need for increased financial sustainability into the future.

The attached investment report and portfolio (Attachment 2) provides detailed information on the performance of Council's investment portfolio.

Overview

Councils (including Port Macquarie-Hastings Council) provide a broad range of services and associated infrastructure to their communities. These services include (but are not limited to) the following:

- Water and Sewer services;
- Waste services;
- Port Macquarie Airport;
- Cemeteries;
- Roads and Bridges;
- Various Recreation and Cultural facilities.

The Port Macquarie-Hastings area is a high growth centre of the North Coast region and is expected to accommodate a significant proportion of regional growth over the next two decades. As a consequence of this growth, Council must not only provide services to the existing community and maintain existing assets, but Council must 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.

An independent analysis was conducted on Council's financial reserves. The review found:

- The Port Macquarie-Hastings local government area has experienced an unprecedented level of development activity. Whilst this has increased the level of reserves held through developer contributions, councils experiencing a high level of development activity require relatively high levels of reserves in order to adequately cope with the required levels of infrastructure spending.
- Council's reserve levels to be broadly appropriate and reasonable in light of Council's circumstances. In particular, that Council has successfully maintained a prudent buffer to prepare against potential financial risks associated with the predicted high development activity.

The full report is available on Council's website:

<http://www.pmhc.nsw.gov.au/About-Us/What-Council-Does/Corporate-Planning-Reporting-Budgets/Financial-Reports?BestBetMatch=financial%20reserves|cddb291-68a4-4d81-8aee-b3733958e5ca|bd0cff62-3134-4e81-9f7e-de4e65feb428|en-AU>

Current Investments

Council is required to undertake investments in accordance with section 625 of the Local Government Act 1993. This report provides details of Council's investments, and certifies that all funds that Council has invested as at 30 June 2020, comply with this Act.

All investments have been made in accordance with the Act and Regulations, and Council's Investment Policy.

As at 30 June 2020, the investments held by Council totalled \$308,018,006 and were attributed to the following funds:

General Fund	115,386,625
Waste Fund	20,024,251
Water Fund	118,334,357
Sewer Fund	52,609,475
Sanctuary Springs Fund	43,123
Broadwater	1,620,175
	<hr/>
	308,018,006

Whilst the current level of investments remains high, these largely relate to funds which have legal restrictions (for example water and sewer), or for funds held for specific purposes.

These funds may be spent in the shorter or longer term depending on the required timing of future works. The totals will fluctuate dependent on the status of individual projects.

It is noted that there is a minor variance between the total investments held as per this report, (\$308,018,006), and total investments held as per Imperium's attached monthly report (\$308,010,674). This is due to the fact that Council's accounting policy treatment means that floating rate notes (FRNs) are held at amortised cost, whereas they are included at fair value in Imperium's report. This variance is not expected to be material.

Options

This is an information report.

Community Engagement and Internal Consultation

Council uses the services of an independent financial advisor, on an ongoing basis with investments. The investments placed this month were term deposits. Council obtains regular updates regarding market activities positions from various institutions.

Planning and Policy Implications

There are no planning and policy implications in relation to this report.

Financial and Economic Implications

Benchmark levels have been met on a year to date basis, however the actual investment income is slightly under budget due to the worsening interest rates resulting from the impacts of the COVID-19 pandemic. The variance will be brought to account as part of the end of year procedures.

Council's total investment portfolio performance for the financial year to date is 1.84% above the benchmark (2.69% against 0.85%) and year to-date income is 98% of the total annual budget.

It should be noted that investment income is noted as a gross amount. Section 97(5) of the Local Government Act 1993 indicates that any security deposit held with Council must be repaid with interest accrued. These security deposits will only relate to bonds held for security to make good damage done to works.

The overall investment income will be adjusted at financial year end by the total interest refunded on repayment of bonds. As Council constantly receives and refunds bonds, it is difficult to accurately determine the quantum of these refunds.

Certification

I hereby certify that the investments listed within this report were made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policy.

Nicole Spencer
Responsible Accounting Officer

Attachments

1.  Port Macquarie-Hastings Council Monthly Report - June 2020
2.  Port Macquarie-Hastings Council Portfolio as at 30 June 2020

Item: 10.07

Subject: GLASSHOUSE PLAN 2020 - 2022 POST EXHIBITION

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

1.5.3 Develop, manage and maintain Council Business Units through effective commercial management.

RECOMMENDATION

That Council:

- 1. Note the submissions received in response to the public exhibition of the draft Glasshouse Plan 2020 - 2022 as detailed in this report.**
- 2. In consideration of the submissions received, adopt the Glasshouse Plan 2020 - 2022 as detailed in this report.**
- 3. Thank those people who made a submission on the draft Glasshouse Plan 2020 - 2022.**

Executive Summary

At the Ordinary Council meeting held on 11 December 2019, Council noted the draft Glasshouse Plan 2020 - 2022 and resolved to place the draft Plan on public exhibition, from 24 January 2020 to 21 February 2020.

This report provides details of the submissions received from the community and stakeholders during the exhibition period for Council's consideration.

The final Glasshouse Plan 2020 - 2022 (as attached to this report) has been prepared in consideration of the feedback received.

The Glasshouse Plan 2020 - 2022 provides the framework for the Glasshouse to:

- Contribute to the development of our region's cultural identity;
- Provide opportunities for our community to engage with and participate in arts and cultural experiences;
- Promote a diverse range of high quality cultural, community and commercial activities which contribute to our region's visitor economy;
- Continue to apply a prudent financial management focus to the delivery of Glasshouse services to support the long-term viability of the venue for our community.

Discussion

At the Ordinary Council meeting held on 11 December 2019, Council noted the draft Glasshouse Plan 2020 - 2022 and resolved to place the draft Plan on public exhibition, from 24 January 2020 to 21 February 2020.

10.10 DRAFT GLASSHOUSE PLAN 2020 - 2022**RESOLVED:** Intemann/Turner**That Council:**

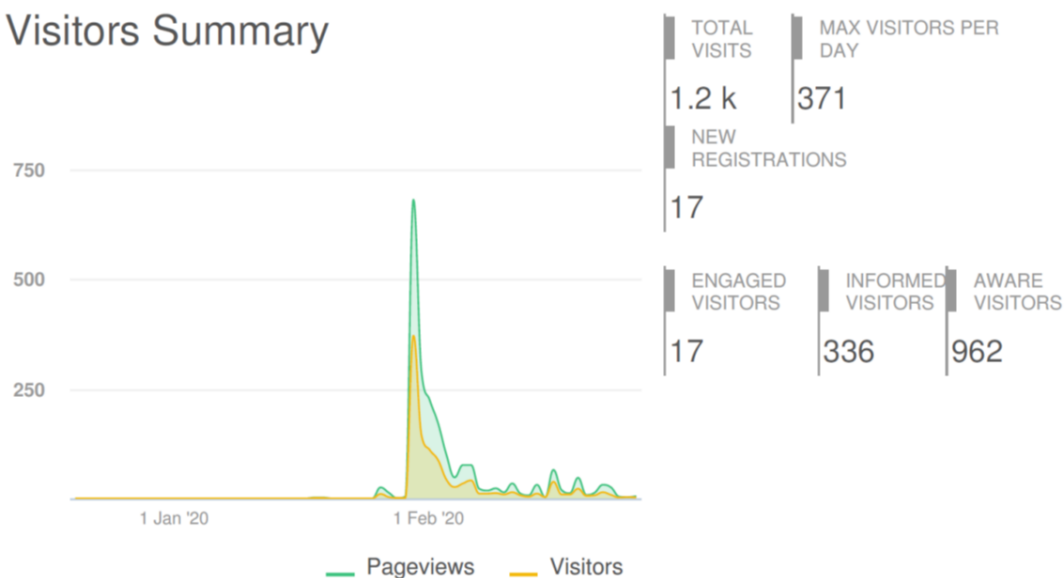
1. Note the draft Glasshouse Plan 2020-2022 as detailed in this report.
2. Place the draft Glasshouse Plan 2020-2022 on public exhibition for a minimum period of 28 days, from 24 January 2020 to 21 February 2020.
3. Note that a further report will be tabled at the March 2020 meeting of Council, detailing the submissions received during the exhibition period.

CARRIED: 7/0**FOR:** Alley, Griffiths, Hawkins, Intemann, Levido, Pinson and Turner**AGAINST:** Nil

In accordance with Resolution 2, the draft Glasshouse Plan was placed on exhibition via Council's *Have Your Say* online community engagement hub. During the exhibition period over 9,000 Glasshouse patrons and local venue hirers were notified via email of the draft Glasshouse Plan and public exhibition period, and two (2) "pop up" engagement sessions were also held at the Glasshouse on 4th and 7th February.

35 submissions were received during the exhibition period - 17 via the online survey, 9 via mail / email, and 9 via the "pop-up" engagement sessions.

As shown in the *Have Your Say* summary below, the draft Glasshouse Plan 2020 - 2022 site received 1,200 visits during the exhibition period, with 17 people "engaged" completing the online survey, 336 "informed" with 273 downloads of the draft Plan, and 962 "aware" having visited at least one page on the site.

Visitors Summary

A copy of the *Have Your Say* Summary Report and submissions received during the exhibition period are attached to this report. A petition was also received as part of the submission by the Port Macquarie and District Dance Eisteddfod (PMDDE). A copy of the petition is also attached to this report.

A summary of the submissions received, and Council's response to each, is attached.

Key topics raised through the submissions are summarised and discussed below:

- Venue hire fees and the cost of community access to the Glasshouse;
- Programming of events in the theatre, and the variety / diversity of shows;
- Opportunities for local artists;
- Visitor information services;
- Requests for specific consultation and engagement; and
- Alignment of economic development and cultural outcomes.

Venue hire fees and the cost of community access to the Glasshouse

Venue hire rates at the Glasshouse are set and benchmarked each year against other similar regional venues using data published by the national peak body Performing Arts Connections Australia. This benchmarking includes other NSW Regional Venues (500 - 999 seats) at Albury, Bathurst, Manning (MEC), Orange, Shoalhaven, Wyong, and Illawarra.

As shown in the table below, Glasshouse theatre commercial hire fees (@ \$390 per hr) are mid-range and comparable with the average venue hire fees charged across these venues.

Glasshouse Theatre - Commercial Hire

	6 hour hire*	8 hour hire*	10 hour hire*
PAC average**	\$2,528	\$2,978	\$3,545 (\$4,845 - \$2,300)
Glasshouse	\$2,340	\$3,120	\$3,900

* Includes 2 technicians for hire period

** Performing Arts Connections Australia (NSW venues 500 - 999 seats) - Albury, Bathurst, MEC, Orange, Shoalhaven, Wyong, Illawarra

Similarly, the Glasshouse community hire rates (@ \$195 per hr - 50% community hire discount) are comparable, and slightly lower, than the average community hire fees charged by these venues, as shown below.

Glasshouse Theatre - Community Hire

	6 hour hire*	8 hour hire*	10 hour hire*
PAC average**	\$1,670	\$2,009	\$2,335
Glasshouse	\$1,170	\$1,560	\$1,950

* Includes 2 technicians for hire period

** Performing Arts Connections Australia (NSW venues 500 - 999 seats) - Albury, Bathurst, MEC, Orange, Shoalhaven, Wyong, Illawarra

The Glasshouse provides a range of state-of-the-art technical facilities in line with performing arts industry standards, and hence cannot be compared to the hire of a local community hall. Glasshouse venue hire fees include a venue supervisor and theatre technician, providing a high level of professional and technical support to both professional and community based venue hirers.

Each year, the Glasshouse is used on average, by around 35 to 40 local community groups, educational institutions and not for profit organisations, delivering

approximately 60 individual performances or events. Many of these community groups use the venue on multiple occasions throughout the year.

Through the recently adopted 2020-21 Schedule of Fees and Charges, Council has implemented a range of new initiatives to improve the affordability of access to the venue, and in particular the Studio and Podium performance spaces. These include:

- an increase in the venue hire discount available to incorporated not-for-profit groups, incorporated community groups, registered charities and schools, from 40% to 50%;
- a new 30% discount for Studio Hire to assist local performing arts organisations and local performance artists to access this performance space;
- new Studio and Podium hire options with reduced fees offering more flexibility for venue hirers and aimed at promoting greater use of these spaces.

A number of submissions associated with the Port Macquarie and District Dance Eisteddfod (PMDDE) suggested that the Glasshouse theatre is not utilised during the September - October school holiday period, when the PMDDE “solos” component of its annual eisteddfod is held.

In recent years, venue hire data shows that the performance spaces during the two-week September - October school holiday period, are booked on average, for 13 events. In 2019, the theatre was booked on 10 out of the 14 days. These bookings have included a range of commercial venue hire events and performing arts touring organisations such as Bell Shakespeare, Manhattan Short International Film Festival, Carl Barron (comedian), Anthony Cajella, Sydney Comedy Festival, Tubular Bells, Nutcracker etc, which otherwise would not be available for our community.

It is also noted that the Port Macquarie and District Dance Eisteddfod holds its “groups” component of its annual eisteddfod each year at the Glasshouse, and receives significant financial support from Council for this event by way of the community hire discount. Port Macquarie and District Dance Eisteddfod has requested an additional “special” hire discount for its “solos” component noting the proposed Glasshouse Plan 2020 - 2022 Action 2.4.1 which aims to provide “fair and equitable” access to the Glasshouse for a range of community based venue hirers.

Programming of events in the theatre, and the variety / diversity of shows

Each year, the Glasshouse presents a range of performing arts events from major international and Australian cultural institutions and commercial touring productions, to local community groups and schools.

Within this framework, the Glasshouse aims to provide our community with access to a range of performance genres that appeal to a broad cross section of the community.

Ultimately, the program is subject to the availability and type of touring product in the market at any given time. Furthermore, product presented as part of the annual Theatre program is subject to both Federal and State Government funding to enable large-scale productions (eg. Circus Oz, Opera Australia) to tour regionally.

In recent years the Glasshouse Theatre program has presented works (often on multiple occasions) from major performing arts or theatre companies such as Opera Australia, Bell Shakespeare, Sydney Symphony Orchestra, Queensland Theatre Company, Belvoir Theatre, Australian Brandenburg Orchestra, The Australian Ballet, Sydney Dance Company, Expressions Dance Company, Sydney Theatre Company, Victorian State Ballet, Bangarra Dance Company, shake & stir theatre co., Taikoz Australia, The Australian Chamber Orchestra, London Hayden Quarter, the Australian Hayden Ensemble, Manhattan Short International Film Festival etc.

The Glasshouse is a performance venue available for hire by a variety of promoters / performers. "Tribute" bands / shows are booked by promoters of this genre of touring product. The product is popular with segments of our local market, and due to the high demand, promoters return on a regular basis.

"Tribute" shows made up around 20% of all commercial product presented at the Glasshouse in 2019, with an average attendance of over 70%.

Opportunities for local artists

The Glasshouse Regional Gallery offers local visual artists a range of opportunities associated with its "Supporting Arts Within Our Community" program.

This is a program of community access exhibitions and projects developed in partnership with local artists and cultural organisations. These programs celebrate and showcase the artistic and cultural diversity of the region and promote participation and professional development with cultural sector of our community.

Demand for inclusion in the exhibition program is high and there is a formal submission and selection process. Interested artists should contact the Gallery Curator for further details.

The Gallery public programs provide professional development and networking opportunities for artists through a range of events and activities.

In 2020, the Northern Exposure exhibition showcased 63 local artists from across the Mid North Coast.

Visitor information services

The submission received from the Greater Port Macquarie Tourism Association requested the addition of a performance indicator to measure the performance of the visitor information centre.

It is proposed to align this performance indicator with current monthly reporting to Destination NSW Accredited Visitor Information Centres (AVIC) of "visitation" to the Visitor Information Centre located at the Glasshouse.

Requests for specific consultation and engagement

A number of organisations requested specific consultation and engagement as part of the development of the draft Glasshouse Plan 2020 - 2022.

The draft Plan was developed in consultation with and in consideration of feedback provided by Council's Cultural Steering Group since October 2018. The actions proposed articulate core activities delivered by the Glasshouse to achieve Council's objectives for the venue and Cultural Plan outcomes. Positive feedback has been received from key stakeholders regarding the alignment of the Glasshouse Plan 2020 - 2022 with Council's Cultural Plan 2018 - 2021.

In addition to the above, the feedback received as part of the *Have Your Say* community engagement process, has informed the final Glasshouse Plan 2020 - 2022 as detailed in this report.

The Glasshouse undertakes regular surveys to obtain feedback on its services from patrons, venue hirers and other stakeholders and visitors to the venue. This feedback is used to monitor day-to-day service delivery, assess patron reaction to the program offering, identify opportunities to develop new initiatives and make improvements, and has been considered as part of the development of the Glasshouse Plan.

The Greater Port Macquarie Tourism Association request for a regular ongoing communication process whereby matters relating to the delivery of visitor services can be discussed, is proposed to be addressed via current meetings of the GPMTA marketing sub-committee, on a quarterly basis. This is consistent with Council's Destination Management Plan 2020 - 2024 and the Glasshouse Plan 2020 - 2022 action 3.1.1 to "partner with key stakeholders".

Alignment of economic development and cultural outcomes

As noted above, positive feedback has been received from key stakeholders regarding the alignment of the Glasshouse Plan 2020 - 2022 with Council's Cultural Plan 2018 - 2021.

A number of submissions highlighted the importance of ensuring the coordinated delivery of actions across various Council Plans to achieve the desired economic development and cultural outcomes.

Council's Glasshouse, and Economic and Cultural Development teams, engage regularly to ensure alignment and focus of key activities. This collaboration includes, though is not limited to, delivery of the Cultural Plan actions, cultural initiatives such as Artwalk and the Bicentenary Program and opportunities for marketing the Glasshouse as the premier venue in the region and a tourism attraction in its own right. The teams meet on a monthly basis to discuss opportunities to collaborate on delivering cultural outcomes for the community.

While the Glasshouse Plan 2020 - 2022 provides a clear focus and alignment with the delivery of Council's Cultural Plan Actions, it remains important that Council continues to maintain a focus on managing the net cost of the operation of the venue to the community, through the delivery of a balance of high quality cultural, community and commercial activities.

Changes to the draft Glasshouse Plan 2020 - 2022

The Glasshouse Plan 2020 - 2022 attached to this report and recommended for adoption by Council, includes the following changes from the draft Plan placed on public exhibition:

- The three (3) key outcome areas have been highlighted in the document as there was some confusion expressed in a number of submissions received, ie
 - Enhancing utilisation, visitation and participation;
 - Developing successful partnerships;
 - Promoting viability and ensuring good governance;
- The heading “Key Outcomes and Recommendations” has been changed throughout the document to “Key Outcomes and Actions” to reinforce that the proposed “Actions” are indeed actions to be implemented by Council in support of the key outcome areas and corresponding Cultural Plan Actions;
- The summary table of “Key Outcomes and Actions” has been moved to the back of the Plan to improve the readability and flow of the document;
- A new Action 2.1.2 has been added in light of the current COVID-19 pandemic and recent closure of the venue - *“Investigate digital programming opportunities to increase the accessibility of Glasshouse programs and events”*;
- A new “Visitation” key performance indicator (KPI) has been added to measure the performance of the visitor information centre;
- Some minor editorial / presentation changes have also been made.

The Glasshouse Plan 2020 - 2022 provides the framework for the Glasshouse to:

- Contribute to the development of our region’s cultural identity;
- Provide opportunities for our community to engage with and participate in arts and cultural experiences;
- Promote a diverse range of high quality cultural, community and commercial activities which contribute to our region’s visitor economy;
- Continue to apply a prudent financial management focus to the delivery of Glasshouse services to support the long-term viability of the venue for our community.

Reports will continue to be presented to Council in February and August each year in line with Council’s 2020-21 Operational Plan Action 1.5.3.2, providing updates on progress against the Glasshouse Plan, key performance measures and financial information for the previous financial year period.

Options

Council has the option to:

- Adopt the Glasshouse Plan 2020 - 2022 as detailed in this report; or
- Not adopt the Glasshouse Plan 2020 - 2022 and request further amendments and / or further information.

Community Engagement and Internal Consultation

As discussed above, the draft Glasshouse Plan 2020 - 2022 was placed on public exhibition from 24 January 2020 to 21 February 2020.

35 submissions (plus 1 petition) were received during the exhibition period as attached. A summary of the submissions received and Council's response to each, is also attached to this report.

The Glasshouse Plan 2020 - 2022 has been prepared in consideration of the submissions received and feedback provided from the:

- Cultural Steering Group; and
- Mayor and Councillors via Councillor Briefings held in August 2019 and June 2020.

Planning and Policy Implications

There are no planning and policy implications in relation to this report.

The Glasshouse Plan is proposed for the period 2020 - 2022, to align with the next review of the Cultural Plan 2018 - 2021 expected in the 2021-22 financial year.

Council's 2020-21 Operational Plan includes Action 1.5.3.2 "Implement the Glasshouse Plan 2020 - 2022 in consideration of Council's Cultural Plan".



Financial and Economic Implications

There are no direct financial and economic implications in relation to this report.

As outlined in this report, and consistent with Action 1.3.2, a number of revised and/or new venue hire fee options have been included in the recently adopted 2020-21 Schedule of Fees and Charges.

The Glasshouse Plan 2020 - 2022, while having a clear focus on contributing to the delivery of Council's Cultural Plan Actions, aims to continue the previously adopted strategic direction of Council. Through the key outcome area "promoting viability and ensuring good governance", the Plan seeks to continue to apply a prudent financial management focus to manage the net cost of the operation of the Glasshouse to the community.

Attachments

1.  Have Your Say Summary Report
2.  Summary of Submissions Received and Council Response
3.  Submissions - Draft Glasshouse Plan 2020-2022
4.  PMDDE Petition
5.  Glasshouse Plan 2020 - 2022 for adoption

Item: 10.08**Subject: SALE OF INNES GARDENS MEMORIAL PARK CREMATORIUM
AND LAWN CEMETERY****Presented by: Corporate Performance, Rebecca Olsen**

Alignment with Delivery Program

1.5.3 Develop, manage and maintain Council Business Units through effective commercial management.

RECOMMENDATION

That Council note the sale of Innes Gardens Memorial Park Crematorium and Lawn Cemetery on 1 July 2020 as detailed in this report.

Executive Summary

Innes Gardens Memorial Park, located at Philip Charley Drive Port Macquarie, provides a range of crematorium, lawn cemetery and memorialisation services to the community in conjunction with funeral services provided by local Funeral Directors.

At the Ordinary Council Meeting held on 21 August 2019, Council resolved to accept a proposal from Walker Funeral Group Pty Ltd for the purchase of Innes Gardens Memorial Park Crematorium and Lawn Cemetery.

At the Ordinary Council Meeting held on 19 February 2020, further clarification was provided as to the specific purchasing entities, and Council resolved to delegate authority to the General Manager to negotiate and enter into contracts for sale of Innes Gardens Memorial Park with related business entities that are wholly owned by either Walker Funeral Group Pty Ltd or the persons or entities that wholly own Walker Funeral Group Pty Ltd.

Walker Funeral Group Pty Ltd is a family owned and operated business, originally based in Macksville. The Group operates a number of brands and funeral services across Sydney, regional NSW and QLD.

This report has been prepared to advise Council that the sale of Innes Gardens Memorial Park was completed on 1 July 2020.

Discussion

At the Ordinary Council Meeting held on 19 February 2020, Council resolved as follows:

15.01 SALE OF INNES GARDENS MEMORIAL PARK CREMATORIUM AND LAWN CEMETERY

Councillor Levido declared a Non-Pecuniary, Significant Interest in this matter and left the room and was out of sight during the Council's consideration, the time being 10:46pm.

RESOLVED: Turner/Hawkins

That Council:

- 1. Note the resolution made at the Ordinary Council Meeting held on 21 August 2019 in respect of Item 15.01 Innes Gardens Memorial Park Crematorium and Lawn Cemetery - Negotiations with Interested Parties;*
- 2. For the reasons set out in this Sale of Innes Gardens Memorial Park Crematorium and Lawn Cemetery report, as an alternative to entering into a Contract of Sale with Walker Funeral Group Pty Ltd as specified in the 21 August 2019 resolution, delegate authority to the General Manager to negotiate and enter into contracts for sale of Innes Gardens Memorial Park Crematorium and Lawn Cemetery with related business entities that are wholly owned by either Walker Funeral Group Pty Ltd or the persons or entities that wholly own Walker Funeral Group Pty Ltd.*
- 3. Maintain the confidentiality of the documents and considerations in respect of this Confidential Report.*
- 4. Affix the seal of Council to the necessary documents.*

CARRIED: 6/1

FOR: Alley, Dixon, Griffiths, Hawkins, Intemann and Turner

AGAINST: Pinson

In accordance with Resolution 2 above, Council engaged Lindsay Taylor Lawyers to prepare the necessary transaction documents for the sale, which included:

- Contract for the sale and purchase of land (being Lots 1 and 2 DP630179);
- Business sale and purchase agreement;
- Side Deed to contract for sale;
- Section 88B Instrument and associated Deposited Plan documents.

On 1 July 2020, Council completed the sale of the facility to the new owner Innes Gardens Memorial Park Holdings Pty Ltd (part of the Walker Funeral Group) for a purchase price of \$1.65 million (incl. GST).

As part of the Contract of Sale, Walker Funeral Group also committed to invest a further \$1.65 million (incl. GST) in capital improvements to the facility within the next 12 months to improve the delivery of crematorium, lawn cemetery and memorialisation services to the community.

Through the terms of the business sale and purchase agreement, existing holders of a perpetual Pre-Paid Burial, Right of Burial or Right of Cremation Inurnment previously granted by Council for Innes Gardens Memorial Park are assured that these rights will be honoured by Walker Funeral Group in accordance with section 46 of the *Cemeteries and Crematoria Act 2013*.

The proposed capital improvements include the \$1.1 million construction of an onsite function centre and \$550k in general improvements to the existing facility. Details of these commitments are set out in the terms of the Side Deed.

The Side Deed also sets out the terms of Walker Funeral Group's commitment to:

- continue to provide crematorium, lawn cemetery and memorialisation services to the community at Innes Gardens Memorial Park;
- ensure the perpetual care, protection and management of the existing remains (interments and inurnments) at the facility, in accordance with the *Cemeteries and Crematoria Act 2013*; and
- protect and retain existing koala habitat on the site.

The Section 88B Instrument and associated Deposited Plan documents provide details of the Positive Covenants and Restrictions on Use of the land in support of the terms of the Side Deed.

Following the sale, Council remains responsible for 11 cemeteries located across the local government area, including at Port Macquarie, Wauchope and Laurieton. Services associated with the cemeteries function have transferred to the Customer Service team within Customer Experience and Communications - Strategy and Growth Division.

Options

This is an information report.

Community Engagement and Internal Consultation

Details of the community engagement and consultation undertaken in conjunction with the sale process were reported to Council at the Ordinary Council Meeting held on 21 August 2019.

On 1 July 2020, Council issued a media release confirming the details of the sale.

A public notice has also been prepared to advise existing holders of a perpetual Pre-Paid Burial, Right of Burial or Right of Cremation Inurnment previously granted by Council for Innes Gardens Memorial Park that these rights will be honoured by the new cemetery operator in accordance with section 46 of the *Cemeteries and Crematoria Act 2013*.

In accordance with the *Cemeteries and Crematoria Act 2013*, Council has formally notified Cemeteries & Crematoria NSW of the change in ownership and details of the new cemetery operator.

Local Funeral Directors have also been advised of the sale.

Internal consultation occurred throughout the sale process with the staff at Innes Gardens Memorial Park and relevant Unions. The majority of the staff at Innes Gardens have accepted new roles with Walker Funeral Group, which will ensure a smooth transition of the business to the new owners.

Planning and Policy Implications

There are no planning and policy implications in relation to this report.

Financial and Economic Implications

The proceeds of the sale (\$1.5 million excl. GST) have been placed in the Crematorium Reserve with Council yet to determine a use for these funds.

Attachments

Nil

Item: 10.09

Subject: LOCAL STRATEGIC PLANNING STATEMENT

Presented by: Strategy and Growth, Duncan Coulton

Alignment with Delivery Program

1.3.1 Provide effective leadership and equity.

RECOMMENDATION

That Council:

1. Endorse preparation of a draft Local Strategic Planning Statement (LSPS) consistent with advice in this report and that it be placed on public exhibition for a period of not less than 28 days, as early as possible in 2020.
2. Request the Acting General provide Councillors, prior to public exhibition, an exhibition-ready version of the draft LSPS.
3. Request the Acting General Manager provide a further report at the earliest time, following public exhibition, detailing and responding to feedback received during the exhibition and any changes to the draft LSPS.
4. Forward the “Shaping Our Future - Our Local Strategic Planning Statement for Port Macquarie-Hastings” to the Department of Planning, Industry and Environment to be finalised for publishing on the NSW Planning Portal, as required by section 3.9 of the *Environmental Planning and Assessment Act, 1979 (NSW)*.

Executive Summary

As a result of amendments made in March 2018 to the *Environmental Planning and Assessment (EP&A) Act 1979*, the NSW planning system has shifted its focus to up-front strategic planning. This new structure establishes line of-sight alignment between key planning priorities identified at the State and regional scale with finer-grained planning at the local level. As part of the structure, all regional Councils are required to make a Local Strategic Planning Statement (LSPS) before 1 July 2020.

Council has previously considered a number of reports in relation to the new structure and the implications for local government, including seeking approval from the Minister for Planning and Public Spaces in late 2019 for a proposed delayed approach to preparation of an LSPS for Port Macquarie-Hastings Council area, noting Council's desire to develop the LSPS in conjunction with the development of Council's new Community Strategic Plan (CSP) “Think 2050” and the significant recovery process being undertaken by Council as a result of the 2019 Bushfires and unprecedented drought conditions.

The purpose of this report is to advise that the Minister for Planning and Public Spaces has not supported Council's commitment and resolve for delayed delivery of

Port Macquarie-Hastings Council's first LSPS in conjunction with a new CSP by 1 July 2021.

Instead the Minister has encouraged Council to focus on delivery of the LSPS and that resources be assigned to complete a final document before 30 September 2020, noting the passing of the statutory timeframe for completion of an LSPS by 1 July 2020.

In response to the revised deadline set by the Minister, and the limited timeframe still available to Council to complete and consult in relation to a final document, this report proposes Council endorse public exhibition of a draft LSPS as soon as practical after the 15 July 2020 Ordinary Council Meeting, based on the information and draft LSPS outline provided in this report.

While an exhibition-ready version of a draft LSPS is not currently available, it will be provided to Councillors for review and comment prior to commencement of the public exhibition period. The draft LSPS for community consultation will be prepared consistent with the information provided in this report and published in the normal style for Council documents.

Background

At the Ordinary Meeting of Council held on 20 November 2019, Council resolved to seek an extension of the statutory timeframe for completion by 1 July 2020 of an LSPS for Port Macquarie-Hastings:

RESOLVED: Intemann/Turner

That Council:

1. *Endorse the recommended approach for development of the first Local Strategic Planning Statement for the Port Macquarie-Hastings Local Government Area as detailed in this report.*
2. *Request the General Manager write to the Minister for Planning and Public Spaces, seeking a 12 month extension to the statutory timeline for making of a Local Strategic Planning Statement by Port Macquarie-Hastings Council.*

CARRIED: 8/0

FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

On 19 February 2020, Council considered a subsequent report in relation to the NSW government's written letter of response to not grant an extension to the timing for development of a LSPS for Port Macquarie-Hastings LGA as resolved at the Ordinary Meeting of 19 November 2019. After considering the report, Council resolved to reaffirm its previous commitment to deliver a well- prepared planning document that is true to its strategic and community-focused intent, and the best policy and planning outcomes for its community:

RESOLVED: Intemann/Turner

That Council:

1. *Note the response received by the Department of Planning, Industry & Environment (DPIE) which did not support Council's request for an extension of time to complete the development of Council's first Local Strategic Planning Statement (LSPS).*

2. *Reaffirm its previous commitment to comprehensively engage with our community to deliver a considered Community Strategic Plan by the end of December 2021, together with an evidence-based Local Strategic Planning Statement that is in line with the regional vision, goals and actionable priorities of the North Coast Regional Plan 2036, relevant State strategies and Sector Agency recommendations.*
3. *Request the General Manager write to the Minister for Planning and Public Spaces, advising of Port Macquarie-Hastings Council's decision.*
4. *Request the General Manager to table six-monthly progress reports on preparation of the Local Strategic Planning Statement for Port Macquarie-Hastings Local Government area.*

There have been several exchanges of advice between the NSW government and senior Council staff since February 2020 regarding preparation and timing for delivery of the LSPS.

While the NSW Government has acknowledged Council's commitment to deliver a comprehensive LSPS and the challenges faced by many regional councils regarding drought and bushfires, and more recently the COVID-19 pandemic and the impact of the Public Health Order, it has also strongly urged Council to consider how its LSPS may be expedited. In addition, the Minister for Planning and Public Spaces has reminded Council in relation to Performance Orders under s.438 of the Local Government Act 1993 where Councils do not demonstrate a clear commitment to timely delivery of their LSPS.

In response to these directions, every effort has been made by staff to focus resources on completion of the draft LSPS for community feedback following the Ordinary Meeting of Council to be held on 15 July 2020. At the same time, Council has received further advice from the Northern Region Office of the Department of Planning, Industry and Environment dated 5 June 2020, for **completion of the LSPS document before 30 September 2020.**

The LSPS

The role of the LSPS is to provide a clear line of sight between State and Regional Policy and Local Government policy. The LSPS will guide future land use and planning decisions across Council, and is required, under section 3.9 of the EP&A Act to:

- Set the 20-year land use vision for the Port Macquarie-Hastings region.
- Identify the special characteristics that contribute to local identity and make our area special.
- Recognise our shared community values and how they will be maintained or enhanced.
- Direct how future growth and change will be managed.
- Identify and give effect to relevant directions located within the North Coast Regional Plan.
- Shape planning controls in relevant planning instruments (e.g. LEP and DCP) to facilitate future planning directions.
- Identify gaps of knowledge where further strategic planning work is needed.

The LSPS will provide a 20-year strategic framework to set out land use directions and priorities for the future of Port Macquarie-Hastings. It will outline the vision for land use planning in our local area and it will be the core strategic document guiding all future planning decisions. The document will consist of descriptions, maps, diagrams and charts which provide context and direction for future decision making.

The draft LSPS is being prepared taking into consideration:

- North Coast Regional Plan 2036 - directions and actions.
- Towards 2030 - Port Macquarie-Hastings Council Community Strategic Plan.
- Feedback received from recent community consultation on a range of projects over the past three years including submissions on key Council policies and plans, engagement outcome reports, community surveys, community think tanks, and master planning sessions.
- Internal requirements from across all divisions of Council.

The plan will have significant policy influence, informing future operational plans, land use and planning priorities, and service provision across Council.

Content and Structure of the LSPS

The draft content and basic structure of the LSPS proposed for community feedback is:

INTRODUCTION

Message from the Mayor

Message from the General Manager

About the Local Strategic Planning Statement

How this LSPS will be used

How to Read This Planning Statement

Planning & Policy Context

NSW Planning Framework and the EP&A Act

Local Government Integrated Planning and Reporting Framework & the Local Government Act

North Coast Regional Plan 2036

Towards 2030 Port Macquarie-Hastings Council Community Strategic Plan

Developing this Planning Statement

Megatrends

What Our Community Told Us

What We Value

CONTEXT

Introducing Port Macquarie-Hastings

Our Past

Our Community Now... And Into the Future

Our Land Use

Our Key Challenges & Opportunities

OUR LAND-USE VISION

Achieving Our Vision

Our Planning Themes

Our Planning Principles

OUR PLANNING PRIORITIES AND ACTIONS

Liveable
Sustainable
Connected
Thriving
Supported

GOVERNANCE

Implementation
Monitoring and Reporting

APPENDIX

Mapping to the North Coast Plan
Mapping to the Community Strategic Plan

Land Use Vision

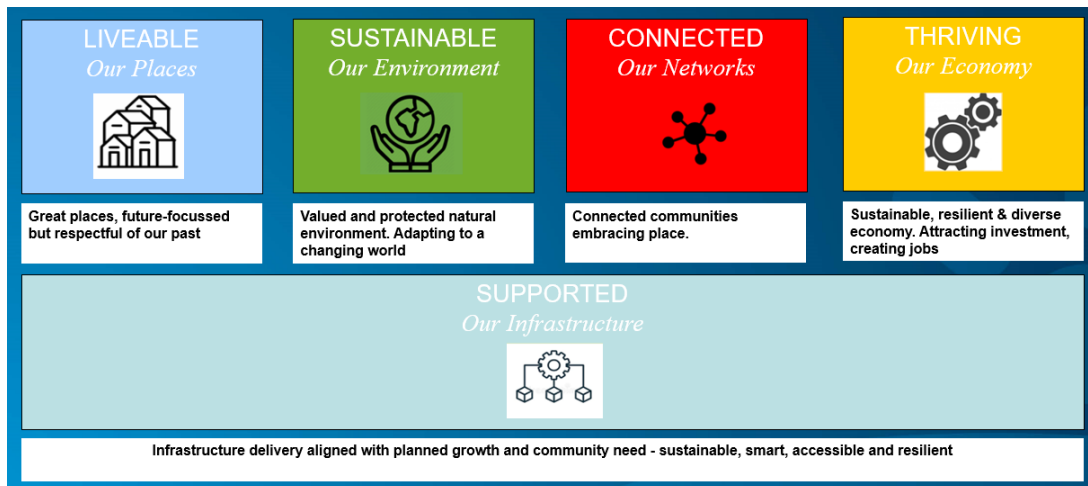
The vision reflects the North Coast Regional Plan vision, and strategic objectives, in addition to the values expressed in Council's endorsed Community Strategic Plan. The four Strategic goals of the regional plan are also reflected in the key themes of the LSPS.

“Port Macquarie-Hastings is above-all a place for our people. A vibrant and welcoming place where city meets country and coast. A place which protects and embraces our proud heritage and unique natural environment. An inclusive place of strong resilient communities where people prosper. A place that people want to be a part of.”

Themes

The LSPS sets out four Key Themes and one Supporting Theme to achieve the vision:

- Liveable
- Sustainable
- Connected
- Thriving
- Supported



Planning priorities

Each *Theme* identifies draft *Planning Priorities*. The priorities establish a focus within the context of the theme to guide decisions and achieve the local and regional vision for the LGA. The draft Planning Priorities are as follows:

LIVEABLE:

PLANNING PRIORITY 1

Develop a Place-Based Approach to represent how our communities will evolve, be managed and activated now and into the future

PLANNING PRIORITY 2

Provide housing which responds to the needs and expectations of our community

PLANNING PRIORITY 3

Create vibrant public spaces and places that encourage healthy, creative, inclusive, culturally and socially rich activities across our communities

PLANNING PRIORITY 4

Preserve and enhance the distinctive character, size and scale of our network of towns, villages and rural communities

PLANNING PRIORITY 5

Protect, respect and embrace our natural, Aboriginal, rural and built heritage and culture

SUSTAINABLE:

PLANNING PRIORITY 6

Protect, conserve and enhance our biodiversity, areas of high environmental value and our scenic & cultural landscapes while cultivating sustainable growth and development

PLANNING PRIORITY 7

Increase our community's resilience by identifying, mitigating and adapting to the impacts and risks of natural hazards, social and environmental change

PLANNING PRIORITY 8

Protect and improve water quality and the health of our waterways and aquatic habitats

PLANNING PRIORITY 9

Sustainably and efficiently manage our energy, water, waste and natural resources

CONNECTED:**PLANNING PRIORITY 10**

Provide a multi-modal, integrated transport network which allows for the efficient movement of people and goods, while ensuring local streets and neighbourhoods encourage physical, social and economic activity

PLANNING PRIORITY 11

Develop a network of safe and accessible active transport routes within and between our local centres, connecting to important local destinations, our natural environment and high-quality open spaces

PLANNING PRIORITY 12

Support public transport improvements, emerging transport opportunities and continued integration of land use and transport planning

THRIVING:**PLANNING PRIORITY 13**

Foster economic growth in balance with inclusive growth

PLANNING PRIORITY 14

Build the capacity of Port Macquarie as a regional city with strong inter-regional links and develop the vitality of other economic centres and employment lands

PLANNING PRIORITY 15

Develop a visitor economy that is in harmony with and leverages our rich natural and cultural assets

PLANNING PRIORITY 16

Protect and sustainably manage our productive agricultural land and create diverse economic opportunities for our rural communities through compatible and innovative land use activities

SUPPORTED:**PLANNING PRIORITY 17**

Continuously improve the integration of Land-use and Infrastructure Planning across all Council infrastructure asset classes

PLANNING PRIORITY 18

Plan, prioritise and deliver an infrastructure program that represents the best possible investment and use of public funds

PLANNING PRIORITY 19

Ensure existing and future infrastructure is resilient to natural hazards and human-related threats

PLANNING PRIORITY 20

Improve community-wide connectivity of our infrastructure and realise the benefits of technology benefits

Rationale and Actions

The document includes a series of *Actions* representing projects and initiatives which specify how Council will address each planning priority to give effect to the regional plan at the local level.

A *Rationale* is established to underpin the planning priorities and the specific projects represented in the Actions. The rationale provides the strategic reasoning for each planning priority's focus and the local deliverables.

Options

Council requests further information be provided before endorsing the recommendation that the draft LSPS be placed on public exhibition as early as possible. This option will impact Council's ability to meet the Department's September 30 2020 deadline for finalisation of the LSPS. Councillors will have the opportunity to provide feedback and input prior to the draft LSPS being placed on exhibition.

Community Engagement and Internal Consultation

Previous community engagement has informed the development of the draft LSPS. We reviewed consultations with the community over the past three years including submissions on key Council policies and plans including the annual Operational Plan, engagement outcome reports, community surveys, community think tanks and master planning sessions. Topics included district and local planning, infrastructure, inclusion and access, cultural opportunities, destination management and community planning.

Internal engagement is ongoing with the Senior Leadership Team on the planning priorities and actions.

Planning and Policy Implications

As previously reported, once adopted, the LSPS has statutory recognition.

The LSPS will translate strategic planning work into local priorities and actions that inform the review and development of future strategic plans at the regional level. This feedback cycle from local to regional planning ensures that the line of-sight between the different levels of spatial planning works both ways. It provides an opportunity for our community to work with Council to shape the future direction and strategic priorities for planning and managing the sustainable use of land across our LGA.

The LSPS must also identify the basis on which Council will monitor and report on the implementation of strategic planning priorities and actions.

All Local Strategic Planning Statements must be published on the NSW Planning Portal, and consistent with section 11A of the *Environment Planning & Assessment (Savings and Transition and Other Provisions) Regulation 2017*. All regional councils are required to make their first LSPS before 1 July 2020,





Following adoption of the LSPS, a comprehensive review of Council's key strategies will be required to ensure any changes in strategic direction, priorities and/or actions are incorporated.

Financial & Economic Implications

In itself there are no financial implications in relation to the development of the LSPS, however commitment to resourcing will be required to meet the proposed timeframes.

Once complete, the LSPS will identify important actions that will identify Council's commitments to the community over the short, medium and long term. Each of these actions will need to be appropriately prioritised, funded and incorporated into Council's future work programs.

Attachments

1.  Correspondence - DPIE Response to PMHC Proposed LSPS Delivery Program 2020 05 13
2.  Correspondence - General Manager Swift-McNair to DPIE - PMHC Finalisation of its LSPS 2020 06 03
3.  Correspondence - DPIE to PMHC - Request for Timeline for Completion of LSPS 2020 06 17
4.  Correspondence - PMHC to DPIE - Anticipated Timeline for Completion of LSPS 2020 06 19

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

Item: 11.01

**Subject: NOTICE OF MOTION - POLL ON FLUORIDATION OF COUNCIL'S
WATER SUPPLY - AMENDMENT TO THE DATE OF THE POLL**

Mayor Pinson has given notice of her intention to move the following motion:

That Council:

1. **Note that at the Ordinary Council Meeting held on 18 March 2020, it was resolved:**
“That Council conduct a community poll with the following wording in conjunction with the September 2020 Local Government elections, which will read:
“Would you prefer that Council stop adding fluoride (hydrofluorosilicic acid) to the public water supply?””
2. **Note that the 2020 Local Government elections have been postponed until 4 September 2021 due to COVID-19 restrictions.**
3. **Now conduct a community poll with the following wording in conjunction with the next Local Government elections, which will read:**
“Would you prefer that Council stop adding fluoride (hydrofluorosilicic acid) to the public water supply?”

Comments by Mayor Pinson (if provided)

At the Ordinary Council Meeting held on 18 March 2020, Council resolved:

“That Council conduct a community poll with the following wording in conjunction with the September 2020 Local Government elections, which will read:

“Would you prefer that Council stop adding fluoride (hydrofluorosilicic acid) to the public water supply?””

Due the Local Government Elections being postponed from September 2020 to September 2021 due to the Covid-19 pandemic, it is proposed that the Notice of Motion adopted in March 2020 regarding the poll, be amended to reflect that the poll on fluoridation will be held in conjunction with the next Local Government Election to be held in the Port Macquarie-Hastings Local Government Area.

Attachments

Nil

Item: 11.02

Subject: NAMING OF ROADS IN LAURIETON AND PORT MACQUARIE

Presented by: Development and Environment, Melissa Watkins

Alignment with Delivery Program

4.5.2 Plan for infrastructure that supports population growth.

RECOMMENDATION

That Council:

- 1. Name the laneway south of Hanley Street, Laurieton between Lord and Norman Streets "Araucaria Lane".**
- 2. Name the laneway west of Woods Street, Port Macquarie on the southern boundary of the sports fields and tennis courts "Hammer Lane".**

Executive Summary

A report to consider the naming of currently unnamed roads in Laurieton and Port Macquarie.

Discussion

With the growth in urban development at Laurieton, it is necessary to allocate a name to a presently unnamed laneway, so that a unique property address can be allocated. The laneway requiring naming is situated south of Hanley Street between Lord Street and Norman Street. The location and extent of the laneway to be named is depicted in the attached plan (**Attachment 1**).

Commencing at Woods Street, Port Macquarie and situated on the southern side of the sports fields and tennis courts is an unnamed lane that serves as a rear access to properties fronting Hastings River Drive. The location of the lane is depicted in the attached plan (**Attachment 2**). Whilst no property is currently addressed to this lane, the naming of the lane will be beneficial for deliveries to the Hastings River Drive properties and for identification in the event that emergency services are required.

Options

There is the option to:

1. Approve the endorsed proposed names or
2. Select another names(s) for the roads.

Proceeding with approving the endorsed proposed names requires notification by Council to the Geographical Names Board. The names will be published in the *NSW Government Gazette* and statutory authorities, including emergency services are notified. Council directly notifies affected landowners of the new road names.

If Council wishes to proceed with selecting another name(s), it will be necessary to ensure the name(s) comply with Council Policy "Naming and Renaming of Roads" and the making of an application to the Geographical Names Board that will assess the name(s) against their criteria and, if the name(s) meet the criteria, the name(s) will be endorsed as appropriate for use. Simultaneous to the endorsement, the Geographical Names Board will notify the mandated statutory authorities of the naming proposal.

Should an alternate name be adopted Council will have to undertake public notification of the proposed names and write to adjoining landowners. At the conclusion of the notification period, Council will need to give consideration to any submissions received during the notification period prior to proceeding in line with Option 1 so that the roads can be named.

Community Engagement and Internal Consultation

As an initial step toward selecting a name for the laneway at Laurieton, the Camden Haven Historical Society was invited to submit a name(s) for consideration. Accompanying the written invitation was a copy of Council Policy "Naming and Renaming of Roads" and spreadsheet of existing road names so that name duplication would be avoided. Council Policy states that "names must be drawn from the following sources", either:

- Aboriginal names;
- Local history themes, flora, fauna, ships etc; or
- Names reflecting NSW multicultural heritage.

The use of names of people (living and deceased) are excluded as a source of road names. Notwithstanding the above, in exceptional circumstances as determined only by formal resolution of Council, the names of deceased persons, for example early settlers, war servicemen and women and other persons who have contributed significantly to the heritage of the area may be used having regard to the Principles and Guidelines published by the GNB.

As a response to the invitation, the name "Kesby Lane" was put forward by the Historical Society. A copy of the naming suggestion is attached (**Attachment 3**). An internal assessment of the name against the criteria in Council Policy was conducted and it was determined that the name did not meet the exceptional circumstances required.

As an alternate name, and drawing from the flora theme, the botanical name of the Norfolk Island Pine, *Araucaria*, was put forward by staff. The Pine grows locally.

The naming of the unnamed lane west of Woods Street, Port Macquarie on the southern boundary of the sports fields and tennis courts came to Council's attention as a result of the Council upgrade works in Stuart Park. Council staff recommended that the lane be named to aid deliveries to the Hastings River Drive properties backing onto the lane and to aid navigation in the event that emergency services are required. The name was chosen as being associated with the type of businesses that derive access from the lane.

An application for the naming of the roads as “Araucaria” and “Hammer” was then made with the Geographical Names Board. These names were assessed against the principles outlined in the various sections of *AS/NZS 4819:2011 Rural and Urban Addressing* and deemed as suitable for use. Notification of the proposed names has been provided by the Geographical Names Board to the mandated statutory authorities stipulated in the Roads Regulation 2018. No submissions have been received from the statutory authorities.

Council has provided notification of the naming proposal in the print media and adjoining landowners were also advised of the proposed names and invited to comment. At the conclusion of the notification period, five submissions were received. Copies of these submissions have been provided to Council under separate cover and are summarised below.

Submission Road Naming Proposal		Issue
1.	Stephen Ballesty	Incorrect botanical name. Non-native tree Alternate name: Seaman Lane
	Response/Comment:	A search of Wikipedia states that Araucaria is a genus of evergreen coniferous trees in the family Araucariaceae. The species grows in New Caledonia, Norfolk Island, eastern Australia, New Guinea, Argentina, Chile, Brazil and Paraguay. Whilst the submission stated that the Seaman family were an early family in the area, there was insufficient information in the submission to meet the exceptional circumstances criteria. A written request for additional information was made, but without further reply.
2.	Camden Haven Historical Society	In support of alternate name Kesby Lane. Name difficult to pronounce. Failure of staff in not making a formal request to Council for use of Kesby Lane.
	Response/Comment:	The submission points to the original suggestion of Kesby Lane. A copy of this submission is included in Attachment 3 . One of the principles set out by the Geographical Names Board (GNB) in assessing road names is found at Section 6.7.2 b of the <i>NSW Address Policy and User Manual</i> . In part, the Section states “Road names shall be easy to pronounce, spell and write and preferably not exceed three words”. In endorsing the name “Araucaria” as suitable for use, it is presumed that the GNB had regard to this principle and others in its Manual. Whilst the submission states that Kesby is an early settler’s name, the initial staff evaluation was that exceptional

Submission Road Naming Proposal		Issue
		circumstances were not met. Whilst there are no specific criteria set forth to assess what comprise 'exceptional circumstances', noting Council's prior responses to naming roads and features after prominent persons, an alternate source of the road name was put to the GNB for its consideration. Council retains the option, if after reviewing the submissions from the Camden Haven Historical Society, to resolve that Kesby satisfies the exceptional circumstances set out in Council's Road Naming Policy. If so, the administrative procedures set out in the second paragraph of the Options section of this report will need to be followed.
3.	Veronique Mayne	Laneway known as Norman Lane. Google shows it as Norman Lane. Why change? Alternate name: Norman-Hanley Lane
	Response/Comment:	Whilst the lane may be known locally as Norman Lane, a review of Google Maps shows this segment of lane as un-named. The lane needs a name for addressing purposes following the recent completion of dwellings that have access to the lane. Reference to historical town plans indicates that Norman Lane is not a continuous lane. Principle 6.7.1 "Ensuring Public Safety and Service Delivery" as set out in the GNB <i>NSW Address Policy and User Manual</i> is relevant in that where segments of a road are not connected, these require a unique name to ensure public and operational safety and "with the centralisation of emergency service operational dispatch centres in NSW, uniqueness is the most essential quality when proposing a new road name. Duplication of similar and like sounding road names should be avoided as these names can cause confusion for operational dispatch and delay emergency response times." As such, the alternate name of "Norman-Hanley Lane" or a permutation thereof does not satisfy the naming principles.
4.	Glenys McKeon	Alternate name: Southwell Lane
	Response/Comment:	Whilst the submission states there is a connection to the area of the Southwell family, land ownership and land development in themselves are presently not considered to be criteria for the naming of roads.
5.	Kim Poole	Pronunciation of proposed name. Alternate name: Kimbas Lane
	Response/Comment:	One of the principles set out by the Geographical Names Board (GNB) in assessing road names is found at Section 6.7.2 b of the

Submission Road Naming Proposal		Issue
		<p><i>NSW Address Policy and User Manual.</i> In part, the Section states “Road names shall be easy to pronounce, spell and write and preferably not exceed three words”. In endorsing the name “Araucaria” as suitable for use, it is presumed that the GNB had regard to this principle and others in its Manual.</p> <p>Whilst maintenance of road verges and roads is common, particularly in urban areas, maintenance in itself does not meet the criteria set out in Council’s Policy for the naming and renaming of roads.</p>




Planning and Policy Implications

The naming of the roads has had regard to Council Policy “Naming and Renaming of Roads”

Financial and Economic Implications

There are nominal costs in the manufacture and installation of street signs of the adopted road names.

Attachments

1.  Plan showing laneway at Laurieton to be named Aracuarria Lane
2.  Plan showing laneway at Port Macquarie to be named Hammer Lane
3.  Camden Haven Historical Society - Suggested Name

Item: 11.03

Subject: CLASSIFICATION OF LAND TO BE ACQUIRED AS PART OF THE
HASTINGS REGIONAL SPORTING COMPLEX AT WAUCHOPE

Presented by: Development and Environment, Melissa Watkins

Alignment with Delivery Program

2.3.2 Provide a range of inclusive sporting and recreational opportunities and facilities to encourage a healthy and active lifestyle.

RECOMMENDATION

That Council:

1. Pursuant to Section 34 of the *Local Government Act 1993*, commence the process to classify Lot 42 Deposited Plan 1016237 and Lot 3 Deposited Plan 221932 as “operational land” by placing on public exhibition the proposed resolution, “It is intended to classify Lot 42 Deposited Plan 1016237 and Lot 3 Deposited Plan 221932 (land at 42 Randall Street, Wauchope) as operational land”, for a minimum period of 28 days from Monday 20 July 2020.
2. Note that a further report will be tabled to a future Council meeting detailing any submissions received during the exhibition period.

Executive Summary

A report to commence the classification of land soon to be acquired as part of the Hastings Regional Sporting Complex.

Discussion

Council at its meeting of 19 June 2019 (Confidential) considered a report on the acquisition of land to be incorporated as part of the Hastings Regional Sporting Complex at Wauchope. Council resolved as follows:

RESOLVED: *Alley/Intemann*

That Council:

1. *Pay compensation in the amount of \$800,000 (GST Exclusive) to the owners of Lot 42 DP1016237 and Lot 3 DP221932, W G and S S Norman, for the acquisition of Lot 42 DP1016237 and Lot 3 DP221932, 42 Randall Street, Wauchope.*
2. *Pursuant to Section 377 of the Local Government Act 1993, delegate authority to the General Manager to execute, electronically or otherwise, all documents including, but not limited to, any authorisation forms as required associated with the acquisition and land sale in accordance with the Electronic Transactions Act 2000.*
3. *Request the General Manager or his delegate to engage with Randall Street residents regarding potential impacts that may arise from Council's acquisition of Lot 42 DP1016237 and Lot 3 DP221932 and subsequent development of community facilities on these sites.*

CARRIED: 8/0

FOR: *Alley, Dixon, Griffiths, Hawkins, Intemann, Levido, Pinson and Turner*

AGAINST: Nil

The land the subject of the above resolution is shown below. The Contract for the acquisition of the land has recently been exchanged. Council will become the owner of the lands within 28 days of the date the Contract was exchanged.

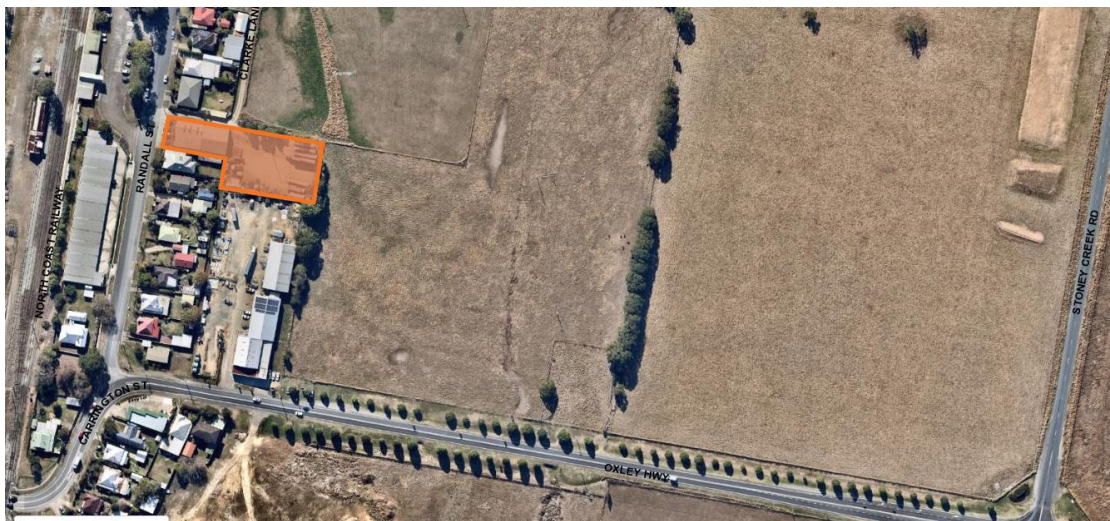


Image: Subject site at 42 Randall Street, Wauchope

The *Local Government Act 1993* requires that all lands acquired by Council be classified either before or within three months of acquisition. Where a Council has not specifically resolved to adopt a land classification, a community land classification is the default that applies after three months. In this instance, as the land will ultimately comprise part of a sporting complex, a community land classification was thought to be appropriate and as such, no specific land classification resolution was included in the 19 June 2019 meeting.

Subsequent to the 19 June 2019 meeting, plans for the acquired land now include its subdivision. Part is to be dedicated as a public road for access to the sporting complex. A lease is also to be entered into with the current owner of the buildings, pending their demolition as the complex is developed.

In the changed circumstances, an operational land classification is appropriate and will allow for these activities until a plan of management for the sporting complex is adopted.

Options

There is the option to:

1. Commence the required actions to classify the land as operational or
2. Continue with a community land classification.

Community Engagement and Internal Consultation

Community engagement on the proposed operational land classification will occur through exhibition of a Notice placed in Council's weekly community notices.

There has been consultation between staff in the Infrastructure Division and the Development and Environment Division.

Planning and Policy Implications

There are no planning and policy implications in relation to this report.

Financial and Economic Implications

There are no financial and economic implications in relation to this report.

Attachments

Nil

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



Item: 13.01

Subject: KENWOOD DRIVE BRIDGE LAKE CATHIE

Presented by: Infrastructure, Dan Bylsma

Alignment with Delivery Program

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.

RECOMMENDATION

That Council:

- 1. Note the information provided in this report.**
- 2. Review the prioritisation of widening Kenwood Drive Bridge as an estuary system management solution as part of the Lake Cathie/Lake Innes & Bonny Hills Estuary & Coastline Coastal Management Program.**

Executive Summary

At the 3 June 2020 Council Meeting a Notice of Motion was raised for Kenwood Drive Bridge, Lake Cathie - Concept Designs. In response to this motion, Council resolved:

RESOLVED: Pinson/Turner

That Council:

1. Acknowledge community sentiment following the opening of Lake Cathie.
2. Request that the General Manager give consideration to commencing the development of concept designs for the Kenwood Drive Bridge, Lake Cathie as part of the 2020-2021 Operational Plan.
3. In light of Recommendation No. 2 above, request that the General Manager table a report at the Ordinary Council Meeting on 15 July 2020 detailing any impacts undertaking the concept designs for the Kenwood Drive Bridge will have on:
 - a) existing priorities listed in the draft 2020-2021 Operational Plan,
 - b) priorities that arise from the COVID-19 Working Group's proposed infrastructure prioritisation matrix, as well as identifying a potential funding source for the concept design work to be undertaken during 2020-2021.
4. Request that the General Manager write to the Hon. Leslie Williams MP (Member for Port Macquarie) and Dr David Gillespie MP (Federal Member for Lyne), advising of these actions being taken by Council.

CARRIED: 8/0

FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

This report addresses point 2 and 3 of the above resolution.

Discussion

Under the currently adopted 2020-2021 Operational Plan, Council has committed to completing at least 30 transport related projects and programs across the region.

This commitment will see our internal project management and infrastructure planning resources at full capacity throughout the financial year. The projects will be delivered using a mix of internal and external resources, all of which require an internal project management resource to oversee.

Additionally, the COVID-19 Working Group have proposed a number of priority projects for 2020-2021 to support recovery activities across the Port Macquarie-Hastings Local Government Area (LGA) following the global pandemic. These priority projects have been tabled as a separate report to 15 July 2020 Ordinary Council Meeting and will have further resourcing impacts on the adopted 2020-2021 Operational Plan.

Of the projects/programs already adopted, nine relate to priority bridge works. These are: Kindee Bridge structural repairs; Kindee Bridge replacement investigations and design; various timber bridge renewals and repairs; three bridge upgrade designs as part of the Pembroke Road and Stoney Creek Road upgrade design project; Scrubby Creek Bridge replacement; Thompsons Bridge replacement; Pappinbarra Bridge replacement and the design of two bridge replacements as part of the Bril Bril Road upgrade design. The priority of these projects is supported through asset management, impacts on community levels of service, road safety upgrades and the recent detailed structural inspection and assessment of all bridge assets.

The Kenwood Drive Bridge currently ranks 86th of the 140 bridges in the Port Macquarie-Hastings LGA in regards to condition. The bridge is not currently identified within our future works programs for renewal or rehabilitation based on its current condition and risk.

In order to include concept designs on Kenwood Drive Bridge, one of the above bridge projects would need to be deferred, impacting other parts of the community and delaying high priority asset renewal projects.

The average costs associated with a concept design for a bridge are approximately \$100,000, when geotechnical investigations and a detailed site survey are included. Unfortunately, this project could not be included in the 2020-2021 Operational Plan unless another similar project is deferred.

Over the past 25 years, a number of studies (NSW PWD, 1984; WMA, 1994a; Umwelt, 2004) have investigated the effect of widening Kenwood Drive Bridge with respect to tidal and flood behaviour. Other benefits of widening the bridge have also been suggested by residents, which include an increase to the size of the ocean entrance and improved waterway usage. Computer modelling undertaken by WMA (1994a) noted that widening of the culvert structure would have some minor effect on entrance opening and closing processes, increasing breakout flows by approximately 4% during the critical early breakout period, and increase tidal flows through the entrance by less than 2%. The effect of widening the culvert was reported to increase flow volumes into Lake Cathie however in the context of discharges at other locations within the Estuary would still be relatively small. Based on previous modelling investigations, the basis for widening Kenwood Drive Bridge primarily relates to

increasing tidal flow and mixing within the Estuary and establishing conditions that would benefit entrance morphodynamics rather than other potential ecological impacts to flora and fauna as a result of increased tidal inundation.

A report to the July 2011 Port Macquarie-Hastings LGA Coast and Estuaries Management Sub-Committee indicated that the shoals downstream of Kenwood Drive Bridge are present in all historical aerial photos over the past 50-60 years, so it would appear that their existence is not a direct consequence of changes to the bridge crossing during this time. Established vegetation within and near to these shoals would also support that they are not frequently changing their position, size etc. Of the management options investigated, widening Kenwood Drive Bridge (and isolation of Lake Innes) pose the greatest threat to local ecology and/or other social or economic values.

Following recommendation from the Port Macquarie-Hastings LGA Coast and Estuaries Management Sub-Committee, Council resolved:

**31 RECOMMENDED ITEM TO COUNCIL FROM PMH LGA COAST & ESTUARIES
MANAGEMENT SUB-COMMITTEE - LAKE CATHIE / LAKE INNES
HYDRODYNAMIC MODEL & INVESTIGATION REPORT
ADOPTED:**

1. That the Lake Cathie/Lake Innes Estuary Hydrodynamic Model Development and Investigation report (2011) be noted.
2. That the following management responses be adopted for each of the scenario options;
 - a. Kenwood Drive bridge
 1. That Kenwood Drive bridge be widened as part of any future asset upgrade or replacement works
 - b. Lake opening strategy
 2. That the current opening level of 1.6m AHD remain unchanged.
 - c. Isolation of Lake Innes from Lake Cathie
 3. That the hydrodynamic model be made available to the NSW Office of the Environment & Heritage (or others) for use in any further investigation of the reversion of Lake Innes to freshwater.
 - d. Dredging of tidal flushing channels
 - That no dredging works be undertaken between the Ocean Drive Bridge and the Kenwood Drive Bridge. That dredging works be limited to removal of sediment from the entrance downstream of the Ocean Drive bridge.

As outlined above Kenwood Drive Bridge currently ranks 86th of the 140 bridges in the Port Macquarie-Hastings LGA based on asset condition and with no further development proposed beyond the bridge there are no plans for any upgrades or replacement of the bridge based on level of service or asset condition.

The current opening beneath Kenwood Drive Bridge controls tidal flow and substantially reduces the tidal range in Lake Cathie relative to that experienced along Cathie Creek. The widening of Kenwood Drive has been proposed to specifically address concerns regarding tidal exchange between Cathie Creek and Lake Cathie. The model results show that widening the bridge opening would increase tidal discharge into and out of Lake Cathie and the range of water levels in the waterbody. Under proposed conditions, the modified hydrodynamic conditions would increase the extent of tidal inundation gradually altering the distribution of saltmarsh and other

inter-tidal vegetation species within Lake Cathie as they adapt to new water level conditions.

Of the other management scenarios investigated in the past, the isolation of Lake Innes is expected to result in the most significant change to estuarine processes.

Council is working on the development of a Coastal Management Program (CMP), which aims to provide a long term, coordinated strategy for managing the coastal zone in accordance with the Coastal Management Act 2016 (CM Act) and the local objectives. In accordance with the Coastal Management Framework, there are five stages to the writing of a CMP. Council has decided, for efficiency and to better manage localised issues, the CMP will be divided into four 'chapters' based on geographic areas. The four chapters include:

1. Lake Cathie/Lake Innes & Bonny Hills Estuary & Coastline
2. Hastings River Estuary
3. Camden Haven Estuary
4. Port Macquarie- Hastings Council

Following completion of the Stage 1 scoping study which is currently underway, Council will commence implementation of Stage 2 for the Lake Cathie/Lake Innes & Bonny Hills Estuary & Coastline chapter, expected to commence in July 2020. The focus of this stage involves undertaking detailed studies that will assist Council to identify, analyse and evaluate risks, vulnerabilities and opportunities. The aim is to gather enough information to start providing clarity on what the priority management objectives will be for the system. For example, this may include recreation and flooding as the top priorities or perhaps managing for ecology.

With clarity around the issues, opportunities and associated risks, Council will move to Stage 3 of the CMP, which will undertake an analysis of the potential solutions for performance feasibility and cost/benefit. This will provide a list of solutions that are feasible and cost effective to reach the determined priority management objectives.

As such, it is considered premature to commit to planning for widening Kenwood Drive Bridge as a management strategy for the system until at least Stages 2 and possibly 3 of the CMP have been completed.

Completing the CMP will ensure State Government grant funding can be applied to the highest priority management solutions. A 2/3rd to 1/3rd funding split between the State Government and Council is available for the investigation, design and construction of the management solutions identified through the CMP process.

Options

Council can elect to defer a current bridge related project from the 2020-2021 Operational Plan to accommodate the concept design works for Kenwood Drive Bridge.

Council can elect to list the Kenwood Drive Bridge concept designs for consideration and prioritisation in the draft 2021-2022 Operational Plan.

Council can elect to defer the Kenwood Drive Bridge concept designs and planning until sufficient information is available through the CMP to ensure it is the highest

priority management strategy for the Lake Cathie/Lake Innes system before investing resources, which is recommended.

Community Engagement and Internal Consultation

No community engagement was undertaken in relation to this report.

Internal consultation has occurred with:

- Director Infrastructure
- Group Manager Infrastructure Planning
- Group Manager Project Delivery
- Natural Resources Manager

Planning and Policy Implications

If Council resolve to include this project in the 2020-2021 Operational Plan, there will be planning implications in so far as the deferral and reprioritisation of projects and allocation of resources.

Financial and Economic Implications

There is currently no available funding to complete the concept designs for Kenwood Drive Bridge. Should a current bridge related project be deferred then the funding allocated to that project may be able to be allocated to the concept designs for Kenwood Drive Bridge should it not be from a restricted source, such as development contributions or grant funding.

There may be future financial implications should the design work be completed ahead of the CMP, being State Government Grant funding opportunities may be missed.

Attachments

Nil

Item: 13.02

Subject: LORNE ROAD AND MARIA RIVER ROAD - TIMELINES FOR
DESIGNS, FUNDING AND WORKS

Presented by: Infrastructure, Dan Bylsma

Alignment with Delivery Program

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.

RECOMMENDATION

That Council note the information provided in this report.

Executive Summary

Council wrote to Dr David Gillespie MP on 25 October 2019 outlining the potential project phasing and cash flow for the upgrade of Lorne Road. Staff are continuing to work with the Department of Infrastructure, Transport, Regional Development and Communications to progress the scoping phase of this project, which is scheduled to commence in July 2020. The scoping phase is anticipated to cost \$200,000, consisting of \$160,000 in Federal Grant funding and \$40,000 in Council allocated funds.

Council continues to work closely with Kempsey Shire Council on the upgrade of Maria River Road. Correspondence was sent to The Hon. Melinda Pavey MP's office in May 2020 regarding confirmation of the 2019 State Election funding commitment for this project. Until such time as funding is confirmed, these works cannot commence.

Discussion

At the 17 June 2020 Council meeting a Notice of Motion regarding Lorne Road and Marie River Road projects resolved:

RESOLVED: Pinson/Turner

That Council request the General Manager provide a report to the 15 July 2020 Ordinary Council Meeting for the following:

- 1. What stage are designs up to regarding the sealing of Lorne Road and what are the broad timelines for this project?*
- 2. Timelines around the funding for and the subsequent commencement of works for the upgrade to Maria River Road.*

CARRIED: 7/0

FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Pinson and Turner

AGAINST: Nil

This report is provided in response to point 2 of the above resolution.

The unsealed section of Lorne Road has a history of complaints regarding the quality of road pavement and safety associated with the road surface and geometric alignment. Lorne Road also requires ongoing maintenance through the biannual grading program and re-sheeting program, substantially increasing the maintenance costs for this road.

In line with the \$5M commitment under the Roads of Strategic Importance Programme for the upgrade and sealing of Lorne Road between Kendall and Comboyne, item *4.4.1.88 CW Lorne Road Sealing - Investigations and concept design*, has been included in the 2020/21 Operational Plan.

Staff are working closely with representatives from the Department of Infrastructure, Transport, Regional Development and Communications to progress the necessary Project Proposal Report required to commence the scoping phase from July 2020.

In early 2019, it was announced that should the Government be re-elected, the project to seal the gravel section of Maria River Road would be funded. Following the election, \$17M was announced in the State budget for this project, with the works to be completed within the four-year term of Government.

In late 2019, Port Macquarie-Hastings and Kempsey Shire Council's submitted a joint application for the sealing of Maria River Road under the Fixing Local Road grant scheme. In early 2020, The Hon. Melinda Pavey MP, received advice from The Hon. Paul Toole MP that the outcome of grant applications to the Fixing Local Roads funding scheme was still to be announced.

Survey work needs to be completed to provide an understanding of the relevant land matters onsite including possible encroachments onto National Parks land, following which the design and investigation phase can commence. This phase is expected to take approximately 12months at an estimated cost of \$450,000.

Commencement of works has not been able to proceed without a funding deed. Further correspondence was sent to The Hon. Melinda Pavey MP in May 2020.

Options

Council can resolve in line with this recommendation or elect to resolve in another manner.

Community Engagement and Internal Consultation

No engagement was undertaken to produce this report.

Planning and Policy Implications

There are significant planning implications if the funding for these projects is not confirmed.

Financial and Economic Implications

There are significant financial implications if the funding for these projects is not confirmed.

AGENDA

ORDINARY COUNCIL
15/07/2020

Attachments

Nil

YOUR NATURAL AND
BUILT ENVIRONMENT

Item: 13.03

Subject: ROADSIDE VEGETATION MANAGEMENT POLICY - COMMUNITY CONSULTATION

Presented by: Infrastructure, Dan Bylsma

Alignment with Delivery Program

4.4.2 Develop and implement annual maintenance and renewal programs for transport assets.

RECOMMENDATION

That Council:

- 1. Note that 13 community submissions were received regarding the DRAFT Roadside Vegetation Management Policy.**
- 2. Undertake a review of the draft policy, giving consideration to the submissions received.**
- 3. Request the General Manager bring a report to the 23 September 2020 Ordinary Council Meeting detailing the response to the submissions and the reviewed Roadside Vegetation Management Policy.**

Executive Summary

At the Ordinary Council meeting held on the 6 May 2020, Council resolved to place the DRAFT Roadside Vegetation Management Policy (attachment 1) on public exhibition.

The DRAFT Policy was subsequently placed on public exhibition from 13 May to 10 June 2020. During the exhibition period, 13 submissions were received. A number of these submissions were detailed and will require further review and consideration. As a result, further revisions may be considered to the Roadside Vegetation Management Policy prior to finalisation.

Discussion

At the Ordinary Council meeting held on the 16w May 2020, Council resolved as follows:

13.01 ROADSIDE VEGETATION MANAGEMENT POLICY

BLOCK RESOLVED: Alley/Turner

That Council:

- 1. Place the Roadside Vegetation Management Policy on public exhibition commencing from 13 May 2020 for a minimum of 28 days.*

2. *Note that a further report will be tabled at the 15 July 2020 meeting of Council, detailed the submissions received from the public during this exhibition period.*
3. *Note the report on the Roadside Vegetation Management Policy and current work practices completed by Australian Road Research Board (ARRB).*
4. *Give consideration to the recommendations from ARRB in respect to funding and resources for vegetation management during the development of future year Operational Plans.*

This report is in response to item 2 above.

Community Engagement and Internal Consultation

The Draft Policy was made available for public comment from 13 May 2020 to 10 June 2020 (28 days).

During the public exhibition period 172 people viewed the PMHC “Have Your Say” site. Sixty-five (65) people downloaded the documentation, with 11 people making submissions via the website. Two additional submission was received outside the PMHC “Have Your Say” site, with a total of 13 submissions were received.

The table below summarise of this activity.

Document Name	Downloads and Views	Submissions
DRAFT Roadside Vegetation Management Policy	65	11
Vegetation Management Practice Review - ARRB	18	
Other Submissions (Postcards, Emails, CRMs)		2
Total	83	13

Council will undertake a detailed review of the policy in light of all submissions received and provide a further report to Council outlining the responses to submissions and an updated policy.

Options

Council can resolve in line with the recommendation included in this report or resolve in some other manner.

Planning & Policy Implications

The DRAFT Roadside Vegetation Management Policy will be reviewed in light of the community submissions received with a further report to be presented to Council with an updated policy.

Financial & Economic Implications

There are no specific financial and/or economic implications associated with this report.

Attachments

1.  DRAFT - Roadside Vegetation Management Policy

Item: 13.04

**Subject: RECOMMENDED ITEM FROM LOCAL TRAFFIC COMMITTEE -
INTERSECTION IMPROVEMENTS - WILLIAM STREET / MUNSTER
STREET PORT MACQUARIE**

Presented by: Infrastructure, Dan Bylsma

Alignment with Delivery Program

4.5.2 Plan for infrastructure that supports population growth.

RECOMMENDATION

That Council undertake community engagement to inform consideration of extending the William Street median through the Munster Street intersection to improve road safety.

Executive Summary

Following a review of the William / Munster Street intersection, the Local Traffic Committee endorsed a recommendation to Council to undertake community consultation regarding a proposal to extend the William Street central median through the Munster Street intersection. The proposed works are a short term safety improvement for the intersection prior to any larger upgrades to traffic signals in the long term.

The intersection has a relatively high recorded crash history with five crashes recorded in the last 5 years, three of which have been injury crashes.

The cost of the works would be funded from future operational budgets or suitable grant funding programs.

Discussion

The William Street/Munster Street intersection is a busy location on the eastern edge of Port Macquarie town centre (refer to Figure 1). It is a 4-way junction with vehicular movements permitted in all directions. Stop signs are in place on the Munster Street approaches in addition to various median islands. William Street is relatively flat but there is a significant incline on Munster Street from south to north.

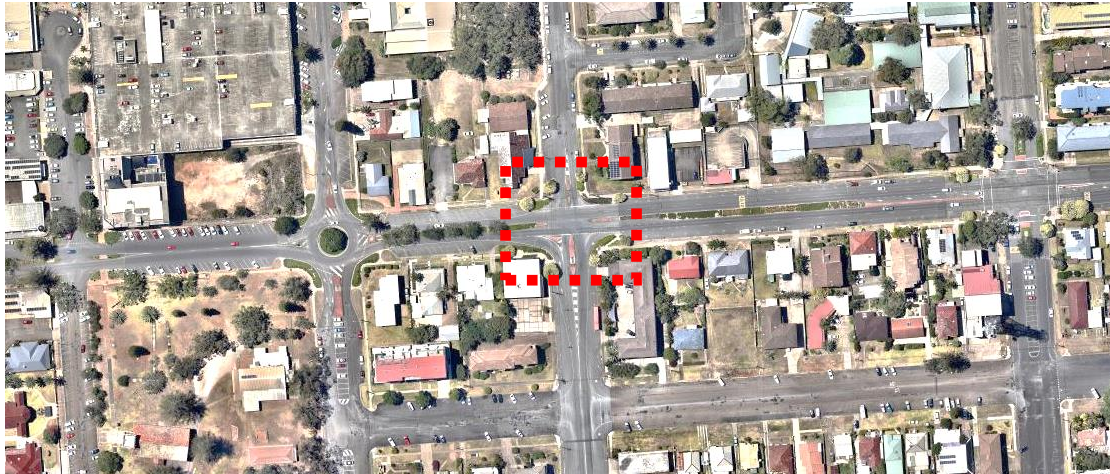



Figure 1: Site Location

The William Street/Munster Street intersection has a poor crash history as shown in the table below. All reported crashes are “cross-traffic” involving a vehicle from Munster Street colliding with a vehicle from William Street.

Table 1: Crash History (1/7/2013 - 30/6/2018)

Total Crashes	5 (3 injury, 2 non-injury)
RUM Code	10 (all 5 crashes)
	<div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>VEHICLES FROM ADJACENT DIRECTIONS (INTERSECTIONS ONLY)</p> <hr/>  <p>CROSS TRAFFIC</p> <p>10</p> </div>

Traffic signals, as shown below in Figure 2, are seen as the most appropriate long-term safety improvement for the intersection. A roundabout is not appropriate due to the physical characteristics of the site. Traffic signals would greatly reduce the number of conflicting movements, increase capacity and improve safety for pedestrians.

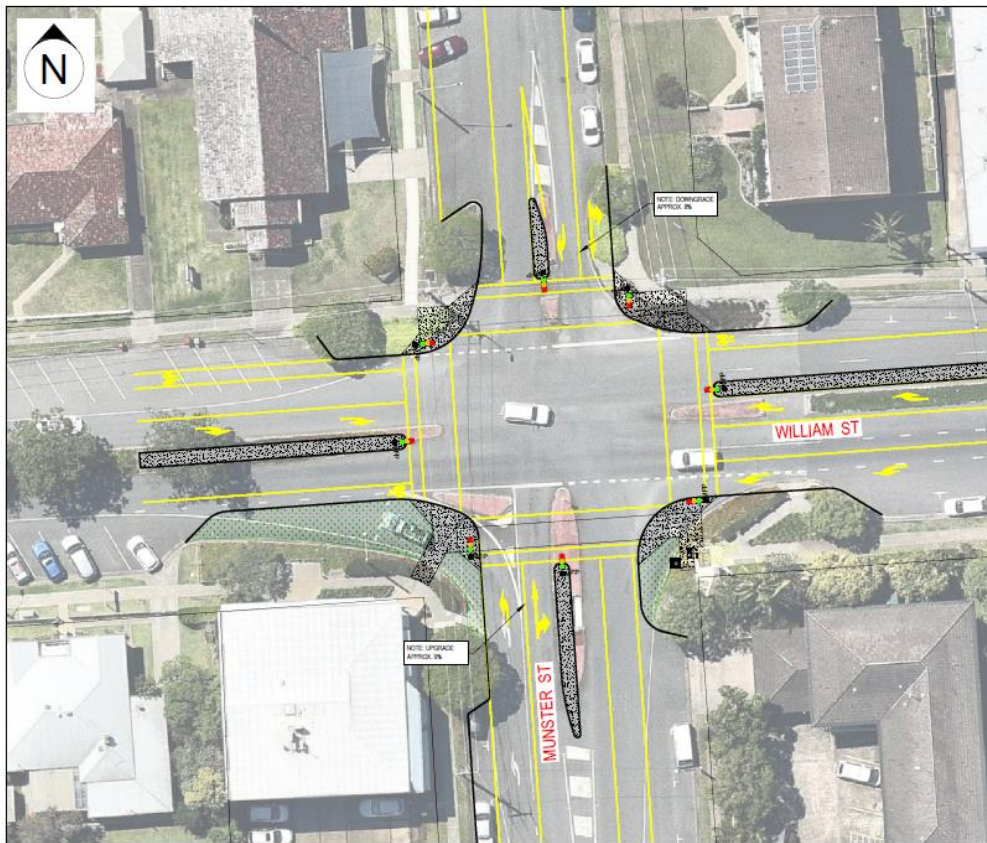


Figure 2: Proposed traffic signal upgrade for William and Munster Streets intersection

Traffic signals are, however, a long-term solution and the required funding is unlikely to be available in the short-term. In the short-term it is desirable to implement a lower cost interim solution to improve road safety. Turn restrictions are traditionally the most commonly used treatments in similar situations. Restrictions supported by physical barriers, such as medians, are usually more effective than restrictions that only involve signposted turn bans.

The proposal is to extend the William Street central median through the Munster Street intersection. This is shown in Figure 3, which is indicative only - further design work would be required. The works would have the effect of physically prohibiting right turns to/from Munster Street and the Munster Street through movements.



Figure 3: Proposed median extension (indicative only)

The main benefit of the proposal is the forecast reduction in crashes arising from the elimination of a number of vehicle movements. The main impact of the proposal is that the turn and through movement restrictions would force traffic, including buses, to use alternative routes for some trips. The inconvenience to traffic would be relatively minor for the majority of trips, particularly with the nearby William Street/Murray Street roundabout permitting all movements including U-turns.

Options

Council can elect to resolve in line with the Local Traffic Committee recommendation or they can elect to resolve in another manner.

Community Engagement and Internal Consultation

It is proposed that comprehensive community engagement be undertaken to inform consideration of extending the William Street central median through the Munster Street intersection to fully understand the community impact of these proposed works. The engagement will involve both the wider community and key stakeholders including nearby businesses and residents along Muster and William Streets.

Planning and Policy Implications

While there are no policy implications in relation to this report, there may be planning implications related to scheduling engagement, design and construction works.

A further report will be presented to the Local Traffic Committee with the outcomes of the community engagement and considerations as to whether to proceed with the works. If the Local Traffic Committee endorses the works to proceed a recommendation will be put to Council for a decision.

Financial and Economic Implications

Financial implications may exist in relation to resourcing allocation for the community engagement.

Attachments

Nil

Item: 13.05

Subject: FERNBANK CREEK AND SANCROX PLANNING INVESTIGATION

Presented by: Strategy and Growth, Duncan Coulton

Alignment with Delivery Program

4.5.1 Carry out strategic planning to manage population growth and provide for co-ordinated urban development.

RECOMMENDATION

That Council:

- 1. Note the progress of the development of the Fernbank Creek and Sancrox Structure Plan.**
- 2. Refer the Le Clos Sancrox Planning Proposal to the NSW Department of Planning, Infrastructure and Environment requesting a Gateway Determination following approval of the Draft Sancrox and Fernbank Creek Structure Plan for public exhibition.**

Executive Summary

The aim of the Fernbank Creek and Sancrox Structure Plan is to investigate potential future growth areas within the Fernbank Creek and Sancrox locality as identified in Council's Urban Growth Management Strategy (UGMS). In addition, the relationship between these areas and existing land use zones within the Planning Investigation Area will also be considered to ensure the logical and sustainable growth of the Fernbank Creek and Sancrox area.

Preparation of the Draft Fernbank Creek and Sancrox Structure Plan is now in progress. The progress to date has included commencement of:

1. Economic and social analysis,
2. Assessment of the proposal against relevant legislation, policies and Ministerial Directions,
3. Assessment of environmental, natural resource and natural hazard constraints (including ecology, agriculture, minerals, flooding and bushfire); and
4. Ongoing consultation with community stakeholders and State Government Agencies.

Council staff have also confirmed the scope of works for several background assessments through the abovementioned consultation and have commenced respective ecological and agricultural assessments. In addition, Council staff are currently in the process of confirming a scope of works for a mineral resource assessment. The NSW Government's advice is that all of these assessments are required as part of the Structure Plan investigations.

The above assessments are a critical early element of the project, as they will inform the extent of developable land within the Planning Investigation Area. From this

information, Council staff will investigate the following items as the next major phase of the Structure Plan development process:

1. Potential development yield,
2. Development type and staging; and
3. Required infrastructure and servicing.

In addition to the above, with regard to Council's Resolution of 20 February 2019 in relation to the Le Clos Sancrox Planning Proposal, it is noted that this Planning Proposal has been submitted in parallel with Stage 1 planning in order to assist in informing the planning process. In accordance with Council's Resolution of 18 March 2020 in relation to this matter, the Le Clos Sancrox Planning Proposal will not be progressed to the NSW Department of Planning, Infrastructure and Environment requesting a Gateway Determination until such time as further preliminary work has been undertaken by Council staff on the Draft Sancrox and Fernbank Creek Structure Plan. This preliminary work is currently underway and on schedule as outlined within this report.

In addition to the above, in relation to item 5 of Council's Resolution of 18 March 2020 in relation to this matter, the process to achieve concurrent exhibition of both the subject Structure Plan and Planning Proposal is a matter which may require further consideration. This consideration may be warranted as the development of a Planning Proposal and a Structure Plan are subject to separate assessment and approval processes. Differences in these processes may result in delay to the completion of the Fernbank Creek and Sancrox Structure Plan. This delay may occur, as fundamentally, the progression of a Planning Proposal is legislative process under the jurisdiction of the NSW Government, while the development of the subject Structure Plan, while being a NSW Government requirement, is largely a non-legislative process under the jurisdiction of Council.

Given the above, this report recommends referral of the Le Clos Sancrox Planning Proposal to the NSW Department of Planning, Infrastructure and Environment requesting a Gateway Determination following approval of the Draft Sancrox and Fernbank Creek Planning Investigation Area Structure Plan for public exhibition. This effective 'decoupling' of the public exhibitions of the Draft Fernbank Creek and Sancrox Structure Plan and Le Clos Sancrox Planning Proposal is intended to minimise potential delays to the progression of the Fernbank Creek and Sancrox Structure Plan, whilst also ensuring the orderly progression of the Le Clos Sancrox Planning Proposal, once preliminary work on the Draft Fernbank Creek and Sancrox Structure Plan has been completed.

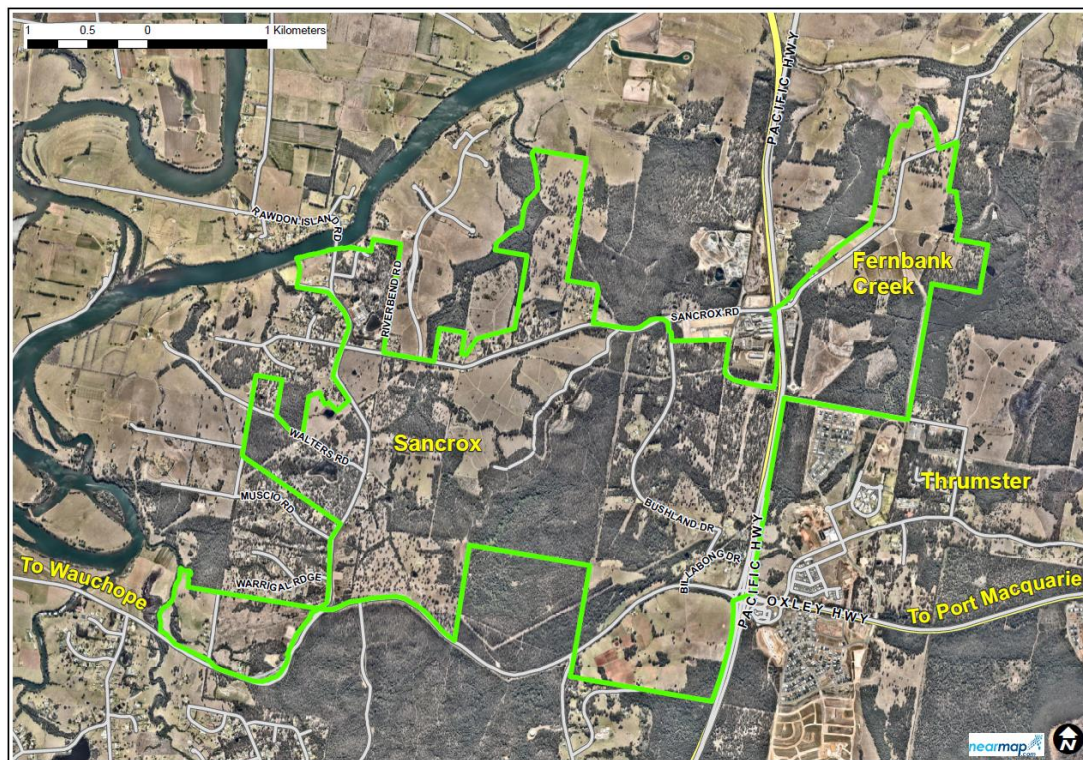
It can be noted that Council staff remain committed and appropriately resourced to deliver the Fernbank Creek and Sancrox Structure Plan (which is currently on schedule and within budget) and assessment of the Le Clos Sancrox Planning Proposal as outlined in Council's Resolution of 18 March 2020 in relation to this matter.

Discussion

The aim of the Fernbank Creek and Sancrox Planning Investigation project is to investigate potential future growth areas within the Fernbank Creek and Sancrox locality as identified in Council's UGMS. In addition, the relationship between these areas and existing land use zones within the Planning Investigation Area will also be

considered to ensure that the logical and sustainable growth of Fernbank Creek and Sancrox can be facilitated. This process is intended to assist in achievement of Council's vision for the Port Macquarie-Hastings Local Government Area: 'A sustainable high quality of life for all'.

The Fernbank Creek and Sancrox Planning Investigation Area is illustrated within the figure below.



To facilitate the above Planning Investigation, the Fernbank Creek and Sancrox Planning Investigation Area Discussion Paper and associated Fact Sheet were developed. The information contained within these documents has assisted stakeholders in considering the various aspects of the proposal and to provide feedback. Following the public exhibition of the subject discussion paper and associated fact sheet, at the Ordinary Council Meeting of 18 March 2020, it was resolved:

That Council:

1. *Note the submissions received in relation to the public exhibition of the Fernbank Creek and Sancrox Planning Investigation Area Discussion Paper and associated Fact Sheet.*
2. *In consideration of submissions received in relation to the public exhibition of the Fernbank Creek and Sancrox Planning Investigation Area Discussion Paper, associated Fact Sheet and the information contained within this report, prepare a Fernbank Creek and Sancrox Planning Investigation Area Structure Plan.*
3. *Note the lodgement of a Planning Proposal for 'Le Clos Sancrox' and continue to review this information in accordance with Council's resolution of 20 February 2019, to assist in informing the planning process for the wider*

Sancrox and Fernbank Creek area, noting that these investigations are in the early stages.

4. *Advise the Proponent that the Le Clos Sancrox Planning Proposal will not be progressed to the NSW Department of Planning, Infrastructure and Environment requesting a Gateway Determination until such time as further preliminary work has been undertaken by Council staff on the Draft Sancrox and Fernbank Creek Planning Investigation Area Structure Plan.*
5. *Exhibit both the Le Clos Sancrox Planning Proposal and Draft Fernbank Creek/Sancrox draft structure plan together, once:*
 - a) *the Gateway determination for Le Clos Sancrox Planning Proposal has been advised and any additional work completed.*
 - b) *the necessary preliminary planning work for the structure plan is completed by Council staff.*
6. *Request the General Manager bring a progress report to the July 2020 Ordinary Council Meeting.*

CARRIED: 5/0

FOR: Alley, Dixon, Intemann, Pinson and Turner

AGAINST: Nil

Subsequent to the above Resolution, preparation of this Draft Structure Plan is now in progress. The progress to date has included commencement of:

1. Economic and social analysis,
2. Assessment of the proposal against relevant legislation, policies and Ministerial Directions,
3. Assessment of environmental, natural resource and natural hazard constraints (including ecology, agriculture, minerals, flooding and bushfire); and
4. Ongoing consultation with community stakeholders.

Background work associated with the development of the Structure Plan to date has included Consultation with:

1. The Department of Planning, Industry and Environment (Biodiversity Conservation Division),
2. The Department of Planning, Industry and Environment (Planning Division),
3. The Department of Primary Industries (Fisheries),
4. The Department of Primary Industries (Minerals); and
5. The Department of Primary Industries (Agriculture).

Council staff have confirmed the scope of works for several background assessments through this consultative process and have commenced respective ecological and agricultural assessments. In addition, Council staff are currently in the process of confirming a scope of works for a mineral resource assessment. The NSW Government's advice is that all of these assessments are required as part of the Structure Plan investigations.

The above assessments are a critical early element of the project, as they will inform the extent of developable land within the Planning Investigation Area. From this information, Council staff will investigate the following items as the next major phase of the Structure Plan development process:

1. Potential development yield,
2. Development type and staging; and

3. Required infrastructure and servicing.

Council staff intend to work with community stakeholders, including relevant landholders and their representatives, in the progression of the Structure Plan when additional assessment information is available to facilitate further discussions. The early projections, in consultation with the NSW Government, are indicative that this will be toward the end of this calendar year.

In addition to the above, with regard to Council's Resolution of 20 February 2019 in relation to the Le Clos Sancrox Planning Proposal, it is noted that this Planning Proposal has been submitted in parallel with Stage 1 planning in order to assist in informing the planning process. In accordance with Council's Resolution of 18 March 2020 in relation to this matter, the Le Clos Sancrox Planning Proposal will not be progressed to the NSW Department of Planning, Infrastructure and Environment requesting a Gateway Determination until such time as further preliminary work has been undertaken by Council staff on the Draft Sancrox and Fernbank Creek Structure Plan. This preliminary work is currently underway and on schedule as outlined within this report.

It is recommended that the Le Clos Sancrox Planning Proposal should not be advanced ahead of preliminary Structure Plan work. This recommendation is made as the potential cost and benefit of this development to the community has not yet been fully assessed in relation to the conservation and development of the wider Fernbank Creek and Sancrox Area (in consideration of matters such as environmental impact, infrastructure servicing and social development). This assessment is intended to be undertaken as part of the development of the Fernbank Creek and Sancrox Structure Plan. Regarding the timeframe for the development of this Structure Plan, it is anticipated that a draft version of this document will be completed early in the 2021 calendar year, with forecast completion of the Structure Plan in mid 2021.

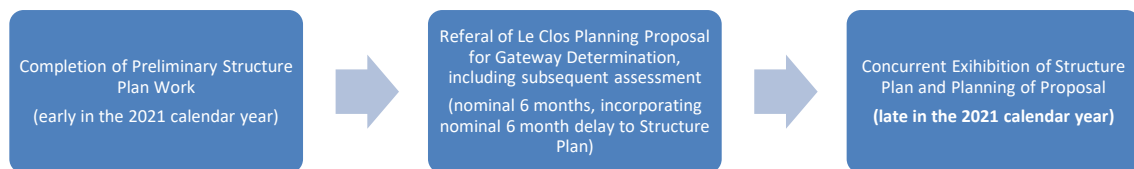
In addition to the above, in relation to item 5 of Council's Resolution of 18 March 2020, the process to achieve concurrent exhibition of both the subject Structure Plan and Planning Proposal is a matter which may require further consideration. This consideration may be warranted as the development of a Planning Proposal and a Structure Plan are subject to separate assessment and approval processes. Differences in these processes may result in delay to the completion of the Fernbank Creek and Sancrox Structure Plan. This delay may occur, as fundamentally, the progression of a Planning Proposal is legislative process under the jurisdiction of the NSW Government, while the development of the subject Structure Plan, while being a NSW Government requirement, is largely a non-legislative process under the jurisdiction of Council.

In relation to the progression of the Le Clos Sancrox Planning Proposal, the process incorporates several steps that are administered by the Department of Planning, Industry and Environment, including the assessment of documents submitted for Gateway Determination and determination of the required public exhibition period. This process is likely to take several months (a nominal period of 6 months). As preliminary work on the Draft Fernbank Creek and Sancrox Structure Plan will likely be achieved early in the 2021 calendar year, referral of the Le Clos Sancrox Planning Proposal upon completion of the preliminary work is likely to delay the progression of the Structure Plan by a nominal period of 6 months. This delay would occur between finalisation of the Draft Structure Plan and determination of public exhibition

requirements in relation to the Le Clos Sancrox Planning Proposal by the Department of Planning, Industry and Environment, following referral of the Planning Proposal for Gateway Determination. This process is illustrated below.

Current Process (as per existing Resolution)

Concurrent Exhibition of the Draft Fernbank Creek and Sancrox Structure Plan and the Le Clos Sancrox Planning Proposal

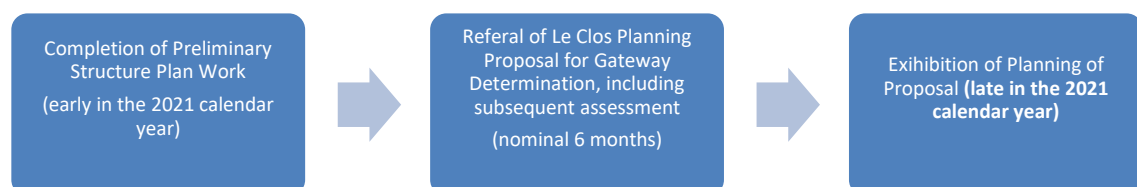


Revised Processes (as per Recommendation within this report)

Progression of the Draft Fernbank Creek and Sancrox Structure Plan



Progression of the Le Clos Sancrox Planning Proposal



Given the above, this report recommends referral of the Le Clos Sancrox Planning Proposal to the NSW Department of Planning, Infrastructure and Environment requesting a Gateway Determination following approval of the Draft Sancrox and Fernbank Creek Planning Investigation Area Structure Plan for public exhibition.

This effective 'decoupling' of the public exhibitions of the Draft Fernbank Creek and Sancrox Structure Plan and Le Clos Sancrox Planning Proposal is intended to minimise potential delays to the progression of the Fernbank Creek and Sancrox Structure Plan, whilst also ensuring the orderly progression of the Le Clos Sancrox Planning Proposal once preliminary work on the Draft Fernbank Creek and Sancrox Structure Plan has been completed.

It can be noted that Council Staff remain committed and appropriately resourced to deliver the Fernbank Creek and Sancrox Structure Plan (which is currently on schedule and within budget) and assessment of the Le Clos Sancrox Planning Proposal as outlined in Council's Resolution of 18 March 2020 in relation to this matter.

Options

Options in relation to the progression of the Fernbank Creek and Sancrox Structure Plan and the Le Clos Sancrox Planning Proposal are as follows:

Option 1 - As per the Recommendations of this report

Option 2 - Progress the Le Clos Sancrox Planning Proposal and Draft Fernbank Creek and Sancrox Structure Plan in accordance with Item 5 of Council's Resolution of 18 March

This option would involve the exhibition of both the Le Clos Sancrox Planning Proposal and Draft Fernbank Creek/Sancrox Structure Plan together once the Gateway Determination for the Le Clos Sancrox Planning Proposal has been advised and any additional work completed and the necessary preliminary planning work for the structure plan being completed by Council staff.

As preliminary work on the Draft Fernbank Creek and Sancrox Structure Plan will likely be achieved early in the 2021 calendar year, referral of the Le Clos Sancrox Planning Proposal for Gateway Determination upon completion of the preliminary work is likely to delay the progression of the Structure Plan by a nominal period of 6 months. This delay will likely occur between finalisation of the Draft Structure Plan and determination of public exhibition requirements in relation to the Le Clos Sancrox Planning Proposal by the Department of Planning, Industry and Environment, following referral of the Planning Proposal for Gateway Determination.

Option 3 - Refer the Le Clos Sancrox Planning Proposal to the Department of Planning, Industry and Environment for Gateway Determination prior to the completion of preliminary work on the Draft Fernbank Creek and Sancrox Structure Plan

This option would involve referral of the Le Clos Sancrox Planning Proposal to the Department of Planning, Industry and Environment for Gateway Determination prior to the completion of preliminary work on the Draft Fernbank Creek and Sancrox Structure Plan in accordance with Item 4 of Council's Resolution in relation to this matter at its Ordinary Meeting of 18 March 2020.

This option would expedite progression of the Le Clos Sancrox Planning Proposal. However, this approach may result in fragmented and poor quality social and environmental outcomes as conservation and community development decisions will

be made on a case by case basis rather than in consideration of wider community requirements. It may also result in infrastructure requirements not being strategically identified and subsequently costed and funded into the future in relation to the development of the Fernbank Creek and Sancrox area.

This report recommends Option 1.

Community Engagement and Internal Consultation

Initial meetings between Council staff, State Government agency representatives and landowners in relation to the Greater Sancrox Structure Plan (GSSP) Issues Paper commenced in October 2011.

At its Ordinary Meeting of 20 August 2014, Council resolved to publicly exhibit the draft GSSP. The draft GSSP was placed on public exhibition for a period of six weeks during September and October 2014.

Following assessment of the public submissions received, amendments were made to the draft GSSP to incorporate appropriate feedback prior to reporting a revised GSSP to the 17 December 2014 Council meeting for adoption. The direction of the proposal for the Sancrox component of the Planning Investigation Area has changed significantly since the planning investigations between 2011 and 2014. This includes changing potential urban land use outcomes from large lot residential to a combination of potential large lot, general and medium density residential, business and industrial land uses. These changes will significantly increase demand for infrastructure and social and recreational facilities, the demand for which will be required to be accurately quantified. Proposed targeted consultation in relation to these changes has intended to minimise the chance of stakeholder 'surprise' and allow Council to receive initial feedback which can be taken into consideration in the preparation of the Structure Plan.

Internal consultation in relation to the Sancrox component of the planning investigation area has been undertaken since the development of the Greater Sancrox Structure Plan Issues Paper in 2011. This consultation has been undertaken through means such as document referrals, meetings and workshops. More recently, internal consultation in relation to this proposal was undertaken as part of an internal working group on 17 September 2019.

To facilitate the subject Planning Investigation, the Fernbank Creek and Sancrox Planning Investigation Area Discussion Paper and associated Fact Sheet have been developed. The information contained within these documents has assisted stakeholders in considering the various aspects of the proposal and to provide feedback. The subject discussion paper and associated fact sheet were placed on public exhibition for a period of 28 days from 22 January 2020 until 19 February 2020. During this period, feedback from the community was sought through:

- 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.

Ultimately, 42 submissions were received as a result of this public exhibition during the exhibition period, including submissions from three government agencies, being Transport for New South Wales, the Department of Planning, Industry and Environment and Essential Energy. Notwithstanding some objections to future development within the subject area, overall support was evident for the Structure Planning process.

Issues raised within the submissions received are being addressed in further detail through the preparation of the Draft Structure Plan for the subject Planning Investigation Area.

In relation to consultation associated with the development of the subject Draft Structure Plan, consultation to date has been undertaken with:

1. The Department of Planning, Industry and Environment (Biodiversity Conservation Division),
2. The Department of Planning, Industry and Environment (Planning Division),
3. The Department of Primary Industries (Fisheries),
4. The Department of Primary Industries (Minerals); and
5. The Department of Primary Industries (Agriculture).

Council staff have confirmed the scope of works through this consultative process and have commenced respective ecological and agricultural assessments. In addition, Council staff are in the process of confirming a scope of works for a mineral resource assessment. The NSW Government's advice is that all of these assessments are required as part of the Structure Plan investigations.

Council staff intend to work further with relevant community stakeholders, including relevant property owners and their representatives, in the progression of the Structure Plan when additional assessment information is available to facilitate further discussions. The early projections, in consultation with the NSW Government, are indicatively that this will be toward the end of this calendar year.

In relation to the progression of the Le Clos Sancrox Planning Proposal, ongoing consultation has been undertaken between Council staff and the subject landholders and their representatives. Formal public exhibition of the Planning Proposal would occur following Gateway Determination, which would prescribe formal consultation requirements.

Planning and Policy Implications

Preparation of the subject 'Stage 1 investigations' for the Fernbank Creek and Sancrox potential future growth areas is included as Action 4.5.1.15 within Council's 2019 - 2020 Operational Plan and Action 6 of Council's Urban Growth Management Strategy.

In addition to the above, relevant Council policies such as Social Impact Assessment and Planning Agreements will be considered during the relevant phases of the Planning Investigation.

The Le Clos Sancrox Planning Proposal is to be progressed in accordance with Council's Planning Proposal Policy.

Financial and Economic Implications

Council has allocated \$150,000 to the development of the subject 'Stage 1 investigations' for the Fernbank Creek and Sancrox potential future growth areas.

Future public exhibition of the Draft Structure Plan would incur administrative costs for purposes such as document distribution, venue hire and other associated costs as applicable. However, the majority of the above allocation is likely to be used to resource specialist assessments during the development of the Draft Structure Plan.

Overhead resources (such as Council staff time) would also be required to develop and manage the subject material.

Notwithstanding the above, the provision of resources to the progression of this documentation are intended to facilitate the strategic identification of the economic, social, environmental and infrastructure opportunities and constraints of the site. This is intended to allow the medium and long term costs and benefits of the proposal to be quantified and contributions planning and resource allocation distributed accordingly.

In relation to the Le Clos Sancrox Planning Proposal, Stage 1 fees have been received by Council and this matter will be progressed in accordance with Council's Planning Proposal Policy.

No other financial implications are envisaged in relation to this matter at this time.

Attachments

Nil

Item: 13.06

Subject: URBAN GROWTH MANAGEMENT STRATEGY UPDATE

Presented by: Strategy and Growth, Duncan Coulton

Alignment with Delivery Program

4.5.1 Carry out strategic planning to manage population growth and provide for co-ordinated urban development.

RECOMMENDATION

That Council:

- 1. Note the progress of actions from Council's Urban Growth Management Strategy as detailed within this report.**
- 2. Endorse the information and associated timeframes contained within this report, in relation to the proposed continued progression of actions as detailed within Council's Urban Growth Management Strategy.**

Executive Summary

The Urban Growth Management Strategy 2017-2036 (UGMS) provides a framework for urban planning in the Port Macquarie - Hastings Local Government Area (LGA), with a focus on key actions in the 5 year period to 2022/23. The UGMS was adopted by Council in June 2018 and endorsed by the former NSW Department of Planning in November 2018.

The purpose of this report is to provide a status update on the progress of the implementation of the actions as detailed within the UGMS. This report also recommends re-prioritisation of some actions based on current identified opportunities, constraints and priorities.

Discussion

At the time of adoption of the UGMS in June 2018, Council resolved to *"receive an annual update report in relation to the implementation and status of the Urban Growth Management Strategy actions during preparation of Council's annual Operational Plans."* The full resolution is shown below:

RESOLVED: Hawkins/Turner

That Council:

- 1. Note the submissions received and recommended amendments to the draft Urban Growth Management Strategy contained in the attached Consultation Report.*
- 2. Adopt the revised Urban Growth Management Strategy attached to this report.*
- 3. Submit the revised Urban Growth Management Strategy to the Director General of the NSW Department of Planning for approval.*

4. *Delegate to the General Manager the authority to make minor amendments and corrections to the Strategy during referral to the Department of Planning.*
5. *That Council receive an annual update report in relation to the implementation and status of the Urban Growth Management Strategy actions during preparation of Council's annual Operational Plans.*
6. *That Council amend the revised Urban Growth Management Strategy attached to this report to address an ambiguity and ensure the body of the Strategy is consistent with Key Action #6, as follows: Page 62 be updated to reflect the combination of Fernbank Creek and Sancrox such that the wording is amended as follows: "The priority order for long term investigations around Port Macquarie in terms of land capability and suitability is Fernbank Creek and Sancrox, and then Lake Innes."*
7. *Note the resolution from the Ordinary Council Meeting of February 2015 that the General Manager is to provide a report to Council on the Greater Sancrox Area after the Urban Growth Management Strategy is endorsed/adopted by Council.*
8. *Request that the report be presented at or before the Council Meeting of September 2018 and that the report consider in more detail the timing of investigations and the resourcing requirements to achieve an earlier commencement.*

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

This report is intended to provide a progress update for item 5 of the June 2018 Council resolution and demonstrates how Council has proceeded to action the September 2018 resolution in relation to UGMS priorities.

Actions – Status Summary

The UGMS contains 33 Actions for delivery indicatively in the period 2018/19 – 2022/23. The Actions relate to Housing, Economic Development and Making it Happen (i.e. the delivery of essential planning and services) to cater for projected population growth in the Port Macquarie - Hastings region.

A summary of the actions, their current status and the proposed delivery in 2020/21 is provided in the table below.

Note: Year 1 of the Strategy is 2018/19. As stated in the UGMS, the timeframes shown are "indicative only and will be confirmed in Council's annual operational plans."

Housing Actions				
Action		UGMS Year	Status at June 2020	Proposed 2020/21 Delivery
1	Review Local Environmental Plan (LEP) and Development Control Plan (DCP) provisions to promote appropriate housing choice options	1-2	Consultants engaged to prepare the Local Housing Strategy in consultation with Council and the community. Preparations underway for stakeholder engagement.	Completion of Local Housing Strategy by June 2021.
2	Review planning for the Wauchope CBD and adjoining mixed use area	3-4	Scheduled to commence in 2020/21, as per adopted Strategy.	Scheduled to commence in 2020/21, as per adopted Strategy.
3	Undertake neighbourhood planning in Kendall	4-5	Scheduled to commence in 2021/22, as per adopted Strategy.	Not applicable in 2020/21.
4	Review LEP and DCP provisions to promote development of the Yippin Creek Urban Release Area	1-3	Council has received funds from six landowners who are participating in the rezoning process. Specialist support studies have been commissioned and are at varied stages of completeness. This process is continuing.	Finalisation of support studies in consultation with contributing landowners.
5	Investigate options for development and review LEP and DCP provisions in the West Lake Cathie Investigation Area	2-3	This project is scheduled to commence in 2020/21, as per previous UGMS update.	This project will be dependent on landowner inputs. This project is scheduled to commence in 2020/21, as per previous UGMS update.
6	Preparation of an Outline Plan (Stage 1 investigations) for the Fernbank Creek and Sancrox potential future growth areas	1-3	The subject Structure Plan (previously referred to as an Outline Plan) is currently being drafted.	Delivery of project scheduled for 2020/2021.
7	Investigate options for limited rural residential development at Telegraph Point and review LEP and DCP provisions	4-5	Scheduled to commence in 2021/22, as per adopted Strategy.	Not applicable in 2020/21.

Housing Actions				
Action		UGMS Year	Status at June 2020	Proposed 2020/21 Delivery
8	Review LEP provisions for small lots around nominated rural villages and the merits of permitting detached dual occupancy with consent in all rural zones	4-5	Scheduled to commence in 2021/22, as per adopted Strategy.	Not applicable in 2020/21.
9	Monitor rates of subdivision and development in the LGA	1-5	Monitoring for the most recent reporting periods has commenced. Submission to the Department of Planning, Industry and Environment (DPIE) is pending advice regarding revised government requirements and a date for completion. It is anticipated that a consolidated report covering multiple reporting periods is likely to be requested.	To be advised by DPIE
10	Review LEP and DCP provisions for land at West Lindfield, previously deferred from the Thrumster urban release area	1-2	The commencement of this project was brought forward to 2018/19 by Resolution of Council in September 2018.	Following the subject Council Resolution, Council has contacted Landowners who have indicated an unwillingness to contribute to the planning proposal. Therefore, this project will be deferred until 2022/23 as per the previous Council Resolution in relation to the UGMS annual update.
11	Commence Stage 1 investigations and the preparation of an Outline Plan for the West Bonny Hills investigation Area	4-5	Scheduled to commence in 2021/22, as per adopted Strategy.	Not applicable in 2020/21.

Economic Development Actions				
Action		UGMS Year	Status at June 2020	Proposed 2020/21 Delivery
12	Review local environmental plan and development control plan	3-4	Scheduled to commence in 2020/21,	Scheduled to commence in 2020/21, as per adopted Strategy.

Economic Development Actions				
Action		UGMS Year	Status at June 2020	Proposed 2020/21 Delivery
	provisions for the Port Macquarie CBD		as per adopted Strategy.	
13	Council led precinct planning for the proposed Health and Education Precinct	1-3	Council has endorsed the Health and Education Precinct Master Plan. Strategic planning investigations to support the development of a planning proposal and revised development control and development contributions framework have commenced.	Completion of initial specialist studies to support precinct strategic planning. Completion of draft Council initiated planning proposal report.
14	Develop a new Destination Management Plan for the Port Macquarie - Hastings	1-2	Endorsed by Council in June 2020.	N / A - Completed.
15	Planning for the development of a Business Park at the Port Macquarie Airport	1	A Gateway Determination in relation to the planning proposal associated with this project was issued by DPIE on 20 November 2019. In addition, on 23 June 2020, DPIE issued written agreement that inconsistencies with 3 Ministerial Directions under section 9.1 of the <i>Environmental Planning and Assessment Act 1979</i> were justified. Approval of the proposed subsequent LEP and DCP amendments will now be pursued.	Finalisation of LEP and DCP amendments to facilitate the development of the proposed business park.
16	Planning for the 'gateway sites' at the intersection of the Pacific and Oxley Highways in Port Macquarie	1-2	Amendment to the Port Macquarie - Hastings Local Environmental Plan 2011 in relation to a proposed new highway service centre on the south western side of the intersection of the Pacific and Oxley Highways was approved in August	Planning for the north western gateway site as part of the progression of the Fernbank Creek and Sancroix Structure Plan.

Economic Development Actions				
Action		UGMS Year	Status at June 2020	Proposed 2020/21 Delivery
			2019. Planning for the north western gateway site is proposed to be undertaken as part of the Fernbank Creek and Sancrox Structure Plan, as detailed within Item 6 above.	
17	Investigate the capacity of land at the intersections 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	1-2	Public exhibition of a Draft Planning Proposal has been completed. Submissions are under consideration and the proponent is required to provide additional information to Council.	Finalisation of LEP and DCP amendments post exhibition, to facilitate the development of the proposed light industrial area. Consideration of any proposal for the land at the intersection of Ocean Drive with Bonny View Drive is subject to lodgement of a Planning Proposal Application for this land.
18	Investigate options for future service industrial land in the Camden Haven	5	Scheduled to commence in 2022/23, as per adopted Strategy.	Not applicable in 2020/21.
19	Review planning controls for rural and environmental areas in relation to recreation, agri-business and nature-based tourism	3-4	Scheduled to commence in 2020/21, as per adopted Strategy.	Scheduled to commence in 2020/21, as per adopted Strategy.

Making it Happen Actions				
Action		UGMS Year	Status at June 2020	Proposed 2020/21 Delivery
20	Council will review population statistics and growth forecasts annually	1-5	A reoccurring forecast review is proposed to be completed by the end of 2020/21.	Reoccurring forecast review is proposed to be completed by the end of 2020/21.
21	Collaboration with the NSW government to prepare a Regional City Action Plan for Port Macquarie	1-2	Council has undertaken preliminary consultation regarding this Plan, which is being produced by the NSW State Government. The NSW State Government has advised that the Plan is still in the development / signoff phase and at this stage there is no	Expected finalisation of the Regional City Action Plan for Port Macquarie.

Making it Happen Actions				
Action		UGMS Year	Status at June 2020	Proposed 2020/21 Delivery
			definitive timeframe for release of a draft document.	
22	Commence UGMS review to coincide with next review of the North Coast Regional Plan	4-5	Scheduled to commence in 2021/22, as per adopted Strategy.	Not applicable in 2020/21.
23	Review Major roads contributions plan	1-2	Preparation of a 10 year works program has commenced ahead of a Stage 1 interim review of the Major Roads Contributions Plan.	Finalisation of Stage 1 interim review of the Major Roads Contributions Plan.
24	Review open space contributions plan	5	Scheduled to commence in 2022/23, as per adopted Strategy.	Not applicable in 2020/21.
25	Review the Water and Sewer Development Servicing Plans	2-3	Scheduled to commence in 2020/21.	Scheduled to commence in 2020/21 with final delivery planned for 2021/22
26	Preparation of a Regional Integrated Transport Strategy	1-2	Discussions are on-going with Transport for NSW regarding the development of the Regional Integrated Transport Strategy to ensure alignment with the NSW Government's Future Transport Strategy and new Movement and Place framework.	Finalisation of Regional Integrated Transport Strategy.
27	Preparation of an Integrated Water Cycle Management Strategy (IWCMS) for the Port Macquarie - Hastings	1-2	Public Works Advisory (PWA) are continuing to work on the technical analysis aspects of the IWCMS. The water secure yield analysis has been completed, along with sewer load analysis and issues analysis. Finalisation of the technical analysis is planned for October 2020.	Planned completion of IWCMS for submission to DPIE in early 2021. Council adoption of the strategy is planned in mid-2021.
28	Complete Biodiversity Strategy and implement key actions	1-5	The Biodiversity Strategy was completed in 2019. Key actions implemented over the	– Finalisation of no net loss document which will assist in delivering programs that continue to reduce weed load

Making it Happen Actions				
Action		UGMS Year	Status at June 2020	Proposed 2020/21 Delivery
			reporting period have included: <ul style="list-style-type: none"> - Implementation of Flying Fox Camp management plan. - Reduction of weed load and improved health of bushland reserves. - Educational information created as per the koala recovery strategy. 	and improved health of bushland reserves. <ul style="list-style-type: none"> - Implement Port Macquarie Hastings Council specific management actions generated from the Hastings Wild Deer Program.
29	Complete strategies in relation to koala populations and implement key actions	1-5	In March this year, State Environmental Planning Policy (SEPP) (Koala Habitat Protection) 2019 was released by the NSW Government. The release of this SEPP has generated new discussions regarding the Comprehensive Koala Plan of Management and the appropriate strategies for implementing key actions.	Review of the strategies, tools and actions to achieve actions listed in the Koala Recovery Strategy.
30	Develop Community Plans and Local Strategic Planning Statement (LSPS) in consultation with key communities	1-5	Community Plans have been completed and endorsed by Council for 5 communities: Bonny Hills, Comboyne & Byabarra, Lake Cathie, Pappinbarra and Telegraph Point. Plans for 6 further communities (Camden Haven, Kew/Kendall, Wauchope, Rollands Plains, Hastings Hinterland, Beechwood and Pembroke) have been completed and are intended to be reported to Council in the coming months.	6 additional completed plans are intended to be endorsed by Council. Council is intending to work with all communities with endorsed plans on implementing identified actions. LSPS is intended to be endorsed by Council and DPIE.

Making it Happen Actions				
Action		UGMS Year	Status at June 2020	Proposed 2020/21 Delivery
			The LSPS is currently under development and is anticipated to be reported to Council in early 2020/21. Endorsement by DPIE is planned for the second quarter of 2020/21.	
31	Review the Port Macquarie-Hastings Heritage inventory	1-2	Stage 1 review completed in 2017/18.	Stage 2 of this project is proposed to commence in 2020/21.
32	Complete a review of the Port Macquarie-Hastings Development Control Plan	1-2	The Port Macquarie-Hastings Development Control Plan (Amendment 13) has been finalised and commenced on 17 June 2020.	N / A - Completed
33	Preparation of a Coastal Management Plan	2-3	A draft scoping study has been prepared.	<ul style="list-style-type: none"> - Final endorsement of the draft scoping study is proposed for the first quarter of 2020/21. - Commencement of Coastal Management Plan Stage 2 Chapter 1: Lake Innes/Lake Cathie to Rainbow Beach.

Key Projects & Priorities

As shown in the table above, there are a range of land use planning actions related to housing, economic development, infrastructure and service delivery that are proposed for implementation in 2020/21.

The delivery of these actions will generally be coordinated by Council's Strategy team, with input from other sections within Council, particularly Council's Infrastructure Planning and Development & Environment Sections.

The following part of this report provides a summary of planning resources, priorities and options in 2020/21 under the following categories:

1. Strategy, Local Environmental Plan (LEP) and Policy,
2. Housing Related Planning Projects,
3. Economic Development Projects; and
4. Contributions Planning.

Consideration has been given to 2020/21 priorities, and where required, some projects have been reprioritised to enable effective delivery.

1. Strategy, LEP and Policy

2020/21 will be another significant year in the preparation and review of Strategy, LEP and Development Control Plans (DCP). In addition to administration of the LEP and review of site-specific planning proposals, there are significant legislative requirements that will be delivered including a Community Strategic Plan, a Local Strategic Planning Statement and a comprehensive review of DCPs (following State Government provision of a standard DCP template).

It is proposed that these projects will be undertaken by Council's Strategy and Land Use Planning teams, along with the ongoing coordination of the housing choice LEP review (Action 1 in the UGMS). The housing choice review work has been prioritised by Council in the adopted UGMS to inform the comprehensive DCP review.

Stage 1 of the Heritage Review has been completed and provides adequate information at this point in time. Stage 2 will be deferred to 2020/21.

2. Housing Related Planning Projects

The key UGMS housing related planning actions proposed for implementation during the subject reporting period are:

- a. Yippin Creek;
- b. Fernbank Creek/Sancrox;
- c. West Lindfield; and
- d. West Lake Cathie.

Note: In September 2018, Council resolved to bring forward planning for the Fernbank Creek/Sancrox and West Lindfield areas to Year 1 of the UGMS.

The following summary is provided in relation to these key projects:

a. Yippin Creek

The current phase of work for the Yippin Creek area is to prepare LEP and DCP amendments and Contributions Plans to implement the adopted Yippin Creek Structure Plan. To do this, Council is required to undertake supporting studies to establish a basis for land use zones and infrastructure. In this regard, in the 2019/2020 financial year, Council commissioned the following reports in relation to this project:

- Biodiversity Opportunities and Constraints Report (status: complete).
- Preliminary Bushfire Assessment Report (status: final draft).
- Flooding and Stormwater Assessment Report (status: final draft).
- Preliminary Contamination Assessment (status: Request for Quote stage).
- Transport and Traffic Study (status: commenced. Consultant appointed and inception meeting held).

Progression of the Contamination Assessment and Transport and Traffic Study will be undertaken into the 2020/21 financial year. The Bushfire Study will be

finalised once all the other studies are complete to ensure proposed land uses take into account bushfire constraints that may relate to the site.

b. Fernbank Creek

Refer to the project specific update within the associated report to Council's 15 July 2020 Ordinary meeting.

c. West Lindfield

The West Lindfield area was deferred (i.e. not zoned residential) at the time that the Thrumster Urban Release Area was finalised as the landowners in the deferred area were not willing to contribute to the ongoing environmental management costs that would be generated as a result of dedicated environmental corridors in the area. There was an equity issue between landowners that could not be addressed.

As detailed within Item 10 of the above table, Council has since contacted landowners who have indicated an unwillingness to contribute to the planning proposal. Therefore, this project will be deferred until 2022/23 as per the previous Council Resolution in relation to the UGMS annual update.

d. West Lake Cathie.

Council has identified land to the west of Lake Cathie as a potential northwards extension of the Area 14 Urban Release Area between Lake Cathie and Bonny Hills.

Planning for this area is indicatively shown in the UGMS as commencing in Year 2 (2019/20). It will involve the preparation of support studies by the single landowner of the West Lake Cathie area and Council would play a key role in the review of studies, preparation of a Planning Proposal and in community engagement.

Council has not received a proposal to commence the investigations from the landowner in question and there is a good supply of developable residential land in Lake Cathie. Item 5 of the UGMS will therefore be deferred and its status reviewed again in the next UGMS update report in 2021/22.

3. *Economic Development Projects*

Key UGMS Economic Development planning actions currently in progress and proposed for implementation during the subject reporting period include:

- a. Port Macquarie Airport Business Park;
- b. The Port Macquarie Health & Education Precinct; Planning for the 'gateway sites' at the intersection of the Pacific and Oxley Highways; and
- c. The Light Industrial area, Houston Mitchell Drive, Bonny Hills.

a. Port Macquarie Airport Business Park;

As detailed within the table above, strategic planning in relation to the project is now significantly progressed. Subsequent finalisation of LEP and DCP amendments to facilitate the development of the proposed business park are forecast within the 2020/21 reporting period.

b. The Port Macquarie Health & Education Precinct

Following Council's adoption of the Port Macquarie Health and Education Precinct Master Plan at its Ordinary Meeting of 18 September 2019, as the next step in the strategic planning process, a strategic planning assessment and the development of an associated strategic planning framework is required to assist in facilitating the implementation of the vision as described within the Master Plan. This process (including the progression of a Planning Proposal) is required as various aspects of the Master Plan cannot be achieved under the current LEP, DCP and development contributions framework which applies to the site.

In relation to the above, at its Ordinary Meeting of 20 May 2020 it was resolved that Council:

- 1. Acknowledge the importance of both private and public sector stakeholders in achieving the vision for the Port Macquarie Health and Education Precinct (HEP) as detailed within the adopted HEP Master Plan.*
- 2. In acknowledgment of the value of the HEP to the wider community, as detailed within this report, commence relevant strategic planning tasks, including the preparation of a Council initiated Planning Proposal, a precinct specific Development Control Plan and undertake development contributions investigations to support the implementation of the vision for the HEP as described within the adopted HEP Master Plan.*
- 3. Endorse the HEP Investigation Area for the Council initiated Planning Proposal as the area identified outlined in red hatching within Figure 2 of this report to assist in achieving the vision for the precinct as detailed within the adopted HEP Master Plan whilst also ensuring value for money and timely delivery of the project.*
- 4. Delegate authority to the General Manager to make amendments to the Planning Proposal boundary referenced in item 3 if required during the course of Planning Proposal investigations to achieve the vision for the precinct.*
- 5. Acknowledge the work being undertaken by Highfields Development Pty Ltd in the preparation of information associated with a planning proposal for 8 Highfields Circuit, 3 and 5 Kulai Place and 9 and 11 Kingfisher Road, Port Macquarie.*
- 6. Give further consideration to the Planning Proposal referred to in Item 5 above once all relevant information, in accordance with Council's adopted Planning Proposal Policy, is available from the proponent.*
- 7. Request the General Manager provide quarterly update reports on the proposed Health and Education Precinct Planning Proposal project commencing in August 2020.*

CARRIED: 7/0

FOR: Alley, Dixon, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

In accordance with item 2 of the above Resolution, Council staff have now commenced relevant strategic planning tasks, including the preparation of a Council initiated Planning Proposal, a precinct specific DCP and development contributions investigations to support the implementation of the vision for the Health and Education Precinct as described within the adopted Master Plan. These tasks are currently in their early stages and have included the commencement of specialist studies (such as ecological, heritage and contaminated land investigations) to support the subject strategic planning framework.

- c. Planning for the 'gateway sites' at the intersection of the Pacific and Oxley Highways,
As detailed within Item 16 of the above table, Amendment to the Port Macquarie - Hastings Local Environmental Plan 2011 in relation to a proposed new highway service centre on the south western side of the intersection of the Pacific and Oxley Highways was approved in August 2019. Planning for the north western gateway site is proposed to be undertaken as part of the Fernbank Creek and Sancrox Structure Plan, as detailed within Item 6 of the above table.
- d. Light Industrial area, Houston Mitchell Drive near Bonny Hills
As detailed within Item 17 of the above table, public exhibition of a Draft Planning Proposal has been completed. Submissions are under consideration and the proponent is required to provide additional information to Council.

Finalisation of LEP and DCP amendments post exhibition are proposed within 2020/21 to facilitate the development of the proposed light industrial area. Consideration of any proposal for the land at the intersection of Ocean Drive with Bonny View Drive is subject to lodgement of a Planning Proposal Application for this land.

4. Contributions Planning

The current focus of Council's Contributions Planning team is on the management of the existing contributions system, particularly development assessment, the deferral of contributions for torrens title lots and voluntary planning agreement (VPA) implementation.

In March 2020, the NSW Government announced a review of the infrastructure contributions framework for NSW. This was a recommendation of the Kaldis Report on '*Review of Governance in the NSW Planning System*' 2018. The Productivity Commissioner, Peter Acherstraat, has been appointed to undertake the review with the findings due in early 2021. The terms of reference are currently available on the Productivity Commissions website.

DPIE has focussed on more immediate changes and released documents for comment related to levies under section 7.12 of the *Environmental Planning and Assessment Act 1979*, Special Infrastructure Contributions, annual reporting of contributions funds, contribution caps / thresholds and a new planning agreements policy framework.

The outcome of the above reviews will guide the preparation of new policies, procedures and plans by Council.

A review of the existing Major Roads Contributions Plan is an ongoing priority as the existing Plan was introduced in 2004 based on a works program from that time. Costs and priorities are out of date. A review of the Plan will be based on a works program to be provided by Council's Transport and Stormwater Network team.

The existing Section 94A Contributions Plan is also proposed for review in order to apply the contributions to a broader area.

Options

A large program of strategic and land use planning is proposed in 2020/21 to deliver a variety of actions in accordance with the UGMS. Some of these actions are required to implement Council's legislative responsibilities. Others are necessary to plan for coordinated housing, economic development and expected population growth.

This report outlines the current status of these tasks and proposed delivery methodology and timeframes in order to ensure the practical and efficient achievement of tasks associated with the UGMS.

Community Engagement and Internal Consultation

Community engagement and internal consultation has been undertaken in relation specific projects on a case by case basis. In relation to internal consultation, Council Strategy and Land Use Planning staff meet on a bi-monthly basis to coordinate strategic planning projects. In addition, these staff also generally meet with the Department of Planning, Industry and Environment on a bi-monthly basis to ensure effective coordination between Council and NSW Government strategic planning activities.

Planning and Policy Implications

The UGMS was adopted by Council in June 2018 and endorsed by the NSW Department of Planning 2 November 2018.

Financial and Economic Implications

There are no financial and economic implications in relation to this report.

Attachments

Nil

Item: 13.07

Subject: KOOLOONBUNG CREEK FLYING-FOX CAMP MANAGEMENT

Presented by: Development and Environment, Melissa Watkins

Alignment with Delivery Program

4.8.2 Increase community awareness and enable access to the natural environment.

RECOMMENDATION

That Council note the information presented in the Kooloonbung Creek Flying Fox Camp Management Plan update report.

Executive Summary

The Kooloonbung Creek Flying-Fox Camp Management Plan (CMP) was adopted by Council at the June 2019 ordinary meeting. The CMP follows the Department of Planning Industry and Environment (DPIE) template and state legislative guidelines and contains recommendations, specific to Kooloonbung Creek, for action based on feedback from the community and in particular local residents.

After formal adoption of the Camp Management Plan staff have begun implementation of the Level 1 and 2 management actions identified in Table 8 on page 48 of the CMP (**Attachment 1**).

This report provides an update of the progress of implementing those Level 1 and 2 management actions including education and awareness programs, property modification/service subsidies, as well as alternative habitat creation and canopy mounted sprinklers.

Discussion

The Kooloonbung Creek Flying-Fox Camp Management Plan (CMP) for the flying fox colony at Kooloonbung Creek was adopted by Council at the June 2019 Council meeting.

At a meeting in August 2018, Council resolved:

That Council:

1. *Note the information contained in the Management of the Flying-fox Colony in Kooloonbung Creek Nature Reserve report;*
2. *Establish a Consultative Committee for Flying-fox Management in Kooloonbung Creek;*
3. *Invite nominations for membership on the Committee from the following:*
 - *Affected residents;*

- Representatives from the Office of Environment and Heritage (OEH);
 - Representatives of the Friends of Kooloonbung;
 - Expert ecologists; and
 - Other interested community representatives.
4. Prepare a Project Plan for delivery of a Camp Management Plan and associated community consultation/engagement/education program;
 5. Formally seek OEH and Local Government NSW funding for the development of a Camp Management Plan and future implementation of the Camp Management Plan;
 6. Engage a suitably qualified consultant to assist in the preparation of a new Flying-fox Camp Management Plan for Kooloonbung Creek, which takes account of new camp management options and legislation and to undertake associated community consultation (including formalised attitudinal surveys, etc.).
 7. Ensure that the Kooloonbung Creek Management Plan fully explores all other options and outlines the legislative obligations, pros, cons, and costs for management options including but not limited to:
 - a) Noise barriers (e.g. Perspex sheeting);
 - b) Buffer landscaping using non-roost trees;
 - c) Specific rebates to residents to assist with air-conditioning etc.;
 - d) (Voluntary) acquisition of properties for affected residents with these residences leased back by Council with agreements in place;
 - e) Other novel options.
 8. Further considers the draft Camp Management Plan and the options outlined therein at a future meeting of Council, with further Actions to be based on this work.
 9. Request the General Manager provide quarterly reports to Council on progress in these matters.

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.

Level 1 and 2 management actions have commenced and continue. Table 1 outlines the works that have been completed from June 2019 to June 2020.

Table 1: Progress Report

<u>Actions</u>	<u>Expected timeline</u>	<u>Progress to date</u>
Level 1 Management Actions		
Education and awareness programs	June 2020	Ongoing community information sessions are scheduled at six monthly intervals to inform the community of the progress of implementing the CMP. Due to COVID 19 Restrictions the last community information session was held on 17th June 2020 from 10am to 11am via a live Zoom Presentation with 18 people attending.

		<p>Council's website is continuously updated and provides a range of information about flying-fox's and management.</p> <p>Interpretative Signage has been installed at strategic locations in Kooloonbung Creek.</p> <p>Customer service staff have been provided guidance on how to respond to frequently asked Regular contact with residents living in proximity to the camp and Friends of Kooloonbung Creek is continuing.</p>
Property modification/service subsidies	June 2020	<p>The Executive endorsed the subsidy program on 30 October 2019.</p> <p>14 residents were provided the subsidy information package and 7 residents have taken up the package.</p> <p>Items selected include clothes dryers, high pressure cleaners, air conditioners, sound proofing windows, subsidised water and electricity bills, clothes line cover and car port.</p> <p>The program commenced November 2019 with completion end of March 2020. A condition of acceptance of the subsidy was to complete a survey to gauge effectiveness. Council has received four survey responses with three remaining outstanding.</p> <p>An additional survey will be undertaken April 2021, to further evaluate the effectiveness of the items and program. The surveys will assist council to determine if future subsidies are a viable option and what items would be most suitable.</p> <p>The results from the surveys received indicate some good results with all items selected with very good feedback about the sound proofing of windows to reduce the noise levels.</p>
Routine Camp Management	Ongoing	<p>Friends of Kooloonbung Creek with support from Council's NRM team continue to work in the Kooloonbung Creek reserve maintaining the bushland ecosystem and flying fox camp area.</p> <p>The planting of 150 Broadleaf paperbark trees (<i>Melaleuca quinquenervia</i>), supplied by the Port Macquarie Land Care nursery, has assisted with the regeneration of the defoliated trees in the camp area. The work was undertaken in April 2020 by the Friends of Kooloonbung Creek.</p>
Alternative habitat creation	June 2020	<p>Investigations into alternative habitat location is ongoing.</p> <p>Two alternative sites have been identified:</p>

		<ul style="list-style-type: none"> The area of Kooloonbung Creek where it intersects with Lake Road is highly suitable. The area has the same tree species as the current camp, a permanent water source and it is over 100m to the nearest residence. A small flying fox camp at Yippin Creek adjacent to the Wauchope Sewerage Treatment plant is also suitable. The closest residence is over 230m away. <p>Rehabilitation of potential habitat is also an option where a suitable location may exist and could be revegetated.</p> <p>In addition to the sites identified by PMHC, Local Government NSW also commissioned a consultant's report to identify suitable alternative habitat throughout NSW. This report has not been released yet, however for the Port Macquarie LGA the draft report makes reference to rehabilitation of the existing habitat in Kooloonbuung Creek which is already being undertaken by Friends of Kooloonbung Creek.</p> <p>Further investigations will be undertaken as sites are identified by the NRM team.</p>
Protocols to manage incidents	June 2021	<p>The Department of Planning, Industry and Environment (DPIE) are working with a range of stakeholders to develop protocols, suggested roles and responsibilities, and supporting resources for all involved in managing heat stress events in flying-fox camps.</p> <p>In the interim the Department has provided fact sheets developed by Armidale Regional Council on correct disposal of deceased bats. These fact sheets are readily available to Council staff and have been provided to the local FAWNA group for information.</p> <p>The correct procedure is being modified as a Port Macquarie-Hastings Council Factsheet and will be uploaded to the Port Macquarie - Hastings Council website once approved and finalised.</p>
Research	Ongoing (long term)	<p>The quarterly flying-fox counts continue to be undertaken for the national census.</p> <p>PMHC staff the flying-fox camp on 9 June 2020 after COVID restrictions were relaxed in order to inform the community.</p> <p>The results over the camp area of 1.8 hectares is as follows:</p> <ul style="list-style-type: none"> 1876 Grey-headed flying fox

		<ul style="list-style-type: none"> • 184 Black flying-fox <p>For comparison, the census undertaken in February 2020 over the camp area of 1.4 hectares was:</p> <ul style="list-style-type: none"> • 1706 Grey-headed flying fox • 85 Black flying-fox • 426 Little red flying-fox <p>The census undertaken in November 2019 over the camp area of 1.4 hectares was:</p> <ul style="list-style-type: none"> • 1309 Grey-headed flying fox • 116 Black flying-fox • 72 Little red flying-fox <p>And the census in August 2018 over the camp area of 1.5 hectares was:</p> <ul style="list-style-type: none"> • 6148 Grey-headed flying fox • 117 Black flying fox <p>Other research activities include:</p> <ul style="list-style-type: none"> • Working with other government agencies and to build protocols around managing incidents • Alternative habitat identification • Monitoring the effectiveness of irrigation System • Monitoring the effectiveness of subsidy program items
Appropriate land-use planning	June 2022	<p>To ensure appropriate land-use planning includes an assessment of the ecological impact of proposed land use practise on flying-fox colonies Council's NRM staff are being consulted and asked to comment on possible land use planning decisions when warranted.</p> <p>Key considerations for land use planning include:</p> <ul style="list-style-type: none"> • Potential habitat is everywhere (vegetation in proximity to fresh water) • Camps can and do establish anywhere • Effective minimum buffer is 100m from places of residences • Planning proposals must identify High Environmental Values and demonstrate avoidance • Buffers are already required under Development Control Plans from streams, thought these may be less than 100m • Buffers for proximity to important wetlands are already required under the Biodiversity Conservation Act 2016 but may be less than 100m

Level 2 Management Actions		
Canopy mounted sprinklers	June 2022	<p>A Review of Environmental Factors including an Ecological Impact Assessment Report for the installation of sprinklers was completed and endorsed by PMHC staff on 29 November 2019.</p> <p>The Department of Planning, Industry and Environment granted a recycled water approval on 12 December 2020.</p> <p>The full irrigation system including recycled water tank, pump and sprinklers was installed during the week of 13 January 2020.</p> <p>The irrigation system has been in operation since the 10th March 2020. It is used only when flying-fox have been present or in close proximity of the sprinklers. Constant monitoring of the camp is undertaken to determine if operation is warranted.</p> <p>The operation is monitored with results recorded to assess effectiveness.</p> <p>Monitoring results indicate the system is effective:</p> <ul style="list-style-type: none"> • Short 20 second bursts are all that is required • Staff are maintaining low water use • It is only effective for about 15 metres • The system appears to deter flying-foxes from camping in range of sprinklers • It must be ongoing • There are resources required to operate the equipment <p>The monitoring results and comments from the community have warranted the continued use of the systems and the extension of additional sprinklers to capture 3 more residential homes. The installation of additional sprinklers is planned for July 2020.</p>
Buffers through vegetation trimming and removal	June 2024	<p>If it is determined that canopy mounted sprinklers and the subsidy program have not managed the impact adequately then this management action will be investigated.</p>

Options

Council may opt to accept the recommendations or choose to resolve in some other manner.

Community Engagement and Internal Consultation

The next community information session is scheduled to occur in December 2020. The date, time and location will depend on COVID 19 restrictions and may be at a

Council meeting room or via Zoom. Community information sessions are held on a regular basis twice a year.

Regular meetings are held with the communications team to discuss the progress of implementing the camp management plan and work through any communications actions.

Internal consultation has commenced with the Education Team with a request to develop a community educational program in accordance with the CMP level 1 action - develop education and awareness programs.

Planning and Policy Implications

There are no planning and policy implications in relation to this report.

Financial and Economic Implications

Funding for the implementation of the Flying Fox Camp Management Plan (detailed action plan is in Table 8) was incorporated into the 2019-2020 Operational Plan. PMHC was also successful in obtaining \$30,750 from the 2019 Flying-fox Grant Program (FFGP) which is administered by Local Government NSW.

Funding for the Flying Fox Camp Management Plan (detailed action plan is in Table 8) is incorporated in the 2020-2021 Operational Plan. PMHC has also applied for an additional Grant of \$30,000 with Department of Planning Industry and Environment. If successful, this will assist with maintenance and expansion of the irrigation system and to continue development of the subsidy package.

Attachments

1.  Flying Fox Camp Management Plan

Item: 13.08

Subject: RECOMMENDED ITEM FROM TOWN CENTRE MASTER PLAN
SUB-COMMITTEE - BICENTENNIAL WALKWAY PROJECT

Presented by: Development and Environment, Melissa Watkins

Alignment with Delivery Program

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.

RECOMMENDATION

That Council:

1. Affirm its commitment to the Port Macquarie Foreshore Bicentenary project overall, with specific focus now on the Kooloonbung Creek and Town Green frontages as potential COVID-19 stimulus projects.
2. Note the current funding allocation from the Federal Government and the TCMP Reserve of \$2M for Town Green West to complete this project.
3. Adopt the outstanding budget is \$3.05M on the priority sections of the Port Macquarie Foreshore Bicentenary project.
4. Consider including an additional project in the adopted 2020-2021 Operational Plan should a review be undertaken, being the "Port Macquarie Foreshore Bicentenary Walkway" with a 50% contribution of \$1.525M of funding from the current TCMP budget and any available relevant developer contribution funds.
5. Seek grant funding for the remaining 50% or \$1.525M from the local Federal Member for Cowper and State Member for Port Macquarie for the outstanding priority sections of the Port Macquarie Bicentennial Walkway Project.

Executive Summary

The Town Centre Master Plan Sub-Committee met on 25 June 2020 and reached consensus in respect of Item 06 (**Attachment 1**) as follows:

"06 BICENTENNIAL WALKWAY PROJECT

CONSENSUS:

That the TCMP recommend to Council that it:

1. Affirm with specific focus now on the Kooloonbung Creek and Town Green frontages as potential COVID-19 stimulus projects.
2. Note the current funding allocation from the Federal Government and the TCMP Reserve of \$2M for Town Green West to complete this project.

3. Adopt the outstanding budget is \$3.05M on the priority sections of the Port Macquarie Foreshore Bicentenary project.
4. Consider including an additional project in the 2020-2021 Operational Plan being the “Port Macquarie Foreshore Bicentenary Walkway” with a 50% contribution of \$1.525M of funding from Council revenue and reserves.
5. Seek grant funding for the remaining 50% or \$1.525M from the local Federal Member for Cowper and State Member for Port Macquarie for the outstanding priority sections of the Port Macquarie Bicentennial Walkway Project.”

To further clarify the process for any future review of the adopted Operational Plan and the potential budgets that could be applied item 4 of the recommendations has been slightly modified as follows:

1. Consider including an additional project in the adopted 2020-2021 Operational Plan should a review be undertaken, being the “Port Macquarie Foreshore Bicentenary Walkway” with a 50% contribution of \$1.525M of funding from the current TCMP budget and any available relevant developer contribution funds.

The recommendations are now submitted for Council’s consideration.

Attachments

1.  Item 06 TCMP 20200625

Item: 13.09

**Subject: ACQUISITION OF EASEMENT TO DRAIN WATER AT 10
DILLADERRY CRESCENT, PORT MACQUARIE**

Presented by: Development and Environment, Melissa Watkins

Alignment with Delivery Program

4.1.5 Work towards planning, investigation, design, construction of stormwater assets.

RECOMMENDATION

That Council:

- 1. Pay compensation in the amount of \$10,500 (GST Exclusive) to the owners of Lot 87 DP253560, AT and KA Dun, for the acquisition of an easement to drain water depicted (A) in plan of acquisition DP1264763.**
- 2. Delegate authority to the General Manager, pursuant to Section 377 of the *Local Government Act 1993* to sign electronically or otherwise all documents including but not limited to any authorisation form as required in accordance with the *Electronic Transactions Act 2000*.**

Executive Summary

This report considers the acquisition of an easement to drain water at 10 Dilladerry Crescent, Port Macquarie and recommends that acquisition proceed.

Discussion

Modification of the existing stormwater easement at 10 Dilladerry Crescent, Port Macquarie was required to allow the construction of stormwater upgrades to be completed. The upgraded works lessened the impact of overland flows at this location and necessitates the requirement for a modification to the existing easement is shown marked as (A) in the attached plan of acquisition DP1264763 (**Attachment 1**).

It is recommended that the acquisition of the required easement proceed.

Options

Nil.

Community Engagement and Internal Consultation

There has been ongoing consultation with the landowners of 10 Dilladerry Crescent throughout the design, survey and construction phases of the upgrade to the stormwater drainage system.

There has been ongoing consultation between the Infrastructure Division and the Development & Environment Division.

Planning and Policy Implications

There are no planning and policy implications in relation to this report.


Financial and Economic Implications

The acquisition of the easement depicted in DP1264763 entitles the landowners to the payment of compensation assessed having regard to the provisions of the *Land Acquisition (Just Terms Compensation) Act 1991*. Council's Consulting Valuer has assessed monetary compensation in the amount of \$10,500 (Exclusive of GST). An offer in this amount has been made to, and accepted by the landowners, AT and KA Dun.

In addition to the payment of monetary compensation, Council is also required to meet the legal costs reasonably incurred by the landowners in conveying the benefit of the easement to Council. These conveyancing costs are estimated in the amount of \$1,500 (GST Inclusive).

There is funding available to meet the land acquisition and conveyancing costs.

Attachments

1.  Location of Easement to be Acquired

Subject: CONFIDENTIAL SESSION

RECOMMENDATION

- 1. That Council move into Confidential Session to receive and consider the following items:**
 - Item 15.01 John Henry Taylor and Mildred Joy Taylor V. Port Macquarie-Hastings Council**

This item is considered confidential under Section 10A(2)(e) of the Local Government Act 1993, as it contains information that would, if disclosed, prejudice the maintenance of law.
 - Item 15.02 T-20-03 Design & Construction of Lake Cathie Skatepark**

This item is considered confidential under Section 10A(2)(d(i)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.
- 2. That pursuant to Section 10A subsections 2 & 3 and 10B of the Local Government Act 1993 (as amended), the press and public be excluded from the proceedings of the Confidential Session of Council on the basis that the items to be considered are of a confidential nature.**
- 3. That the resolutions made by Council in Confidential Session be made public as soon as practicable after the conclusion of the Confidential Session and such resolutions be recorded in the Minutes of the Council Meeting.**